



**Twelve Oaks Special District
Board of Trustees
Minutes of Monthly Meeting
December 13, 2023**

The Trustees of the Twelve Oaks Special District (TOSD) held their regular monthly meeting in person on Wednesday, December 13, 2023 beginning at 7:00 pm. President, Paulo Ponce presented the meeting agenda and called the meeting to order. Ponce led those in attendance in the Pledge of Allegiance.

TRUSTEES PRESENT: Trustees present were Paulo Ponce, Mercita Ramos, Julie Hirst, Sarah Richards, Sarah Wentworth and Dawn Fair. Robert Little, Special Project Manager, was absent. Trustee Marsha Craig was also absent.

MINUTES: The minutes for the October 11 meeting were distributed by Mercita Ramos, Secretary, and reviewed by the Board. The Board unanimously approved the October Minutes (vote 6-0).

TREASURER'S REPORT: Julie Hirst presented the Treasurer's Report for the months of October and November 2023. Following discussion, the Board unanimously approved the October and November 2023 Treasurer's Reports pending review by the auditor (vote 6-0).

CORRESPONDENCE:

- Mercita Ramos, Secretary, reported she has not received any correspondence.
- Julie Hirst, Treasurer, reported she has not received any correspondence.

SPECIAL BUSINESS:

- None

COMMITTEE REPORTS:

Maintenance:

- Stormwater ponds – In his absence, Rob Little provided an email update advising that two (2) of the lights were out on the fountain. A quote to replace the two LED lights was submitted by Architectural Fountains, Inc. in the amount of \$900. The board unanimously approved the cost for replacement of the lights (vote 6-0)
- Street Sweeping – Street sweeping will be scheduled for the months of February, March and April 2024 to be performed by Sweeping Corp. of America
- Replacement of the "Welcome to Twelve Oaks" signs was tabled until a determination was made with regard to the proposed housing project on Armand Drive

Internal Concerns:

- None

External Concerns:

- None

OLD BUSINESS:

- Julie Hirst has obtained the past invoices from Greener Image Law Care and is reviewing them for reimbursement to Trevor Thompson

NEW BUSINESS:

- A list of the duties and responsibilities of officers and trustees was distributed by Julie Hirst and there was discussion of possibly forming committees to head up some of the various tasks
- Julie Hirst confirmed that TOSD has reserved a bus for transporting residents to the Zoning Commission meeting on December 18, 2023 at 6pm. The bus will depart Morgan Woods School at 4pm.
- The Zoning Hearing previously scheduled for 12/19/23 has been continued until 1/22/24.
- There was discussion regarding Trevor Thompson's fuel agreement for December through February. The Board unanimously agreed to a monthly fuel supplement in the amount of \$150 (vote 6-0)
- The Board unanimously voted to award Trevor Thompson with a holiday bonus in the amount of \$500 (vote 6-0)

PUBLIC COMMENT:

- None

ADJOURNMENT: The meeting was adjourned at 7:55 pm.

Respectfully submitted,
Mercita Ramos,
Secretary