

**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.

40 **SIXTH ORDER OF BUSINESS** **Engineer’s Report**

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

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

45 **THIRD ORDER OF BUSINESS** **Organizational Matters**

46 **A. Designation of Officers – Resolution 2020-01**

47

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

51
52

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

60
61

62 **SEVENTH ORDER OF BUSINESS** **Manager’s Report**

63 **A. Audit Engagement Renewal Letter with Grau & Associates for the FY2019**
64 **Audit**

65

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

70

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

72

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

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79

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

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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.

88

EIGHTH ORDER OF BUSINESS

Staff Reports

89

A. Site Manager

90

Ms. Intini reported:

91

- o Gutters on the building when the roof was repaired; cost \$1,325.

92

- o County signed off on the roof.

93

- o 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.

94

95

- o The check for the tables we were fighting for was received.

96

Gates were discussed.

97

- o Prices for sidewalks from Tim Cooney were forwarded to the Board.

98

Inframark submitted prices and a quote was received from Fred Lapier.

100

Mr. Cascio noted he would support the lowest costs from a professional grinder.

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106

Mr. Cascio MOVED seconded by Mr. Goldstein to request that Tim Cooney of Site Masters address all the 1/2 inch and greater variations including slab replacements and leaving 1/4 inch grinds as phase 2

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On VOICE Vote with all in favor proceeding with 1/2 inch grindings and slab replacements to be done as per the quote from Tim Cooney of Site Masters was approved.

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113

B. Newsletter Committee

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

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

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

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

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

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

130
131 **TENTH ORDER OF BUSINESS** **Audience Comments**

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

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

136
137 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

138
139 On MOTION by Ms. Feldman seconded by Mr. Goldstein with all
140 in favor the meeting was adjourned.

141
142
143
144
145 _____
146 Chairman/Secretary
147

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
<u>ASSETS</u>					
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
TOTAL ASSETS	\$ 1,237,577	\$ 229,274	\$ 199,047	\$ 1	\$ 1,665,899
<u>LIABILITIES</u>					
Accounts Payable	\$ 17,077	\$ -	\$ -	\$ -	\$ 17,077
Accrued Expenses	8,435	-	-	-	8,435
Accrued Taxes Payable	1,188	-	-	-	1,188
TOTAL LIABILITIES	26,700	-	-	-	26,700

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
FUND BALANCES					
Nonspendable:					
Prepaid Items	23,961	-	-	-	23,961
Deposits	839	-	-	-	839
Restricted for:					
Debt Service	-	229,274	199,047	-	428,321
Capital Projects	-	-	-	1	1
Assigned to:					
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
Unassigned:	335,668	-	-	-	335,668
TOTAL FUND BALANCES	\$ 1,210,877	\$ 229,274	\$ 199,047	\$ 1	\$ 1,639,199
TOTAL LIABILITIES & FUND BALANCES	\$ 1,237,577	\$ 229,274	\$ 199,047	\$ 1	\$ 1,665,899

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
REVENUES				
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%	-
TOTAL REVENUES	1,037,529	1,266	0.12%	1,266
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
Total Administration	153,368	9,237	6.02%	9,237

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
Field				
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
Total Field	662,132	58,443	8.83%	58,443
Parks and Recreation - General				
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
Total Parks and Recreation - General	222,029	44,793	20.17%	44,793
TOTAL EXPENDITURES	1,037,529	112,473	10.84%	112,473
Excess (deficiency) of revenues Over (under) expenditures	-	(111,207)	0.00%	(111,207)
Net change in fund balance	\$ -	\$ (111,207)	0.00%	\$ (111,207)
FUND BALANCE, BEGINNING (OCT 1, 2019)	1,322,084	1,322,084		
FUND BALANCE, ENDING	\$ 1,322,084	\$ 1,210,877		

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

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

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

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

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

OAKSTEAD
Community Development District

Supporting Schedules

October 31, 2019

OAKSTEAD

Community Development District

**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
Total Assigned Reserves		\$850,409	\$2,350,000

OAKSTEAD

Community Development District

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
			Subtotal-GF		<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
			Subtotal-DS 204		<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
			Subtotal-DS 205		<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
			Total All Funds		<u>\$ 1,637,611</u>

Oakstead CDD

Bank Reconciliation

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

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

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

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
GENERAL FUND - 001								
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

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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
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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
							Fund Total	\$141,255.47

Total Cks Paid	\$141,255.47
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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