

Oakstead Community Development District

Payment Register by Fund  
For the Period from 11/1/16 to 11/30/16  
(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	008846	11/07/16	SALVATORE PARADISO	10212016	REIMBURSE TOLLS	Miscellaneous Services	549001-53901	\$3.30
001	008847	11/07/16	SEVERN TRENT SERVICES	14221	OCT MGMT FEE	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,576.00
001	008847	11/07/16	SEVERN TRENT SERVICES	14221	OCT MGMT FEE	Printing and Binding	547001-51301	\$58.25
001	008847	11/07/16	SEVERN TRENT SERVICES	14221	OCT MGMT FEE	Postage and Freight	541006-51301	\$9.77
001	008847	11/07/16	SEVERN TRENT SERVICES	14221	OCT MGMT FEE	Postage and Freight	541006-51301	\$10.23
001	008848	11/07/16	VENTURESIN.COM, INC	42616	COMM XS APPLICATION HOSTING	ProfServ-Web Site Development	531047-51301	\$80.00
001	008850	11/09/16	DEPARTMENT OF ECONOMIC OPPORTUNITY	38601	FY 2016/2017 SPECIAL DISTRICT	Annual District Filing Fee	554007-51301	\$175.00
001	008851	11/10/16	AMERICAN ECOSYSTEMS, INC.	1611374	NOV WATER MGMT	Contracts-Lakes	534084-53901	\$2,219.00
001	008852	11/10/16	AQUA TRIANGLE I CORP	5904	OCT POOL CLEANING	R&M-Pools	546074-57201	\$1,350.00
001	008852	11/10/16	AQUA TRIANGLE I CORP	55423	LIQUID CHLORINE, ALGICIDE	R&M-Pools	546074-57201	\$209.60
001	008852	11/10/16	AQUA TRIANGLE I CORP	55401	RE-INSTALLED LIGHT	R&M-Pools	546074-57201	\$95.00
001	008852	11/10/16	AQUA TRIANGLE I CORP	7163	LIQUID CHLORINE	R&M-Pools	546074-57201	\$56.88
001	008852	11/10/16	AQUA TRIANGLE I CORP	908	ACCUTABS, ROCK SALT	R&M-Pools	546074-57201	\$239.95
001	008853	11/10/16	BRIGHT HOUSE NETWORKS	110916	9/19/16-10/18/16 & 10/19-11/18 ACCT# 2709	R&M-Clubhouse	546015-57201	\$40.28
001	008853	11/10/16	BRIGHT HOUSE NETWORKS	110916	9/19/16-10/18/16 & 10/19-11/18 ACCT# 2709	R&M-Clubhouse	546015-57201	\$44.28
001	008854	11/10/16	CULLIGAN WATER CONDITIONING	35559TF	COOLER SVC 10/1-10/31/16	Op Supplies - Clubhouse	552003-57201	\$1.00
001	008854	11/10/16	CULLIGAN WATER CONDITIONING	36127	SERVICE 10/17	Op Supplies - Clubhouse	552003-57201	\$127.50
001	008855	11/10/16	FEDEX	5-588-92308	SVC THRU 10/18	Postage and Freight	541006-51301	\$12.77
001	008856	11/10/16	FRONTIER	101916 1040	10/19/16-11/18/16 239-188-1040	Communication-Gate Phones	541008-53901	\$509.85
001	008856	11/10/16	FRONTIER	110116-6591	11/1/16-11/30/16 #813-949-6591	Communication - Telephone	541003-57201	\$163.22
001	008857	11/10/16	JAMES E. LAROSE JR.	103116	10/31/16 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	008858	11/10/16	JOHN SESSA	101716	10/17/16 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	008858	11/10/16	JOHN SESSA	102216	10/22/16 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	008858	11/10/16	JOHN SESSA	102816	10/28/16 SECURITY	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001	008858	11/10/16	JOHN SESSA	110116	NOV ADMIN FEE	Contracts-Florida Hwy Patrol	534101-53901	\$150.00
001	008859	11/10/16	METRO GATES, INC	6877	SEPT CELL SVC - MARCHMONT	Communication-Gate Phones	541008-53901	\$90.00
001	008859	11/10/16	METRO GATES, INC	6879	SEPT CELL SVC - HILLINGTON	Communication-Gate Phones	541008-53901	\$90.00
001	008859	11/10/16	METRO GATES, INC	6880	SEPT CELL SVC - BALLASTONE	Communication-Gate Phones	541008-53901	\$90.00
001	008859	11/10/16	METRO GATES, INC	6842	STRATHMORE MIC REPAIR	R&M-Gate	546034-53901	\$240.00
001	008859	11/10/16	METRO GATES, INC	6845	TANGLEWILD KEYPAD REPLACEMENT	R&M-Gate	546034-53901	\$150.00
001	008860	11/10/16	PHOENIX SERVICE SYSTEMS, INC	110916	NOV PEST CONTROL	Contracts-Pest Control	534125-57201	\$235.00
001	008861	11/10/16	PROGRESSIVE WASTE SOLUTIONS OF FL, INC	3385023	11/1/16-11/31/16 SVC	Utility - Refuse Removal	543020-57201	\$83.10
001	008862	11/10/16	ROBERT DAVIES	102516	10/25 WAXING	Cleaning Supplies	551003-57201	\$120.00
001	008863	11/10/16	STRALEY ROBIN VERICKER	13781	THRU 10/11/16 GEN COUNSEL	ProfServ-Legal Services	531023-51401	\$980.00
001	008864	11/10/16	SUNTRUST BANK	102616	10/26/16 STATEMENT PURCHASES	FLORIDA LEAK LOCATORS-SEALED GAPS	546074-57201	\$995.00
001	008864	11/10/16	SUNTRUST BANK	102616	10/26/16 STATEMENT PURCHASES	CABELAS.COM- UTV SIDE MIRROR FOR GATORS	546015-57201	\$119.97
001	008864	11/10/16	SUNTRUST BANK	102616	10/26/16 STATEMENT PURCHASES	RACETRACK-GAS	549001-53901	\$33.13
001	008864	11/10/16	SUNTRUST BANK	102616	10/26/16 STATEMENT PURCHASES	BIG LOTS - KIDS HALLOWEEN	549046-57201	\$148.00
001	008864	11/10/16	SUNTRUST BANK	102616	10/26/16 STATEMENT PURCHASES	DUNKIN D - NANCY INTINI	549046-57201	\$12.99
001	008865	11/10/16	THE CHAMBERLAIN GROUP	7002054449	300 MHZ MULTI CODE REMOTE	Miscellaneous Services	549001-57201	\$432.14
001	008879	11/28/16	BOARD OF COUNTY COMMISSIONERS	16130178	2016 SOLID WASTE DISPOSAL	Solid Waste Disposal Assessm.	549094-57201	\$1,191.06

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001	008880	11/28/16	CASTLE VENTURES	0054416	EXT SVC PLAN SEPT-NOV 2016	Contracts-Security Services	534037-57201	\$297.33
001	008880	11/28/16	CASTLE VENTURES	0054813	EXTENED SVC PLAN DEC-FEB2017	Prepaid Items	155000	\$285.00
001	008881	11/28/16	CLEAN SWEEP SUPPLY CO., INC.	00194278	TOWELS,SOAP,TISSUE	Cleaning Supplies	551003-57201	\$110.35
001	008882	11/28/16	CULLIGAN WATER CONDITIONING	36712	11/14/16 WATER DELIVERY	Op Supplies - Clubhouse	552003-57201	\$54.00
001	008883	11/28/16	DUKE ENERGY	11092016	10/6/16-11/4/16 45529 14391	Electricity - Streetlighting	543013-53901	\$6,501.24
001	008884	11/28/16	FEDEX	5-603-20237	10/31/16 POSTAGE	Postage and Freight	541006-51301	\$12.77
001	008885	11/28/16	MOZART'S ARTISTIC DESIGNS	16-2170	Marchmnt entry gate-HD lock bx	R&M-Gate	546034-53901	\$425.00
001	008886	11/28/16	NANCY M INTINI	11172016	8/15-11/17 mileage reimb	Miscellaneous Services	549001-57201	\$180.36
001	008887	11/28/16	PASCO COUNTY UTILITIES SERVICE	8202824	9/26/16-10/25/16 WATER#0339650	Utility - Water & Sewer	543021-57201	\$503.32
001	008888	11/28/16	TECO	11042016	10/2/16-11/2/16 #11701034	Utility - Gas	543019-57201	\$27.45
001	008889	11/28/16	TWO O EIGHT SECURITY, INC	10122016	10/12/16 SECURITY (Hypes)	Contracts-Florida Hwy Patrol	534101-53901	\$140.00
001		Nov 2016		PAYROLL	November 2016 Payroll Totals			\$9,832.90
<b>Fund Total</b>								<b>\$34,071.99</b>

**Total Checks Paid**    **\$34,071.99**



Severn Trent Environmental Services, Inc.  
2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

Invoice: 14221  
Invoice Date: 10/26/2016  
Due Date: 11/25/2016  
Terms: Net 30  
Project ID: OAKSTEAD  
PO #:

Bill To:  
Oakstead CDD  
210 N University Dr, Suite 702  
Coral Springs FL 33071  
United States

Sales Description	Quantity	Units	Rate	Amount
<b>Management Fees for the Month Of: October 2016</b>				
Administrative Fees 001-531027-51201-5000	1	Ea	\$4,576.00	\$4,576.00
Copies 001-547001-51301-5000	1	Ea	\$58.25	\$58.25
Postage 001-541006-51301-5000	1	Ea	\$9.77	\$9.77
Fed Ex	1	Ea	\$10.23	\$10.23
			<b>Subtotal</b>	<b>\$4,654.25</b>
			<b>Tax (0%)</b>	<b>\$0.00</b>
			<b>Total Due</b>	<b>\$4,654.25</b>

Remit To : Severn Trent Environmental Services, Inc.  
Mail Code 5161  
P.O. Box 660367  
Dallas, TX 75266-0367

**Florida Department of Economic Opportunity, Special District Accountability Program**  
**FY 2016/2017 Special District Fee Invoice and Update Form**  
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 38601			Date Invoiced: 10/03/2016
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/05/2016: \$175.00

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

**1. Special District's Name, Registered Agent's Name, and Registered Office Address:**



**Oakstead Community Development District**

Mr. Tracy J. Robin

1510 West Cleveland Street

Tampa, FL 33606

- 2. Telephone: (813) 223-9400
- 3. Fax: (813) 223-5043
- 4. Email: trobin@srwlegal.com
- 5. Status: Independent
- 6. Governing Body: Elected
- 7. Website Address: oaksteadcdd.org~~red~~
- 8. County(ies): Pasco
- 9. Function(s): Community Development
- 10. Boundary Map on File: 11/29/1999
- 11. Creation Document on File: 11/15/1999
- 12. Date Established: 10/19/1999
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: Pasco County
- 15. Creation Document(s): County Ordinance 99-25
- 16. Statutory Authority: Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds: Yes
- 18. Revenue Source(s): Assessments
- 19. Most Recent Update: 09/15/2016

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature:  Date 10/5/16

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.
- b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
  - 1. \_\_\_ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
  - 2. \_\_\_ This special district is in compliance with the reporting requirements of the Department of Financial Services.
  - 3. \_\_\_ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2014/2015 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: \_\_\_ Denied: \_\_\_ Reason: \_\_\_\_\_

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Office of Financial Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

# Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 \* Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

RECEIVED  
CORAL SPRINGS, FL

OCT 25 2016

SEVERN TRENT ENVIRONMENTAL  
SERVICES, INC.

Oakstead Community Development District  
ATTN: SEVERN TRENT - ACCTS PAYABLE  
210 N. UNIVERSITY DRIVE, SUITE 702  
CORAL SPRINGS, FL 33071

October 20, 2016

Client: 001011 ✓

Matter: 000001

Invoice #: 13781

Page: 1

RE: General Matters

For Professional Services Rendered Through October 15, 2016

## SERVICES

Date	Person	Description of Services	Hours
9/23/2016	TJR	TELEPHONE CALL FROM A. MENDENHALL RE ATTENDANCE AT WORKSHOP RE USER FEES, RECORDS REQUEST AND ADMINISTRATIVE ISSUES.	0.4
9/27/2016	TJR	EXCHANGE COMMUNICATIONS WITH S. DEMARCO RE RESPONSE TO PUBLIC RECORDS REQUEST; TELEPHONE CALL FROM A. MENDENHALL RE POTENTIAL CONFLICT OF INTEREST ISSUE FOR S. PARADISIO; ANALYZE CONFLICT ISSUES; TELEPHONE CALL WITH A. MENDENHALL.	0.6
10/3/2016	LH	PREPARE DRAFT QUARTERLY REPORT TO DISSEMINATION AGENT FOR QUARTER ENDING SEPTEMBER 30, 2016.	0.2
10/4/2016	TJR	REVIEW WORKSHOP AGENDA AND TAX OPINION FROM SQUIRES SANDERS; PREPARE FOR AND ATTEND WORKSHOP RE NON-RESIDENT USER FEES AND SIDEWALK EMAIL FROM MEADOW POINT II.	1.8
10/7/2016	LH	REVIEW INFORMATION ON DEO FY 2016/2017 SPECIAL DISTRICT FEE INVOICE AND UPDATE FORM FOR ACCURACY.	0.2
10/10/2016	LH	PREPARE TRANSMITTAL LETTER TO DISTRICT MANAGER RE FY 2016/2017 DEO SPECIAL DISTRICT FEE INVOICE AND UPDATE FORM FOR PROCESSING AND PAYMENT.	0.2





**FOR ASSISTANCE CALL:**West Pasco  
East Pasco  
Central Pasco(727) 847-8123  
(352) 521-4274, Ext. 8123  
(813) 996-7341, Ext. 8123**ABOUT SOLID WASTE ASSESSMENTS**

Parcels designated as **commercial** (office buildings, churches, warehouses, RV parks, stores, medical facilities, etc) receive a separate, annual bill each year generated by the Solid Waste and Resource Recovery Section of the Utilities Services Branch. *Businesses being run from a personal residence will be assessed commercially.* Unlike residential assessments, they are billed based on the square footage of the building, multiplied by a generator factor according to the use of the structure as identified by the Property Appraiser's Office. Actual hauler records, as either supplied by the hauler or owner of the real property may be substituted in lieu of the square footage assessment. In some cases, assessment may be based on a combination of both.

Residential parcels are billed a flat fee annually, which is included on property tax bills issued by the Pasco County Tax Collector.

An appeal form is included with the August mailing of commercial Notice of Proposed Annual Solid Waste Disposal Assessments and the November mailing of the actual bills. Low volume generators, such as businesses who use curbside pickup instead of dumpsters, may be eligible for a reduction in their assessment(s), as could businesses with zero volume. Appeals should be filed as quickly as possible to allow time for processing of adjustments to be made prior to the actual bill. **The final filing deadline of January 31<sup>st</sup> is strictly enforced.**

**INSTRUCTIONS FOR COMPLETING APPEAL FORM**

- Step 1: Please provide either the property owner's name and mailing address or the petitioner's name and mailing address, as well as the business name (if applicable) and the actual physical location of the parcel.
- Step 2: Input the Parcel ID. *(We will be unable to complete your appeal if this is not complete)*
- Step 3: Indicate the contact person, their telephone number and email address where that person can be contacted during normal business hours.
- Step 4: Sign and date the form and return with required documentation (if applicable) to:

**Pasco County Utilities  
Solid Waste/Fiscal Services  
Attention: Solid Waste Assessments  
PO Box 2139  
New Port Richey, FL 34656-2139**

**Pasco County Utilities  
Administration Building  
19420 Central Blvd  
Land O'Lakes, FL 34637**

**EMAIL: [solidwastecs@pascocountyfl.net](mailto:solidwastecs@pascocountyfl.net)**

**FAX: 813-345-3094**

In all cases, an on-site inspection will be performed by a Pasco County representative. To properly perform this inspection, the county representative may need access to the building(s)/ground(s). Access restrictions may prevent the inspection from obtaining all the required information and thus may result in a denial of the appeal.

In order to ensure prompt and accurate processing of your appeal please complete the top half of this form, provide a hauler letter & tenant list and submit by email to [solidwastecs@pascocountyfl.net](mailto:solidwastecs@pascocountyfl.net).