

**Oakstead
Community Development District**

September 17, 2019

Agenda Package

Oakstead Community Development District

Inframark • Infrastructure Management Services

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September 10, 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, September 17, 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 August 20, 2019 Regular Meeting
 - B. Approval of the Financial Statements for August 2019
4. Attorney's Report
5. Engineer's Report
6. Manager's Report
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 August 20, 2019 at 2:00 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida.

Present and constituting a quorum were:

Fred Krauer	Chairman
Joe Cascio	Assistant Secretary
Gary Goldstein	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
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**

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

The pledge of allegiance was recited.

Mr. Krauer announced that Mr. Sal Paradiso has submitted his resignation from the Board as he has moved out of the County.

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor Mr. Paradiso's resignation from the Board was accepted.

Mr. Krauer and Mr. Cascio thanked Mr. Paradiso for his service to the District.

The matter of alternative processes for taking over the responsibilities such as the District's Facebook account, website coordination and Newsletter will be discussed at the next workshop meeting.

THIRD ORDER OF BUSINESS **Consent Agenda**

- A. Approval of the Minutes of the July 16, 2019 Regular Meeting**
- B. Approval of the Financial Statements for July 2019**
- C. Consideration of Proposed Annual Meeting Schedule for FY2020**
- D. PACA Renewal 2020**

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor the consent agenda was approved as presented.

FOURTH ORDER OF BUSINESS

Attorney's Report

None.

FIFTH ORDER OF BUSINESS

Engineer's Report

None.

Mr. Krauer discussed an issue brought to his attention by Ms. Intini regarding a photo of a raised Miami Curb. He noted he would like the Board to entertain the thoughts of sending out a letter to the resident in question stating if they take out their tree, the District will fix the Miami Curb and the sidewalk. He suggested this be discussed at the next workshop meeting.

A consensus of the Board was to send a mailed notice out to all property owners regarding the removal of trees that are causing sidewalk and curb issues after a tree policy has been fully reviewed and decided upon.

Ms. Intini discussed a quote from A to Z for removal and treatment of Brazilian Pepper plants in Brenford and Tanglewylde.

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor accepting the quote from A to Z for removal and treatment of Brazilian Pepper plants in Brenford and Tanglewylde was approved.

SIXTH ORDER OF BUSINESS

Manager's Report

**A. Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2020
Resolution 2019-03 and Levy of Non-Ad Valorem Assessments (Resolution 2019-04)**

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor the public hearing on the adoption of the fiscal year 2020 budget was opened.

Mr. Mendenhall noted that the proposed budget is posted on the District's website for public viewing. He reported there is no increase this year. Audience members were invited to make comments or ask questions on the proposed budget.

There were none.

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor the public comment portion of the public hearing on the adoption of the fiscal year 2020 budget was closed.

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor Resolution 2019-03 relating to the annual appropriations of the District and adopting the budget for fiscal year 2020 and referencing the operations and maintenance special assessments to be levied by the District for said fiscal year was adopted.

Mr. Cascio noted the Board still needs to discuss salary increases for the clubhouse director and staff and Mr. Mendenhall suggested as there are funds in the budget for items such as this, including that discussion as a workshop agenda item is appropriate.

On MOTION by Mr. Goldstein seconded by Mr. Cascio with all in favor Resolution 2019-04 levying and imposing special assessments; providing for collection and enforcement of special assessments; adopting and certifying an assessment roll; providing for amendment of the assessment roll; providing a severability clause; and providing an effective date was adopted.

Mr. Mendenhall noted as Mr. Paradiso has resigned, the term of his Board seat, seat #2 will expire in November 2020. The Board will need to discuss their process on how they wish to fill the vacant seat. This process is suggested to be discussed at the next workshop meeting.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Site Manager

Ms. Intini reported:

- At the last workshop the Board decided on the walls.

On MOTION by Mr. Goldstein seconded by Mr. Cascio with all in favor the proposal from Zach Horl for painting of the walls, the clubhouse and the pool deck in the amount of \$37,500 was approved.

A lengthy discussion ensued regarding sidewalks and trees. This will be discussed again at the next workshop meeting.

B. Newsletter Committee

Ms. Intini noted the Newsletter was cut down from 24 pages to 12 pages. The Board may want to go back with helping with the postage to keep the cost of the Newsletter down. When the District was doing it themselves it was costing approximately \$270 to \$280 to mail it. This was not included in the 2020 budget.

EIGHTH ORDER OF BUSINESS**Supervisors' Reports, Requests and Comments**

Mr. Goldstein asked about the Strathmore guardhouse and Ms. Intini responded. He also asked for a status on gate repairs. Ms. Intini responded she hired Mozart to work on the gates and it hasn't been completed yet.

Mr. Cascio asked the audience members if they were in favor of cameras at the gates. Board members and Ms. Intini responded to Mr. Cascio's question. Mr. Goldstein noted he would like to see a quote for cameras. Mr. Mendenhall suggested that Mr. Goldstein talk to Todd at Lexington Oaks about cameras. Cameras will be discussed at the next workshop meeting.

NINTH ORDER OF BUSINESS**Audience Comments**

An audience member commented about a tree in front of his house and sidewalk maintenance funds in the budget.

An audience member asked about pressure washing the sidewalks

TENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Cascio seconded by Mr. Goldstein with all in favor the meeting was adjourned.
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Chairman/Secretary

3B.

**Oakstead
Community Development District**

Financial Report

August 31, 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 - 17

OAKSTEAD
Community Development District

Financial Statements

(Unaudited)

August 31, 2019

Balance Sheet
August 31, 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>ASSETS</u>						
Cash - Checking Account	\$ 308,128	\$ -	\$ -	\$ -	\$ -	\$ 308,128
Cash On Hand/Petty Cash	250	-	-	-	-	250
Investments:						
Money Market Account	1,108,141	-	-	-	-	1,108,141
Construction Fund A	-	-	-	4	746	750
Interest Account A	-	5	-	-	-	5
Interest Fund (A-2)	-	-	4	-	-	4
Reserve Fund (A-2)	-	-	115,563	-	-	115,563
Reserve Fund A	-	132,560	-	-	-	132,560
Revenue Fund (A-2)	-	-	81,427	-	-	81,427
Revenue Fund A	-	95,195	-	-	-	95,195
Sinking Fund (A-2)	-	-	16	-	-	16
Sinking Fund A	-	19	-	-	-	19
Prepaid Items	1,726	-	-	-	-	1,726
Deposits	839	-	-	-	-	839
TOTAL ASSETS	\$ 1,419,084	\$ 227,779	\$ 197,010	\$ 4	\$ 746	\$ 1,844,623
<u>LIABILITIES</u>						
Accounts Payable	\$ 11,453	\$ -	\$ -	\$ -	\$ -	\$ 11,453
Accrued Expenses	8,185	-	-	-	-	8,185
TOTAL LIABILITIES	19,638	-	-	-	-	19,638

Balance Sheet
August 31, 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	1,726	-	-	-	-	1,726
Deposits	839	-	-	-	-	839
Restricted for:						
Debt Service	-	227,779	197,010	-	-	424,789
Capital Projects	-	-	-	4	746	750
Assigned to:						
Operating Reserves	212,254	-	-	-	-	212,254
Reserves - Asset Replacement	211,086	-	-	-	-	211,086
Reserves - Clubhouse	25,789	-	-	-	-	25,789
Reserves - Gate	21,600	-	-	-	-	21,600
Reserves - Landscape	30,000	-	-	-	-	30,000
Reserves - Ponds	65,774	-	-	-	-	65,774
Reserves - Tree Removal & Replacement	23,074	-	-	-	-	23,074
Reserves - Roadways	25,925	-	-	-	-	25,925
Reserves - Sidewalks	50,945	-	-	-	-	50,945
Reserve - Wall	34,725	-	-	-	-	34,725
Unassigned:	695,709	-	-	-	-	695,709
TOTAL FUND BALANCES	\$ 1,399,446	\$ 227,779	\$ 197,010	\$ 4	\$ 746	\$ 1,824,985
TOTAL LIABILITIES & FUND BALANCES	\$ 1,419,084	\$ 227,779	\$ 197,010	\$ 4	\$ 746	\$ 1,844,623

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
REVENUES				
Interest - Investments	\$ 9,000	\$ 23,961	266.23%	\$ 1,672
Room Rentals	3,000	4,895	163.17%	580
Special Events	1,000	1,713	171.30%	993
Other Charges For Services	2,500	1,255	50.20%	136
Special Assmnts- Tax Collector	1,054,718	1,054,716	100.00%	-
Special Assmnts- Discounts	(42,189)	(39,671)	94.03%	-
Other Miscellaneous Revenues	-	6,812	0.00%	-
Gate Bar Code/Remotes	2,000	3,127	156.35%	358
TOTAL REVENUES	1,030,029	1,056,808	102.60%	3,739

EXPENDITURES**Administration**

P/R-Board of Supervisors	19,200	16,400	85.42%	1,400
FICA Taxes	1,469	1,255	85.43%	107
ProfServ-Arbitrage Rebate	1,200	1,200	100.00%	-
ProfServ-Engineering	7,000	6,646	94.94%	135
ProfServ-Legal Services	14,000	15,254	108.96%	630
ProfServ-Mgmt Consulting Serv	54,912	50,336	91.67%	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	919	91.90%	80
Auditing Services	6,500	6,700	103.08%	-
Postage and Freight	1,500	973	64.87%	88
Insurance - General Liability	3,875	2,860	73.81%	260
Printing and Binding	800	847	105.88%	53
Legal Advertising	1,900	2,239	117.84%	2,091
Misc-Bank Charges	1,500	1,063	70.87%	35
Misc-Assessmnt Collection Cost	21,094	20,486	97.12%	-
Office Supplies	50	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	153,325	144,503	94.25%	9,455

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
<u>Field</u>				
Contracts-Landscape	189,090	173,333	91.67%	15,758
Contracts-Landscape Consultant	19,440	18,320	94.24%	1,620
Contracts-Mulch	7,800	23,213	297.60%	-
Contracts-Lakes	26,630	24,409	91.66%	2,219
Contracts-Florida Hwy Patrol	20,000	20,490	102.45%	2,070
Contracts-Annuals	12,500	12,790	102.32%	5,600
Contracts-Gates	4,500	4,500	100.00%	-
Communication-Gate Phones	9,720	8,910	91.67%	810
Electricity - Streetlighting	76,321	73,168	95.87%	5,667
Utility - Reclaimed Water	20,000	14,201	71.01%	(27)
Insurance - Property	15,586	12,991	83.35%	1,181
R&M-Gate	30,000	25,659	85.53%	4,000
R&M-Irrigation	13,113	26,950	205.52%	5,779
R&M-Sidewalks	2,500	1,250	50.00%	-
R&M-Trees and Trimming	2,500	13,896	555.84%	450
Miscellaneous Services	9,000	7,541	83.79%	-
Misc-Decorative Lighting	10,000	8,080	80.80%	1,330
Misc-Property Taxes	1,900	3,151	165.84%	-
Storage Facility	-	7,225	0.00%	-
Reserve - Ponds	16,011	-	0.00%	-
Reserve - Roadways	115,000	640,890	557.30%	55,657
Reserve-Tree Rem./Replacem.	-	2,025	0.00%	-
Reserves - Wall	50,000	15,275	30.55%	12,500
Total Field	651,611	1,138,267	174.69%	114,614
<u>Parks and Recreation - General</u>				
Payroll-Salaries	57,075	52,912	92.71%	4,294
Payroll-Hourly	62,930	55,210	87.73%	5,465
FICA Taxes	9,180	8,271	90.10%	747
Workers' Compensation	3,000	2,000	66.67%	-
Unemployment Compensation	350	-	0.00%	-
Contracts-Security Services	2,038	1,853	90.92%	-
Contracts-Pools	16,200	14,175	87.50%	1,350
Contracts-Pest Control	2,955	2,805	94.92%	255
Communication - Telephone	3,000	2,764	92.13%	266

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
Utility - Gas	310	289	93.23%	27
Utility - Refuse Removal	1,000	914	91.40%	83
Utility - Water & Sewer	5,500	7,920	144.00%	398
R&M-Clubhouse	20,000	27,270	136.35%	765
R&M-Pools	11,870	9,236	77.81%	128
Miscellaneous Services	3,800	1,851	48.71%	-
Misc-Public Relations	7,885	7,167	90.89%	-
Solid Waste Disposal Assessm.	1,300	1,222	94.00%	-
Office Supplies	2,500	352	14.08%	-
Cleaning Supplies	4,200	1,409	33.55%	135
Op Supplies - Clubhouse	3,000	2,751	91.70%	298
Op Supplies - Pool Chemicals	7,000	9,400	134.29%	1,423
Impr - Pool (Reserves-Clubhouse)	-	64,774	0.00%	-
Total Parks and Recreation - General	225,093	274,545	121.97%	15,634
TOTAL EXPENDITURES	1,030,029	1,557,315	151.19%	139,703
Excess (deficiency) of revenues Over (under) expenditures	-	(500,507)	0.00%	(135,964)
Net change in fund balance	\$ -	\$ (500,507)	0.00%	\$ (135,964)
FUND BALANCE, BEGINNING (OCT 1, 2018)	1,899,953	1,899,953		
FUND BALANCE, ENDING	\$ 1,899,953	\$ 1,399,446		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 5,788	0.00%	\$ 425
Special Assmnts- Tax Collector	451,062	451,061	100.00%	-
Special Assmnts- Discounts	(18,042)	(16,966)	94.04%	-
TOTAL REVENUES	433,020	439,883	101.58%	425
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	9,021	8,761	97.12%	-
Total Administration	9,021	8,761	97.12%	-
<u>Debt Service</u>				
Principal Debt Retirement A-1	280,000	280,000	100.00%	-
Interest Expense Series A-1	145,943	145,943	100.00%	-
Total Debt Service	425,943	425,943	100.00%	-
TOTAL EXPENDITURES	434,964	434,704	99.94%	-
Excess (deficiency) of revenues Over (under) expenditures	(1,944)	5,179	0.00%	425
<u>OTHER FINANCING SOURCES (USES)</u>				
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)	\$ 5,179	0.00%	\$ 425
FUND BALANCE, BEGINNING (OCT 1, 2018)	222,600	222,600		
FUND BALANCE, ENDING	\$ 220,656	\$ 227,779		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 4,972	0.00%	\$ 367
Special Assmnts- Tax Collector	389,884	389,883	100.00%	-
Special Assmnts- Discounts	(15,595)	(14,665)	94.04%	-
TOTAL REVENUES	374,289	380,190	101.58%	367
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	7,798	7,573	97.11%	-
Total Administration	7,798	7,573	97.11%	-
Debt Service				
Principal Debt Retirement A-2	235,000	235,000	100.00%	-
Interest Expense Series A-2	133,590	133,590	100.00%	-
Total Debt Service	368,590	368,590	100.00%	-
TOTAL EXPENDITURES	376,388	376,163	99.94%	-
Excess (deficiency) of revenues Over (under) expenditures	(2,099)	4,027	0.00%	367
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)	\$ 4,027	0.00%	\$ 367
FUND BALANCE, BEGINNING (OCT 1, 2018)	192,983	192,983		
FUND BALANCE, ENDING	\$ 190,884	\$ 197,010		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 3,203	0.00%	\$ -
TOTAL REVENUES	-	3,203	0.00%	-
EXPENDITURES				
Physical Environment				
Cap Outlay-Roads	-	265,712	0.00%	-
Total Physical Environment	-	265,712	0.00%	-
TOTAL EXPENDITURES	-	265,712	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	(262,509)	0.00%	-
Net change in fund balance	\$ -	\$ (262,509)	0.00%	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2018)	-	262,513		
FUND BALANCE, ENDING	\$ -	\$ 4		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending August 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	AUG-19 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 4,697	0.00%	\$ 1
TOTAL REVENUES	-	4,697	0.00%	1
EXPENDITURES				
Physical Environment				
Cap Outlay-Roads	-	279,322	0.00%	-
Total Physical Environment	-	279,322	0.00%	-
TOTAL EXPENDITURES	-	279,322	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	(274,625)	0.00%	1
Net change in fund balance	\$ -	\$ (274,625)	0.00%	\$ 1
FUND BALANCE, BEGINNING (OCT 1, 2018)	-	275,371		
FUND BALANCE, ENDING	\$ -	\$ 746		

OAKSTEAD
Community Development District

Supporting Schedules

August 31, 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
05/08/19	1,963	(46)	40	1,957	1,089	466	402
06/11/19	6,389	(190)	130	6,330	3,522	1,506	1,302
06/13/19 *	13,773	(419)	621	13,974	7,775	3,325	2,874
TOTAL	\$ 1,787,539	\$ 71,301	\$ 36,820	\$ 1,895,660	\$ 1,054,716	\$ 451,061	\$ 389,883
% Collected				100%	100%	100%	100%
TOTAL O/S				\$ 0	\$ 0	\$ 0	\$ 0

* Tax Certificate Sale

OAKSTEAD

Community Development District

Assigned Reserves Report August-19

		Current Balance	Goal
GL #283010	Operating Reserves	\$212,254	n/a
GL #283070	Reserves - Asset Replacement	\$211,086	\$0
GL #283185	Reserves - Clubhouse	\$25,789	\$90,000
GL #283700	Reserves-Gates (formerly Recreation Facility)	\$21,600	\$10,000
GL #283515	Reserves-Landscape	\$30,000	\$30,000
GL #283685	Reserves - Ponds	\$65,774	\$90,000
GL #283719	Reserves-Tree Removal & Replacement	\$23,074	\$25,000
GL #283760	Reserves-Roadways**	\$25,925	\$2,030,000
	** Series A-1 & A-2 Construction Funds used for project		
GL #283790	Reserves-Sidewalks	\$50,945	\$25,000
GL #283880	Reserves-Wall	\$34,725	\$50,000
Total Assigned Reserves		\$701,172	\$2,350,000

Cash and Investment Report
August 31, 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	2.02%	\$3,844
Checking Account - Main Op	Hancock Bank	checking account	n/a	0.00%	304,284
			subtotal		<u>308,128</u>
Petty Cash	n/a	n/a	n/a	0.00%	250
Public Funds MMA	Bank United	Money Market Acct #0682	n/a	1.50%	1,108,141
			Subtotal-GF		<u><u>\$1,416,519</u></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	2.07%	\$ 5
Ser 2016 A-1 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	1.98%	132,560
Ser 2016 A-1 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	1.98%	95,195
Ser 2016 A-1 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	2.00%	19
			Subtotal-DS 204		<u><u>\$ 227,779</u></u>
Ser 2017 A-2 Interest Acct	Hancock Bank	Federated Oblig Fund	n/a	2.03%	\$ 4
Ser 2017 A-2 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	1.98%	115,563
Ser 2017 A-2 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	1.98%	81,427
Ser 2017 A-2 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	1.99%	16
			Subtotal-DS 205		<u><u>\$197,010</u></u>
Ser 2016 A-1 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	2.11%	\$ 4
Ser 2017 A-2 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	1.98%	\$ 746
			Total All Funds		<u><u><u>\$1,842,058</u></u></u>

Oakstead CDD

Bank Reconciliation

Bank Account No. 5221 SunTrust Bank N.A.
Statement No. 08-19
Statement Date 8/31/2019

G/L Balance (LCY)	3,844.31	Statement Balance	3,844.31
G/L Balance	3,844.31	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	3,844.31
Subtotal	3,844.31	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	3,844.31	Ending Balance	3,844.31
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
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Oakstead CDD

Bank Reconciliation

Bank Account No. 3063 HANCOCK BANK
Statement No. 08-19
Statement Date 8/31/2019

G/L Balance (LCY)	304,283.80	Statement Balance	310,959.04
G/L Balance	304,283.80	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	310,959.04
Subtotal	304,283.80	Outstanding Checks	6,675.24
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	304,283.80	Ending Balance	304,283.80
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
6/13/2019	Payment	DD03223	Payment of Invoice 012736	177.40	0.00	177.40
8/19/2019	Payment	10548	HIMES ELECTRICAL SERVICE, INC.	259.76	0.00	259.76
8/21/2019	Payment	10556	JACK N. SIMPSON	388.94	0.00	388.94
8/27/2019	Payment	10557	AT&T MOBILITY	93.19	0.00	93.19
8/27/2019	Payment	10558	FEDEX	19.87	0.00	19.87
8/27/2019	Payment	10559	INFRAMARK, LLC	4,648.45	0.00	4,648.45
8/27/2019	Payment	10560	JOHN SESSA	160.00	0.00	160.00
8/28/2019	Payment	10562	FANTASTIC FLOORING SERVICES	135.00	0.00	135.00
8/28/2019	Payment	10563	FEDEX	13.73	0.00	13.73
8/28/2019	Payment	10564	GULF COAST WATER CONDITIONING, INC	78.00	0.00	78.00
8/28/2019	Payment	10565	TRIANGLE POOL SERVICE	700.90	0.00	700.90
Total Outstanding Checks.....				6,675.24		6,675.24

OAKSTEAD Community Development District

Payment Register by Fund For the Period from 8/1/19 to 8/31/19 (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	009115	08/19/19	OAKSTEAD CDD	081419-5221	REPLENISH HANCOCK OP ACCT	Due from other funds	131000	\$18,000.00
001	10510	08/01/19	A-Z TREE SERVICE	072419	3 PINE TREES REMOVED	R&M-Trees and Trimming	546099-53901	\$750.00
001	10511	08/01/19	BRIGHTVIEW LANDSCAPE SVC	6413847	JULY INSPECT & IRR REPAIRS	R&M-Irrigation	546041-53901	\$813.04
001	10512	08/01/19	FAULKNER ENGINEERING SRVC	FES11694	INDEPENDENT INSPECTOR FOR PAVING PROJ	Reserve - Roadways	568138-53901	\$490.00
001	10513	08/01/19	INFRAMARK, LLC	42978	JULY 2019 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,576.00
001	10513	08/01/19	INFRAMARK, LLC	42978	JULY 2019 MANAGEMENT FEES	Printing and Binding	547001-51301	\$60.35
001	10513	08/01/19	INFRAMARK, LLC	42978	JULY 2019 MANAGEMENT FEES	Postage and Freight	541006-51301	\$15.50
001	10514	08/01/19	JOHN SESSA	072619	7/26/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10514	08/01/19	JOHN SESSA	073019	7/30 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10515	08/01/19	METRO GATES, INC	9695	JUNE 2019 GATE PHONES	Communication-Gate Phones	541008-53901	\$810.00
001	10516	08/01/19	OLM	35041	7/25/19 LANDSCAPE INSPECTION	Contracts-Landscape Consultant	534062-53901	\$1,620.00
001	10517	08/01/19	RIPA & ASSOCIATES LLC	01-1833	RPLC CURB;STRIPING;INSTALL GATE WIRE CONDUIT	Reserve - Roadways	568138-53901	\$47,308.80
001	10518	08/01/19	STRALEY ROBIN VERICKER	17251	6/15-7/15/19 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$359.90
001	10519	08/01/19	TRIANGLE POOL SERVICE	8869	JULY 2019 POOL CLNG/MARCH CREDIT	MARCH CREDIT	534078-57201	(\$675.00)
001	10519	08/01/19	TRIANGLE POOL SERVICE	8869	JULY 2019 POOL CLNG/MARCH CREDIT	JULY 2019	534078-57201	\$1,350.00
001	10519	08/01/19	TRIANGLE POOL SERVICE	326	POOL CHEMICALS	Op Supplies-Pool Chemicals	552009-57201	\$85.70
001	10523	08/06/19	AMERICAN ECOSYSTEMS, INC.	1908248	AUG WTR MGMT TREATMENT	Contracts-Lakes	534084-53901	\$2,219.00
001	10524	08/06/19	WASTE CONNECTIONS	4252634	8/1-8/31/19 WASTE REMOVAL	Utility - Refuse Removal	543020-57201	\$83.10
001	10525	08/08/19	BRIGHTVIEW LANDSCAPE SVC	6443942	YR 1-JULY 2019/3 YR TREE PLAN	Reserve-Tree Rem./Replacem.	568179-53901	\$1,012.50
001	10526	08/08/19	JOHN SESSA	080119-ADMIN	8/1 ADMINISTRATIVE FEE	Contracts-Florida Hwy Patrol	534101-53901	\$150.00
001	10527	08/08/19	METRO GATES, INC	9711	7/24 Strathmore-Rplc 2 Operator Boards	R&M-Gate	546034-53901	\$1,190.00
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	1.RACETRAC	549001-53901	\$22.74
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	2.ACE-TOILET BOWL PARTS	546015-57201	\$31.67
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	3.PCLAND-JULY	546015-57201	\$250.00
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	4.DOLLAR TREE-WACKY WED	549046-57201	\$24.00
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	5.BREEZINENTE-PERFORMER 7/17	549046-57201	\$275.00
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	6.DUNKIN-SR COFFEE	549046-57201	\$20.58
001	10528	08/08/19	SUNTRUST BANK-8900	8900-072619	Suntrust 6/27-7/26/19 Purchases	7.OFFICE DEPOT-OFFICE SUPPLIES	551002-57201	\$73.99
001	10529	08/08/19	TRIANGLE POOL SERVICE	2187	AUGUST 2019 POOL CLEANING	Contracts-Pool	534078-57201	\$1,350.00
001	10529	08/08/19	TRIANGLE POOL SERVICE	894	7/11 ACCUTABS & SALT	Op Supplies-Pool Chemicals	552009-57201	\$249.45
001	10529	08/08/19	TRIANGLE POOL SERVICE	79694	INSTALL LID JACKS-SPLASH PAD	R&M-Pools	546074-57201	\$341.80
001	10530	08/08/19	TWO O EIGHT SECURITY, INC	072919	7/29 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10530	08/08/19	TWO O EIGHT SECURITY, INC	072619	7/26 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10530	08/08/19	TWO O EIGHT SECURITY, INC	071919	7/19 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10530	08/08/19	TWO O EIGHT SECURITY, INC	071219	7/12 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10530	08/08/19	TWO O EIGHT SECURITY, INC	070819	7/8 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10530	08/08/19	TWO O EIGHT SECURITY, INC	070119	7/1 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10531	08/08/19	VENTURESIN.COM, INC	44688	DOMAIN NAME REG-OAKSTEADCDD.ORG	ProfServ-Web Site Development	531047-51301	\$20.99
001	10531	08/08/19	VENTURESIN.COM, INC	44751	AUG 2019 COMMUNITY XS APP	ProfServ-Web Site Development	531047-51301	\$80.00
001	10532	08/13/19	BRIGHTVIEW LANDSCAPE SVC	6419177	AUG LAND MAINT	Contracts-Landscape	534050-53901	\$15,757.50
001	10533	08/13/19	ELEGANT ACCENTS	7281905	INSTALL 7 NEW SPOTLIGHTS	Misc-Decorative Lighting	549018-53901	\$1,330.00
001	10534	08/13/19	JAMES E. LAROSE JR.	072919	7/29/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10534	08/13/19	JAMES E. LAROSE JR.	070319	7/3/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10534	08/13/19	JAMES E. LAROSE JR.	071119	07/11/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10535	08/13/19	JOHN SESSA	080819	8/8/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10536	08/13/19	METRO GATES, INC	9738	8/2 KESWICK GATE RPR	R&M-Gate	546034-53901	\$170.00
001	10537	08/13/19	TRIANGLE POOL SERVICE	80336	SALT CELL CLEANING	R&M-Pools	546074-57201	\$127.50
001	10538	08/15/19	CATTLE VENTURES	0059036	EXT SVC PLAN SEPT 19-NOV 19	Prepaid Items	155000-57201	\$285.00
001	10539	08/15/19	FEDEX	6-634-78839	7/29/19 FEDEX	Postage and Freight	541006-51301	\$15.31
001	10540	08/15/19	FRONTIER	080119-6591	8/1-8/31/19 813-949-6591	Communication - Telephone	541003-57201	\$172.84
001	10541	08/15/19	GULF COAST WATER	57021TI	8/1-8/31/19 COOLER SRVC & 7/22 BOTTLED WATER	Op Supplies - Clubhouse	552003-57201	\$90.50
001	10541	08/15/19	GULF COAST WATER	57021TI	8/1-8/31/19 COOLER SRVC & 7/22 BOTTLED WATER	Op Supplies - Clubhouse	552003-57201	\$1.00
001	10542	08/15/19	METRO GATES, INC	9737	8/2 MARCHMONT-Door King w/Cabinet	R&M-Gate	546034-53901	\$2,445.00
001	10543	08/15/19	MOZART'S ARTISTIC DESIGNS	19-4385	7/29 KESWICK GATES RPRD	R&M-Gate	546034-53901	\$1,075.00
001	10544	08/15/19	PHOENIX SERVICE SYSTEM	080119	AUG 2019 PEST/RODENT CONTROL	Contracts-Pest Control	534125-57201	\$255.00

OAKSTEAD **Community Development District**

Payment Register by Fund
For the Period from 8/1/19 to 8/31/19
(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	10545	08/15/19	TIMES PUBLISHING COMPANY	788036	7/28/19 PH MTG NOTICE/ASSMNTS	Legal Advertising	548002-51301	\$1,928.00
001	10546	08/15/19	TRIANGLE POOL SERVICE	570	ROCK SALT & CHLORINE	Op Supplies-Pool Chemicals	552009-57201	\$122.00
001	10546	08/15/19	TRIANGLE POOL SERVICE	990.	5/2/19-ACCUTABS	Op Supplies-Pool Chemicals	552009-57201	\$599.80
001	10547	08/19/19	BRIGHTVIEW LANDSCAPE SVC	6393840	6/26/19-PVC Rpr mainline corner leak	R&M-Irrigation	546041-53901	\$565.00
001	10547	08/19/19	BRIGHTVIEW LANDSCAPE SVC	6393841	6/26/19-Rpr Lake Patience Mainline Leak	R&M-Irrigation	546041-53901	\$659.30
001	10547	08/19/19	BRIGHTVIEW LANDSCAPE SVC	6395463	6/26/19-flush cut Ballastone Palm	R&M-Trees and Trimming	546099-53901	\$450.00
001	10547	08/19/19	BRIGHTVIEW LANDSCAPE SVC	6397572	MAY (June) INSPECT & IRR REPAIRS	R&M-Irrigation	546041-53901	\$1,600.40
001	10547	08/19/19	BRIGHTVIEW LANDSCAPE SVC	6395961	INSTALL ANNUALS-JUNE 2019	Contracts-Annuaals	534117-53901	\$5,600.00
001	10547	08/19/19	BRIGHTVIEW LANDSCAPE SVC	6457952	Rplc Valves Zones 24 & 25	R&M-Irrigation	546041-53901	\$1,209.30
001	10548	08/19/19	HIMES ELECTRICAL SERVICE	20916	8/5 & 8/12 electrical repairs	R&M-Clubhouse	546015-57201	\$259.76
001	10549	08/19/19	JOHN SESSA	081319	8/13/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10550	08/19/19	METRO GATES, INC	9764	8/9 TANGLEWYLDE RPLCD KEYPAD	R&M-Gate	546034-53901	\$310.00
001	10551	08/19/19	RIPA & ASSOCIATES LLC	081419	5% BALANCE-FINAL PAYMENT	Reserve - Roadways	568138-53901	\$55,657.29
001	10552	08/19/19	STANTEC CONSULTING	1545288	GEN ENGINEERING THRU 7/26/19	ProfServ-Engineering	531013-51501	\$134.94
001	10553	08/19/19	TIMES PUBLISHING COMPANY	0000000865	Notice of 8/20/19 PH Mtg	Legal Advertising	548002-51301	\$163.00
001	10557	08/27/19	AT&T MOBILITY	87276359970X08172019	8/10/19-9/9/19 813-944-0120	Communication - Telephone	541003-57201	\$93.19
001	10558	08/27/19	FEDEX	6-704-47216	8/5/19 FedEx	Postage and Freight	541006-51301	\$19.87
001	10559	08/27/19	INFRAMARK, LLC	43715	AUG 2019 MANAGEMENT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,576.00
001	10559	08/27/19	INFRAMARK, LLC	43715	AUG 2019 MANAGEMENT FEES	Printing and Binding	547001-51301	\$53.45
001	10559	08/27/19	INFRAMARK, LLC	43715	AUG 2019 MANAGEMENT FEES	Postage and Freight	541006-51301	\$19.00
001	10560	08/27/19	JOHN SESSA	082219	08/22/19 SECURITY PATROL	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10561	08/27/19	ZACH HORL'S PAINTING SVC, LLC	501-19	PAINTING DEPOSIT OF WALLS/CLB HSE	DEPOSIT	568188-53901	\$12,500.00
001	10562	08/28/19	FANTASTIC FLOORING SERVICES	081519	08/15/19 CARPET CLEANING	Cleaning Supplies	551003-57201	\$135.00
001	10563	08/28/19	FEDEX	6-713-00718	8/13/19 FedEx	Postage and Freight	541006-51301	\$13.73
001	10564	08/28/19	GULF COAST WATER	57687	12 BTTLD WTR	Op Supplies - Clubhouse	552003-57201	\$78.00
001	10565	08/28/19	TRIANGLE POOL SERVICE	940.	POOL CHEMICALS	Op Supplies-Pool Chemicals	552009-57201	\$700.90
001	259	08/28/19	OAKSTEAD CDD	082319-0682	RPLNSH HANCOCK OP ACCT	Due from other funds	131000	\$200,000.00
001	DD03272	08/05/19	DUKE ENERGY-ACH	071219-14391 ACH	5/30/19-7/12/19 ELECTRIC UTILITY	Electricity - Streetlighting	543013-53901	\$5,682.19
001	DD03273	08/15/19	PASCO COUNTY UTILITIES - ACH	072919 ACH	5/31-6/28/19 RECLAIMED WATER	Utility - Reclaimed Water	543028-53901	\$1,240.85
001	DD03278	08/27/19	SAM'S CLUB - ACH	080719-6821 ACH	Sam's: 7/16 PURCHASES	Op Supplies - Clubhouse	552003-57201	\$128.18
001	DD03278	08/27/19	SAM'S CLUB - ACH	080719-6821 ACH	Sam's: 7/16 PURCHASES	Misc-Bank Charges	549009-51301	(\$39.99)
001	DD03279	08/16/19	SPECTRUM - ACH	073119-7101 ACH	7/30-8/29/19 Internet 0034601171-01	R&M-Clubhouse	546015-57201	\$47.95
001	DD03280	08/19/19	LOWE'S COMPANIES	080219-8450	LOWES: JULY 2019 PURCHASES	R&M-Clubhouse	546015-57201	\$206.87
001	DD03290	08/26/19	PASCO COUNTY UTILITIES - ACH	12265027 ACH	6/20-7/22/19 Water Utility Srvc	Utility - Water & Sewer	543021-57201	\$398.08
001		AUG-2019		PAYROLL	August 2019 Payroll Postings			\$9,446.97
Fund Total								\$411,482.79

Total Checks Paid	\$411,482.79
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Invoice Number	1545288
Invoice Date	August 8, 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

July 26, 2019

Current Invoice Total (USD)

134.94

Initiate SWFWMD inspection

Top Task 219 2019 FY General Consulting
Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Nurse, Vanessa M	1.00	110.00	110.00
Subtotal Professional Services	<u>1.00</u>		<u>110.00</u>

Disbursements

Direct - Vehicle (mileage)	24.94
Subtotal Disbursements	<u>24.94</u>

Top Task Subtotal 2019 FY General Consulting 134.94

Total Fees & Disbursements 134.94
INVOICE TOTAL (USD) **134.94**

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.