

**Oakstead  
Community Development District**

**November 19, 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

November 12, 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, November 19, 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 October 15, 2019 Regular Meeting
  - B. Approval of the Financial Statements for October 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 October 15, 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
Gary Goldstein	Assistant Secretary
Jack Cathcart	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Nancy Intini	Site Manager

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

A plaque was presented by Mr. Krauer to Mr. Norman Keith, former Chairman of the Oakstead CDD, for his dedicated service to the community and the CDD.

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The pledge of allegiance was recited.

**FOURTH ORDER OF BUSINESS**

**Consent Agenda**

**A. Approval of the Minutes of the September 17, 2019 Regular Meeting**

**B. Approval of the Financial Statements for September 2019**

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

Residents Mr. Dave Hudoc and Mrs. Sue Hudoc of Ashmonte Drive introduced themselves and the Board welcomed them.

**FIFTH ORDER OF BUSINESS**

**Attorney's Report**

None.

**SIXTH ORDER OF BUSINESS****Engineer's Report**

Ms. Stewart, District Engineer, has requested to attend the next workshop meeting to discuss the current paving status.

Board members requested that Ms. Stewart be prepared to answer questions they previously posed to her.

**THIRD ORDER OF BUSINESS****Organizational Matters****A. Designation of Officers – Resolution 2020-01**

Mr. Cascio MOVED seconded by Ms. Feldman to consider Resolution 2020-01 designating officers of the CDD Board of Supervisors.

On VOICE Vote with all in favor Resolution 2020-01 designating Board officers as follows was adopted: Fred Krauer, Chairman, Barbara Feldman, Vice Chair, Gary Goldstein, Joe Cascio, and Jack Cathcart to serve as Assistant Secretaries, Andrew P. Mendenhall, Secretary, Stephen Bloom, Treasurer and Alan Baldwin as Assistant Treasurer.

**SEVENTH ORDER OF BUSINESS****Manager's Report****A. Audit Engagement Renewal Letter with Grau & Associates for the FY2019 Audit**

On MOTION by Ms. Feldman seconded by Mr. Cascio with all in favor the audit engagement renewal letter with Grau & Associates to perform the FY 2019 audit was accepted.

**B. Motion Assigning Fund Balance as of 9/30/19**

On MOTION by Mr. Goldstein seconded by Ms. Feldman with all in favor as indicated on the document provided by the District Accountant and included in today's agenda package, Assigning Fund Balance as of 9/30/19 was approved.

**C. Resolution 2020-02 Amending the FY2019 General Fund Budget**

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor Resolution 2020-02 reallocating funds budgeted to re-appropriate Expenses approved during the Fiscal Year, amending the FY2019 General Fund Budget was adopted.

**EIGHTH ORDER OF BUSINESS****Staff Reports****A. Site Manager**

Ms. Intini reported:

- Gutters on the building when the roof was repaired; cost \$1,325.
- County signed off on the roof.
- The Strathmore guardhouse, Zach is doing the repairs on it, \$1,400 was approved for the repairs. The guardhouse will be painted the same color as the clubhouse and the walls.
- The check for the tables we were fighting for was received.

Gates were discussed.

- Prices for sidewalks from Tim Cooney were forwarded to the Board. Inframark submitted prices and a quote was received from Fred Lapier. Mr. Cascio noted he would support the lowest costs from a professional grinder.

Mr. Cascio MOVED seconded by Mr. Goldstein to request that Tim Cooney of Site Masters address all the ½ inch and greater variations including slab replacements and leaving ¼ inch grinds as phase 2

On VOICE Vote with all in favor proceeding with ½ inch grindings and slab replacements to be done as per the quote from Tim Cooney of Site Masters was approved.

**B. Newsletter Committee**

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

Mr. Cathcart inquired about the wall. Ms. Intini responded we have to wait 90 days; however, Zach repaired the wall. He also inquired about a credit/debit machine for the front office.

The Board inquired about changing the bank they currently deal with, Hancock Bank.

Ms. Feldman asked to include the Staff Holiday Dinner on the next workshop agenda.

Mr. Cascio requested to see what time slots are available from the highway patrol so that the Board has input as to when they want the highway patrol to have a presence. He prefers that the patrols be done in marked cars.

Mr. Krauer reported the clubhouse is done and the roof is completed, the new gutters are on, the building is painted and looks fantastic. He also asked to have a workshop agenda item regarding the bushes along Tuckerman added to the next workshop agenda.

**TENTH ORDER OF BUSINESS****Audience Comments**

An audience member asked about changing the lighting out (there). Ms. Intini responded Ponds Electric is ordering special bulbs to get a day-light look out there.

Mr. Cascio asked to also have Duke Energy Lighting Department come out and give us a proposal.

**ELEVENTH ORDER OF BUSINESS****Adjournment**

On MOTION by Ms. Feldman 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**

*October 31, 2019*



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**OAKSTEAD**  
**Community Development District**

**Financial Statements**

**(Unaudited)**

***October 31, 2019***

**Balance Sheet**  
October 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 A-1 DEBT SERVICE FUND	SERIES 2017 A-2 DEBT SERVICES FUND	SERIES 2017 A-2 CAPITAL PROJECTS FUND	TOTAL
<b><u>ASSETS</u></b>					
Cash - Checking Account	\$ 99,626	\$ -	\$ -	\$ -	\$ 99,626
Cash On Hand/Petty Cash	250	-	-	-	250
Accounts Receivable	423	-	-	-	423
Due From Other Gov'tl Units	1,705	729	630	-	3,064
Investments:					
Money Market Account	1,110,773	-	-	-	1,110,773
Construction Fund A	-	-	-	1	1
Interest Account A	-	68,701	-	-	68,701
Interest Fund (A-2)	-	-	63,211	-	63,211
Reserve Fund (A-2)	-	-	115,950	-	115,950
Reserve Fund A	-	133,004	-	-	133,004
Revenue Fund (A-2)	-	-	18,493	-	18,493
Revenue Fund A	-	26,818	-	-	26,818
Sinking Fund (A-2)	-	-	763	-	763
Sinking Fund A	-	22	-	-	22
Prepaid Items	23,961	-	-	-	23,961
Deposits	839	-	-	-	839
<b>TOTAL ASSETS</b>	<b>\$ 1,237,577</b>	<b>\$ 229,274</b>	<b>\$ 199,047</b>	<b>\$ 1</b>	<b>\$ 1,665,899</b>
<b><u>LIABILITIES</u></b>					
Accounts Payable	\$ 17,077	\$ -	\$ -	\$ -	\$ 17,077
Accrued Expenses	8,435	-	-	-	8,435
Accrued Taxes Payable	1,188	-	-	-	1,188
<b>TOTAL LIABILITIES</b>	<b>26,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,700</b>

**Balance Sheet**  
October 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2016 A-1 DEBT SERVICE FUND	SERIES 2017 A-2 DEBT SERVICES FUND	SERIES 2017 A-2 CAPITAL PROJECTS FUND	TOTAL
<b><u>FUND BALANCES</u></b>					
<b>Nonspendable:</b>					
Prepaid Items	23,961	-	-	-	23,961
Deposits	839	-	-	-	839
<b>Restricted for:</b>					
Debt Service	-	229,274	199,047	-	428,321
Capital Projects	-	-	-	1	1
<b>Assigned to:</b>					
Operating Reserves	212,255	-	-	-	212,255
Reserves - Asset Replacement	211,086	-	-	-	211,086
Reserves - Clubhouse	7,914	-	-	-	7,914
Reserves - Gate	21,600	-	-	-	21,600
Reserves - Landscape	30,000	-	-	-	30,000
Reserves - Ponds	81,785	-	-	-	81,785
Reserves - Tree Removal & Replacement	23,074	-	-	-	23,074
Reserves - Roadways	140,925	-	-	-	140,925
Reserves - Sidewalks	50,945	-	-	-	50,945
Reserve - Wall	70,825	-	-	-	70,825
<b>Unassigned:</b>	335,668	-	-	-	335,668
<b>TOTAL FUND BALANCES</b>	<b>\$ 1,210,877</b>	<b>\$ 229,274</b>	<b>\$ 199,047</b>	<b>\$ 1</b>	<b>\$ 1,639,199</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 1,237,577</b>	<b>\$ 229,274</b>	<b>\$ 199,047</b>	<b>\$ 1</b>	<b>\$ 1,665,899</b>

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-19 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ 16,500	\$ 1,266	7.67%	\$ 1,266
Room Rentals	3,000	-	0.00%	-
Special Events	1,000	-	0.00%	-
Other Charges For Services	2,500	-	0.00%	-
Special Assmnts- Tax Collector	1,054,718	-	0.00%	-
Special Assmnts- Discounts	(42,189)	-	0.00%	-
Gate Bar Code/Remotes	2,000	-	0.00%	-
<b>TOTAL REVENUES</b>	<b>1,037,529</b>	<b>1,266</b>	<b>0.12%</b>	<b>1,266</b>

**EXPENDITURES****Administration**

P/R-Board of Supervisors	19,200	1,000	5.21%	1,000
FICA Taxes	1,469	77	5.24%	77
ProfServ-Arbitrage Rebate	1,200	-	0.00%	-
ProfServ-Engineering	7,000	725	10.36%	725
ProfServ-Legal Services	14,000	1,880	13.43%	1,880
ProfServ-Mgmt Consulting Serv	54,912	4,576	8.33%	4,576
ProfServ-Property Appraiser	150	-	0.00%	-
ProfServ-Special Assessment	12,000	-	0.00%	-
ProfServ-Trustee Fees	5,000	-	0.00%	-
ProfServ-Web Site Development	1,000	80	8.00%	80
Auditing Services	6,700	-	0.00%	-
Postage and Freight	1,500	129	8.60%	129
Insurance - General Liability	3,717	300	8.07%	300
Printing and Binding	800	61	7.63%	61
Legal Advertising	1,900	144	7.58%	144
Misc-Bank Charges	1,500	90	6.00%	90
Misc-Assessmnt Collection Cost	21,095	-	0.00%	-
Office Supplies	50	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	175
<b>Total Administration</b>	<b>153,368</b>	<b>9,237</b>	<b>6.02%</b>	<b>9,237</b>

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-19 ACTUAL
<b><u>Field</u></b>				
Contracts-Landscape	189,090	15,758	8.33%	15,758
Contracts-Landscape Consultant	19,440	1,620	8.33%	1,620
Contracts-Mulch	30,000	-	0.00%	-
Contracts-Lakes	26,628	2,219	8.33%	2,219
Contracts-Florida Hwy Patrol	23,000	2,230	9.70%	2,230
Contracts-Annuals	14,380	-	0.00%	-
Contracts-Gates	4,500	-	0.00%	-
Communication-Gate Phones	9,720	810	8.33%	810
Electricity - Streetlighting	78,500	5,709	7.27%	5,709
Utility - Reclaimed Water	25,000	-	0.00%	-
Insurance - Property	16,889	1,287	7.62%	1,287
R&M-Gate	30,000	-	0.00%	-
R&M-Other Landscape	5,000	300	6.00%	300
R&M-Irrigation	22,000	1,360	6.18%	1,360
R&M-Sidewalks	10,000	-	0.00%	-
R&M-Trees and Trimming	20,000	7,500	37.50%	7,500
R&M-Roads	5,000	-	0.00%	-
Miscellaneous Services	9,000	-	0.00%	-
Misc-Decorative Lighting	10,000	5,750	57.50%	5,750
Misc-Property Taxes	1,900	-	0.00%	-
Reserve - Roadways	112,085	-	0.00%	-
Reserves - Wall	-	13,900	0.00%	13,900
<b>Total Field</b>	<b>662,132</b>	<b>58,443</b>	<b>8.83%</b>	<b>58,443</b>
<b><u>Parks and Recreation - General</u></b>				
Payroll-Salaries	58,787	5,241	8.92%	5,241
Payroll-Hourly	64,818	4,960	7.65%	4,960
FICA Taxes	9,456	780	8.25%	780
Workers' Compensation	3,000	800	26.67%	800
Unemployment Compensation	350	-	0.00%	-
Contracts-Security Services	2,038	95	4.66%	95
Contracts-Pools	16,200	1,350	8.33%	1,350
Contracts-Pest Control	3,100	255	8.23%	255
Communication - Telephone	3,000	268	8.93%	268
Utility - Gas	310	27	8.71%	27
Utility - Refuse Removal	1,000	83	8.30%	83
Utility - Water & Sewer	5,500	-	0.00%	-



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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-19 ACTUAL
R&M-Clubhouse	20,000	2,020	10.10%	2,020
R&M-Pools	9,000	435	4.83%	435
Miscellaneous Services	2,200	-	0.00%	-
Misc-Public Relations	7,885	1,792	22.73%	1,792
Solid Waste Disposal Assessm.	1,300	-	0.00%	-
Office Supplies	2,500	117	4.68%	117
Cleaning Supplies	2,250	379	16.84%	379
Op Supplies - Clubhouse	2,335	-	0.00%	-
Op Supplies - Pool Chemicals	7,000	246	3.51%	246
Capital Outlay	-	8,070	0.00%	8,070
Reserve - Clubhouse	-	17,875	0.00%	17,875
<b>Total Parks and Recreation - General</b>	<b>222,029</b>	<b>44,793</b>	<b>20.17%</b>	<b>44,793</b>
<b>TOTAL EXPENDITURES</b>	<b>1,037,529</b>	<b>112,473</b>	<b>10.84%</b>	<b>112,473</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	(111,207)	0.00%	(111,207)
Net change in fund balance	\$ -	\$ (111,207)	0.00%	\$ (111,207)
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>1,322,084</b>	<b>1,322,084</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,322,084</b>	<b>\$ 1,210,877</b>		

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-19 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 373	0.00%	\$ 373
Special Assmnts- Tax Collector	451,062	-	0.00%	-
Special Assmnts- Discounts	(18,042)	-	0.00%	-
<b>TOTAL REVENUES</b>	<b>433,020</b>	<b>373</b>	<b>0.09%</b>	<b>373</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Assessmnt Collection Cost	9,021	-	0.00%	-
<b>Total Administration</b>	<b>9,021</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>Debt Service</b>				
Principal Debt Retirement A-1	285,000	-	0.00%	-
Interest Expense Series A-1	137,403	-	0.00%	-
<b>Total Debt Service</b>	<b>422,403</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>431,424</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	1,596	373	0.00%	373
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	1,596	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>1,596</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ 1,596	\$ 373	0.00%	\$ 373
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>228,901</b>	<b>228,901</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 230,497</b>	<b>\$ 229,274</b>		

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-19 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 323	0.00%	\$ 323
Special Assmnts- Tax Collector	389,884	-	0.00%	-
Special Assmnts- Discounts	(15,595)	-	0.00%	-
<b>TOTAL REVENUES</b>	<b>374,289</b>	<b>323</b>	<b>0.09%</b>	<b>323</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Assessmnt Collection Cost	7,798	-	0.00%	-
<b>Total Administration</b>	<b>7,798</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>Debt Service</b>				
Principal Debt Retirement A-2	240,000	-	0.00%	-
Interest Expense Series A-2	126,423	-	0.00%	-
<b>Total Debt Service</b>	<b>366,423</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>374,221</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	68	323	0.00%	323
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	68	-	0.00%	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>68</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Net change in fund balance	\$ 68	\$ 323	0.00%	\$ 323
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>198,724</b>	<b>198,724</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 198,792</b>	<b>\$ 199,047</b>		

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending October 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	OCT-19 ACTUAL
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 1	0.00%	\$ 1
<b>TOTAL REVENUES</b>	<b>-</b>	<b>1</b>	<b>0.00%</b>	<b>1</b>
<b>EXPENDITURES</b>				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	-	1	0.00%	1
Net change in fund balance	\$ -	\$ 1	0.00%	\$ 1
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>-</b>	<b>-</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ 1</b>		

**OAKSTEAD**  
**Community Development District**

**Supporting Schedules**

*October 31, 2019*

**OAKSTEAD**

Community Development District

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**Assigned Reserves Report  
October-19**

		Current Balance	Goal
GL #283010	Operating Reserves	\$212,255	n/a
GL #283070	Reserves - Asset Replacement	\$211,086	\$0
GL #283185	Reserves - Clubhouse	\$7,914	\$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	\$81,785	\$90,000
GL #283719	Reserves-Tree Removal & Replacement	\$23,074	\$25,000
GL #283760	Reserves-Roadways	\$140,925	\$2,030,000
GL #283790	Reserves-Sidewalks	\$50,945	\$25,000
GL #283880	Reserves-Wall	\$70,825	\$50,000
<b>Total Assigned Reserves</b>		<b>\$850,409</b>	<b>\$2,350,000</b>

**Cash and Investment Report**  
**October 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	1.27%	\$ 4,555
Checking Account - Main Op	Hancock Bank	checking account	n/a	0.00%	95,071
			subtotal		<u>\$ 99,626</u>
Petty Cash	n/a	n/a	n/a	0.00%	\$ 250
Public Funds MMA	Bank United	Money Market Acct #0682	n/a	1.35%	\$ 1,110,773
			<b>Subtotal-GF</b>		<u>\$ 1,210,649</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	1.71%	\$ 68,701
Ser 2016 A-1 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	1.71%	133,004
Ser 2016 A-1 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	1.71%	26,818
Ser 2016 A-1 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	1.70%	22
			<b>Subtotal-DS 204</b>		<u>\$ 228,544</u>
Ser 2017 A-2 Interest Acct	Hancock Bank	Federated Oblig Fund	n/a	1.71%	\$ 63,211
Ser 2017 A-2 Reserve Fund	Hancock Bank	Federated Oblig Fund	n/a	1.71%	115,950
Ser 2017 A-2 Revenue Fund	Hancock Bank	Federated Oblig Fund	n/a	1.71%	18,493
Ser 2017 A-2 Sinking Fund	Hancock Bank	Federated Oblig Fund	n/a	1.71%	763
			<b>Subtotal-DS 205</b>		<u>\$ 198,417</u>

**Project Fund**

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Ser 2017 A-2 Construction Fund	Hancock Bank	Federated Oblig Fund	n/a	1.23%	\$ 1
			<b>Total All Funds</b>		<u><u>\$ 1,637,611</u></u>

## Oakstead CDD

### Bank Reconciliation

**Bank Account No.** 5221 SunTrust Bank N.A.  
**Statement No.** 10-19  
**Statement Date** 10/31/2019

<b>G/L Balance (LCY)</b>	4,554.98	<b>Statement Balance</b>	4,554.98
<b>G/L Balance</b>	4,554.98	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	4,554.98
<b>Subtotal</b>	4,554.98	<b>Outstanding Checks</b>	0.00
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	4,554.98	<b>Ending Balance</b>	4,554.98
<b>Difference</b>	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.** OCT 2019  
**Statement Date** 10/31/2019

<b>G/L Balance (LCY)</b>	95,071.10	<b>Statement Balance</b>	119,457.92
<b>G/L Balance</b>	95,071.10	<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00		
		<b>Subtotal</b>	119,457.92
<b>Subtotal</b>	95,071.10	<b>Outstanding Checks</b>	24,386.82
<b>Negative Adjustments</b>	0.00	<b>Differences</b>	0.00
<b>Ending G/L Balance</b>	95,071.10	<b>Ending Balance</b>	95,071.10
<b>Difference</b>	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>						
6/13/2019	Payment	DD03223	Payment of Invoice 012736	177.40	0.00	177.40
10/11/2019	Payment	10634	ABBOTTS ACCURATE AWNINGS	4,034.87	0.00	4,034.87
10/11/2019	Payment	10636	TIMOTHY A. GAY	2,875.00	0.00	2,875.00
10/24/2019	Payment	10651	ZACH HORL'S PAINTING SVC, LLC	1,400.00	0.00	1,400.00
10/30/2019	Payment	10655	JACK N. SIMPSON	509.72	0.00	509.72
10/31/2019	Payment	10656	AT&T MOBILITY	93.21	0.00	93.21
10/31/2019	Payment	10657	A-Z TREE SERVICE	7,500.00	0.00	7,500.00
10/31/2019	Payment	10658	DEPARTMENT OF ECONOMIC	175.00	0.00	175.00
10/31/2019	Payment	10659	FEDEX	70.72	0.00	70.72
10/31/2019	Payment	10660	FITREV, INC.	255.00	0.00	255.00
10/31/2019	Payment	10661	JOHN SESSA	320.00	0.00	320.00
10/31/2019	Payment	10662	METRO GATES, INC	5,310.00	0.00	5,310.00
10/31/2019	Payment	10663	OLM	1,620.00	0.00	1,620.00
10/31/2019	Payment	10664	TRIANGLE POOL SERVICE	45.90	0.00	45.90
<b>Total Outstanding Checks.....</b>				<b>24,386.82</b>		<b>24,386.82</b>

## OAKSTEAD

### Community Development District

Payment Register by Fund  
For the Period from 10/1/19 to 10/31/19  
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	10611	10/03/19	SC SIGNATURE ROOFING CORP	6024	CLUBHOUSE ROOF	Reserve - Clubhouse	568046-57201	\$17,875.00
001	10612	10/03/19	AMERICAN ECOSYSTEMS, INC.	1910246	OCT 2019 WATER MGMT	Contracts-Lakes	534084-53901	\$2,219.00
001	10613	10/03/19	BRIGHTVIEW LANDSCAPE SVC	6512872	OCT LANDSCAPE MAINT	Contracts-Landscape	534050-53901	\$15,757.50
001	10614	10/03/19	CLEAN SWEEP SUPPLY CO., INC.	00205893	Towels; Hand Sanitizer	Cleaning Supplies	551003-57201	\$112.00
001	10615	10/03/19	FEDEX	6-746-34695	9/16/19 FEDEX	Postage and Freight	541006-51301	\$19.83
001	10616	10/03/19	JAMES E. LAROSE JR.	092719	9/27/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10616	10/03/19	JAMES E. LAROSE JR.	090119	9/1 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10616	10/03/19	JAMES E. LAROSE JR.	092319	9/23/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10617	10/03/19	JOHN SESSA	092619	9/26 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10617	10/03/19	JOHN SESSA	093019	9/30/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10617	10/03/19	JOHN SESSA	100119 - ADMIN	OCT 2019 ADMIN FEE	Contracts-Florida Hwy Patrol	534101-53901	\$150.00
001	10618	10/03/19	METRO GATES, INC	9902	9/23 TANGLEWYLDE RPLCD BOARD	R&M-Gate	546034-53901	\$715.00
001	10618	10/03/19	METRO GATES, INC	9906	AUG 2019 GATE PHONES	Communication-Gate Phones	541008-53901	\$810.00
001	10619	10/03/19	OLM	35325	9/26 LANDSCAPE INSPECTION	Contracts-Landscape Consultant	534062-53901	\$1,620.00
001	10620	10/03/19	PREFERRED GOVTL INS TRUST	61155	FY20/1ST QTRLY WORKERS COMP	Workers' Compensation	524001-51301	\$800.00
001	10621	10/03/19	PUBLIC RISK INSURANCE AGENCY	63365	FY20 PK2FL1 0514004 19-15	PUBLIC OFFICIALS/AUTO	155000	\$3,605.00
001	10621	10/03/19	PUBLIC RISK INSURANCE AGENCY	63365	FY20 PK2FL1 0514004 19-15	PROPERTY/GL/CRIME/IM	155000	\$15,449.00
001	10622	10/03/19	STRALEY ROBIN VERICKER	17547	8/23/19-9/15/19 LEGAL SVCS	ProfServ-Legal Services	531023-51401	\$355.00
001	10623	10/03/19	TIMES PUBLISHING COMPANY	0000014014	NOTICE OF FY20 MEETING DATES	Legal Advertising	548002-51301	\$143.60
001	10624	10/03/19	TRIANGLE POOL SERVICE	81953	8 QTY CLN & CLR CRTDGS	Op Supplies-Pool Chemicals	552009-57201	\$719.60
001	10624	10/03/19	TRIANGLE POOL SERVICE	4246	OCT 2019 POOL CLEANING	Contracts-Pool	534078-57201	\$1,350.00
001	10625	10/03/19	VENTURESIN.COM, INC	44860	OCT 2019 COMMUNITY XS APP	ProfServ-Web Site Development	531047-51301	\$80.00
001	10626	10/07/19	JOELL MILLER	100119	100 PUMPKINS - FALL FESTIVAL	Misc-Public Relations	549046-57201	\$500.00
001	10628	10/07/19	WASTE CONNECTIONS OF FL	4262981	OCT WASTE REMOVAL 6425-020889	Utility - Refuse Removal	543020-57201	\$83.10
001	10629	10/07/19	PONY PARTY & PETTING ZOO	10122019	2 Hrs Pony Ride & Petting Zoo/Fall Fest	Misc-Public Relations	549046-57201	\$420.00
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	1.RACETRAC-GAS	549001-53901	\$23.84
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	2.EVERGLADES	546015-57201	\$111.00
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	3.WALMART	551002-57201	\$23.95
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	4.HOME DEPOT	549001-57201	\$72.18
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	5.OFFICE DEPOT	551002-57201	\$376.35
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	6.WAYFAIR	549046-57201	\$39.30
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	7.WALMART	551002-57201	\$125.96
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	8.HOMEGOODS	549046-57201	\$79.97
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	9.PCLAND	546015-57201	\$250.00
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	10.BANNERS	549001-57201	\$230.11
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	11.TUESDAY MORNING	549046-57201	\$64.97

# OAKSTEAD

## Community Development District

### Payment Register by Fund For the Period from 10/1/19 to 10/31/19 (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	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	12.OTC BRANDS	549001-57201	\$139.96
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	13.GOOGLE	546015-57201	\$1.99
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	14.WAYFAIR	549046-57201	\$1,715.50
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	15.AMAZON	549046-57201	\$157.53
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	16.PUBLIX	549046-57201	\$6.57
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	18.TERRABOUND	546015-57201	\$218.00
001	10630	10/07/19	SUNTRUST BANK-8900	092619-8900	Suntrust 8/27-9/26/19 Purchases	19.AMAZON	546015-57201	\$18.98
001	10631	10/11/19	FRONTIER	100119-6591	OCT SERVICE 813-949-6591	Communication - Telephone	541003-57201	\$174.54
001	10632	10/11/19	TWO O EIGHT SECURITY, INC	091019	9/10/19 SECURITY (J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10632	10/11/19	TWO O EIGHT SECURITY, INC	091819	9/18/19 SECURITY (J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10632	10/11/19	TWO O EIGHT SECURITY, INC	092319	9/23/19 SECURITY (J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10632	10/11/19	TWO O EIGHT SECURITY, INC	092619	9/26/19 SECURITY (J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10632	10/11/19	TWO O EIGHT SECURITY, INC	093019	9/30/19 SECURITY (J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10632	10/11/19	TWO O EIGHT SECURITY, INC	090319	9/3/19 SECURITY(J.HYPES)	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10633	10/11/19	ABBOTTS ACCURATE AWNINGS	100319 DEPOSIT	DEPOSIT FOR AWNING RPLCMNT	Capital Outlay	564043-57201	\$4,034.88
001	10634	10/11/19	ABBOTTS ACCURATE AWNINGS	100319 BALANCE	BAL DUE FOR AWNING RPLCMNT	Capital Outlay	564043-57201	\$4,034.87
001	10635	10/11/19	PASCO COUNTY UTILITIES	092619-0565	07/29/19-08/29/18 RECLAIMED WATER	Utility - Reclaimed Water	543028-53901	\$173.36
001	10636	10/11/19	TIMOTHY A. GAY	100219 DEPOSIT	HOLIDAY LIGHTING DEPOSIT	Misc-Decorative Lighting	549018-53901	\$2,875.00
001	10637	10/11/19	TIMOTHY A. GAY	100219 BALANCE	HOLIDAY LIGHTS FINAL BALANCE	Misc-Decorative Lighting	549018-53901	\$2,875.00
001	10638	10/11/19	ERIC MEAD	460357	279 ft of 6" seamless gutter	R&M-Clubhouse	546015-57201	\$1,325.00
001	10639	10/11/19	JOHN SESSA	100919	10/9/19 PATROL SERVICES	Contracts-Security Services	534037-53901	\$160.00
001	10640	10/11/19	LOWE'S COMPANIES	98450-100219	LOWES: SEPT 2019 PURCHASES	R&M-Clubhouse	546015-57201	\$69.43
001	10641	10/11/19	TRIANGLE POOL SERVICE	79941	POOL SEMI-ANNUAL FILTER CLEAN	R&M-Pools	546074-57201	\$222.90
001	10641	10/11/19	TRIANGLE POOL SERVICE	81876	SPLASH PAD- RPLC FLOW METER	R&M-Pools	546074-57201	\$211.95
001	10646	10/17/19	FEDEX	6-760-65742	SERVICE FOR 9/27-10/2/19	Postage and Freight	541006-51301	\$39.27
001	10647	10/17/19	HIMES ELECTRICAL SERVICE, INC.	21086	Rpr power to lights at flag pole	R&M-Clubhouse	546015-57201	\$151.36
001	10649	10/22/19	BRIGHTVIEW LANDSCAPE SVC	6549178	INSTALL ANNUALS-Sept 2019	Contracts-Annuals	534117-53901	\$5,600.00
001	10649	10/22/19	BRIGHTVIEW LANDSCAPE SVC	6550304	10/19 Irrigation Inspection/Rprs	R&M-Irrigation	546041-53901	\$1,360.39
001	10650	10/22/19	JOHN SESSA	101519	10/15/19 PATROL SERVICE	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10650	10/22/19	JOHN SESSA	101719	10/17/19 PATROL SERVICE	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10651	10/24/19	ZACH HORL'S PAINTING SVC, LLC	510-19	Strathmore guard shack-8 Pillars	Reserve - Wall	568188-53901	\$1,400.00
001	10652	10/25/19	ZACH HORL'S PAINTING SVC, LLC	502-19	2ND pymt-Painting Walls/Clubhouse	Reserve - Wall	568188-53901	\$12,500.00
001	10656	10/31/19	AT&T MOBILITY	87276359970X10172019	10/10-11/09/19 813-944-0120	Communication - Telephone	541003-57201	\$93.21
001	10657	10/31/19	A-Z TREE SERVICE	101819	RMV TREES;APPLY CHEMICALS	R&M-Trees and Trimming	546099-53901	\$7,500.00
001	10658	10/31/19	DEPT OF ECONOMIC OPPORTUNITY	73672	FY 19/20 DISTRICT FILING FEE	Annual District Filing Fee	554007-51301	\$175.00
001	10659	10/31/19	FEDEX	6-767-78972	10/7 & 10/9 FEDEX	Postage and Freight	541006-51301	\$30.96
001	10659	10/31/19	FEDEX	6-774-55142	10/11 & 10/15 FedEx	Postage and Freight	541006-51301	\$39.76

**OAKSTEAD**  
**Community Development District**

Payment Register by Fund  
For the Period from 10/1/19 to 10/31/19  
(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	10660	10/31/19	FITREV, INC.	19495	INSTALL CABLE	R&M-Clubhouse	546015-57201	\$255.00
001	10661	10/31/19	JOHN SESSA	102319	10/23/19 SECURITY	Contracts-Florida Hwy Patrol	541008-53901	\$160.00
001	10661	10/31/19	JOHN SESSA	102819	10/28/19 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$160.00
001	10662	10/31/19	METRO GATES, INC	9959	11/19-10/20 - MAINT AGRMNT	Contracts - Gates	534140-53901	\$4,500.00
001	10662	10/31/19	METRO GATES, INC	9999	SEPT 2019 GATE PHONES	Communication-Gate Phones	541008-53901	\$810.00
001	10663	10/31/19	OLM	35480	10/24 LANDSCAPE INSPECTION	Contracts-Landscape Consultant	534062-53901	\$1,620.00
001	10664	10/31/19	TRIANGLE POOL SERVICE	424	2 - 50 LB SODIUM BICARBONATE	Op Supplies-Pool Chemicals	552009-57201	\$45.90
001	DD03319	10/03/19	DUKE ENERGY-ACH	091119-14391 ACH	7/11-9/06/19 ELECTRIC UTILITY	Electricity - Streetlighting	543013-53901	\$5,167.18
001	DD03321	10/01/19	TECO PEOPLES GAS - ACH	080119-2101 ACH	6/27-7/29/19 GAS ACH	Utility - Gas	543019-57201	\$26.55
001	DD03322	10/23/19	TECO PEOPLES GAS - ACH	02101-100219 ACH	SERVICE FOR 8/29-9/26/19	Utility - Gas	543019-57201	\$26.54
001	DD03323	10/15/19	PASCO COUNTY UTILITIES-ACH	092619 ACH	07/29-08/29/19 RECLAIMED WATER	Utility - Reclaimed Water	543028-53901	\$1,274.65
001	DD03332	10/27/19	SAM'S CLUB - ACH	100719-6821 ACH	Sam's: 9/23-10/3/19 PURCHASES	Office Supplies	551002-57201	\$116.62
001	DD03332	10/27/19	SAM'S CLUB - ACH	100719-6821 ACH	Sam's: 9/23-10/3/19 PURCHASES	Cleaning Supplies	551003-57201	\$96.34
001	DD03332	10/27/19	SAM'S CLUB - ACH	100719-6821 ACH	Sam's: 9/23-10/3/19 PURCHASES	Misc-Public Relations	549046-57201	\$322.18
001		OCT-19		PAYROLL	October 2019 Payroll Postings			\$13,107.84
<b>Fund Total</b>								<b>\$141,255.47</b>

<b>Total Cks Paid</b>	<b>\$141,255.47</b>
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**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

September 30, 2019  
 Client: 001011  
 Matter: 000001  
 Invoice #: 17547

Page: 1

RE: General Matters

For Professional Services Rendered Through September 15, 2019

**SERVICES**

Date	Person	Description of Services	Hours	
8/23/2019	KMS	REVIEW COMMUNICATIONS FROM N. INTINI; EMAILS TO N. INTINI RE AFFORDABLE SEATING ISSUES.	0.4	
8/29/2019	VKB	TELECONFERENCE WITH A. MENDENHALL RE: WEBSITE AND SOCIAL MEDIA MANAGEMENT AGREEMENTS.	0.2	
9/5/2019	TJR	REVIEW COMMUNICATION FROM T. STEWART RE POND MAINTENANCE ISSUES AND RECOMMENDATIONS.	0.2	
9/5/2019	TJR	REVIEW COMMUNICATIONS FROM T. STEWART; REVIEW OPINION OF CONSULTING ENGINEER ON PARKING PAVEMENT; REVIEW AND RESPOND TO COMMUNICATION FROM T. STEWART RE BOND INDENTURE COMPLIANCE ON PAVING PROJECT AND NEED FOR CERTIFICATE OF COMPLETION.	0.3	
9/5/2019	KMS	CONTACT N. INTINI AND F. KRAUER RE: DEMAND LETTER AND COMPLAINT FOR CHAIR ORDER; REVIEW COMMUNICATION FROM N. INTINI.	0.2	
Total Professional Services			1.3	\$355.00

**PERSON RECAP**

Person		Hours	Amount
TJR	Tracy J. Robin	0.5	\$150.00
VKB	Vivek K. Babbar	0.2	\$55.00

PERSON RECAP

Person	Hours	Amount
KMS Kristen M. Schalter	0.6	\$150.00
Total Services		\$355.00
Total Disbursements		\$0.00
Total Current Charges		\$355.00

PAY THIS AMOUNT \$355.00

Please Include Invoice Number on all Correspondence