



**Twelve Oaks Special District  
Board of Trustees  
Minutes of Monthly Meeting  
November 9, 2022**

The Trustees of the Twelve Oaks Special District (TOSD) held their regular monthly meeting in person on Wednesday, November 9, 2022 beginning at 7:10 pm. Vice-President, Rosemarie Middleton, presented the meeting agenda and called the meeting to order. Middleton led those in attendance in the Pledge of Allegiance.

**TRUSTEES PRESENT:** Trustees present were Rosemarie Middleton, Mercita Ramos, Julie Hirst, Paulo Ponce, Yves Villard, Janet Owen and Marsha Craig. Trustee, Sarah Richards was absent. Robert Little, Special Project Manager, was also absent.

**MINUTES:** The minutes for the October 12 meeting were distributed by Mercita Ramos, Secretary, and reviewed by the Board. The Board unanimously approved the October Minutes (vote 7-0).

**TREASURER'S REPORT:** Julie Hirst presented the Treasurer's Report for the month of October 2022. The Board unanimously approved the October 2022 Treasurer's Reports pending review by the auditor (vote 7-0). Julie Hirst also noted that she sent out requests for proposal to seven (7) auditing firms but received no response. The current auditor, Brimmer Burek & Keelan, LLP will be submitting their engagement letter for the upcoming year with their annual fee being \$6,500.

**CORRESPONDENCE:**

- Mercita Ramos, Secretary, reported receiving no correspondence during the past month
- Julie Hirst, Treasurer, reported receiving no correspondence during the past month

**COMMITTEE REPORTS:**

**Maintenance:**

- Yves Villard reported on the proposal received from the contractor regarding the roadway reflectors and striping. The proposal included painting of the 29 islands with traffic safety paint and placement of new reflectors at a cost of \$6,690. Rob Little will follow up on the proposal submitted.
- Painting of wall on Hanley at Barry and wall on Waters are completed.
- Trevor continues to work in all areas as needed.

**External Concerns:**

- The area on Hanley Road has finally been fixed. It was not confirmed if TECO or a subcontractor did the repairs.

**Internal Concerns:**

- Concerns about the broken canal gates have been reported to the County for over 6 months. Rosemarie received another call from the County with a message that the job has been given to a contractor and that they will be performing the repairs but could not say when that would be completed.
- Rosemarie has not ordered the No Hunting sign for the lake. All old signs need to be checked and re-ordered as needed. It was suggested that Rob Little research the signs in the neighborhood which need to be replaced, including the placement of a “No Hunting” sign at the lake area.
- Street sweeping is scheduled for November 15.

**Community Affairs (TOCA):**

- Dumpster Day is Saturday, November 12
- TOCA General Membership meeting with Neighborhood Watch is scheduled for November 15
- Santa’s Holiday Market is December 3

**OLD BUSINESS:**

- Doreen has not reported the number of Neighborhood Watch signs needed to be replaced

**NEW BUSINESS:**

- The Board will elect officers due the January 2023 meeting. The Trustees Janet Owen, Paulo Ponce, Marsha Craig and Rosemarie Middleton need to be appointed as Trustees to hold office through the term ending December 2024.

**PUBLIC COMMENT:**

- None

**ADJOURNMENT:** The meeting was adjourned at 8:05 pm.

Respectfully submitted,  
Mercita Ramos,  
Secretary