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**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**FOREST BROOKE  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular and Final Budget Meetings of the Board of Supervisors of the Forest Brooke Community Development District was held on **Thursday, August 20, 2015 at 9:00 a.m.** at the office of Lennar Homes located at 4600 West Cypress Street, Suite 200, Tampa, Florida 33607.

Present and constituting a quorum:

Brady Lefere	<b>Board Supervisor, Chairman</b>
Laura Coffey	<b>Board Supervisor, Vice Chairman</b>
Anthony Palmisano	<b>Board Supervisor, Assistant Secretary</b>

Also present was:

Joseph Roethke	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley &amp; Robin</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Roethke called the meeting to order and read roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience present/ no comments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Regular Meeting held on  
May 21, 2015**

<p>On a Motion by Mr. Lefere, seconded by Mr. Palmisano, with all in favor, the Board approved the Minutes from the Board of Supervisors' Regular Meeting held on May 21, 2015 for Forest Brooke Community Development District.</p>
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**FOURTH ORDER OF BUSINESS**

**Consideration of Operations and Maintenance Expenditures for April, May and June 2015**

On a Motion by Ms. Coffey, seconded by Mr. Palmisano, with all in favor, the Board ratified the Operation & Maintenance expenditures for April 2015 totaling (\$4,395.50), May 2015 totaling (\$2,600.00) and June 2015 totaling (\$6,624.51) for Forest Brooke Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Series 2014 Construction Requisitions #10-11 (see recap)**

Ms. Coffey requested to see the current amount remaining in the construction account. A short recess was taken while Mr. Lefere retrieved the amounts. Mr. Lefere returned and confirmed there is approximately \$382,000 remaining in the construction account.

Requisition Number	Payee	Amount
10	QGS Development, Inc.	55,581.26
11	QGS Development, Inc.	501,057.80

On a Motion by Ms. Coffey, seconded by Mr. Palmisano, with all in favor, the Board ratified the Series 2014 Construction Requisitions #10-11 for Forest Brooke Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Landscape Report**

Mr. Roethke presented the landscape report to the Board. A discussion ensued regarding several items including the status of pond bush hogging and plant replacement.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Second Addendum to Landscape and Irrigation**

Mr. Roethke presented a previously approved second addendum to the landscape and irrigation contract with Austin Outdoor, which requires Board ratification.

On a Motion by Mr. Lefere, seconded by Ms. Coffey, with all in favor, the Board ratified the second addendum to the landscape and irrigation contract with Austin Outdoor for Forest Brooke Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Proposal for Bush Hogging**

Mr. Roethke presented a proposal for bush hogging that was previously approved and requires Board ratification.

On a Motion by Mr. Lefere, seconded by Mr. Palmisano, with all in favor, the Board ratified the proposal from K. Johnson's for bush hogging at a cost of (\$1,500.00) for Forest Brooke Community Development District.

**NINTH ORDER OF BUSINESS**

**Presentation of Pond Report**

Mr. Roethke presented the monthly pond inspection report to the Board. A discussion ensued regarding various pond issues.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal for Cattail Removal**

Mr. Roethke presented a proposal for cattail removal to the Board. The Board requested additional quotes to be provided at a future meeting.

**ELEVENTH ORDER OF BUSINESS**

**Presentation of Audit for FY Ending 2014**

Mr. Roethke presented the Audit for Fiscal Year 2014 to the Board. It was noted that the auditor's opinion was unqualified for this District and there were no instances or adverse findings reported.

On a Motion by Mr. Palmisano, seconded by Mr. Lefere, with all in favor, the Board accepted the Audit for Fiscal Year 2014 for Forest Brooke Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Public Hearing of Fiscal Year 2015/2016 Budget**

On a Motion by Ms. Coffey, seconded by Mr. Lefere, with all in favor, the Board opened the Public Hearing for Forest Brooke Community Development District.

Mr. Roethke presented the Budget for Fiscal Year 2015/2016 to the Board. A discussion ensued, but no changes were made to the budget.

On a Motion by Mr. Lefere, seconded by Ms. Coffey, with all in favor, the Board closed the Public Hearing for Forest Brooke Community Development District.

**i. Consideration of Resolution 2015-07,  
Adopting Final Budget**

Mr. Roethke presented Resolution 2015-07 to the Board, which will adopt the Final Budget for Fiscal Year 2015/2016.

On a Motion by Ms. Coffey, seconded by Mr. Palmisano, with all in favor, the Board adopted Resolution 2015-07 for Forest Brooke Community Development District.

**ii. Consideration of Resolution 2015-08,  
Imposing Special Assessments**

Mr. Roethke presented Resolution 2015-08 to the Board, which will impose special assessments for Fiscal Year 2015/2016.

On a Motion by Mr. Lefere, seconded by Ms. Coffey, with all in favor, the Board adopted Resolution 2015-08 in substantial form, pending confirmation of the payment dates for Direct Bill Assessments for Forest Brooke Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of O&M Methodology  
Report**

Mr. Roethke presented the O&M Methodology Report to the Board, which denotes a flat O&M assessment across all lots within the District.

On a Motion by Mr. Lefere, seconded by Ms. Coffey, with all in favor, the Board approved O&M Assessment Methodology for Forest Brooke Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-09,  
Adopting Meeting Schedule for Fiscal Year  
2015/2016**

Mr. Roethke presented Resolution 2015-09 to the Board, which will set the meeting schedule for the next Fiscal Year.

On a Motion by Ms. Coffey, seconded by Mr. Palmisano, with all in favor, the Board adopted Resolution 2015-09 for Forest Brooke Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.
- B. District Engineer  
Not present.
- C. District Manager  
Mr. Roethke stated that the next Board of Supervisors' regular meeting will be held on Thursday, September 17, 2015 at 9:00 a.m. at the offices of Lennar Homes located at 4600 Cypress Street, Suite 200, Tampa, Florida 33607.

**SIXTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no requests.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Lefere, seconded by Mr. Palmisano, with all in favor, the Board adjourned the meeting at 9:36 a.m. for Forest Brooke Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman