

**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, November 17, 2015 at 06:30 p.m. in the Live Oak Clubhouse, 9401 Oak Preserve Boulevard, Tampa, Florida.

Present and constituting a quorum were:

Elizabeth Hubbard	Chairman
Richard Thatcher	Vice Chairperson
Kathleen Thatcher	Assistant Secretary
Ronald Dell	Assistant Secretary
David A. Steele	Assistant Secretary

Also present:

Andrew P. Mendenhall	District Manager
Larry Kistler	District Engineer
Tracy Robin	District Counsel
Brett Sealy	MBS Capital Markets
Resident	

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

There being no comment from the public the next item followed.

A. MBS Capital Markets, LLC – Brett Sealy

Mr. Sealy presented updated information regarding potential refunding opportunities for the outstanding 2004A Bonds series. It appears there could be a \$1.2 million dollar savings over the life of the bonds.

On MOTION by Ms. Hubbard seconded by Mr. Thatcher with all in favor to authorize MBS Capital Markets, LLC, at their own risk and cost, to submit a credit package to the rating agency and several banks, reporting the findings to the Board for a decision to proceed or not proceed with the refunding of the outstanding 2004A Bond series.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the September 15, 2015 Meeting**
- B. Approval of the Financial Statements**

On MOTION by Mr. Thatcher seconded by Mr. Dell with all in favor to approve the consent agenda as submitted.

FOURTH ORDER OF BUSINESS Staff Reports

- A. Manager**
 - i. Motion to Assign Fund Balance**

Mr. Mendenhall referenced the following information to assign the fund balance as of September 30, 2015.

Operating Reserve	\$53,952
Reserves – Ponds	\$134,520

ON MOTION by Ms. Hubbard seconded by Ms. Thatcher with all in favor to assign the FY 2015 Reserves per the September 2015 Financials as follows: Operating Reserve - \$53,952; Reserves Ponds - \$134,520.

- ii. Budget Amendment Resolution 2016-1**

The purpose of Resolution 2016-1 is to reallocate the amount budgeted in FY2015 to align with the actual amount spent.

ON MOTION by Ms. Thatcher seconded by Ms. Hubbard with all in favor to adopt the Budget Amendment Resolution 2016-1.

Severn Trent receives requests for Estoppel Letters from mortgage companies, title companies, developers and realtors. For producing those Estoppel Letters, Severn Trent is seeking authorization from the Board to charge \$75 for the service. There is no District involvement. The \$75 fee is billed to the requesting party and is paid directly to Severn Trent.

ON MOTION by Mr. Thatcher seconded by Mr. Dell with all in favor to authorize Severn Trent to charge a \$75 fee for Estoppel Letters which will be billed directly to the business requesting the letters with payment made directly to Severn Trent.

Ecological Consultants currently handles mitigation monitoring and reporting for the District. Their renewal agreement was presented at the last meeting, and an additional proposal

from another vendor was requested. King Engineering Associates, Inc. provided a proposal for these services.

The proposal from Ecological Consultants is \$13,200; the proposal from King Engineering for the same suite of services is \$12,400.

ON MOTION by Ms. Thatcher seconded by Ms. Hubbard with all in favor to accept the proposal from King Engineering Associates, Inc. in the amount of \$12,400 to perform mitigation monitoring and reporting services.

Pictures of an area reported by a resident who is concerned about the weed level around the pond behind his home were reviewed. For a conservation area, nothing appears to be out of the ordinary which would require action.

Information was provided on the drain labels and the cost to Live Oak No. 2 is \$350. The cost to install the labels still needs to be determined.

A proposal was received from BioMass in the amount of \$152,849.53 to clear the cattails from a pond in Pinewood on Fernwood Avenue; additional quotes will be obtained.

B. Attorney

Mr. Robin reviewed a response to a situation with a fence on CDD property. Concern was expressed regarding the report of a fire being intentionally set in a conservation area by a homeowner. The homeowner is to be contracted regarding the violation.

C. Engineer

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Supervisor Requests

➤ **Ms. Hubbard**

- At 20019 Bright Oak Court a large hole has reappeared.
 - BioMass will follow-up, the work is under warranty.
- Received an inquiry from a resident regarding safety concerns with storm drains.
 - District Engineer is to explore potential options.

SIXTH ORDER OF BUSINESS


Audience Comments

Resident inquired about the issue with cattails.

SEVENTH ORDER OF BUSINESS

Adjournment

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


Elizabeth Hubbard
Chairperson