



**Twelve Oaks Special District
Board of Trustees
Minutes of Monthly Meeting
June 12, 2019**

The Trustees of the Twelve Oaks Special District (TOSD) held their regular monthly meeting at the Town 'N Country Regional Public Library at 7606 Paula Drive #120, Tampa, Florida on Wednesday, June 12, 2019- beginning at 7:00 pm. President, Rob Edwards, distributed the meeting agenda and called the meeting to order. Edwards led those in attendance in the Pledge of Allegiance.

TRUSTEES PRESENT: Trustees present were Rob Edwards, Julie Hirst, Rosemarie Middleton, Yves Villard, Sarah Richards, Debbie Presnell and Haden Polizzi.

MINUTES: The minutes for the May meeting were distributed by Julie Hirst, Secretary, and reviewed by the Board. The Board unanimously approved the May Minutes (vote 6-0).

TREASURER'S REPORT: Debbie Presnell, Treasurer, presented the Treasurer's Report for the month of May. The Board unanimously approved the May Treasurer's Report (vote 6-0), pending the auditor's review.

REVIEW OF PROPOSED BUDGET: The Board reviewed the proposed budget for fiscal year 2019-20. They discussed whether or not to hire a property management company for the Community for the upcoming fiscal year, but decided that a property management company didn't meet the unique needs of Twelve Oaks.

It was decided that a part-time bookkeeper as well as a part-time Special Projects Manager would be hired by the TOSD. The bookkeeper would handle the monthly Treasurer's Reports, the annual audit and bill paying. The bookkeeper position would be a bonded position. The Special Projects Manager would work with Code Enforcement, traffic accidents/insurance for any property damage as well as coordinate scope of work and oversee special projects. The cost for each was estimated to be \$15,000 per year or a total of an additional \$30,000 per year. In order to absorb the additional \$30,000, it was decided the assessment per home would be raised from \$120 per year to \$150 per year.

CORRESPONDENCE:

- Julie Hirst, Secretary, reported receiving no mail within the past month.
- Rosemarie Middleton, Vice President, reported that a second letter was sent by Pamela Hatley, Esquire, to Westhaven Insurance (in regard to the accident that

damaged the low wall at Barry and Hanley), which Rosemarie forwarded to the Board. In the letter, Ms. Hatley is asking for a copy of the contractors' invoices, particularly showing paid in full as well as a copy of checks sent to the contractor. We may have to file a lawsuit in County Court against the insured.

- If Board members hadn't already done so, they were reminded to send in the annual Statement of Financial Interest to the County.

COMMITTEE REPORTS:

Stormwater Ponds: Julie Hirst, Secretary, reported that the "Majestic" style nozzle for the fountain has been ordered, but still hasn't been installed. She is waiting to hear back from John Stack, Architectural Fountains, to find out the status.

Maintenance: Rosemarie Middleton, Vice President, reported the following:

- She contacted the sub-contractor about sprinkler repairs at Twelve Oaks and Hanley.
- She and Yves Villard, Trustee, have been working with the contractor on all the black iron fencing. Currently, they are refurbishing the fencing at Hanley and Twelve Oaks.
- The "Scope of Work" (which includes repairs, pressure washing, stucco work and painting) needed for the repair and painting of the walls has been completed. She and John Schwanebeck have met, and final editing has been completed. Bound copies will be made and given to each applicant in July. Applicants will have until August to return bids. The Board will vote and select a contractor no later than the September meeting. Plans are for work to begin October 1st.
- She is waiting for approval from the County for the planting of two or three trees in the Overbrook canal area. Rosemarie said that the nursery she went to recommended Laurel Oaks. Rob Edwards, President and Julie Hirst, Secretary, felt that Live Oaks would be more suitable, since they grow just as quickly and are much longer lived.

External Concerns: Rosemarie Middleton, Vice President, reported that the County has repaired the "load-limit" sign at the base of the Expressway. However, trucks continue to travel illegally down Barry to Hanley and from Hanley to Benjamin.

Internal Concerns: Rosemarie Middleton, Vice President, reported that she had the County-re-check the dip in the road on Kirkwood at the corner of Fairbrook. They will "keep an eye" on area.

Noise: Nothing to report

Community Affairs (TOCA): Rosemarie Middleton, Vice President reported the following:

- The TOCA General Membership Meeting honoring community volunteers was held on May 28th. There are thank you gifts for all of the TOSD Trustees.
- Code Enforcement is scheduled for the August meeting.

OLD BUSINESS: No old business was discussed.

NEW BUSINESS: The Board discussed having uniform mailboxes throughout the Community as a possible future project.

PUBLIC COMMENT: There was no public comment.

ADJOURNMENT: The Board approved the motion to adjourn the meeting (vote 6-0).
The meeting was adjourned at 8:10 pm.

Respectfully submitted,
Julie Hirst,
Secretary