

**MINUTES OF MEETING  
LIVE OAK NO. 2  
COMMUNITY DEVELOPMENT DISTRICT**

A meeting of the Board of Supervisors of the Live Oak No. 2 Community Development District was held on Tuesday, September 15, 2015 at 11:00 a.m. in the Live Oak Clubhouse, 9401 Oak Preserve Boulevard, Tampa, Florida.

Present and constituting a quorum were:

Richard Thatcher	Vice Chairperson
Kathleen Thatcher	Assistant Secretary
David A. Steele	Assistant Secretary

Also present:

Andrew P. Mendenhall	District Manager
Larry Kistler	District Engineer
Vivek Babar	District Counsel

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

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Mendenhall called the meeting to order and roll was called.

**SECOND ORDER OF BUSINESS**

**Public Comment on Agenda Items**

A resident reported a poisonous snake (cottonmouth) from the conservation area attacked his dog in the backyard. Neighbors reported additional snake sightings and inquired if anything could be done to address the problem.

The Community Development District does not have jurisdiction or authority in the conservation area.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of the Minutes of the July 21, 2015 Meeting**
- B. Approval of the Financial Statements**

On MOTION by Mr. Thatcher seconded by Ms. Thatcher to approve the consent agenda was approved.

Mr. Thatcher noted he was present at the July 21, 2015 meeting but was not listed as present under Roll Call.

On VOICE VOTE with all in favor the consent agenda was approved with the minutes amended as noted.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager**

**i. Consideration of Maintenance and Monitoring Agreement Renewal**

Mr. Mendenhall stated the agreement with Ecological Consultants, Inc. for monitoring and maintenance services expired. A proposed two year renewal agreement was provided for consideration.

Discussion followed on obtaining additional proposals for services which will be considered at the next meeting.

**ii. Consideration of Engagement Letter with Berger, Toombs to Perform the Audit for Fiscal Year 2015**

Mr. Mendenhall stated Berger, Toombs is the current auditor for the District and they provided an engagement letter to perform the Fiscal Year 2015 audit. The Board can consider accepting the engagement with Berger, Toombs or seek proposals from other audit firms.

On MOTION by Ms. Thatcher seconded by Mr. Thatcher with all in favor the Engagement Letter with Berger, Toombs to Perform the Audit for Fiscal Year 2015 was approved.

**iii. Consideration of Proposed Meeting Schedule for Fiscal Year 2016**

Mr. Mendenhall presented for consideration a meeting schedule for Fiscal Year 2016.

On MOTION by Ms. Thatcher seconded by Mr. Steele with all in favor the Meeting Schedule for Fiscal Year 2016 was approved as follows: November 17, 2015 at 6:30 p.m.; January 19, 2016 at 11:00 a.m.; March 15, 2016 at 6:30 p.m.; May 17, 2016 at 11:00 a.m.; July 19, 2016 at 6:30 p.m.; and September 20, 2016 at 11:00 a.m.

Discussion ensued on the problem and associated costs of broken fence panels, with the most recent report occurring on September 13, 2015. In addition to fixing the fence, the Sheriff's Department, the HOA Board, and the new Community Association Manager will be informed about the ongoing fence vandalism problem.

Obtaining a proposal for placing sod in an area around the pond behind Spice Bush Court, which is CDD property was discussed. It appears the project was never completed by the developer.

On MOTION by Ms. Thatcher seconded by Mr. Steele with all in favor to obtain a proposal for placing sod in the area around the pond behind Spice Bush Court. If the amount does not exceed \$2,500 move forward with the project and pursue reimbursement from the party responsible for the incomplete work.

**B. Attorney**

Mr. Babar commented on the issue in the conservation area. He also noted the District’s website looks great and is in compliance with Florida Statutes Chapter 189.069.

A letter was sent regarding a fence encroachment on Bright Oak Court. The owner, through counsel, requested a 20-day extension to the 30-day deadline. An update will be provided at the next meeting.

**C. Engineer**

**i. Update on Drain Labels**

Mr. Kistler provided an update on the meeting with Live Oak No.1 regarding the drain labels, and the question remains on how customized the labels should or should not be. The cost increases with increased customization.

On MOTION by Mr. Thatcher seconded by Mr. Steele with all in favor to move forward with the purchase of drain labels in an amount NTE \$5,000, and to work with Live Oak No 1 for a volume purchase discount.

Discussion followed on the authorization of the removal of torpedo grass on the littoral shelf; the problem with apple snails destroying growth in the area; and the need to advise the landscaper who can direct the eradication of growth. A cost estimate is to be obtained for properly replanting the littoral shelf. The removal of cattails will also needs to be addressed.

**FIFTH ORDER OF BUSINESS**

**Supervisor Requests**

➤ **Mr. Steele**

- Request an itemized quote for the Bahia grass in Briarwood by labor and material.

➤ **Mr. Thatcher**

- Plan an information meeting with residents to discuss the issues with the ponds such as fishing, boating and swimming; issues regarding the fence; and issues regarding the drainage system.
- Consider use of the CDD website and social media to expand the message.

**SIXTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Thatcher seconded by Mr. Steele with all in favor the meeting was adjourned.



Chairperson