

**Oakstead
Community Development District**

May 21, 2019

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

May 14, 2019

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, May 21, 2019 at 2:00 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 April 16, 2019 Regular Meeting
 - B. Approval of the Financial Statements for April, 2019
4. Attorney's Report
5. Engineer's Report
6. Manager's Report
 - A. Distribution of the Proposed Fiscal Year 2020 Budget and Consideration of Resolution 2019-02 Approving the Budget and Setting the Public Hearing
 - B. Notice from Pasco County SOE on the Number of Registered Voters in the District – 2,118
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 April 16, 2019 at 6:30 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida.

Present and constituting a quorum were:

Fred Krauer	Chairman
Barbara Feldman	Vice Chair
Joe Cascio	Assistant Secretary
Sal Paradiso	Assistant Secretary
Gary Goldstein	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Tonja Stewart	District Engineer
Nancy Intini	Site Manager

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 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 March 19, 2019 Meeting

B. Approval of the Financial Statements for March, 2019

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the consent agenda was approved.
--

FOURTH ORDER OF BUSINESS **Consideration of Acceptance of the Financial Audit for FY 2018**

On MOTION by Ms. Feldman seconded by Mr. Paradiso with all in favor the financial audit for fiscal year 2018 was accepted.
--

FIFTH ORDER OF BUSINESS **Attorney's Report**

Mr. Mendenhall recommended that if the Board approves a landscape contract today, District Counsel should review it again before execution.

Mr. Paradiso MOVED seconded by Mr. Goldstein to accept the landscape services contract pending District Counsel's review.

On VOICE Vote with all in favor the landscape services contract pending District Counsel's review was accepted.

SEVENTH ORDER OF BUSINESS

Manager's Report

None.

SIXTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart reported on Faulkner Engineering's observations of the parking lot pavement. The report will be forwarded to the Board and a copy will be made part of the record of this meeting.

This area will continue to be monitored through the whole summer and she will have further conversations on the area in September.

On MOTION by Mr. Paradiso seconded by Mr. Goldstein with all in favor authorization for an expenditure for fixing the landscape lighting as a result of the roadwork construction was approved.

The record will reflect Ms. Stewart left the meeting.

NINTH ORDER OF BUSINESS

Staff Reports

A. Site Manager

Mr. Paradiso MOVED seconded by Mr. Goldstein that in addition to the already approved \$20,000 for a new shed, authorization to expend an additional \$5,000 for additional construction work that may be needed for placement of the shed.

Ms. Intini stated let's leave it at this for now; the motion that was already approved.

After discussion, Mr. Paradiso Rescinded the previous motion and Mr. Goldstein seconded the motion to rescind.

Ms. Intini noted the following:

- She had the baseball field fence replaced and the tennis courts fence fixed.
- Joe's letter should go out in a private mailing, it could go in the Newsletter too.

A lengthy discussion ensued regarding the letter and the discussion will continue at the next workshop meeting.

B. Newsletter Committee

Mr. Paradiso noted approximately 30 people will receive the newsletter electronically.

TENTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Mr. Paradiso reported the light he reported as being out several times is still out.

Mr. Krauer reported he reviewed the common areas for possible sidewalk grindings. He will give Tim a call and have him do the grindings on the common property.

Ms. Feldman reported the lights on the monuments at Ashmont go off when the pole light goes out.

ELEVENTH ORDER OF BUSINESS

Audience Comments

None.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Paradiso seconded by Mr. Cascio with all in favor the meeting was adjourned.

Chairman/Secretary

3B.

Oakstead
Community Development District

Financial Report

April 30, 2019



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 - 23

OAKSTEAD
Community Development District

Financial Statements

(Unaudited)

April 30, 2019

Balance Sheet

April 30, 2019

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	\$ 566,132	\$ -	\$ -	\$ -	\$ -	\$ 566,132
Cash On Hand/Petty Cash	250	-	-	-	-	250
Due From Other Funds	-	9,217	7,967	-	-	17,184
Investments:						
Money Market Account	1,700,486	-	-	-	-	1,700,486
Construction Fund A	-	-	-	1,416	278,795	280,211
Interest Account A	-	72,971	-	-	-	72,971
Interest Fund (A-2)	-	-	66,795	-	-	66,795
Reserve Fund (A-2)	-	-	114,693	-	-	114,693
Reserve Fund A	-	131,562	-	-	-	131,562
Revenue Fund (A-2)	-	-	67,814	-	-	67,814
Revenue Fund A	-	79,432	-	-	-	79,432
Sinking Fund (A-2)	-	-	235,000	-	-	235,000
Sinking Fund A	-	280,000	-	-	-	280,000
Prepaid Items	9,455	-	-	-	-	9,455
Deposits	839	-	-	-	-	839
TOTAL ASSETS	\$ 2,277,162	\$ 573,182	\$ 492,269	\$ 1,416	\$ 278,795	\$ 3,622,824
LIABILITIES						
Accounts Payable	\$ 14,556	\$ -	\$ -	\$ -	\$ -	\$ 14,556
Accrued Expenses	9,505	-	-	-	-	9,505
Contracts Payable	779,202	-	-	-	-	779,202
Accrued Taxes Payable	643	-	-	-	-	643
Due To Other Funds	17,184	-	-	-	-	17,184
TOTAL LIABILITIES	821,090	-	-	-	-	821,090

Balance Sheet

April 30, 2019

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
<u>FUND BALANCES</u>						
Nonspendable:						
Prepaid Items	9,455	-	-	-	-	9,455
Deposits	839	-	-	-	-	839
Restricted for:						
Debt Service	-	573,182	492,269	-	-	1,065,451
Capital Projects	-	-	-	1,416	278,795	280,211
Assigned to:						
Operating Reserves	212,254	-	-	-	-	212,254
Reserves - Asset Replacement	211,086	-	-	-	-	211,086
Reserves - Clubhouse	37,374	-	-	-	-	37,374
Reserves - Landscape	30,000	-	-	-	-	30,000
Reserves - Ponds	65,774	-	-	-	-	65,774
Reserves-Recreation Facilities	21,600	-	-	-	-	21,600
Reserves - Tree Removal & Replcmnt	24,086	-	-	-	-	24,086
Reserves - Roadways	(242,558)	-	-	-	-	(242,558)
Reserves - Sidewalks	50,945	-	-	-	-	50,945
Reserve - Wall	48,800	-	-	-	-	48,800
Unassigned:	986,417	-	-	-	-	986,417
TOTAL FUND BALANCES	\$ 1,456,072	\$ 573,182	\$ 492,269	\$ 1,416	\$ 278,795	\$ 2,801,734
TOTAL LIABILITIES & FUND BALANCES	\$ 2,277,162	\$ 573,182	\$ 492,269	\$ 1,416	\$ 278,795	\$ 3,622,824

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
REVENUES				
Interest - Investments	\$ 9,000	\$ 16,172	179.69%	\$ 3,580
Room Rentals	3,000	3,666	122.20%	530
Special Events	1,000	720	72.00%	40
Other Charges For Services	2,500	832	33.28%	133
Special Assmnts- Tax Collector	1,054,718	1,042,331	98.83%	21,993
Special Assmnts- Discounts	(42,189)	(40,036)	94.90%	-
Other Miscellaneous Revenues	-	6,812	0.00%	3,034
Gate Bar Code/Remotes	2,000	2,137	106.85%	311
TOTAL REVENUES	1,030,029	1,032,634	100.25%	29,621

EXPENDITURES**Administration**

P/R-Board of Supervisors	19,200	10,400	54.17%	1,600
FICA Taxes	1,469	796	54.19%	122
ProfServ-Arbitrage Rebate	1,200	1,200	100.00%	-
ProfServ-Engineering	7,000	9,943	142.04%	3,598
ProfServ-Legal Services	14,000	9,714	69.39%	420
ProfServ-Mgmt Consulting Serv	54,912	32,032	58.33%	4,576
ProfServ-Property Appraiser	150	150	100.00%	150
ProfServ-Special Assessment	12,000	12,000	100.00%	-
ProfServ-Trustee Fees	5,000	5,000	100.00%	-
ProfServ-Web Site Development	1,000	560	56.00%	80
Auditing Services	6,500	6,700	103.08%	-
Postage and Freight	1,500	689	45.93%	95
Insurance - General Liability	3,875	1,820	46.97%	260
Printing and Binding	800	491	61.38%	51
Legal Advertising	1,900	148	7.79%	-
Misc-Bank Charges	1,500	749	49.93%	115
Misc-Assessmnt Collection Cost	21,094	20,046	95.03%	440
Office Supplies	50	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	153,325	112,613	73.45%	11,507

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
<u>Field</u>				
Contracts-Landscape	189,090	110,303	58.33%	15,758
Contracts-Landscape Consultant	19,440	11,840	60.91%	2,120
Contracts-Mulch	7,800	23,213	297.60%	-
Contracts-Lakes	26,630	15,533	58.33%	2,219
Contracts-Florida Hwy Patrol	20,000	12,690	63.45%	2,870
Contracts-Annuals	12,500	7,190	57.52%	-
Contracts-Gates	4,500	2,250	50.00%	-
Communication-Gate Phones	9,720	5,670	58.33%	810
Electricity - Streetlighting	76,321	50,369	66.00%	5,661
Utility - Reclaimed Water	20,000	8,646	43.23%	1,411
Insurance - Property	15,586	8,267	53.04%	1,181
R&M-Gate	30,000	24,094	80.31%	2,030
R&M-Irrigation	13,113	18,547	141.44%	1,434
R&M-Sidewalks	2,500	1,250	50.00%	-
R&M-Trees and Trimming	2,500	8,276	331.04%	-
Miscellaneous Services	9,000	7,347	81.63%	-
Misc-Decorative Lighting	10,000	6,750	67.50%	-
Misc-Property Taxes	1,900	3,151	165.84%	-
Reserve - Ponds	16,011	-	0.00%	-
Reserve - Roadways	115,000	1,116,426	970.81%	782,482
Reserve-Tree Rem./Replacem.	-	1,013	0.00%	1,013
Reserves - Wall	50,000	1,200	2.40%	-
Total Field	651,611	1,444,025	221.61%	818,989

Parks and Recreation - General

Payroll-Salaries	57,075	35,734	62.61%	6,442
Payroll-Hourly	62,930	31,264	49.68%	5,276
FICA Taxes	9,180	5,125	55.83%	896
Workers' Compensation	3,000	1,540	51.33%	-
Unemployment Compensation	350	-	0.00%	-
Contracts-Security Services	2,038	1,568	76.94%	-
Contracts-Pools	16,200	9,450	58.33%	1,350
Contracts-Pest Control	2,955	1,785	60.41%	255
Communication - Telephone	3,000	1,705	56.83%	264
Utility - Gas	310	181	58.39%	27
Utility - Refuse Removal	1,000	582	58.20%	83

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
Utility - Water & Sewer	5,500	3,087	56.13%	225
R&M-Clubhouse	20,000	19,712	98.56%	6,157
R&M-Pools	11,870	5,295	44.61%	646
Miscellaneous Services	3,800	1,202	31.63%	430
Misc-Public Relations	7,885	5,639	71.52%	365
Solid Waste Disposal Assessm.	1,300	1,222	94.00%	-
Office Supplies	2,500	278	11.12%	-
Cleaning Supplies	4,200	670	15.95%	90
Op Supplies - Clubhouse	3,000	711	23.70%	381
Op Supplies - Pool Chemicals	7,000	4,231	60.44%	672
Impr - Pool	-	53,189	0.00%	6,848
Total Parks and Recreation - General	225,093	184,170	81.82%	30,407
TOTAL EXPENDITURES	1,030,029	1,740,808	169.01%	860,903
Excess (deficiency) of revenues				
Over (under) expenditures	-	(708,174)	0.00%	(831,282)
OTHER FINANCING SOURCES (USES)				
Interfund Transfer - In	-	264,293	0.00%	264,293
TOTAL FINANCING SOURCES (USES)	-	264,293	0.00%	264,293
Net change in fund balance	\$ -	\$ (443,881)	0.00%	\$ (566,989)
FUND BALANCE, BEGINNING (OCT 1, 2018)	1,899,953	1,899,953		
FUND BALANCE, ENDING	\$ 1,899,953	\$ 1,456,072		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3,484	0.00%	\$ 1,076
Special Assmnts- Tax Collector	451,062	445,764	98.83%	9,405
Special Assmnts- Discounts	(18,042)	(17,122)	94.90%	-
TOTAL REVENUES	433,020	432,126	99.79%	10,481
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	9,021	8,573	95.03%	188
Total Administration	9,021	8,573	95.03%	188
Debt Service				
Principal Debt Retirement A-1	280,000	-	0.00%	-
Interest Expense Series A-1	145,943	72,971	50.00%	-
Total Debt Service	425,943	72,971	17.13%	-
TOTAL EXPENDITURES	434,964	81,544	18.75%	188
Excess (deficiency) of revenues Over (under) expenditures	(1,944)	350,582	0.00%	10,293
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(1,944)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(1,944)	-	0.00%	-
Net change in fund balance	\$ (1,944)	\$ 350,582	0.00%	\$ 10,293
FUND BALANCE, BEGINNING (OCT 1, 2018)	222,600	222,600		
FUND BALANCE, ENDING	\$ 220,656	\$ 573,182		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 2,985	0.00%	\$ 924
Special Assmnts- Tax Collector	389,884	385,305	98.83%	8,130
Special Assmnts- Discounts	(15,595)	(14,799)	94.90%	-
TOTAL REVENUES	374,289	373,491	99.79%	9,054
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,798	7,410	95.02%	163
Total Administration	7,798	7,410	95.02%	163
Debt Service				
Principal Debt Retirement A-2	235,000	-	0.00%	-
Interest Expense Series A-2	133,590	66,795	50.00%	-
Total Debt Service	368,590	66,795	18.12%	-
TOTAL EXPENDITURES	376,388	74,205	19.72%	163
Excess (deficiency) of revenues Over (under) expenditures	(2,099)	299,286	0.00%	8,891
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(2,099)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(2,099)	-	0.00%	-
Net change in fund balance	\$ (2,099)	\$ 299,286	0.00%	\$ 8,891
FUND BALANCE, BEGINNING (OCT 1, 2018)	192,983	192,983		
FUND BALANCE, ENDING	\$ 190,884	\$ 492,269		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3,196	0.00%	\$ 447
TOTAL REVENUES	-	3,196	0.00%	447
EXPENDITURES				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues				
Over (under) expenditures	-	3,196	0.00%	447
OTHER FINANCING SOURCES (USES)				
Operating Transfers-Out	-	(264,293)	0.00%	(264,293)
TOTAL FINANCING SOURCES (USES)	-	(264,293)	0.00%	(264,293)
Net change in fund balance	\$ -	\$ (261,097)	0.00%	\$ (263,846)
FUND BALANCE, BEGINNING (OCT 1, 2018)	-	262,513		
FUND BALANCE, ENDING	\$ -	\$ 1,416		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending April 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	APR-19 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 3,424	0.00%	\$ 540
TOTAL REVENUES	-	3,424	0.00%	540
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues				
Over (under) expenditures	-	3,424	0.00%	540
Net change in fund balance	\$ -	\$ 3,424	0.00%	\$ 540
FUND BALANCE, BEGINNING (OCT 1, 2018)	-	275,371		
FUND BALANCE, ENDING	\$ -	\$ 278,795		

OAKSTEAD
Community Development District

Supporting Schedules

April 30, 2019

Non-Ad Valorem Special Assessments
(Pasco County Tax Collector - Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2019

					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
2018 Assmnts				\$1,895,664	\$1,054,718	\$451,062	\$389,884
Allocation %				100%	56%	24%	21%
11/09/18	\$ 17,565	\$ 993	\$ 358	\$ 18,917	\$ 10,525	\$ 4,501	\$ 3,891
11/16/18	102,302	4,350	2,088	108,739	60,501	25,874	22,365
11/23/18	60,865	2,588	1,242	64,695	35,995	15,394	13,306
12/03/18	1,195,359	50,823	24,395	1,270,577	706,929	302,326	261,321
12/13/18	265,903	11,194	5,427	282,523	157,192	67,225	58,107
12/31/18	21,595	682	441	22,717	12,640	5,405	4,672
01/09/19	12,395	391	253	13,039	7,255	3,103	2,682
02/09/19	35,659	782	728	37,168	20,680	8,844	7,644
03/09/19	15,035	155	307	15,497	8,622	3,687	3,187
04/10/19	38,737	-	791	39,528	21,993	9,405	8,130
TOTAL	\$ 1,765,414	\$ 71,957	\$ 36,029	\$ 1,873,399	\$ 1,042,331	\$ 445,764	\$ 385,305
% Collected				99%	99%	99%	99%
TOTAL O/S				\$ 22,265	\$ 12,387	\$ 5,298	\$ 4,579

OAKSTEAD

Community Development District

Assigned Reserves Report April-19

		Current Balance	Goal
GL #283010	Operating Reserves	\$212,254	n/a
GL #283070	Reserves - Asset Replacement	\$211,086	\$0
GL #283185	Reserves - Clubhouse	\$37,374	\$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	\$24,086	\$25,000
GL #283760	Reserves-Roadways**	\$37,653	\$2,030,000
	** Includes Series A-1 & A-2 Construction Funds		
	** Includes redeemed 24mo CDs 3905 & 3906		
	(\$103,526.64 each deposited to BU MMA)		
GL #283790	Reserves-Sidewalks	\$50,945	\$25,000
GL #283880	Reserves-Wall	\$48,800	\$50,000
GL #283925	Reserves - Weymouth	\$0	\$0
Total Assigned Reserves		\$739,572	\$2,350,000

Cash and Investment Report
April 30, 2019

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-Clubhouse	SunTrust Bank	Public Funds NOW	n/a	1.51%	\$18,282
Checking Account - Main Op	Hancock Bank	checking account	n/a	0.00%	547,850 (1)
		subtotal			<u>566,132</u>
Petty Cash	n/a	n/a	n/a	0.00%	250
Public Funds MMA	Bank United	Money Market Acct #0682	n/a	1.75%	1,700,486
		Subtotal-GF			<u>\$2,266,868</u>

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	2.17%	72,971
Ser 2016 A-1 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	2.27%	131,562
Ser 2016 A-1 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	2.27%	79,432
Ser 2016 A-1 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	2.28%	280,000
		Subtotal-DS 204			<u>\$563,966</u>
Ser 2017 A-2 Interest Acct	Hancock Bank	Federated Oblig Fund	n/a	2.37%	66,795
Ser 2017 A-2 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	2.27%	114,693
Ser 2017 A-2 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	2.27%	67,814
Ser 2017 A-2 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	2.23%	235,000
		Subtotal-DS 205			<u>\$484,302</u>
Ser 2016 A-1 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	2.27%	1,416
Ser 2017 A-2 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	2.27%	278,795
		Total All Funds			<u><u>\$3,595,348</u></u>

(1) Requisition 1 received from Construction Fund in the amount of \$264,293.49 was received 4/3/19.

Oakstead CDD

Bank Reconciliation

Bank Account No. 5221 SunTrust Bank N.A.
Statement No. 04-19
Statement Date 4/30/2019

G/L Balance (LCY)	18,281.63	Statement Balance	14,233.99
G/L Balance	18,281.63	Outstanding Deposits	4,047.64
Positive Adjustments	0.00		
		Subtotal	18,281.63
Subtotal	18,281.63	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	18,281.63	Ending Balance	18,281.63
Difference	0.00		

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
Outstanding Deposits							
4/30/2019		DEP00278	Oakstead Clubhouse - April Deposit	G/L	4,047.64	0.00	4,047.64
Total Outstanding Deposits.....					4,047.64		4,047.64

Oakstead CDD

Bank Reconciliation

Bank Account No. 3063 HANCOCK BANK
Statement No. 04-19
Statement Date 4/30/2019

G/L Balance (LCY)	547,850.12	Statement Balance	550,975.55
G/L Balance	547,850.12	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	550,975.55
Subtotal	547,850.12	Outstanding Checks	3,125.43
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	547,850.12	Ending Balance	547,850.12
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
4/12/2019	Payment	10361	FITREV, INC.	2,342.00	0.00	2,342.00
4/17/2019	Payment	10370	JACK N. SIMPSON	332.33	0.00	332.33
4/24/2019	Payment	10375	CLEAN SWEEP SUPPLY CO., INC.	89.80	0.00	89.80
4/24/2019	Payment	10376	HIMES ELECTRICAL SERVICE, INC.	157.50	0.00	157.50
4/24/2019	Payment	10378	TRIANGLE POOL SERVICE	203.80	0.00	203.80
Total Outstanding Checks.....				3,125.43		3,125.43

OAKSTEAD

Community Development District

Payment Register by Fund
For the Period from 4/1/19 to 4/30/19
(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	10328	04/02/19	AMERICAN ECOSYSTEMS, INC.	1904255	APRIL 2019 WTR MGMNT	Contracts-Lakes	534084-53901	\$2,219.00
001	10329	04/02/19	BRIGHTVIEW LANDSCAPE SVC	6237511	APR LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$15,757.50
001	10330	04/03/19	A-Z TREE SERVICE	206	BRENFORD TRIMMING & RMVL	R&M-Trees and Trimming	546099-53901	\$1,200.00
001	10331	04/03/19	BRIGHT HOUSE NETWORKS	032519-7101	03/30-04/29/19 0034601171-01	R&M-Clubhouse	546015-57201	\$39.28
001	10332	04/03/19	FEDEX	6-500-92202	MAR POSTAGE	Postage and Freight	541006-51301	\$33.75
001	10333	04/03/19	GULF COAST WATER CONDITIONING, INC	526777I	2/1/19-2/28/19 COOLER SERVICE	Op Supplies - Clubhouse	552003-57201	\$1.00
001	10333	04/03/19	GULF COAST WATER CONDITIONING, INC	532777I	2/4 water & 3/1-3/31/19 SRVC	Op Supplies - Clubhouse	552003-57201	\$46.50
001	10334	04/03/19	INFRAMARK, LLC	39459	MARCH 2019 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,576.00
001	10334	04/03/19	INFRAMARK, LLC	39459	MARCH 2019 MANAGEMENT FEES	Printing and Binding	547001-51301	\$78.70
001	10334	04/03/19	INFRAMARK, LLC	39459	MARCH 2019 MANAGEMENT FEES	Postage and Freight	541006-51301	\$17.50
001	10335	04/03/19	JOHN SESSA	032819	03/28/19 SECURITY PATROL	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10335	04/03/19	JOHN SESSA	030119-ADMIN	MARCH 2019 SECURITY ADMIN FEES	Contracts-Florida Hwy Patrol	534101-53901	\$150.00
001	10335	04/03/19	JOHN SESSA	040119-ADMIN	APRIL 2019 SECURITY ADMIN FEES	Contracts-Florida Hwy Patrol	534101-53901	\$150.00
001	10336	04/03/19	METRO GATES, INC	9271	3/25 MARCHMONT INSTALL 4 LOOPS	R&M-Gate	546034-53901	\$800.00
001	10336	04/03/19	METRO GATES, INC	9241	3/14 ASHMONTE-EXIT GATE RPR	R&M-Gate	546034-53901	\$100.00
001	10337	04/03/19	MOZART'S ARTISTIC DESIGNS	19-4077	POOL GATE HINGE REPLACEMENT	R&M-Clubhouse	546015-57201	\$740.00
001	10338	04/03/19	OCEAN PRESSURE WASHING.ORG	000005	PRESSURE WASH WALLS & FENCE	Reserve - Wall	568188-53901	\$1,200.00
001	10339	04/03/19	OLM	34457	3/28/19 LANDSCAPE INSPECTION	Contracts-Landscape Consultant	534062-53901	\$1,620.00
001	10340	04/03/19	STRALEY ROBIN VERICKER	16894	1/16-3/15/19 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$4,364.55
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	RACETRAC	549001-53901	\$26.11
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	PCLAND-MARCH GOOGLE	546015-57201	\$250.00
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	PUBLIX	549046-57201	\$12.37
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	BAYONET PLUMBING	546015-57201	\$225.00
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	PRODRINKING FOUNTAINS	546015-57201	\$399.47
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	ASHLEY HOMESTORE	546015-57201	\$1,436.95
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	HOME DEPOT	546015-57201	\$139.80
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	FEED DEPOT	549046-57201	\$240.00
001	10341	04/03/19	SUNTRUST BANK-8900	032619-8900	Suntrust 2/26-3/22 Purchases	DOLLAR TREE	549046-57201	\$10.70
001	10342	04/03/19	TRIANGLE POOL SERVICE	6729	1/25/19 POOL CHEMICALS	Op Supplies-Pool Chemicals	552009-57201	\$22.95
001	10342	04/03/19	TRIANGLE POOL SERVICE	7719	2/22/19 POOL CHEMICALS	Op Supplies-Pool Chemicals	552009-57201	\$68.85
001	10342	04/03/19	TRIANGLE POOL SERVICE	76233	2/14/19 MURIATIC ACID	Op Supplies-Pool Chemicals	552009-57201	\$379.20
001	10342	04/03/19	TRIANGLE POOL SERVICE	6853	MARCH 2019 POOL CLEANING	Contracts-Pool	534078-57201	\$1,350.00
001	10343	04/09/19	BRIGHTVIEW LANDSCAPE SVC	6262941	YR 1-MAR 2019/3 YR TREE PLAN	Reserve-Tree Rem./Replacem.	568179-53901	\$1,012.50
001	10344	04/09/19	JAMES E. LAROSE JR.	030919	3/9/19 SECURITY PATROL	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10344	04/09/19	JAMES E. LAROSE JR.	033119	3/31/19 SECURITY PATROL	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10344	04/09/19	JAMES E. LAROSE JR.	030219	3/2/19 SECURITY PATROL	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10345	04/09/19	JOHN SESSA	040219	04/2/19 SECURITY PATROL	Contracts-Florida Hwy Patrol	534101-53901	\$160.00

OAKSTEAD

Community Development District

Payment Register by Fund
For the Period from 4/1/19 to 4/30/19
(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	10346	04/09/19	METRO GATES, INC	9302	3/28 HILLINGTON INSTL 4 LOOPS	R&M-Gate	546034-53901	\$800.00
001	10347	04/09/19	OLM	031319	LANDSCAPE CONTRACT PREPARATION	Contracts-Landscape Consultant	534062-53901	\$500.00
001	10348	04/09/19	PASCO COUNTY UTILITIES SERVICE	032719	1/29-2/28/19 RECLAIMED WATER	Utility - Reclaimed Water	543028-53901	\$1,411.15
001	10349	04/09/19	PHOENIX SERVICE SYSTEMS, INC	040119	APR 2019 PEST/RODENT CONTROL	Contracts-Pest Control	534125-57201	\$255.00
001	10350	04/09/19	VENTURESIN.COM, INC	44454	APRIL 2019 COMMUNITY XS APP	ProfServ-Web Site Development	531047-51301	\$80.00
001	10351	04/09/19	WASTE CONNECTIONS OF FLORIDA	4032008	4/1/19-4/30/19 TRASH PICKUP	Utility - Refuse Removal	543020-57201	\$83.10
001	10352	04/12/19	FEDEX	6-509-08359	3/27/19 POSTAGE	Postage and Freight	541006-51301	\$13.73
001	10354	04/12/19	GULF COAST WATER CONDITIONING, INC	53923TI	4/1/19-4/30/19 COOLER SERVICE	Op Supplies - Clubhouse	552003-57201	\$1.00
001	10354	04/12/19	GULF COAST WATER CONDITIONING, INC	53924	3/4/19: 11 WATER;5 SLEEVES CUP	Op Supplies - Clubhouse	552003-57201	\$97.00
001	10354	04/12/19	GULF COAST WATER CONDITIONING, INC	54533	6 BOTTLED WATERS	Op Supplies - Clubhouse	552003-57201	\$39.00
001	10355	04/12/19	METRO GATES, INC	9319	4/2 BALLASTONE INSTL 4 LOOPS	R&M-Gate	546034-53901	\$800.00
001	10356	04/12/19	OCEAN PRESSURE WASHING.ORG	000007	PRSSR WASH COURTYRD & SIDEWLKS	R&M-Clubhouse	546015-57201	\$350.00
001	10357	04/12/19	PASCO COUNTY PROPERTY APPRAISER	040119	NON-AD VALOREM FEES FY19	ProfServ-Property Appraiser	531035-51301	\$150.00
001	10358	04/12/19	STANTEC CONSULTING SERVICES INC.	1494830	GEN ENGINEERING P/E 3/22/19	ProfServ-Engineering	531013-51501	\$3,597.50
001	10359	04/12/19	TRIANGLE POOL SERVICE	354	ACCUTABS	Op Supplies-Pool Chemicals	552009-57201	\$599.80
001	10359	04/12/19	TRIANGLE POOL SERVICE	8721	3/22/19 SODIUM BICARBONATE	Op Supplies-Pool Chemicals	552009-57201	\$22.95
001	10359	04/12/19	TRIANGLE POOL SERVICE	75790	Clean Filter Splsh Pad/supplis	Op Supplies-Pool Chemicals	552009-57201	\$16.45
001	10359	04/12/19	TRIANGLE POOL SERVICE	75790	Clean Filter Splsh Pad/supplis	R&M-Pools	546074-57201	\$95.00
001	10359	04/12/19	TRIANGLE POOL SERVICE	7841	APRIL 2019 POOL CLEANING	Contracts-Pool	534078-57201	\$1,350.00
001	10359	04/12/19	TRIANGLE POOL SERVICE	75483	Filter Sys Maint/Strips&Acid	R&M-Pools	546074-57201	\$190.00
001	10359	04/12/19	TRIANGLE POOL SERVICE	75483	Filter Sys Maint/Strips&Acid	Op Supplies-Pool Chemicals	552009-57201	\$32.90
001	10360	04/12/19	TWO O EIGHT SECURITY, INC	033019	03/30/19 SECURITY (JACK HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10360	04/12/19	TWO O EIGHT SECURITY, INC	032019	03/20/19 SECURITY (JACK HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10360	04/12/19	TWO O EIGHT SECURITY, INC	031819	3/18/19 SECURITY (JACK HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10360	04/12/19	TWO O EIGHT SECURITY, INC	030819	3/8/19 SECURITY(JACK HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10361	04/12/19	FITREV, INC.	18293 - FINAL	NEW ELLIPTICAL FINAL PAYMENT	R&M-Clubhouse	546015-57201	\$2,342.00
001	10362	04/12/19	FITREV, INC.	18293 - DEPOSIT	DEPOSIT ON NEW ELLIPTICAL	R&M-Clubhouse	546015-57201	\$2,342.00
001	10363	04/12/19	FRONTIER	040119-6591	4/1/19-4/30/19 813-949-6591	Communication - Telephone	541003-57201	\$171.13
001	10364	04/12/19	JOHN SESSA	040919	4/9/19 PATROL SRV	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10365	04/12/19	METRO GATES, INC	9333	4/5 WEYMOUTH RPLC MOTOR CAPCTR	R&M-Gate	546034-53901	\$260.00
001	10366	04/12/19	THE CHAMBERLAIN GROUP	7003268409	60-300 MHZ MULTI CODE REMOTE	Miscellaneous Services	549001-57201	\$434.12
001	10366	04/12/19	THE CHAMBERLAIN GROUP	7003268409	60-300 MHZ MULTI CODE REMOTE	1% Discount	549001-57201	(\$4.20)
001	10367	04/12/19	THE POOL WORKS OF FLORIDA, INC.	694	POOL IMPRVM CHANGE ORDERS	R&M-Pools	546074-57201	\$6,848.00
001	10373	04/19/19	FEDEX	6-516-14860	MAR POSTAGE	Postage and Freight	541006-51301	\$19.87
001	10374	04/22/19	PASCO COUNTY UTILITIES SERVICE	11771546	2/20/19-3/21/19 UTILITY SRVC	Utility - Water & Sewer	543021-57201	\$225.32
001	10375	04/24/19	CLEAN SWEEP SUPPLY CO., INC.	00203967	HAND TOWELS & SOAP	Cleaning Supplies	551003-57201	\$89.80
001	10376	04/24/19	HIMES ELECTRICAL SERVICE, INC.	20455	KIDDIE POOL-RPR CNTRL PNL	R&M-Pools	546074-57201	\$157.50
001	10377	04/24/19	OCEAN PRESSURE WASHING.ORG	000010	PRESS WASH POOL FENCE/AWNGS	R&M-Clubhouse	546015-57201	\$800.00
001	10378	04/24/19	TRIANGLE POOL SERVICE	77707	SMITH ELITE LADDER	R&M-Pools	546074-57201	\$44.95
001	10378	04/24/19	TRIANGLE POOL SERVICE	76914	3 LIFE RINGS	R&M-Pools	546074-57201	\$158.85

OAKSTEAD
Community Development District

Payment Register by Fund
For the Period from 4/1/19 to 4/30/19
(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	10380	04/25/19	ELEGANT ACCENTS	23-3021 #1.	LIGHT REPAIR DUE TO ROAD CONSTR	Reserve - Roadways	568138-53901	\$1,640.00
001	10381	04/25/19	ELEGANT ACCENTS	23-3021 #1.	LIGHT REPAIR DUE TO ROAD CONSTR	Reserve - Roadways	568138-53901	\$1,640.00
001	DD03162	04/03/19	DUKE ENERGY-ACH	031219-14391 ACH	1/28-3/08/19 ELEC ACH	Electricity - Streetlighting	543013-53901	\$6,429.47
001	DD03179	04/23/19	TECO PEOPLES GAS - ACH	040219-2101 ACH	2/28-3/29/19 GAS UTILITY	Utility - Gas	543019-57201	\$26.80
001	DD03180	04/19/19	LOWE'S COMPANIES	040219-8450 ACH	LOWES:MARCH 2019 PURCHASES	R&M-Clubhouse	546015-57201	\$72.53
001	DD03181	04/19/19	SAM'S CLUB	040719-6821 ACH	Sam's:3/08-3/26/19 PURCHASES	Op Supplies - Clubhouse	552003-57201	\$244.13
001	DD03181	04/19/19	SAM'S CLUB	040719-6821 ACH	Sam's:3/08-3/26/19 PURCHASES	Misc-Public Relations	549046-57201	\$364.82
001		Apr '19	APRIL Payroll	PAYROLL	Apr '19 Payroll Posting			\$11,199.71
Fund Total								\$86,259.06

Total Checks Paid	\$86,259.06
--------------------------	--------------------

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Oakstead Community Development District
 ATTN: INFRAMARK - ACCTS PAYABLE
 210 N. UNIVERSITY DRIVE, SUITE 702
 CORAL SPRINGS, FL 33071

March 27, 2019

Client: 001011

Matter: 000001

Invoice #: 16894

Page: 1

RE: General Matters

For Professional Services Rendered Through March 15, 2019

SERVICES

Date	Person	Description of Services	Hours
1/16/2019	TJR	REVIEW TAX STATUS ON TRACT 3B; CONTACT A. MENDENHALL RE APPLICATION FOR EXEMPTION.	0.2
1/17/2019	TJR	TELEPHONE CALL FROM A. MENDENHALL RE ENFORCEMENT OF PARKING CODE REQUIREMENTS ON DISTRICT ROADS; DRAFT MEMO TO A. MENDENHALL RE AUTHORITY TO TOW CARS DURING PAVING PROJECT AND AUTHORITY TO ENFORCE PARKING CODE REQUIREMENTS.	0.6
1/18/2019	TJR	REVIEW CLARKE ZONING NOTICE LETTER.	0.1
1/22/2019	TJR	REVIEW COMMUNICATION FROM T. STEWART RE RIPA PAVING CONTRACT, INSURANCE CTF, COST PROPOSAL, ETC.; CONTACT T. STEWART AND A. MENDENHALL.	0.3
1/23/2019	TJR	REVIEW COMMUNICATION FROM T. STEWART RE CONFORMING PROPOSAL TO BID SUBMITTAL' TELEPHONE CONFERENCE WITH T. STEWART.	0.3
1/23/2019	KMS	REVIEW RFP INSTRUCTIONS FOR PAVING CONTRACT, CONTRACT DRAFT, AND DOCUMENTS FROM SUBCONTRACTOR; REVIEW COMMUNICATION FROM A. MENDENHALL AND T. STEWART.	0.6
1/25/2019	KMS	REVIEW COMMUNICATION FROM T. STEWART AND A. MENDENHALL RE: CERTIFICATE OF INSURANCE FOR PAVING CONTRACT.	0.2
2/1/2019	KMS	EMAIL TO T. STEWART; REVIEW CERTIFICATES OF INSURANCE AND REVISED ITEMIZED PAVING COST EXHIBIT FROM FLORIDA ASPHALT CONTRACTORS; REVISE PAVING CONTRACT TO INCLUDE NEW PRICING AND ADDITIONAL EXHIBIT.	0.9

SERVICES

Date	Person	Description of Services	Hours
2/5/2019	TJR	REVISE PAVING CONTRACT AND REVIEW EXHIBITS; CONTACT A. MENDENHALL.	0.7
2/5/2019	KMS	REVISE EXHIBIT TO PAVING CONTRACT; TELEPHONE CALL TO A. MENDENHALL.	0.3
2/6/2019	TJR	CONTACT A. MENDENHALL RE CHANGES TO PAVING CONTRACT; CONTACT F. KRAUER; TELEPHONE WITH J. BRAMONTE RE CHANGES TO CONTRACT, START DATE, NOTICE TO RESIDENTS, ETC.	0.5
2/6/2019	KMS	REVIEW FINALIZED PAVING CONTRACT; EMAIL TO J. BRAMONTE AND F. KRAUER.	0.5
2/7/2019	TJR	REVIEW WORKSHOP MEETING MINUTES; CONTACT T. STEWART AND A. MENDENHALL RE SIDEWALK MAINTENANCE ISSUES; REVIEW WEYMOUTH HOA SIDEWALK CORRESPONDENCE; EXCHANGE COMMUNICATIONS WITH A. MENDENHALL RE CORRESPONDENCE, MAINTENANCE POLICY, AND INSURANCE CLAIM; FOLLOWUP ON STATUS OF RIPA CONTRACT.	1.0
2/7/2019	KMS	TELEPHONE CALL TO F. KRAUER; EMAIL TO F. KRAUER, J. BRAMONTE, A. MENDENHALL RE: EXECUTION OF RIPA PAVING CONTRACT.	0.2
2/8/2019	TJR	TELEPHONE CONFERENCE WITH F. KRAUER RE RIPA CONTRACT.	0.2
2/8/2019	KMS	REVIEW COMMUNICATION FROM P. CLARK OF RIPA & ASSOCIATES; TELEPHONE CALL TO F. KRAUER; EMAIL TO A. MENDENHALL.	0.4
2/11/2019	KMS	REVIEW EXECUTED RIPA PAVING CONTRACT; EMAIL TO A. MENDENHALL, F. KRAUER, J. BRAMONTE, AND P. CLARK.	0.2
2/12/2019	TJR	TELEPHONE CALL FROM T. STEWART RE RIPA CONTRACT AND COMMENCEMENT OF WORK.	0.2
2/26/2019	TJR	REVIEW RIPA CONTRACT RE INITIAL DEPOSIT PAYMENT; TELEPHONE CONFERENCE WITH T. STEWART RE INITIAL PAYMENT, PROGRESS AND QUALITY OF WORK, ETC.	0.3
2/26/2019	TJR	TELEPHONE CALL FROM T. STEWART RE ACCIDENT REPORTEDLY CONNECTED TO PAVING WORK; TELEPHONE CONFERENCE WITH J. BRAMONTE AND T. STEWART RE ACCIDENT, STATUS OF WORK, SAFETY CONCERNS AND CONDITIONS.	0.6
2/26/2019	VKB	REVIEW AND REPLY TO EMAIL FROM M. POLANEC RE: AUDITOR'S QUESTION ON DISTRICT CONTRACTION.	0.2

SERVICES

Date	Person	Description of Services	Hours
2/27/2019	TJR	COMMUNICATIONS FROM J. BRAMONTE AND T. STEWART; REVIEW INCIDENT REPORT AND PHOTOS RECEIVED FROM N. INTINI; CONTACT J. BRAMONTE; TELEPHONE CONFERENCE WITH N. INTINI RE INCIDENT AND STATUS ON OTHER PENDING CLAIMS.	0.8
2/28/2019	VKB	REVIEW AND REPLY TO EMAIL FROM M. POLANEC RE: AUDITOR'S FOLLOW UP QUESTION ON DISTRICT CONTRACTION.	0.2
3/4/2019	TJR	REVIEW AUDIT REQUEST LETTER FROM A. BALDWIN; REVISE AND FINALIZE AUDIT RESPONSE LETTER; PREPARE AUDITOR RESPONSES FOR CONTRACTION OF DISTRICT BOUNDARIES AND CONVEYANCES OF WETLANDS TO CLEAN UP OWNERSHIP RECORDS.	1.5
3/4/2019	LB	REVIEW AUDITOR REQUEST LETTER FOR FISCAL YEAR ENDED SEPTEMBER 30, 2018; RESEARCH PUBLIC RECORDS RE TRANSFERS OF PROPERTY FOR THE FISCAL YEAR 2017/2018; PREPARE DRAFT AUDIT RESPONSE LETTER RE SAME.	0.6
3/5/2019	TJR	REVIEW COMMUNICATION FROM T. STEWART; REVIEW SERIES 2016 AND SERIES 2017 BOND REQUIREMENTS RE CONSTRUCTION FUNDS FOR ROAD IMPROVEMENTS, REQUISITIONS AND DISBURSEMENT ISSUES; TELEPHONE CONFERENCE WITH T. STEWART RE BOND PROCEEDS AND ADDITIONAL INFRASTRUCTURE CERTIFICATION REQUIRED BY TRUST INDENTURE; CONTACT A. MENDENHALL.	2.3
3/5/2019	TJR	TELEPHONE CONFERENCE CALL WITH J. BRAMONTE AND T. STEWART RE WEATHER CONDITIONS AND DELAYS, AND INJURY CLAIM OF WEYMOUTH RESIDENT AND RESOLUTION; TELEPHONE CALL FROM T. STEWART RE WORK SCHEDULE, QUALITY CONTROL ISSUES, ETC.	0.7
3/6/2019	TJR	TELEPHONE CALL FROM A. MENDENHALL; TELEPHONE CONFERENCE WITH A. MENDENHALL AND T. STEWART RE PROCESSING PAYMENT REQUISITIONS AND RELATED PAVING CONTRACT ISSUES; REVISE DRAFT LETTER TO WEYMOUTH HOA AND CONTACT F. KRAUER; TELEPHONE CALL FROM T. STEWART RE STATUS ON MISC ISSUES; REVIEW REVISED PAVING SCHEDULE.	0.8
3/6/2019	TJR	REVIEW COMMUNICATION FROM A. MENDENHALL RE LIABILITIES AND CLAIMS; FINALIZE AUDIT RESPONSE LETTER.	0.2
3/7/2019	TJR	EXCHANGE COMMUNICATIONS WITH F. KRAUER; FINALIZE LETTER TO WEYMOUTH HOA.	0.2

SERVICES

Date	Person	Description of Services	Hours	
3/7/2019	LB	FINALIZE AUDIT RESPONSE LETTER AND ATTACHMENTS TO SAME FOR FY 2018; PREPARE EMAIL TO S. MATEVOSYAN, GRAU & ASSOCIATES TRANSMITTING SAME.	0.2	
3/12/2019	TJR	TELEPHONE CALL FROM T. STEWART RE INJURY INCIDENT; TELEPHONE CALL WITH T. STEWART AND A. MENDENHALL RE INJURY CLAIM BY MR. MANDEVILLE AND INSURANCE CLAIMS; CONTACT CONTRACTOR RE STATUS ON INJURY CLAIM AND FORWARDED COPIES OF INCIDENT REPORT, ETC.	0.7	
Total Professional Services			16.7	\$4,705.00

PERSON RECAP

Person		Hours	Amount
TJR	Tracy J. Robin	12.2	\$3,660.00
VKB	Vivek K. Babbar	0.4	\$100.00
KMS	Kristen M. Schalter	3.3	\$825.00
LB	Lynn Butler	0.8	\$120.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
3/7/2019	Postage	\$1.75
3/15/2019	Photocopies (52 @ \$0.15)	\$7.80
Total Disbursements		\$9.55

March 27, 2019
Client: 001011
Matter: 000001
Invoice #: 16894

Page: 5

Total Services	\$4,705.00	
Total Disbursements	\$9.55	
Total Current Charges		\$4,714.55
<i>Less Courtesy Discount</i>		<i>(\$350.00)</i>
PAY THIS AMOUNT		\$4,364.55

Please Include Invoice Number on all Correspondence

Invoice Number	1494830
Invoice Date	April 3, 2019
Purchase Order	215600243
Customer Number	83340
Project Number	215600243

Bill To

Oakstead CDD
Accounts Payable
Inframark
210 North University Drive, Suite 702
Coral Springs FL 33071
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project Oakstead CDD General Consultation

Project Manager	Stewart, Tonja L	For Period Ending	March 22, 2019
Current Invoice Total (USD)	3,597.50		

Milling and re-surfacing observations

Top Task 219 2019 FY General Consulting
Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Nurse, Vanessa M	0.25	110.00	27.50
	Stewart, Tonja L	21.00	170.00	3,570.00
	Subtotal Professional Services	<u>21.25</u>		<u>3,597.50</u>

Top Task Subtotal	2019 FY General Consulting	3,597.50
-------------------	----------------------------	----------

Total Fees & Disbursements	<u>3,597.50</u>
INVOICE TOTAL (USD)	3,597.50

Due upon receipt or in accordance with terms of the contract

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (239) 985 - 5515 [E-mail: Summer.Fillinger@Stantec.com](mailto:Summer.Fillinger@Stantec.com)

** PLEASE SEND AN INVOICE # WITH PAYMENT **

Thank you.

Sixth Order of Business

6A.

OAKSTEAD
Community Development District

Annual Operating and Debt Service Budget
Fiscal Year 2020

Version 1 - Proposed Budget
(Printed on 5/10/2019)

Prepared by:



Table of Contents

	<u>Page #</u>
<u>OPERATING BUDGET</u>	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances	1-3
Budget Narrative	4-8
Exhibit A - Allocation of Fund Balances	9
<u>DEBT SERVICE BUDGETS</u>	
Series 2016 A-1	
Summary of Revenues, Expenditures and Changes in Fund Balances	10
Amortization Schedule	11
Series 2017 A-2	
Summary of Revenues, Expenditures and Changes in Fund Balances	12
Amortization Schedule	13
Budget Narrative	14
<u>SUPPORTING BUDGET SCHEDULES</u>	
2020-2019 Non-Ad Valorem Assessment Summary	15

Oakstead
Community Development District

Operating Budget
Fiscal Year 2020

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU APR - 2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
REVENUES						
Interest - Investments	\$ 24,664	\$ 9,000	\$ 16,172	\$ 3,000	\$ 19,172	\$ 9,000
Room Rentals	2,706	3,000	3,666	1,000	4,666	3,000
Special Events	2,250	1,000	720	280	1,000	1,000
Other Charges For Services	822	2,500	832	500	1,332	2,500
Special Assmnts- Tax Collector	1,054,720	1,054,718	1,042,331	12,387	1,054,718	1,054,713
Special Assmnts- Delinquent	883	-	-	-	-	-
Special Assmnts- Discounts	(39,398)	(42,189)	(40,036)	-	(40,036)	(42,189)
Settlements	-	-	-	-	-	-
Other Miscellaneous Revenues	63,429	-	6,812	-	6,812	-
Gate Bar Code/Remotes	3,486	2,000	2,137	1,486	3,623	2,000
TOTAL REVENUES	1,113,562	1,030,029	1,032,634	18,653	1,051,287	1,030,024
EXPENDITURES						
<i>Administrative</i>						
P/R-Board of Supervisors	18,200	19,200	10,400	8,000	18,400	19,200
FICA Taxes	1,392	1,469	796	612	1,408	1,469
ProfServ-Arbitrage Rebate	1,200	1,200	1,200	-	1,200	1,200
ProfServ-Engineering	1,096	7,000	9,943	2,000	11,943	7,000
ProfServ-Legal Services	19,137	14,000	9,714	6,939	16,653	14,000
ProfServ-Mgmt Consulting Serv	54,912	54,912	32,032	22,880	54,912	54,912
ProfServ-Property Appraiser	150	150	150	-	150	150
ProfServ-Special Assessment	12,000	12,000	12,000	-	12,000	12,000
ProfServ-Trustee Fees	5,000	5,000	5,000	-	5,000	5,000
ProfServ-Web Site Development	996	1,000	560	400	960	1,000
Auditing Services	6,500	6,500	6,700	-	6,700	6,700
Postage and Freight	1,685	1,500	689	492	1,181	1,500
Insurance - General Liability	3,522	3,875	1,820	1,299	3,119	3,431
Printing and Binding	603	800	491	351	842	800
Legal Advertising	1,463	1,900	148	1,315	1,463	1,900
Misc-Bank Charges	1,504	1,500	749	575	1,324	1,500
Misc-Assessmnt Collection Cost	16,288	21,094	20,046	248	20,294	21,094
Office Supplies	1,924	50	-	50	50	50
Annual District Filing Fee	175	175	175	-	175	175
Total Administrative	147,747	153,325	112,613	45,160	157,773	153,081
<i>Field</i>						
Contracts-Landscape	189,090	189,090	110,303	78,788	189,091	189,090
Contracts-Landscape Consultant	19,440	19,440	11,840	8,100	19,940	19,440
Contracts-Mulch	-	7,800	23,213	-	23,213	7,800
Contracts-Lakes	26,628	26,630	15,533	11,095	26,628	26,630
Contracts-Florida Hwy Patrol	21,810	20,000	12,690	9,064	21,754	22,000
Contracts-Annals	14,279	12,500	7,190	7,190	14,380	14,380
Contracts-Gates	4,500	4,500	2,250	2,250	4,500	4,500
Communication-Gate Phones	9,720	9,720	5,670	4,050	9,720	9,720

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU APR - 2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
Electricity - Streetlighting	80,059	76,321	50,369	35,978	86,347	76,321
Utility - Reclaimed Water	23,525	20,000	8,646	6,176	14,822	20,000
Insurance - Property	14,173	15,586	8,267	5,906	14,173	15,590
R&M-Gate	31,975	30,000	24,094	12,607	36,701	30,000
R&M-Irrigation	28,796	13,113	18,547	13,248	31,795	13,113
R&M-Sidewalks	8,169	2,500	1,250	-	1,250	2,500
R&M-Trees and Trimming	51,484	2,500	8,276	-	8,276	2,500
Miscellaneous Services	3,579	9,000	7,347	700	8,047	9,000
Misc-Decorative Lighting	10,775	10,000	6,750	3,250	10,000	10,000
Misc-Property Taxes	6,665	1,900	3,151	-	3,151	1,900
Reserve - Landscaping	17,847	-	-	-	-	-
Reserve - Ponds	4,250	16,011	-	-	-	16,011
Reserve - Roadways	7,136	115,000	1,116,426	15,205	1,131,631	115,000
Reserve-Tree Rem./Replacem.	21,758	-	1,013	-	1,013	-
Reserves - Wall	2,488	50,000	1,200	-	1,200	46,360
Total Field	598,146	651,611	1,444,025	213,607	1,657,632	651,855
Parks and Recreation - General						
Payroll-Salaries	57,349	57,075	35,734	21,341	57,075	57,075
Payroll-Hourly	59,099	62,930	31,264	31,666	62,930	62,930
FICA Taxes	8,908	9,180	5,125	4,055	9,180	9,180
Workers' Compensation	3,605	3,000	1,540	1,460	3,000	3,000
Unemployment Compensation	-	350	-	-	-	350
Contracts-Security Services	2,427	2,038	1,568	1,120	2,688	2,038
Contracts-Pools	14,850	16,200	9,450	6,750	16,200	16,200
Contracts-Pest Control	3,095	2,955	1,785	1,275	3,060	3,100
Communication - Telephone	2,961	3,000	1,705	1,320	3,025	3,000
Utility - Gas	316	310	181	125	306	310
Utility - Refuse Removal	997	1,000	582	405	987	1,000
Utility - Water & Sewer	4,811	5,500	3,087	2,500	5,587	5,500
R&M-Clubhouse	18,700	20,000	19,712	7,143	26,855	20,000
R&M-Pools	9,064	11,870	5,295	3,782	9,077	11,720
Miscellaneous Services	3,210	3,800	1,202	2,598	3,800	3,800
Misc-Public Relations	7,383	7,885	5,639	2,246	7,885	7,885
Solid Waste Disposal Assessm.	1,270	1,300	1,222	-	1,222	1,300
Office Supplies	1,822	2,500	278	2,222	2,500	2,500
Cleaning Supplies	2,250	4,200	670	3,530	4,200	4,200
Op Supplies - Clubhouse	2,837	3,000	711	2,289	3,000	3,000
Op Supplies - Pool Chemicals	10,139	7,000	4,231	3,022	7,253	7,000
Reserves-Clubhouse (Impr-Pool)	-	-	53,189	11,585	64,774	-
Total Parks and Recreation - General	215,093	225,093	184,170	110,434	294,604	225,088
TOTAL EXPENDITURES	960,986	1,030,029	1,740,808	369,201	2,110,009	1,030,024
Excess (deficiency) of revenues						
Over (under) expenditures	152,576	-	(708,174)	(350,548)	(1,058,722)	0

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU APR - 2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
OTHER FINANCING SOURCES (USES)						
Interfund Transfer - In	-	-	264,293	280,211	544,504	-
Contribution to (Use of) Fund Balance	-	-	-	-	-	0
TOTAL OTHER SOURCES (USES)	-	-	264,293	280,211	544,504	0
Net change in fund balance	152,576	-	(443,881)	(70,337)	(514,218)	0
FUND BALANCE, BEGINNING	1,747,377	1,899,953	1,899,953	-	1,899,953	1,385,735
FUND BALANCE, ENDING	\$ 1,899,953	\$ 1,899,953	\$ 1,456,072	\$ (70,337)	\$ 1,385,735	\$ 1,385,735

Budget Narrative
Fiscal Year 2020

REVENUES

Interest - Investments

The District earns interest income on the operating checking account and investments accounts.

Special Assessment - Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessment - Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Amenities Revenue

The District will earn revenue through clubhouse room rentals, gate remote sales & various commissions.

EXPENDITURES

Expenditures - Administrative

P/R-Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending all 12 meetings and workshops.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services-Arbitrage Rebate Calculation

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series of Benefit Special Assessment Bonds. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Professional Services-Engineering

The District's engineer will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc. Fees are based on prior year activity.

Professional Services-Legal Services

The District's legal counsel will provide general legal services to the District, i.e. attendance and preparation for monthly meetings, review of operating and maintenance contracts, and other specifically requested assignments.

Professional Services- Management Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Professional Services-Property Appraiser

The District contracts with the Pasco County Property Appraiser for the purpose of placing the District's non-ad valorem tax assessments on the Notice of Proposed Property Taxes, thereby allowing the Tax Collector to collect such assessments. The District will fund the Property Appraiser's general budget in the amount of \$150 for the annual inclusion of Notice of Proposed Property Taxes.

Budget Narrative
Fiscal Year 2020

Expenditures - Administrative (continued)

Professional Services-Special Assessment

Inframark charges administration fees to prepare the District's Special Assessment Roll.

Professional Services-Trustee

The District refunded Series 2006 Bonds with Series 2016A-1 & Series 2017A-2 Bonds that are managed by Hancock Whitney Bank as Trustee to handle all trustee matters. The annual trustee fee is based on standard fees charged plus any out of pockets expenses.

Professional Service-Web Site Development

The District incurs fees as they relate to the development and ongoing maintenance of its own website and BOS email accounts.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on the current engagement fee with the audit firm Grau & Associates.

Postage & Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance – General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Florida Municipal Insurance Agency which specializes in providing insurance coverage to governmental agencies. The budgeted amount for the fiscal year is based on prior year premiums plus any anticipated market adjustments.

Printing & Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for monthly board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous-Bank Charges

Bank Fees charged by SunTrust and Hancock Whitney on the main operating accounts.

Misc – Assessment Collection Cost

The District reimburses the Pasco County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity Division of Community Development.

Budget Narrative
Fiscal Year 2020

Expenditures - Field

Contracts-Landscape

The District has contracted with Brightview Landscape Service to provide landscaping services for the District. These services include monthly grounds maintenance, fertilizer and pesticide applications.

Contracts-Landscape Consultant

The District currently has a contract with OLM to provide monthly landscaping inspections throughout the District.

Contracts –Mulch

The District has contracted with Brightview Landscape Service to apply mulch throughout the District.

Contracts –Lakes

The District has contracted with American EcoSystems to maintain the lakes located within the District.

Contracts – Florida Highway Patrol

The District has contracted with the state of Florida to patrol the neighborhoods.

Contracts –Annuals

The District has contracted with Brightview Landscape Service to install annuals each season throughout the District.

Contracts –Gates

The District has contracted with Metro Gates to quarterly maintenance for nine locations.

Communication-Gate Phone

Metro Gates provides services to nine security gates for the common area.

Electricity - Streetlighting

Services are provided by Duke for streetlighting as well as Common Area & Clubhouse. LED lights should reduce the cost for new year.

Utility – Reclaimed Water

Water irrigation usage for District facilities and assets as calculated by Pasco County Utilities.

Insurance - Property

Property Insurance is provided by PGIT and includes coverage of the clubhouse, guard house, pools, irrigation, and pool pumps. Projected 10% increase included.

R&M-Gate

The District has several entry gates that require periodic repairs.

R&M-Irrigation

Includes the cost of irrigation repairs provided by numerous vendors and field staff purchases.

R&M-Sidewalks

Includes expenses incurred for the maintenance of District sidewalks.

R&M-Trees & Trimming

The District has designated an expense item dedicated to the costs related to tree trimming and maintenance.

Miscellaneous Services

The District incurs expenses to operate and maintain the Mule vehicle. Miscellaneous Services also includes the monthly reimbursement of miles/tolls expenses incurred by the field staff.

Budget Narrative
Fiscal Year 2020

Expenditures - Field (continued)

Miscellaneous – Decorative Lighting

The District's Common Area is decorated during the Holiday season. Also the entry feature lights require periodic repairs and maintenance during the fiscal year.

Miscellaneous – Property Taxes

Pasco County Non-Ad Valorem Stormwater annual Assessment.

Reserve - Landscaping

This allocation of funds is to be used for future pond improvements and/or the use of previously assigned reserves per board direction.

Reserve Ponds

This allocation of funds is to be used for future pond improvements and/or the use of previously assigned reserves per board direction.

Reserve – Roadways

This allocation of funds is to be used for future road improvements and/or the use of previously assigned reserves per board direction.

Reserve –Tree Replacement

This allocation of funds is to be used for future tree replacement and/or the use of previously assigned reserves per board direction.

Reserve –Wall

This allocation of funds is to be used for future wall improvements and/or the use of previously assigned reserves per board direction.

Expenditures – Parks and Recreation

Payroll-Salaried (Clubhouse)

Payroll for the Activities Director who oversees the day to day operations of Clubhouse & Recreation facilities & organizes special events.

Payroll-Hourly (Clubhouse)

Includes the recreational staff's payroll.

Workers' Compensation

The District has contracted with PGIT to provide annual Worker's Compensation coverage for its employees. Includes annual audits.

Contracts-Security Services

The District has contracted with HPI (Castle Ventures) and TYCO for clubhouse security.

Contracts-Pools

The District has contracted with Triangle Pool to service the District's pools.

Contracts-Pest Control

The District has contracted with Phoenix Service System for monthly exterminating services and Massey's for fire ant control.

Communications-Telephone

Includes telephone expenses incurred by the District as they relate to the recreational facilities including Activities Director cell phone.

Utility – Gas

Includes natural gas usage for the District's facilities and assets provided by TECO.

Budget Narrative
Fiscal Year 2020

Expenditures – Parks and Recreation (continued)

Utility – Refuse Removal

Refuse removal for District facilities provided by Waste Services of Florida.

Utility – Water & Sewer

Includes water usage for the District's recreational facilities including the pools provided by Pasco County Utilities.

R&M-Clubhouse

The District incurs expenses from various vendors to maintain its recreational facilities and clubhouse. Google Storage and Brighthouse Internet are two regular monthly expenses.

R&M-Pools

The District incurs expenses related to the repair & maintenance of swimming pools, equipment and decking.

Miscellaneous Services

The District purchases remote transmitters that are subsequently sold to the homeowners for a small fee. Included are the monthly reimbursements of miles/tolls expenses incurred by the Park Manager & staff for District use. Also includes other Park expenses that do not fall under other categories.

Misc – Public Relations

Included are the expenses related to District's social functions.

Solid Waste Disposal Assessments

An annual assessment by the Board of County Commissioners as it relates to the District's waste disposal.

Office Supplies

The clubhouse manager will purchase necessary office supplies as needed to maintain the clubhouse's administrative offices.

Cleaning Supplies

Expenses related to the cleaning of the recreational facility and related supplies.

Op Supplies - Clubhouse

Expenses related to the day to day operation of the facility.

Operating Supplies-Pool Chemicals

The District incurs chemical expenses to maintain the cleanliness and safety of all pools.

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2020	\$ 1,385,735
Net Change in Fund Balance - Fiscal Year 2020	-
Reserves - Fiscal Year 2020 Additions	177,371
Total Funds Available (Estimated) - 9/30/2020	1,563,106

ALLOCATION OF AVAILABLE FUNDS***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital		213,163 ⁽¹⁾
Reserves - Asset Replacement		255,919
Reserves - Wall	50,000	
Reserves - Wall (FY19)	48,800	
Reserves - Wall (projected FY20)	46,360	145,160
Reserves - Clubhouse	90,563	
Reserves - Clubhouse (FY19)	(64,774)	
Reserves - Clubhouse (projected FY20)	-	25,789
Reserves - Landscape		30,000
Reserves - Ponds	65,774	
Reserves - Ponds (FY19)	16,011	
Reserves - Ponds (projected FY20)	16,011	97,796
Reserves - Recreation Facilities		21,600
Reserves - Tree Removal & Replacement	25,099	
Reserves - Tree Removal & Replacement (FY19)	(1,013)	
Reserves - Tree Removal & Replacement (FY20)	-	24,086
Reserves - Roadways	614,085	
Reserves - Roadways (FY19) incl. Interfund Tfr In	(472,127)	
Reserves - Roadways (projected FY20)	115,000	256,958
Reserves - Sidewalks		50,945
	Subtotal	<u>1,121,416</u>

Total Allocation of Available Funds	1,121,416
--	------------------

Total Unassigned (undesignated) Cash	\$ 441,690
---	-------------------

Notes

(1) Represents approximately 3 months of operating expenditures

Oakstead
Community Development District

Debt Service Budgets
Fiscal Year 2020

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU APR - 2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
REVENUES						
Interest - Investments	\$ 3,963	\$ -	\$ 3,484	\$ -	\$ 3,484	\$ -
Special Assmnts- Tax Collector	451,062	451,062	445,764	5,298	451,062	451,062
Special Assmnts- Delinquent	660	-	-	-	-	-
Special Assmnts- Discounts	(16,780)	(18,042)	(17,122)	-	(17,122)	(18,042)
TOTAL REVENUES	438,905	433,020	432,126	5,298	437,424	433,019
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	6,973	9,021	8,573	106	8,679	9,021
Total Administrative	6,973	9,021	8,573	106	8,679	9,021
<i>Debt Service</i>						
Principal Debt Retirement A-1	270,000	280,000	-	280,000	280,000	285,000
Interest Expense Series A-1	154,178	145,943	72,971	72,971	145,942	137,403
Total Debt Service	424,178	425,943	72,971	352,971	425,942	422,403
TOTAL EXPENDITURES	431,151	434,964	81,544	353,077	434,621	431,424
Excess (deficiency) of revenues						
Over (under) expenditures	7,754	(1,944)	350,582	(347,779)	2,803	1,595
OTHER FINANCING SOURCES (USES)						
Contribution to (Use of) Fund Balance	-	(1,944)	-	-	-	1,595
TOTAL OTHER SOURCES (USES)	-	(1,944)	-	-	-	1,595
Net change in fund balance	7,754	(1,944)	350,582	(347,779)	2,803	1,595
FUND BALANCE, BEGINNING	214,846	222,600	222,600	-	222,600	225,403
FUND BALANCE, ENDING	\$ 222,600	\$ 220,656	\$ 573,182	\$ (347,779)	\$ 225,403	\$ 226,998

SPECIAL ASSESSEMENT REVENUE & REFUNDING BOND BONDS SERIES 2016A-1

<u>MATURITY DATE</u>	<u>PRINCIPAL OUTSTANDING</u>	<u>PRINCIPAL MATURING</u>	<u>INTEREST MATURING</u>	<u>TOTAL MATURING</u>
11/01/18	4,785,000.00	0.00	72,971.25	72,971.25
05/01/19	4,785,000.00	280,000.00	72,971.25	352,971.25
11/01/19	4,505,000.00	0.00	68,701.25	68,701.25
05/01/20	4,505,000.00	285,000.00	68,701.25	353,701.25
11/01/20	4,220,000.00	0.00	64,355.00	64,355.00
05/01/21	4,220,000.00	295,000.00	64,355.00	359,355.00
11/01/21	3,925,000.00	0.00	59,856.25	59,856.25
05/01/22	3,925,000.00	305,000.00	59,856.25	364,856.25
11/01/22	3,620,000.00	0.00	55,205.00	55,205.00
05/01/23	3,620,000.00	315,000.00	55,205.00	370,205.00
11/01/23	3,305,000.00	0.00	50,401.25	50,401.25
05/01/24	3,305,000.00	325,000.00	50,401.25	375,401.25
11/01/24	2,980,000.00	0.00	45,445.00	45,445.00
05/01/25	2,980,000.00	335,000.00	45,445.00	380,445.00
11/01/25	2,645,000.00	0.00	40,336.25	40,336.25
05/01/26	2,645,000.00	345,000.00	40,336.25	385,336.25
11/01/26	2,300,000.00	0.00	35,075.00	35,075.00
05/01/27	2,300,000.00	355,000.00	35,075.00	390,075.00
11/01/27	1,945,000.00	0.00	29,661.25	29,661.25
05/01/28	1,945,000.00	365,000.00	29,661.25	394,661.25
11/01/28	1,580,000.00	0.00	24,095.00	24,095.00
05/01/29	1,580,000.00	375,000.00	24,095.00	399,095.00
11/01/29	1,205,000.00	0.00	18,376.25	18,376.25
05/01/30	1,205,000.00	390,000.00	18,376.25	408,376.25
11/01/30	815,000.00	0.00	12,428.75	12,428.75
05/01/31	815,000.00	400,000.00	12,428.75	412,428.75
11/01/31	415,000.00	0.00	6,328.75	6,328.75
05/01/32	415,000.00	415,000.00	6,328.75	421,328.75
		4,505,000.00	1,020,530.00	5,525,530.00

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU APR - 2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
REVENUES						
Interest - Investments	\$ 3,265	\$ -	\$ 2,985	\$ -	\$ 2,985	\$ -
Special Assmnts- Tax Collector	389,885	389,884	385,305	4,579	389,884	389,884
Special Assmnts- Discounts	(14,643)	(15,595)	(14,799)	-	(14,799)	(15,595)
TOTAL REVENUES	378,507	374,289	373,491	4,579	378,070	374,289
EXPENDITURES						
<i>Administrative</i>						
Misc-Assessmnt Collection Cost	6,013	7,798	7,410	92	7,502	7,798
Total Administrative	6,013	7,798	7,410	92	7,502	7,798
<i>Debt Service</i>						
Principal Debt Retirement A-2	225,000	235,000	-	235,000	235,000	240,000
Interest Expense Series A-2	140,453	133,590	66,795	66,795	133,590	126,423
Total Debt Service	365,453	368,590	66,795	301,795	368,590	366,423
TOTAL EXPENDITURES	371,466	376,388	74,205	301,887	376,092	374,220
Excess (deficiency) of revenues						
Over (under) expenditures	7,041	(2,099)	299,286	(297,308)	1,978	69
OTHER FINANCING SOURCES (USES)						
Contribution to (Use of) Fund Balance	-	(2,099)	-	-	-	69
TOTAL OTHER SOURCES (USES)	-	(2,099)	-	-	-	69
Net change in fund balance	7,041	(2,099)	299,286	(297,308)	1,978	69
FUND BALANCE, BEGINNING	185,942	192,983	192,983	-	192,983	194,961
FUND BALANCE, ENDING	\$ 192,983	\$ 190,884	\$ 492,269	\$ (297,308)	\$ 194,961	\$ 195,030

SPECIAL ASSESSEMENT REVENUE & REFUNDING BOND BONDS SERIES 2017A-2

<u>MATURITY DATE</u>	<u>PRINCIPAL OUTSTANDING</u>	<u>PRINCIPAL MATURING</u>	<u>INTEREST MATURING</u>	<u>TOTAL MATURING</u>
11/01/18	4,380,000.00	0.00	66,795.00	66,795.00
05/01/19	4,380,000.00	235,000.00	66,795.00	301,795.00
11/01/19	4,145,000.00	0.00	63,211.25	63,211.25
05/01/20	4,145,000.00	240,000.00	63,211.25	303,211.25
11/01/20	3,905,000.00	0.00	59,551.25	59,551.25
05/01/21	3,905,000.00	250,000.00	59,551.25	309,551.25
11/01/21	3,655,000.00	0.00	55,738.75	55,738.75
05/01/22	3,655,000.00	255,000.00	55,738.75	310,738.75
11/01/22	3,400,000.00	0.00	51,850.00	51,850.00
05/01/23	3,400,000.00	265,000.00	51,850.00	316,850.00
11/01/23	3,135,000.00	0.00	47,808.75	47,808.75
05/01/24	3,135,000.00	270,000.00	47,808.75	317,808.75
11/01/24	2,865,000.00	0.00	43,691.25	43,691.25
05/01/25	2,865,000.00	280,000.00	43,691.25	323,691.25
11/01/25	2,585,000.00	0.00	39,421.25	39,421.25
05/01/26	2,585,000.00	290,000.00	39,421.25	329,421.25
11/01/26	2,295,000.00	0.00	34,998.75	34,998.75
05/01/27	2,295,000.00	300,000.00	34,998.75	334,998.75
11/01/27	1,995,000.00	0.00	30,423.75	30,423.75
05/01/28	1,995,000.00	310,000.00	30,423.75	340,423.75
11/01/28	1,685,000.00	0.00	25,696.25	25,696.25
05/01/29	1,685,000.00	315,000.00	25,696.25	340,696.25
11/01/29	1,370,000.00	0.00	20,892.50	20,892.50
05/01/30	1,370,000.00	325,000.00	20,892.50	345,892.50
11/01/30	1,045,000.00	0.00	15,936.25	15,936.25
05/01/31	1,045,000.00	335,000.00	15,936.25	350,936.25
11/01/31	710,000.00	0.00	10,827.50	10,827.50
05/01/32	710,000.00	350,000.00	10,827.50	360,827.50
11/01/32	360,000.00	0.00	5,490.00	5,490.00
05/01/33	360,000.00	360,000.00	5,490.00	365,490.00
		4,145,000.00	1,011,075.00	5,156,075.00

Budget Narrative
Fiscal Year 2020

REVENUES

Interest - Investments

The District earns interest income on their trust accounts with US Bank.

Special Assessment – Tax Collector

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the debt service expenditures during the Fiscal Year.

Special Assessment – Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payment of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Expenditures - Administrative

Misc – Assessment Collection Cost

The District reimburses the Pasco County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Expenditures – Debt Service

Principal Debt Retirement

The District pays regular principal payments annually in order to pay down/retire the debt.

Interest Expense

The District pays interest expense on the debt twice during the fiscal year.

Oakstead
Community Development District

Supporting Budget Schedules
Fiscal Year 2020

Comparison of Assessment Rates
Fiscal Year 2020 vs. Fiscal Year 2019

Parcel	General Fund 001 (O&M)			Debt Service 2016 A-1			Debt Service 2017 A-2			Total Assessments per Unit			Units	Prepaid
	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change	FY 2020	FY 2019	Percent Change		Units
PHASE I														
Strathmore	\$883.21	\$883.21	0.0%	\$871.81	\$871.81	0.0%	\$0.00	\$0.00	n/a	\$1,755.02	\$1,755.02	0.0%	69.00	
Hillington	\$883.21	\$883.21	0.0%	\$659.92	\$659.92	0.0%	\$0.00	\$0.00	n/a	\$1,543.13	\$1,543.13	0.0%	164.00	
Hillington	\$883.21	\$883.21	0.0%	\$118.87	\$118.87	0.0%	\$0.00	\$0.00	n/a	\$1,002.08	\$1,002.09	0.0%	1.00	
Weymouth	\$883.21	\$883.21	0.0%	\$527.93	\$527.93	0.0%	\$0.00	\$0.00	n/a	\$1,411.14	\$1,411.14	0.0%	103.00	
Weymouth	\$883.21	\$883.21	0.0%	\$95.10	\$95.10	0.0%	\$0.00	\$0.00	n/a	\$978.31	\$978.31	0.0%	1.00	
Ashmonte	\$883.21	\$883.21	0.0%	\$791.90	\$791.90	0.0%	\$0.00	\$0.00	n/a	\$1,675.11	\$1,675.11	0.0%	71.00	
Kinswick	\$883.21	\$883.21	0.0%	\$659.92	\$659.92	0.0%	\$0.00	\$0.00	n/a	\$1,543.13	\$1,543.13	0.0%	109.00	
Benford	\$883.21	\$883.21	0.0%	\$712.89	\$712.89	0.0%	\$0.00	\$0.00	n/a	\$1,596.10	\$1,596.10	0.0%	140.00	
Benford	\$883.21	\$883.21	0.0%	\$128.38	\$128.38	0.0%	\$0.00	\$0.00	n/a	\$1,011.59	\$1,011.59	0.0%	1.00	
Total Phase I													659.00	0.00
PHASE 2														
Ballastone	\$883.21	\$883.21	0.0%	\$0.00	\$0.00	n/a	\$1,529.21	\$1,529.21	0.0%	\$2,412.42	\$2,412.42	0.0%	44.00	
Marchmont	\$883.21	\$883.21	0.0%	\$0.00	\$0.00	n/a	\$764.13	\$764.13	0.0%	\$1,647.34	\$1,647.34	0.0%	206.00	
WEymouth	\$883.21	\$883.21	0.0%	\$0.00	\$0.00	n/a	\$610.92	\$610.92	0.0%	\$1,494.13	\$1,494.13	0.0%	128.00	
Tanglewyld	\$883.21	\$883.21	0.0%	\$0.00	\$0.00	n/a	\$610.92	\$610.92	0.0%	\$1,494.13	\$1,494.13	0.0%	142.00	
Tanglewyld	\$883.21	\$883.21	0.0%	\$0.00	\$0.00	n/a	\$109.92	\$109.92	0.0%	\$993.13	\$993.14	0.0%	1.00	
Tanglewyld	\$883.21	\$883.21	0.0%	\$0.00	\$0.00	n/a	\$43.36	\$43.36	0.0%	\$926.56	\$926.57	0.0%	3.00	
Total Phase II													524.00	0.00
Tract 5	\$1,975.39	\$1,975.39	0.0%	\$0.00	\$0.00	n/a	\$0.00	\$0.00	n/a	\$1,975.39	\$1,975.39	0.0%	5.00	
													1,188.00	

RESOLUTION 2019-2

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE OAKSTEAD COMMUNITY DEVELOPMENT
DISTRICT APPROVING THE BUDGET FOR FISCAL
YEAR 2020 AND SETTING A PUBLIC HEARING
THEREON PURSUANT TO FLORIDA LAW**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board a proposed operating and/or debt service budget for Fiscal Year 2020; a copy of which is attached hereto, and

WHEREAS, the Board of Supervisors has considered said proposed budget and desires to set the required public hearing thereon;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE OAKSTEAD COMMUNITY
DEVELOPMENT DISTRICT;**

1. The budget proposed by the District Manager for Fiscal Year 2020 is hereby approved as the basis for conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: August 20, 2019
Hour: 6:30 P.M.
Place: Oakstead Clubhouse
3038 Oakstead Boulevard
Land O'Lakes, Florida

Notice of this public hearing shall be published in the manner prescribed in Florida Law.

Adopted this 21st day of May, 2019.

Fred Krauer
Chairman

Andrew P. Mendenhall
Secretary

6B.



Brian E. Corley

Supervisor of Elections

PO BOX 300, Dade City FL 33526-0300

1-800-851-8754
www.pascovotes.com

April 16, 2019

Sandra H. Demarco, Recording Manager
Inframark
210 N University Drive Suite 702
Coral Springs FL 33071

Dear Ms. Demarco:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2019.

• Estancia at Wiregrass Community Development District	867
• Heritage Springs Community Development District	2,123
• Lake Bernadette Community Development District	1,494
• Lexington Oaks Community Development District	2,911
• Meadow Pointe I Community Development District	2,930
• Meadow Pointe II Community Development District	3,460
• Oakstead Community Development District	2,118
• Oak Creek Community Development District	1,032
• Watergrass II Community Development District	665

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood
Chief Administrative Officer



East Pasco - Dade City (352) 521-4302
Central Pasco - Land O' Lakes (813) 929-2788
West Pasco - New Port Richey (727) 847-8162