
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 meeting of the Board of Supervisors of the Forest Brooke Community Development District was held on **Thursday, September 15, 2016 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	Board Supervisor, Chairman
Laura Coffey	Board Supervisor, Vice Chairman
Becky Wilson	Board Supervisor, Assistant Secretary

Also present was:

Joseph Roethke	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin
John Crawford	Field Services Manager, Rizzetta & Company, Inc.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Roethke called the meeting to order at 9:00 a.m. 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 Meetings Held on
July 21, 2016**

On a Motion by Mr. LeFere, seconded by Mr. Gainer, with all in favor, the Board approved the Regular Meeting Minutes from the Board of Supervisors' on July 21, 2016 for Forest Brooke Community Development District.
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FOURTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for June and
July 2016**

On a Motion by Mr. LeFere, seconded by Mr. Gainer, with all in favor, the Board ratified the Operation & Maintenance expenditures for June 2016 totaling (\$13,324.34) and for July totaling (\$20,525.16) for Forest Brooke Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of Series 2014 Construction Requisitions

There were none.

SIXTH ORDER OF BUSINESS

Presentation of Landscape Report

Mr. Roethke presented the Landscape Report and Mr. Crawford reviewed the details with the Board. A discussion ensued regarding issues with new plant installations. Mr. Lefere asked to have the dead landscape removed, and the developer will work to have the installing landscaper replace these under warranty, if possible.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Plant Installation

Mr. Roethke presented proposals for plant installation to the Board.

On a Motion by Mr. LeFere, seconded by Mr. Gainer, with all in favor, the Board approved the proposal from Oasis for plant installation at a total cost of \$3,155.00 pending confirmation by the District Engineer for Forest Brooke Community Development District.

EIGHTH ORDER OF BUSINESS

Presentation of Pond Report

Mr. Roethke presented the Pond Report and reviewed the details with the Board.

NINTH ORDER OF BUSINESS

Consideration of Proposal for Fence Installation

Mr. Roethke presented a proposal for fence installation to the Board. Discussion ensued and the Board decided not to approve the proposal.

TENTH ORDER OF BUSINESS

Consideration of Contract for Professional Field Services

Mr. Roethke presented a proposal for Professional field Services to the Board.

On a Motion by Mr. LeFere, seconded by Ms. Wilson, with all in favor, the Board approved the contract from Rizzetta & Company, Inc. for professional Field Services pending review by

District Counsel for Forest Brooke Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2016-06, Re-designating Secretary to the District

Mr. Roethke presented Resolution 2016-06 to the board, which will re-designate the Secretary of the District to Eric Dailey.

On a Motion by Mr. LeFere, seconded by Mr. Gainer, with all in favor, the Board approved Resolution 2016-06, Re-designating Secretary to the District for Forest Brooke Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Proposals for CDD Insurance

Mr. Roethke presented several proposals for CDD Insurance to the Board.

On a Motion by Mr. Gainer, seconded by Ms. Wilson, with all in favor, the Board approved the proposal from Stahl & Associates for CDD Insurance at a total cost of \$5,544.00 for Forest Brooke Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Contract for District Management

Mr. Roethke presented a proposal for District Management Services to the Board.

On a Motion by Mr. LeFere, seconded by Mr. Gainer, with all in favor, the Board approved the contract from Rizzetta & Company, Inc. for District Management Services pending review by District Counsel for Forest Brooke Community Development District.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel**
Mr. Vericker reminded the Board to look out for any new public record requests.
- B. District Engineer**
The District Engineer was not present.
- C. District Manager**
The next Regular Meeting is on **Thursday, October 20, 2016 at 9:00 a.m.** at the offices of Lennar Homes located at 4600 West Cypress Street, suite 200, Tampa, FL 33607

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Gainer inquired of the Board about landscape maintenance for new areas.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. LeFere, seconded by Ms. Wilson, with all in favor, the Board adjourned the meeting at 9:35 a.m. for Forest Brooke Community Development District.
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Secretary/Assistant Secretary



Chairman/Vice Chairman