

# OAK CREEK COMMUNITY DEVELOPMENT DISTRICT

## Board of Supervisors

ÿ David Gerald, Chairman  
ÿ Lisa Vaile, Vice Chairman  
ÿ Ryan Gilbertsen, Assistant Secretary  
ÿ Michael Rudman, Assistant Secretary  
ÿ Sam Watson, Assistant Secretary

□ Lisa Castoria, District Manager  
□ Cari Allen Webster, District Counsel  
□ Robert Dvorak, District Engineer

## Regular Meeting Agenda

Monday, July 14, 2025 – 6:00 P.M.

[Teams Meeting Information](#)

Meeting ID: 231 071 929 622 Passcode: eraLpq

Dial-in by phone +1 646-838-1601 Phone conference ID: 650 458 735#

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Audience Comments (3) Minute Time Limit**
4. **Consent Agenda**
  - A. Acceptance of the Financial Report as of May 2025
  - B. Approval of Minutes for June 7, 2025, Workshop, & June 9, 2025, Regular Meeting
5. **Staff Reports**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    - i. Onsite Management Report
  - D. Aquatics Report
6. **Business**
  - A. Discussion on On-Site Employee Termination
  - B. Consideration of Pressure Washing Services
  - C. Consideration of Bridge Maintenance
  - D. Consideration of Installing Electricity in the Shed (*under separate cover*)
  - E. Consideration of Ground Repairs at the Dog Park (*under separate cover*)
  - F. Consideration of ADA-Compliant Mulch for Swing Sets (*under separate cover*)
  - G. Consideration of Installing a Swing Set on Boulder Run (*under separate cover*)
  - H. Consideration of Painting the Restroom Doors at the Community Pool
  - I. Discussion on Transfer Operating Account to Valley Bank/ Closing Bank United Account
  - J. Discussion on Fiscal Year 2026 Meeting Dates
7. **Supervisors' Requests and Comments**
8. **Adjournment**

**\*\*The next Public Hearing and meeting will be held on Monday, August 11, 2025, at 6:00 P.M.\*\***

Monday, July 14, 2025

Meeting Location: Watergrass Clubhouse  
32711 Windelstraw Dr.  
Wesley Chapel, FL 33545  
[www.oakcreekcdd.org](http://www.oakcreekcdd.org)

## **Fourth Order of Business**

**4A**

Oak Creek  
Community Development District

*Financial Report*

*May 31, 2025*

Prepared by:



Table of Contents

**FINANCIAL STATEMENTS**

Balance Sheet - All Funds .....	Page 1
Statement of Revenues, Expenditures and Changes in Fund Balances	
General Fund .....	Page 2 - 4
Debt Service Fund .....	Page 5

**SUPPORTING SCHEDULES**

Non-Ad Valorem Special Assessments .....	Page 6
Cash and Investment Report .....	Page 7
Check Register .....	Page 8

---

Oak Creek  
Community Development District

**Financial Statements**

(Unaudited)

**May 31, 2025**

**Balance Sheet**  
May 31, 2025

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 268,699	\$ -	\$ 268,699
Accounts Receivable	147	-	147
Due From Other Funds	-	732	732
Investments:			
Money Market Account	606,119	-	606,119
Acquisition & Construction Account	-	8,744	8,744
Interest Fund (A-1)	-	111	111
Prepayment Fund (A-2)	-	1,403	1,403
Reserve Fund (A-1)	-	153,927	153,927
Reserve Fund (A-2)	-	51,978	51,978
Revenue Fund A	-	43,150	43,150
Prepaid Items	5,096	-	5,096
Deposits	16,349	-	16,349
<b>TOTAL ASSETS</b>	<b>\$ 896,410</b>	<b>\$ 260,045</b>	<b>\$ 1,156,455</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 30,126	\$ -	\$ 30,126
Accrued Expenses	10,421	-	10,421
Due To Other Funds	732	-	732
<b>TOTAL LIABILITIES</b>	<b>41,279</b>	<b>-</b>	<b>41,279</b>
<b><u>FUND BALANCES</u></b>			
<b>Nonspendable:</b>			
Prepaid Items	5,096	-	5,096
Deposits	16,349	-	16,349
<b>Restricted for:</b>			
Debt Service	-	260,045	260,045
<b>Assigned to:</b>			
Operating Reserves	127,463	-	127,463
Reserves - Other	315,425	-	315,425
<b>Unassigned:</b>	390,798	-	390,798
<b>TOTAL FUND BALANCES</b>	<b>\$ 855,131</b>	<b>\$ 260,045</b>	<b>\$ 1,115,176</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 896,410</b>	<b>\$ 260,045</b>	<b>\$ 1,156,455</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 300	\$ 200	\$ 13,192	\$ 12,992
Interest - Tax Collector	100	100	1,070	970
Special Assmnts- Tax Collector	628,017	628,017	620,817	(7,200)
Special Assmnts- Discounts	(25,121)	(25,121)	(24,109)	1,012
Access Cards	250	167	90	(77)
<b>TOTAL REVENUES</b>	<b>603,546</b>	<b>603,363</b>	<b>611,060</b>	<b>7,697</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
P/R-Board of Supervisors	12,000	8,000	8,831	(831)
FICA Taxes	765	510	704	(194)
ProfServ-Arbitrage Rebate	600	600	600	-
ProfServ-Dissemination Agent	1,000	-	-	-
ProfServ-Engineering	28,000	18,667	21,702	(3,035)
ProfServ-Legal Services	8,000	5,333	12,635	(7,302)
ProfServ-Mgmt Consulting	47,533	31,689	31,689	-
ProfServ-Property Appraiser	150	150	150	-
ProfServ-Trustee Fees	3,610	3,610	4,010	(400)
ProfServ-Web Site Maintenance	3,226	2,151	23,835	(21,684)
Auditing Services	3,325	3,325	3,525	(200)
Postage and Freight	200	133	166	(33)
Rentals & Leases	500	333	-	333
Public Officials Insurance	3,000	3,000	2,441	559
Printing and Binding	500	333	-	333
Legal Advertising	1,000	667	239	428
Misc-Assessment Collection Cost	12,560	12,560	11,934	626
Misc-Contingency	49	49	2,730	(2,681)
Office Supplies	125	83	-	83
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>126,318</b>	<b>91,368</b>	<b>125,366</b>	<b>(33,998)</b>
<b><u>Public Safety</u></b>				
Contracts-Security Services	3,696	2,464	6,750	(4,286)
Misc-Contingency	28,000	18,667	9,868	8,799
<b>Total Public Safety</b>	<b>31,696</b>	<b>21,131</b>	<b>16,618</b>	<b>4,513</b>
<b><u>Electric Utility Services</u></b>				
Electricity - Streetlights	24,200	16,133	10,369	5,764
Utility Services	10,000	6,667	9,901	(3,234)
<b>Total Electric Utility Services</b>	<b>34,200</b>	<b>22,800</b>	<b>20,270</b>	<b>2,530</b>
<b><u>Garbage/Solid Waste Services</u></b>				
Utility - Refuse Removal	761	507	635	(128)
Solid Waste Disposal Assessm.	825	825	-	825
<b>Total Garbage/Solid Waste Services</b>	<b>1,586</b>	<b>1,332</b>	<b>635</b>	<b>697</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>Water-Sewer Comb Services</u></b>				
Utility Services	11,000	7,333	8,433	(1,100)
<b>Total Water-Sewer Comb Services</b>	<b>11,000</b>	<b>7,333</b>	<b>8,433</b>	<b>(1,100)</b>
<b><u>Flood Control/Stormwater Mgmt</u></b>				
Contracts-Aquatic Control	22,740	15,160	15,246	(86)
Contracts-Aerator Maintenance	3,000	2,000	7,250	(5,250)
Stormwater Assessment	894	894	885	9
R&M-Storm Water - Pond	8,000	5,333	27,634	(22,301)
<b>Total Flood Control/Stormwater Mgmt</b>	<b>34,634</b>	<b>23,387</b>	<b>51,015</b>	<b>(27,628)</b>
<b><u>Other Physical Environment</u></b>				
Contracts-Landscape	97,241	64,827	61,740	3,087
Liability/Property Insurance	9,176	9,176	13,543	(4,367)
R&M-Entry Feature	11,390	7,593	-	7,593
R&M-Irrigation	7,000	4,667	3,275	1,392
R&M-Mulch	19,000	19,000	-	19,000
R&M-Plant&Tree Replacement	20,000	13,333	19,104	(5,771)
R&M-Dog Park	1,500	1,000	-	1,000
<b>Total Other Physical Environment</b>	<b>165,307</b>	<b>119,596</b>	<b>97,662</b>	<b>21,934</b>
<b><u>Capital Expenditures &amp; Projects</u></b>				
Misc-Holiday Lighting	8,000	8,000	6,800	1,200
Capital Improvements	989	-	-	-
<b>Total Capital Expenditures &amp; Projects</b>	<b>8,989</b>	<b>8,000</b>	<b>6,800</b>	<b>1,200</b>
<b><u>Road and Street Facilities</u></b>				
R&M-Bike Paths & Asphalt	1,200	800	-	800
R&M-Parking Lots	1,200	800	-	800
R&M-Sidewalks	15,000	10,000	18,332	(8,332)
R&M-Pressure Washing	12,000	8,000	11,000	(3,000)
<b>Total Road and Street Facilities</b>	<b>29,400</b>	<b>19,600</b>	<b>29,332</b>	<b>(9,732)</b>
<b><u>Clubhouse, Parks and Recreation</u></b>				
ProfServ-Field Management	7,680	5,120	4,480	640
Contracts-Mgmt Services	10,296	6,864	6,864	-
Contracts-Pools	12,000	8,000	9,450	(1,450)
Contractual Maint. Services	41,140	27,427	39,418	(11,991)
Telephone/Fax/Internet Services	2,200	1,467	1,515	(48)
R&M-Facility	2,500	1,667	40,411	(38,744)
R&M-Pools	7,000	4,667	3,328	1,339
R&M Basketball Courts	7,000	4,667	-	4,667
R&M-Playground	1,000	667	1,906	(1,239)
Op Supplies - General	4,500	3,000	2,545	455
<b>Total Clubhouse, Parks and Recreation</b>	<b>95,316</b>	<b>63,546</b>	<b>109,917</b>	<b>(46,371)</b>
<b><u>Reserves</u></b>				
Reserve - Other	65,100	65,100	-	65,100
<b>Total Reserves</b>	<b>65,100</b>	<b>65,100</b>	<b>-</b>	<b>65,100</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>603,546</b>	<b>443,193</b>	<b>466,048</b>	<b>(22,855)</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	160,170	145,012	(15,158)
Net change in fund balance	\$ -	\$ 160,170	\$ 145,012	\$ (15,158)
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>710,119</b>	<b>710,119</b>	<b>710,119</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 710,119</b>	<b>\$ 870,289</b>	<b>\$ 855,131</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 25	\$ -	\$ 12,270	\$ 12,270
Special Assmnts- Tax Collector	437,163	437,163	432,151	(5,012)
Special Assmnts- Discounts	(17,487)	(17,487)	(16,782)	705
<b>TOTAL REVENUES</b>	<b>419,701</b>	<b>419,676</b>	<b>427,639</b>	<b>7,963</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Misc-Assessment Collection Cost	8,743	5,829	8,307	(2,478)
<b>Total Administration</b>	<b>8,743</b>	<b>5,829</b>	<b>8,307</b>	<b>(2,478)</b>
<b>Debt Service</b>				
Principal Debt Retirement A-1	190,000	190,000	190,000	-
Principal Debt Retirement A-2	55,000	55,000	55,000	-
Prepayments Series A-2	-	-	80,000	(80,000)
Interest Expense Series A-1	116,890	116,890	116,890	-
Interest Expense Series A-2	42,263	42,263	41,475	788
<b>Total Debt Service</b>	<b>404,153</b>	<b>404,153</b>	<b>483,365</b>	<b>(79,212)</b>
<b>TOTAL EXPENDITURES</b>	<b>412,896</b>	<b>409,982</b>	<b>491,672</b>	<b>(81,690)</b>
Excess (deficiency) of revenues Over (under) expenditures	6,805	9,694	(64,033)	(73,727)
<b>OTHER FINANCING SOURCES (USES)</b>				
Contribution to (Use of) Fund Balance	6,805	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>6,805</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ 6,805	\$ 9,694	\$ (64,033)	\$ (73,727)
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>324,078</b>	<b>324,078</b>	<b>324,078</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 330,883</b>	<b>\$ 333,772</b>	<b>\$ 260,045</b>	

Oak Creek  
Community Development District

**Supporting Schedules**

**May 31, 2025**

**OAK CREEK**

Community Development District

**Non-Ad Valorem Special Assessments - Pasco County Tax Collector**  
**(Monthly Collection Distributions)**  
**For the Fiscal Year Ending September 30, 2025**

					ALLOCATION BY FUND	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Debt Service Fund
<b>Assessments Levied FY 2025</b>				\$ 1,065,179	\$ 628,016	\$ 437,163
<b>Allocation %</b>				100%	59%	41%
11/06/24	11,416	618	233	12,267	7,233	5,035
11/14/24	53,982	2,295	1,102	57,379	33,830	23,549
11/21/24	29,805	1,267	608	31,681	18,679	13,002
11/27/24	24,177	1,028	493	25,698	15,151	10,547
12/09/24	816,258	34,705	16,658	867,621	511,539	356,082
12/16/24	8,696	336	177	9,209	5,430	3,780
01/08/25	17,213	543	351	18,108	10,676	7,432
02/12/25	4,251	78	87	4,416	2,603	1,812
03/11/25	3,759.50	39	77	3,875	2,285	1,590
04/09/25	20,494.13	(18)	418	20,894	12,319	8,575
05/13/25	1,784	0	36	1,820	1,073	747
<b>TOTAL</b>	<b>\$ 991,836</b>	<b>\$ 40,891</b>	<b>\$ 20,242</b>	<b>\$ 1,052,969</b>	<b>\$ 620,817</b>	<b>\$ 432,151</b>
% COLLECTED				99%	99%	99%
<b>TOTAL O/S</b>				<b>\$ 12,211</b>	<b>\$ 7,199</b>	<b>\$ 5,011</b>

**Cash and Investment Report**  
*May 31, 2025*

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
<b><u>GENERAL FUND</u></b>					
Checking Account - Operating	BankUnited	Checking	n/a	0.00%	101,527
Checking Account - Operating	Valley Bank	Interest Checking	n/a	4.33%	167,172
Public Funds Money Market	BankUnited	Money Market	n/a	3.99%	606,119
<b>Subtotal-General Fund</b>					<u>\$874,819</u>
<b><u>DEBT SERVICE FUND</u></b>					
Series 2015 Acquisition Fund	US Bank	Commercial Paper	n/a	4.25%	8,744
Series 2015 Interest Fund A-1	US Bank	Commercial Paper	n/a	4.25%	111
Series 2015 Prepayment A-2	US Bank	Commercial Paper	n/a	4.25%	1,403
Series 2015 Reserve Fund A-1	US Bank	Commercial Paper	n/a	4.25%	153,927
Series 2015 Reserve Fund A-2	US Bank	Commercial Paper	n/a	4.25%	51,978
Series 2015 Revenue Fund A	US Bank	Commercial Paper	n/a	4.25%	43,150
<b>Subtotal-Debt Service Fund</b>					<u>\$259,313</u>
<b>Total - All Funds</b>					<u><u>\$1,134,132</u></u>

**OAK CREEK COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund**

For the Period from 5/01/2025 to 5/31/2025

(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	100096	05/02/25	STRALEY & ROBIN	26426	district council 4/25/25	district council 4/25/25	531023-51401	\$2,594.00
001	100097	05/09/25	BLUE WATER AQUATICS, INC	33495	Aquatic Services -April 25	Monthly Pond / Waterway Treatment	534067-53801	\$1,895.00
001	100098	05/09/25	GOLDEN EYE TECHNOLOGY, LLC	192MJJ25	EXTERIOR NIGHT MONITORING MAY-JULY	EXTERIOR NIGHTLY MINITORING	534037-52001	\$2,250.00
001	100099	05/09/25	BRLETIC DVORAK, INC	1915	district engineer 4/30/25	ENGINEERING SERV	531013-51501	\$2,415.00
001	100100	05/09/25	LANDSCAPE MAINTENANCE PROFESSIONALS	308726	LMP leaning tree 1/23/25	leaning tree	546170-53908	\$350.00
001	100100	05/09/25	LANDSCAPE MAINTENANCE PROFESSIONALS	310338	JANUARY 25 LANDSCAPING	JANUARY 25 LANDSCAPING	534050-53908	\$7,717.50
001	100100	05/09/25	LANDSCAPE MAINTENANCE PROFESSIONALS	308947	LMP nature park 1/23/25	nature park	546170-53908	\$2,500.00
001	100100	05/09/25	LANDSCAPE MAINTENANCE PROFESSIONALS	332723	MAY 25 LANDSCAPING	landscape contract	534050-53908	\$7,717.50
001	100101	05/16/25	LANDSCAPE MAINTENANCE PROFESSIONALS	333298	Stump Grinding -05/08/25	R&M-Plant&Tree Replacement	546170-53908	\$249.60
001	100102	05/16/25	COMPLETE I.T. SERVICE & SOLUTIONS	16438	Email Complete IT 5/12/25	GOOGLE FOR BUSINESS	531094-51301	\$111.60
001	100103	05/16/25	TRI-CARE SERVICES	23888	TriCare plumbing -1/20/25	R&M	546074-57231	\$907.50
001	100103	05/16/25	TRI-CARE SERVICES	24060	TriCare plumbing -03/28/25	R&M	546024-57231	\$510.00
001	100104	05/21/25	WATERGRASS CDD2	050067	May Meeting Room Rental 05/12/2025	May Meeting Room Rental 05/12/2025	549900-51301	\$125.00
001	100105	05/28/25	CROSSCREEK ENVIRONMENT INC	21112	Oak Creek CDD Ditch Maintenance Project	Oak Creek CDD Ditch Maintenance Project	531013-51501	\$2,805.00
001	100106	05/28/25	LANDSCAPE MAINTENANCE PROFESSIONALS	334009	LMP R&M Holly Tree 5/16/25	REPAIR	546170-53908	\$450.00
001	100108	05/28/25	STRALEY & ROBIN	26572	LEGAL SERVICE APRIL 2025	LEGAL SERVICE APRIL 2025	531023-51401	\$396.50
001	100109	05/28/25	LOUIS SMITH	4433	Louis Smith R&M May 25	Light	546074-57231	\$325.00
001	1072	05/02/25	PASCO COUNTY PROPERTY APPRAISER	25040	property appraiser 3/24/25	property appraiser renewal fee	531035-51301	\$150.00
001	1073	05/02/25	TAMPA BAY TIMES	35490-042725	tampa bay times 4/27/25	Advertising	548002-51301	\$124.50
001	1074	05/06/25	E.T. EXTERIOR SOLOUTION LLC	83	exterior solution PW remainder 3/18/25	PW	546171-54101	\$5,250.00
001	300026	05/05/25	PASCO COUNTY UTILITIES SERVICES BRANCH - ACH	050525ACH	service date 3/4/25 -04/07/25	service date 3/4-4/7/25	543063-53601	\$1,701.05
001	300028	05/09/25	S2 HR SOLUTIONS 1C, LLC -ACH	116838	PAYROLL 05/03/25	on site	534378-57231	\$2,322.92
001	300031	05/29/25	WITHLACOOCHEE RIVER ELECTRIC - ACH	53025	service date 4/9/25 -5/9/25	SERVICE DATE 4/9-5/9/25	543063-53100	\$1,161.05
001	300031	05/29/25	WITHLACOOCHEE RIVER ELECTRIC - ACH	53025	service date 4/9/25 -5/9/25	SERVICE DATE 4/9-5/9/25	543013-53100	\$2,232.24
001	DD1003	05/27/25	VALLEY BANK CREDIT CARD	043025-7599	Supplies charged to Valley May 25	supplies	552001-57231	\$453.98
001	DD3914	05/01/25	FRONTIER FLORIDA LLC - ACH	050125-0823175	SERVICE 05/01/25 -05/31/25	Telephone/Fax/Internet Services	541009-57231	\$169.47
001	DD3920	05/23/25	S2 HR SOLUTIONS 1C, LLC -ACH	117174	PAYROLL 5/17/25	PAYROLL	534378-57231	\$2,806.72
001	DD3921	05/22/25	WASTE CONNECTIONS OF FLORIDA - ACH	1923706W426	JUNE 2025 SERVICE	WASTE REMOVE SERVICES	543020-53401	\$85.27
<b>Fund Total</b>								<b>\$49,776.40</b>

<b>Total Checks Paid</b>	<b>\$49,776.40</b>
--------------------------	--------------------

**4B**







**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

An update was discussed that there are no additional options for grants etc. for pond/weir clearing projects.

**B. District Engineer**

A discussion ensued regarding the pond 10 project begins July 7. Ditch/pond 1 - no update.

A discussion ensued on pool area curb drainage.

**C. District Manager****i. Onsite Management Report**

A discussion ensued regarding on-site reports.

**D. Aquatics Report**

A discussion ensued with Bluewater.

**SIXTH ORDER OF BUSINESS****Business****A. Consideration of Resolution 2025-03; Approving the Proposed Budget & Setting Public Hearing**

On MOTION by Mr. Gilbertsen seconded by Ms. Vaile, with all in favor, Resolution 2025-03; Approving the Proposed Budget with 34% increase, was adopted. 5-0

On MOTION by Mr. Gerald seconded by Mr. Watson, with all in favor, Resolution 2025-03; Setting Public Hearing for August 11, 2025, at 6:00 P.M. located at Watergrass Clubhouse, was adopted. 5-0

**B. Discussion of Form 1 Email from**  
**[EthicsFDMSinfo@mail.disclosure.floridaethis.gov](mailto:EthicsFDMSinfo@mail.disclosure.floridaethis.gov) .**

A discussion ensued regarding Form 1 reminder.

**C. Consideration of LMP Proposals**

The Board directs LMP to cut areas under bridge that is included in the contract.

On MOTION by Mr. Rudman seconded by Mr. Gilbertsen, with all in favor, proposals by LMP #338165 & #344688, were approved. 5-0

**D. Discussion on Dog Park Turf Replacement**

No action taken.

**E. Consideration of LMP Storm Readiness Plan 2025**

On MOTION by Mr. Gilbertsen seconded by Mr. Watson, with all in favor, not to exceed \$10,000 from LMP storm readiness plan for 2025, was approved. 5-0

The Board requests clarification on labor rates.

**F. Consideration of Pond Maintenance Proposals**

A discussion ensued and no action was taken. The Board agreed to remain with the current vendor *Steadfast*. A discussion ensued by a *Steadfast* representative regarding pond 26 & wooden bridge areas needing attention.

**G. Consideration of Fountain Aerator Proposals**

On MOTION by Mr. Watson seconded by Mr. Gilbertsen, with all in favor, accept engagement with *Fountain Kings* maintenance agreement, was approved. 5-0

On MOTION by Mr. Watson seconded by Mr. Rudman, with all in favor, the proposal by *Fountain Kings* \$5,682 for aerator repair was approved. 5-0

On MOTION by Mr. Rudman seconded by Mr. Gilbertsen, with all in favor, terminated maintenance agreement contract with *Solitude*, was approved. 5-0

**H. Consideration of Pressure Washing Proposal**

On MOTION by Mr. Gerald seconded by Mr. Watson, with all in favor, proposal by *Magic Bubbles* \$5,800 for all sidewalks, was approved as presented under separate cover. 5-0

**I. Consideration of EZ Annual Mulch Proposal**

EZ would not engage in providing an annual mulch cost as previously requested.

**J. Consideration of Marquee Plexiglass Proposal**

The plexiglass is being constructed by Fields Consulting.

**UNDER SEPARATE COVER**

A discussion ensued regarding resident suspension; no further action taken.

On MOTION by Mr. Rudman seconded by Mr. Gilbertsen, with all in favor initiating PCSO trespass agreement, was approved 5-0

**SEVENTH ORDER OF BUSINESS****Supervisor Requests and Comments**

The Board and/or member commented or requested the following:

- Mr. Gerald commented on the back wooden bridge needing pressure wash.
- Request vendors sign in and out of District.
- Requests for a fence power wash proposal from Magic Bubbles.

On MOTION by Mr. Watson seconded by Mr. Gerald, with all in favor request District pool rules include detailed list of all amenity areas, was approved 5-0

**EIGHTH ORDER OF BUSINESS****Adjournment**

With there being no other business,

On MOTION by Mr. Watson seconded by Mr. Gerald, with all in favor, the meeting was adjourned at 8:41 p.m. 5-0

---

Lisa Castoria, Secretary

# **Fifth Order of Business**

**5Ci.**

# Daily Operations Report

**Oak Creek CDD – On-Site Manager**

**Reporting Period:** June 9 – July 4, 2025

**Submitted by:** Carlos Santana

---

## **Week 1: June 9 – June 13**

### **Monday, June 9**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Met with Fourqurean Well Drilling to address a leaking pipe at the clubhouse well system

### **Tuesday, June 10**

- Emptied and cleaned amenity area trash cans
- Cleaned and restocked dog waste stations
- Arranged pool and lounge chairs
- Issued key fobs to residents

### **Wednesday, June 11**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Wiped down pavilion tables
- Day 1: Began construction of new staircase by the shed office (framing and base installation)



## **Thursday, June 12**

- Arranged pool and lounge chairs
- Day 2: Continued staircase build (steps installed and reinforced)

## **Friday, June 13**

- Emptied and cleaned amenity area trash cans
- Cleaned and sanitized public restrooms
- Day 3: Finalized shed staircase (safety inspection, sealing, and cleanup)

## **Weekend (June 14–15): No on-site work**

---

## **Week 2: June 16 – June 20**

### **Monday, June 16**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Met with Jayman Enterprises to discuss pressure washing and resealing of Wooden Bridge Trail

### **Tuesday, June 17**

- Emptied and cleaned amenity area trash cans
- Cleaned and restocked dog waste stations
- Arranged pool and lounge chairs

### **Wednesday, June 18**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Wiped down pavilion tables
- Met with Magic Bubbles to revise the pressure washing proposal
- Issued key fobs to residents

### **Thursday, June 19**

- Arranged pool and lounge chairs
- Met with Prince Pressure Washing & Soft Wash to discuss proposal for pressure washing entire community

### **Friday, June 20**

- Emptied and cleaned amenity area trash cans
- Cleaned and sanitized public restrooms
- Installed Grill and Trashcan in Amenity Center

### **Weekend (June 21–22): No on-site work**

---

### **Week 3: June 23 – June 27**

#### **Monday, June 23**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Met with Shed Company to anchor and secure the storage shed on site

## **Tuesday, June 24**

- Emptied and cleaned amenity area trash cans
- Cleaned and restocked dog waste stations
- Arranged pool and lounge chairs

## **Wednesday, June 25**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Wiped down pavilion tables
- Met with Complete IT due to key fob system outage caused by lightning strike

## **Thursday, June 26**

- Arranged pool and lounge chairs
- Issued key fobs to residents

## **Friday, June 27**

- Emptied and cleaned amenity area trash cans
- Cleaned and sanitized public restrooms
- Met with Perry to get a proposal for turfstone installation in the dog park

## **Weekend (June 28–29): No on-site work**

---

## **Week 4: June 30 – July 4**

### **Monday, June 30**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Met with Louis (electrician) to discuss power installation for the shed

### **Tuesday, July 1**

- Emptied and cleaned amenity area trash cans
- Cleaned and restocked dog waste stations
- Arranged pool and lounge chairs
- Issued key fobs to residents

### **Wednesday, July 2**

- Cleaned and sanitized public restrooms
- Picked up trash around the community
- Wiped down pavilion tables
- Met with LRI Restoration to discuss proposal for pressure washing and resealing Wooden Bridge Trail

### **Thursday, July 3**

- Arranged pool and lounge chairs

### **Friday, July 4**

- Observed Independence Day — No on-site work

### **Weekend (July 5–6): No on-site work**

## **Oak Creek CDD Pool Monitor Operations Overview**

### **Overview**

The Oak Creek CDD employs seasonal pool monitors to ensure resident safety, enforce pool rules, and maintain a welcoming environment at the community pool. This document outlines the structure, scheduling, responsibilities, and protocols followed by pool monitors throughout the year.

### **Seasonal Hiring Schedule**

Pool monitors are hired during peak community use times, aligning with Pasco County school calendars and major holidays. The schedule is as follows:

Summer Season:

- Start Date: Weekend before Memorial Day
- End Date: Labor Day

Fall, Winter, and Spring Break Coverage:

- Monitors may also be hired for shorter terms during fall break, winter break, and spring break.

**Note: Exact hiring dates vary annually, based on the Pasco County School District calendar.**

### **Daily Shift Schedule**

Pool monitors are scheduled in two shifts per day, adjusted seasonally to accommodate daylight hours and usage trends:

March – October:

- Morning Shift: 12:00 PM – 4:00 PM
- Afternoon Shift: 4:00 PM – 8:00 PM

November – February:

- Morning Shift: 9:00 AM – 1:30 PM
- Afternoon Shift: 1:30 PM – 6:15 PM

## Duties and Responsibilities

Pool monitors are responsible for:

- Enforcing all pool rules and regulations
- Maintaining a visible presence to deter inappropriate behavior
- Assisting residents as needed
- Completing daily upkeep tasks, including straightening all chairs and loungers around the pool area and lowering umbrellas when not in use.
- Regularly checking and reporting the condition of the pool bathrooms to ensure cleanliness and supplies
- Reporting incidents and unsafe conditions promptly to the onsite manager

## Enforcement Protocol

If a pool monitor observes a resident violating pool rules:

- First Step: A verbal warning will be issued to the individual(s) involved.
- Second Step: If non-compliance continues, the resident will be asked to leave the pool area.
- Third Step: The monitor must:  
**Complete an incident report detailing the situation**  
**Notify the onsite manager immediately**

## Weather Policy

If lightning is detected within 10 miles of the pool area:

- The pool and deck must be cleared immediately
- A 30-minute closure period will begin once the pool is evacuated
- If, after 30 minutes, lightning remains outside the 10-mile radius, the pool will reopen
- If lightning remains within the 10-mile radius: The pool will remain closed

**If the delay extends beyond one hour, the Onsite Manager will dismiss the pool monitors for the remainder of their shift and close the pool until the next scheduled employee arrives. At that point, normal operations will resume.**

## Implementation and Compliance

All pool monitors are trained on these policies prior to their first shift and are expected to uphold Oak Creek's standards for community safety and professionalism. This protocol ensures consistent operations and clear expectations for both residents and staff.

# **Sixth Order of Business**

**6B**



# Estimate



**Estimate: 57288**

Date Issued: 06/09/2025

**To: Oak Creek**

34300 Spring Oak Trail  
ZEPHYRHILLS, FL 33545

Attn. To: Carlos

Phone: (000) 000-0000

Email: staff@oakcreekcdd.org

**Prepared By:**

**Magic Bubbles**

5201 Suncatcher Drive

WESLEY CHAPEL, FL 33545

Phone: (833) 622-5326

Email: Harry@MagicBubblesWash.com

**Service Location:**

34300 Spring Oak Trail  
ZEPHYRHILLS, FL 33545

Sales Rep.	Valid Until
Megan Zalasin	07/09/2025

#	Description	Qty	Price	Line Total
1.	Sidewalks & Swales Chemical & Pressure Cleaning - SIDEWALKS ARE RED ON MAP	1.00	5,800.00	5,800.00
2.	All sidewalks, curbs, pool house pool deck, pool house, pool house entry (everything with pavers outside the pool house) Pool deck gazebo/trellis, two pavilions behind the pool	1.00	0.00	0.00
3.	Two entry monuments and a gazebo - all on Handcart Road and 2030 feet of white three rail fence to be pressure washed front and back	1.00	0.00	0.00
4.	Playground next to the pool	1.00	0.00	0.00
5.	150 ft wooden bridge at the end of Laughing Oak Drive next to 34042 Laughing Oak Drive	1.00	0.00	0.00
6.	COMMERCIAL CLEANING COST	1.00	4,700.00	4,700.00

Price	10,500.00
Discount	250.00
Subtotal	10,250.00
Total	10,250.00

-Please note, this quote does not include rust removal service unless specifically noted.

-Pressure cleaning does not remove rust stains. A special product is required and additional fees may apply.

**\*\*This estimate is based on satellite images and property appraisers, prices are subject to change if additional time or products are needed\*\***

-Roof cleaning price subject to an upcharge of 5 cents per square foot if we are unable to walk on it due to a high pitch and therefore have to clean it from ladders.

-It may be necessary to use water hookup on site.

**\*\*\*\*PAYMENT OPTIONS BELOW\*\*\*\***

--All credit/debit cards are subject to be charged a 3% service fee --

--To avoid any additional fees we also accept Cash, Check, Zelle, Venmo, or Cash App --

Dear Magic Bubbles Customer, if you would like to know how we operate follow the link below and see our reviews!

[https://maps.app.goo.gl/RHzcQPjZFb1pu51JA?g\\_st=com.google.maps.preview.copy](https://maps.app.goo.gl/RHzcQPjZFb1pu51JA?g_st=com.google.maps.preview.copy)

To accept please reply "Approved" to the email or click the link in the email to accept online:

.....

**6C**

Jayman Enterprises, LLC

1020 HILL FLOWER DR  
Brooksville, FL 34604

Phone # (813)333-3008      jaymanenterprises@live.com

Estimate

Date	Estimate #
6/18/2025	1253

Name / Address
Oak Creek CDD 2654 Cypress Ridge Blvd Suite 101 Wesley Chapel, FL. 33544

			Project
Description	Qty	Rate	Total
Pressure wash bridge to remove organic growth to prep for staining and sealing. Using a wood grain stain and sealant to apply to the bridge which will help it endure the harsh Florida weather while also giving it a durable finish that is aesthetically pleasing to the community.  Price includes all labor and materials		4,750.00	4,750.00
Client Signature		Total	\$4,750.00

# Estimate



**Estimate: 57503**

Date Issued: 06/19/2025

**To: Oak Creek**

34300 Spring Oak Trail  
ZEPHYRHILLS, FL 33545

Attn. To: Carlos

Phone: (000) 000-0000

Email: staff@oakcreekcdd.org

**Prepared By:**

**Magic Bubbles**

5201 Suncatcher Drive

WESLEY CHAPEL, FL 33545

Phone: (833) 622-5326

Email: Harry@MagicBubblesWash.com

**Service Location:**

34300 Spring Oak Trail  
ZEPHYRHILLS, FL 33545

Sales Rep.				Valid Until
Megan Zalasini				07/19/2025
#	Description	Qty	Price	Line Total
1.	WOOD BRIDGE CLEANING	1.00	1,200.00	1,200.00
Subtotal				1,200.00
Total				1,200.00

-Please note, this quote does not include rust removal service unless specifically noted.

-Pressure cleaning does not remove rust stains. A special product is required and additional fees may apply.

**\*\*This estimate is based on satellite images and property appraisers, prices are subject to change if additional time or products are needed\*\***

-Roof cleaning price subject to an upcharge of 5 cents per square foot if we are unable to walk on it due to a high pitch and therefore have to clean it from ladders.

-It may be necessary to use water hookup on site.

**\*\*\*\*PAYMENT OPTIONS BELOW\*\*\*\***

--All credit/debit cards are subject to be charged a 3% service fee --

--To avoid any additional fees we also accept Cash, Check, Zelle, Venmo, or Cash App --

Dear Magic Bubbles Customer, if you would like to know how we operate follow the link below and see our reviews!

[https://maps.app.goo.gl/RHzcQPjZFb1pu51JA?g\\_st=com.google.maps.preview.copy](https://maps.app.goo.gl/RHzcQPjZFb1pu51JA?g_st=com.google.maps.preview.copy)

**To accept please reply "Approved" to the email or click the link in the email to accept online:**

.....

.....

ESTIMATE

LRI RESTORATIONS LLC  
13021 Willow Grove Dr  
Riverview, FL 33579-6876

Info@lrirestorations.com  
+1 (813) 770-9440  
https://lrirestorations.com



Bill to  
Oak Creek CDD  
34300 Spring Oak Trail Wesley Chapel Fl  
33545

Ship to  
Oak Creek CDD  
34300 Spring Oak Trail Wesley Chapel Fl  
33545

Estimate details

Estimate no.: 1395  
Estimate date: 06/27/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Labor and materials	Stage job site for safety Soft wash bridge deck and railings with wood wizard. Eco friendly for ponds and wildlife. Allow to dry and apply seal once marine grade sealant 2 coats. Approximate closure time is 48-72 hours to fully cure.	1	\$2,400.00	\$2,400.00
Total						\$2,400.00

Accepted date

Accepted by

**6H.**

Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607  
Phone: 813-765-8798

Date: 07/03/2025  
Work Order # WO-OC07032025  
Customer ID: Oak Creek CDD  
Quotation valid until 07/31/2025  
Prepared by: Aysha Torres

Description		Unit Price	Quantity	Amount
Painting of the outside pool Bathroom Doors		\$95.00/hr.	2.5	\$237.50
➤ Materials		\$60.00	1	\$60.00
Subtotal				\$297.50
Service Fee				\$125.00
Disposal Fee				\$0.00
Total	Labor and Materials			\$422.50

Full payment is due within 30 days of finalizing the project.

If you have any questions concerning this quotation, please contact:  
Aysha Torres at [aysha.torres@Inframark.com](mailto:aysha.torres@Inframark.com)

By: Aysha Torres  
  
Date: 07/03/2025  
Inframark

By: \_\_\_\_\_  
  
Date: \_\_\_\_\_  
Oak Creek CDD

Inframark Offices – Celebration – Tampa  
We are proud to provide a range of services for your community.



## Painting of the outside pool Bathroom Doors

