

**LIVE OAK NO. 1
COMMUNITY DEVELOPMENT DISTRICT**

JANUARY 17, 2017

AGENDA PACKAGE

Live Oak No. 1 Community Development District

Severn Trent Management Services
210 University Drive, #702, Coral Springs, FL 33071
Tel: 954-753-5841 Fax: 954-345-1292

January 10, 2017

Board of Supervisors
Live Oak No. 1 Community
Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Live Oak No. 1 Community Development District will be held Tuesday, January 17, 2017 at 10:00 a.m. at the Live Oak Clubhouse, 9401 Oak Preserve Boulevard, Tampa, Florida. Following is the advanced agenda for the meeting:

1. **Call to Order and Roll Call**
2. **Organizational Matters**
 - A. **Oath of Office**
 - B. **Resolution 2017-01 Designating Officers following the General Election**
3. **Public Comments on Agenda Items**
4. **Consent Agenda**
 - A. **Approval of the Minutes of the November 15, 2016 Meeting**
 - B. **Approval of the Financial Statements**
5. **Staff Reports**
 - A. **Manager**
 - B. **Attorney**
 - C. **Engineer**
 - i. **SWFWMD O&M Compliance Services**
6. **Supervisors' Requests**
7. **Audience Comments**
8. **Adjournment**

Any additional supporting material not included in the agenda package for the items listed will be distributed at the meeting. The balance of the agenda is routine in nature. If you have any questions, please contact me.

Sincerely,

Andrew P. Mendenhall, PMP

Manager

cc: Tracy Robin
Lawrence Kistler
Denise Ganz

Second Order of Business

2B.

RESOLUTION 2017-01

**A RESOLUTION DESIGNATING OFFICERS OF
LIVE OAK NO. 1
COMMUNITY DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of Live Oak No. 1 Community Development District at a regular business meeting following the General Election on November 8, 2016 desires to appoint the below recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE
BOARD OF SUPERVISORS OF LIVE OAK NO. 1
COMMUNITY DEVELOPMENT DISTRICT:**

1. The following persons were appointed to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
<u>Andrew Mendenhall</u>	Secretary
<u>Robert Koncar</u>	Treasurer
<u>Stephen Bloom</u>	Assistant Treasurer
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

PASSED AND ADOPTED THIS 17TH DAY OF JANUARY, 2017.

Michael Ceparano
Chairperson

Andrew Mendenhall
Secretary

Fourth Order of Business

4A.

**MINUTES OF MEETING
LIVE OAK NO. 1
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Live Oak No. 1 Community Development District was held on Tuesday, November 15, 2016 at 10:00 a.m. in the Live Oak Clubhouse, 9401 Oak Preserve Boulevard, Tampa, Florida.

Present and constituting a quorum were:

Michael Ceparano	Chairman
Sheldon J. Cohen	Vice Chairman
Nilesh Patel	Assistant Secretary

Also present:

Andrew P. Mendenhall	District Manager
Larry Kistler	District Engineer

The following is a summary of the minutes and actions taken.

FIRST ORDER OF BUSINESS **Call to Order and Roll Call**
Mr. Mendenhall called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS **Public Comments on Agenda Items**
There being none, the next item followed.

THIRD ORDER OF BUSINESS **Consent Agenda**
A. Approval of the Minutes of the September 20, 2016 Meeting
B. Approval of the Financial Statements
C. Motion to Assign Reserves

ON MOTION by Mr. Ceparano seconded by Mr. Cohen with all in favor the consent agenda was approved as presented. 3-0

FOURTH ORDER OF BUSINESS **Staff Reports**
A. Manager
i. Letter from Prager Terminating Dissemination Agreement
 Prager set up the District’s bond and provided an annual dissemination report as required under the bond agreement. They will no longer be providing dissemination services and notified all their customers they are terminating their agreements.

Severn Trent is offering to provide dissemination services at the same price currently charged by Prager.

ON MOTION by Mr. Ceparano seconded by Mr. Patel with all in favor to approve the Dissemination Agreement with Severn Trent Services contingent upon receipt of the termination letter from Prager. 3-0

ii. Review of scheduled meeting for FY 2017

The Board has advertised meetings scheduled every other month for FY 2017. Consideration for quarterly meetings was discussed; it was determined the chairman is to review the items for the agenda and determine if a meeting is warranted.

iii. Live Oak No. 2 Review of Landscape Proposals

Live Oak No. 2 is considering landscape proposals for lawn maintenance services. If they make a determination to change companies, Live Oak No. 1 will be open to discuss changing to a new lawn maintenance service.

B. Attorney

None.

C. Engineer

The work to be performed to restripe the front entrance roadway, put in new signs, and install a new electronic solar panel sign by the school should be coordinated when the school breaks for the holidays around December 15, 2016.

FIFTH ORDER OF BUSINESS

None.

Supervisors' Requests

SIXTH ORDER OF BUSINESS

None.

Audience Comments

SEVENTH ORDER OF BUSINESS

There being no additional business,

Adjournment

On MOTION by Mr. Ceparano seconded by Mr. Patel with all in favor the meeting was adjourned. 3-0

Chairman/Vice Chairman

4B.

LIVE OAK NO. 1
Community Development District

Financial Report

December 31, 2016

Prepared by



Table of Contents

FINANCIAL STATEMENTS

Balance Sheet	Page 1
Statement of Revenues, Expenditures and Changes in Fund Balances	
General Fund	Page 2
Debt Service Fund	Page 3

SUPPORTING SCHEDULES

Non-Ad Valorem Special Assessments	Page 4
Cash & Investment Report	Page 5
SunTrust Bank Reconciliation	Page 6
Check Register	Page 7 - 9

LIVE OAK NO. 1
Community Development District

Financial Statements

(Unaudited)

December 31, 2016

Balance Sheet
December 31, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2013 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ 423,782	\$ -	\$ 423,782
Investments:			
Certificates of Deposit - 18 Months	302,193	-	302,193
Money Market Account	764,435	-	764,435
Reserve Fund	-	43,917	43,917
Revenue Fund	-	482,686	482,686
Utility Deposits - TECO	1,490	-	1,490
TOTAL ASSETS	\$ 1,491,900	\$ 526,603	\$ 2,018,503
LIABILITIES			
Accounts Payable	\$ 19,716	\$ -	\$ 19,716
TOTAL LIABILITIES	19,716	-	19,716
FUND BALANCES			
Nonspendable:			
Deposits	1,490	-	1,490
Restricted for:			
Debt Service	-	526,603	526,603
Assigned to:			
Operating Reserves	71,854	-	71,854
Reserves - Infrastructure	297,500	-	297,500
Reserves - Ponds	731,106	-	731,106
Unassigned:	370,234	-	370,234
TOTAL FUND BALANCES	\$ 1,472,184	\$ 526,603	\$ 1,998,787
TOTAL LIABILITIES & FUND BALANCES	\$ 1,491,900	\$ 526,603	\$ 2,018,503

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-16 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 847	0.00%	\$ 276
Special Assmnts- Tax Collector	456,918	403,286	88.26%	304,184
Special Assmnts- Discounts	(18,277)	(16,143)	88.32%	(12,146)
TOTAL REVENUES	438,641	387,990	88.45%	292,314
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	8,000	1,200	15.00%	-
FICA Taxes	612	92	15.03%	-
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Engineering	10,000	670	6.70%	-
ProfServ-Legal Services	4,000	647	16.18%	-
ProfServ-Mgmt Consulting Serv	48,228	12,057	25.00%	4,019
ProfServ-Special Assessment	12,500	12,500	100.00%	12,500
ProfServ-Trustee Fees	2,694	-	0.00%	-
Auditing Services	5,000	-	0.00%	-
Postage and Freight	300	13	4.33%	4
Insurance - General Liability	7,848	7,235	92.19%	-
Printing and Binding	500	20	4.00%	7
Legal Advertising	700	308	44.00%	-
Misc-Bank Charges	600	106	17.67%	26
Misc-Assessmnt Collection Cost	9,138	7,743	84.73%	5,841
Misc-Web Hosting	770	770	100.00%	-
Office Supplies	100	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	111,765	43,536	38.95%	22,397
<u>Field</u>				
Contracts-Landscape	55,920	13,980	25.00%	4,660
Contracts-Lakes	21,492	5,373	25.00%	1,791
Electricity - General	8,928	1,953	21.88%	464
Electricity - Streetlighting	51,400	9,265	18.03%	2,722
R&M-Irrigation	500	252	50.40%	-
R&M-Wetland Monitoring	15,000	-	0.00%	-
Misc-Contingency	15,000	4,500	30.00%	-
Reserve - Ponds	158,636	-	0.00%	-
Total Field	326,876	35,323	10.81%	9,637
TOTAL EXPENDITURES	438,641	78,859	17.98%	32,034
Net change in fund balance	\$ -	\$ 309,131	0.00%	\$ 260,280
FUND BALANCE, BEGINNING (OCT 1, 2016)	1,163,053	1,163,053		
FUND BALANCE, ENDING	\$ 1,163,053	\$ 1,472,184		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-16 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 49	0.00%	\$ 11
Special Assmnts- Tax Collector	477,357	421,326	88.26%	317,791
Special Assmnts- Discounts	(19,094)	(16,865)	88.33%	(12,689)
TOTAL REVENUES	458,263	404,510	88.27%	305,113
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	9,547	8,089	84.73%	6,102
Total Administration	9,547	8,089	84.73%	6,102
Debt Service				
Principal Debt Retirement	245,000	-	0.00%	-
Interest Expense	197,355	98,678	50.00%	-
Total Debt Service	442,355	98,678	22.31%	-
TOTAL EXPENDITURES	451,902	106,767	23.63%	6,102
Excess (deficiency) of revenues Over (under) expenditures	6,361	297,743	0.00%	299,011
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	6,361	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	6,361	-	0.00%	-
Net change in fund balance	\$ 6,361	\$ 297,743	0.00%	\$ 299,011
FUND BALANCE, BEGINNING (OCT 1, 2016)	228,860	228,860		
FUND BALANCE, ENDING	\$ 235,221	\$ 526,603		

LIVE OAK NO. 1
Community Development District

Supporting Schedules

December 31, 2016

LIVE OAK NO. 1
Community Development District

**Non-Ad Valorem Special Assessments
(Hillsborough County Tax Collector - Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2017**

Date Received	Net Amt Rcvd	Discount / (Penalties) Amount	Tax Coll Cost	Gross Amount Received	Allocation By Fund	
					General	Debt Service
Assmts Levied				\$934,275	\$456,918	\$477,357
Allocation %				100%	49%	51%
11/04/16	\$ 7,729	\$ 400	\$ 158	\$ 8,287	\$ 4,053	\$ 4,234
11/16/16	44,510	1,892	908	47,311	23,138	24,173
11/23/16	138,334	5,882	2,823	147,038	71,911	75,128
12/07/16	523,910	22,275	10,692	556,878	272,348	284,530
12/15/16	61,288	2,559	1,251	65,098	31,837	33,261
TOTAL	775,771	33,009	15,832	824,612	403,286	421,326

% COLLCTD 88% 88% 88%

TOTAL O/S				\$ 109,663	\$ 53,632	\$ 56,031
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Cash and Investment Report
December 31, 2016

General Fund

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account-Operating	SunTrust	Public Funds Analyzed Chking	n/a	0.00%	\$423,782 (1)
Certificate of Deposit	BankUnited	18 Month CD - #6093	03/09/18	1.10%	\$100,063
Certificate of Deposit	BankUnited	18 Month CD - #9026	12/01/17	1.10%	\$202,131
		Subtotal			<u>\$302,193</u>
Public Funds MMA	Stonegate Bank	MMA - #5714	n/a	0.40%	\$359,250
Public Funds MMA	Bank United	MMA - #5078	n/a	0.45%	\$405,185
		Subtotal			<u>\$764,435</u>
		GF Subtotal			<u>\$1,490,410</u>

Debt Service Funds

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Series 2013 Reserve Fund	US Bank	US Bank Open Ended CP	05/01/17	0.00%	\$43,917
Series 2013 Revenue Fund	US Bank	US Bank Open Ended CP	05/01/17	0.00%	\$482,686
		DS Subtotal			<u>\$526,603</u>
		Total			<u><u>\$2,017,013</u></u>

(1) 1/6/17: Requested transfer of funds to money market accts and purchase 12 month CD.

Live Oak No. 1 CDD

Bank Reconciliation

Bank Account No. 9542 SunTrust Bank N.A. - GF
Statement No. 12-16
Statement Date 12/31/2016

G/L Balance (LCY)	423,782.40	Statement Balance	424,452.00
G/L Balance	423,782.40	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	424,452.00
Subtotal	423,782.40	Outstanding Checks	669.60
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	423,782.40	Ending Balance	423,782.40
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
12/27/2016	Payment	003559	KING ENGINEERING ASSOCIATES, I	669.60	0.00	669.60
Total Outstanding Checks.....				669.60		669.60

Live Oak No. 1 Community Development District

Payment Register by Fund
For the Period from 10/1/16 to 12/31/16
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
GENERAL FUND - 001								
CHECK # 003532								
001	10/14/16	DEPT OF ECONOMIC OPPORTUNITY	38958	FY 16/17 SPECIAL DISTRICT FEE	Annual District Filing Fee	554007-51301	\$175.00	
							Check Total	<u>\$175.00</u>
CHECK # 003533								
001	10/14/16	LANDSCAPE MAINTENANCE	113397	10/16 MONTHLY GROUND MAINT COMMON AREAS	Contracts-Landscape	534050-53901	\$4,660.00	
							Check Total	<u>\$4,660.00</u>
CHECK # 003534								
001	10/14/16	SEVERN TRENT ENVIRONMENTAL	13267	SEPT 2016 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,883.00	
001	10/14/16	SEVERN TRENT ENVIRONMENTAL	13267	SEPT 2016 MGMT FEES	Postage and Freight	541006-51301	\$6.05	
001	10/14/16	SEVERN TRENT ENVIRONMENTAL	13267	SEPT 2016 MGMT FEES	Printing and Binding	547001-51301	\$0.30	
							Check Total	<u>\$3,889.35</u>
CHECK # 003535								
001	10/14/16	PUBLIC RISK INSURANCE	47033	POLICY# 0202-5200-2-1 10/1/16-10/1/17	Insurance - General Liability	545002-51301	\$2,235.00	
							Check Total	<u>\$2,235.00</u>
CHECK # 003536								
001	10/14/16	PUBLIC RISK INSURANCE	47035	POLICY# 0294038 15-10 10/1/16-10/1/17	Insurance - General Liability	545002-51301	\$5,000.00	
							Check Total	<u>\$5,000.00</u>
CHECK # 003537								
001	10/21/16	AMERICAN ECOSYSTEMS, INC	1611332	11/16 WATER MGMT TREATMENT	Prepaid Items	155000	\$1,791.00	
							Check Total	<u>\$1,791.00</u>
CHECK # 003538								
001	10/21/16	KING ENGINEERING ASSOCIATES, I	K67472	PROFESSIONAL SVC THROUGH 9/30/16	ProfServ-Engineering	531013-51501	\$546.16	
							Check Total	<u>\$546.16</u>
CHECK # 003539								
001	10/26/16	TAMPA ELECTRIC	101916-7410	ACCT: 2107410 SVC 9/15-10/14/16	Electricity - Streetlighting	543013-53901	\$3,265.99	
							Check Total	<u>\$3,265.99</u>
CHECK # 003540								
001	10/26/16	TAMPA ELECTRIC	101416-2702	ACCT: 2062702 DEPOSIT BILLING	Electricity - Streetlighting	543013-53901	\$1,490.00	
							Check Total	<u>\$1,490.00</u>
CHECK # 003541								
001	10/31/16	SEVERN TRENT ENVIRONMENTAL	14202	OCT 2016 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,019.00	
001	10/31/16	SEVERN TRENT ENVIRONMENTAL	14202	OCT 2016 MGMT FEES	Postage and Freight	541006-51301	\$2.79	
001	10/31/16	SEVERN TRENT ENVIRONMENTAL	14202	OCT 2016 MGMT FEES	Printing and Binding	547001-51301	\$8.10	
001	10/31/16	SEVERN TRENT ENVIRONMENTAL	14202	OCT 2016 MGMT FEES	Misc-Web Hosting	549915-51301	\$770.00	
							Check Total	<u>\$4,799.89</u>
CHECK # 003542								
001	10/31/16	STRALEY & ROBIN	13789	GENERAL MATTERS THRU 10/15/16	ProfServ-Legal Services	531023-51401	\$465.30	
							Check Total	<u>\$465.30</u>

Live Oak No. 1 Community Development District

Payment Register by Fund
For the Period from 10/1/16 to 12/31/16
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
CHECK # 003543								
001	10/31/16	TAMPA ELECTRIC	102416-1710	ACCT: 1661 0571710 8/20-10/19/16	Electricity - General	543006-53901	\$1,488.88	
							Check Total	<u>\$1,488.88</u>
CHECK # 003544								
001	10/31/16	LANDSCAPE MAINTENANCE	114650	IRR INSPECTION REPAIRS 10/22/16	R&M-Irrigation	546041-53901	\$68.06	
							Check Total	<u>\$68.06</u>
CHECK # 003545								
001	10/31/16	TAMPA ELECTRIC	101916-2702	1361 2062702 6/15/16-10/14/16	Electricity - Streetlighting	543013-53901	\$2,216.73	
							Check Total	<u>\$2,216.73</u>
CHECK # 003549								
001	11/17/16	LANDSCAPE MAINTENANCE	114407	11/16 MONTHLY GRND MAINT	Contracts-Landscape	534050-53901	\$4,660.00	
							Check Total	<u>\$4,660.00</u>
CHECK # 003550								
001	11/17/16	TAMPA BAY TIMES	373893	Notice of FY17 Mtg Schedule	Legal Advertising	548002-51301	\$308.00	
							Check Total	<u>\$308.00</u>
CHECK # 003551								
001	12/02/16	AMERICAN ECOSYSTEMS, INC	1612226	12/16 WATER MGMT	Contracts-Lakes	534084-53901	\$1,791.00	
							Check Total	<u>\$1,791.00</u>
CHECK # 003552								
001	12/02/16	LANDSCAPE MAINTENANCE	115292	12/16 GRNDS MAINT	Contracts-Landscape	534050-53901	\$4,660.00	
001	12/02/16	LANDSCAPE MAINTENANCE	115628	IRR REPAIR HUNTER 1 STATION	R&M-Irrigation	546041-53901	\$183.58	
							Check Total	<u>\$4,843.58</u>
CHECK # 003553								
001	12/02/16	TAMPA ELECTRIC	111716-206702	1361 2062702 10/14-11/14/16	Electricity - Streetlighting	543013-53901	\$738.90	
001	12/02/16	TAMPA ELECTRIC	112216-0571710	1661 0571710 10/19-11/17/16	Electricity - General	543006-53901	\$738.90	
							Check Total	<u>\$1,477.80</u>
CHECK # 003554								
001	12/07/16	SEVERN TRENT ENVIRONMENTAL	15040	NOV 2016 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$4,019.00	
001	12/07/16	SEVERN TRENT ENVIRONMENTAL	15040	NOV 2016 MGMT FEES	Postage and Freight	541006-51301	\$6.51	
001	12/07/16	SEVERN TRENT ENVIRONMENTAL	15040	NOV 2016 MGMT FEES	Printing and Binding	547001-51301	\$5.40	
							Check Total	<u>\$4,030.91</u>
CHECK # 003555								
001	12/07/16	STRALEY & ROBIN	13854	GEN MATTERS THRU 11/15/16	ProfServ-Legal Services	531023-51401	\$181.50	
							Check Total	<u>\$181.50</u>
CHECK # 003556								
001	12/07/16	TAMPA ELECTRIC	07410-111716	BILL PRD 10/14-11/14/16	Electricity - Streetlighting	543013-53901	\$1,983.32	
							Check Total	<u>\$1,983.32</u>
CHECK # 003557								
001	12/19/16	LANDSCAPE MAINTENANCE	115840	CLEAN-UP ON WATER STRUCTURES	Misc-Contingency	549900-53901	\$4,500.00	
							Check Total	<u>\$4,500.00</u>

Live Oak No. 1 Community Development District

Payment Register by Fund
For the Period from 10/1/16 to 12/31/16
(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
CHECK # 003559								
001	12/27/16	KING ENGINEERING ASSOCIATES, I	K67852	ENG'G SVC THRU 11/30/16	ProfServ-Engineering	531013-51501	\$669.60	
							Check Total	\$669.60
CHECK # 30005								
001	10/14/16	LIVE OAK NO. 1	101316	REPLENISH OPERATION ACCT	Due From Other Funds	131000	\$50,000.00	
							Check Total	\$50,000.00
CHECK # 003546								
001	11/10/16	GEORGE A. MAYER, III	PAYROLL	November 10, 2016 Payroll Posting			\$730.05	
							Check Total	\$730.05
CHECK # 003547								
001	11/17/16	SHELDON J. COHEN	PAYROLL	November 17, 2016 Payroll Posting			\$184.70	
							Check Total	\$184.70
CHECK # 003548								
001	11/17/16	NILESHKUMAR C. PATEL	PAYROLL	November 17, 2016 Payroll Posting			\$184.70	
							Check Total	\$184.70
							Fund Total	\$107,636.52

SERIES 2013 DEBT SERVICE FUND - 202

CHECK # 003558								
202	12/19/16	LIVE OAK 1	121516	TRFR FY 17 ASSESS COLLECTIONS	Due From Other Funds	131000	\$399,121.28	
							Check Total	\$399,121.28
							Fund Total	\$399,121.28

Total Checks Paid	\$506,757.80
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Fifth Order of Business

5Ci.



SERVICES

- Civil Engineering
- Environmental Engineering
- Transportation Planning & Engineering
- Water Resources
- Land Planning
- Ecological Services
- Surveying & Mapping
- Construction Management
- GIS Mapping
- Landscape Architecture
(FL #LC26000183)

OFFICE LOCATIONS

FLORIDA

- Tampa
- Miami
- Sarasota

TEXAS

- Austin

December 6, 2016

Live Oak Community Development District 1
 c/o Andy Mendenhall – Severn Trent Management Services
 2634 Cypress Ridge Blvd.
 Suite 102
 Wesley Chapel, FL 33544

Re: Live Oak Preserve North Commercial Lot 6
 ERP # 43022623.019
 SWFWMD O&M Compliance Services

Dear Mr. Mendenhall:

King Engineering Associates, Inc. (King) is pleased to submit the attached Additional Services Addendum (ASA) to assist you in maintaining compliance with Southwest Florida Water Management District (SWFWMD) Operation and Maintenance (O&M) requirements for the referenced project. Specifically, it is understood that services to be provided include assessment and certification of the onsite stormwater management system (See Attachment A).

Please sign the attached "Additional Services Agreement" (ASA) and return the "King Copy" to my attention as our authorization to proceed. Should you have any questions regarding these matters, please do not hesitate to contact me at (813) 880-8881.

Sincerely,

Brian K. Skidmore
 Ecological Services Manager

BKS/arb

Attachments

cc: Michael E. Ross, P.E., King
 Larry Kistler, King
 Benjamin Ballard, King
 Financial File: 5534-001-000

4921 Memorial Highway
 One Memorial Center
 Suite 300
 Tampa, Florida 33634
 phone 813.880.8881
 fax 813.880.8882

ATTACHMENT "A" – SCOPE OF SERVICES
LIVE OAK PRESERVE
OPERATION AND MAINTENANCE COMPLIANCE

TASK A – SWFWMD O&M COMPLIANCE SERVICES - NORTH COMMERCIAL LOT 6

King Engineering Associates, Inc. (King) will conduct an assessment of the permitted on-site stormwater collection, conveyance and attenuation system associated with the referenced permit, including observation of onsite visible and accessible stormwater pipes, structures and stormwater pond(s). Prior to conducting the required site assessment, King will research the King and/or Southwest Florida Water Management District (SWFWMD) permit data files to obtain the historical construction documents and permit information related to the subject projects. Should any maintenance or remedial actions be required prior to Engineer's certification and submittal to the SWFWMD, King will advise you in writing via a memo report detailing the results of the assessment. A standard Inspection and Certification Form will be prepared for the referenced project and submitted to the SWFWMD upon verification that the system is functioning in accordance with the permitted design.

TASK B – ADDITIONAL COORDINATION

Additional re-assessments after completion of remedial work to verify compliance with the permit, if necessary, will be performed on an hourly, time charge basis, or will be subject to an additional services addendum to the contract, at the Client's discretion.

ATTACHMENT "B" – COMPENSATION
LIVE OAK PRESERVE
OPERATION AND MAINTENANCE COMPLIANCE

METHODS OF COMPENSATION

Lump Sum Fee

The Client agrees to compensate King for the professional services called for under Attachment "A" – "SWFWMD O&M Compliance Services" to this Agreement at the Lump Sum Fee as specified below:

TASK A - SWFWMD O&M Compliance Services North Commercial Lot 6 \$850.00

Hourly Rates

The Client agrees to compensate the Consultant for the professional services called for under Attachment "A" – TASK C "Additional Coordination" to this Agreement at the Consultant's hourly rates in effect when the services are rendered.

TASK B - Additional Coordination Time Charge

ADDITIONAL SERVICES ADDENDUM

KING ENGINEERING ASSOCIATES, INC.

Addendum # 5534-001-000-01

4921 Memorial Highway
Suite 300
Tampa, Florida 33634
813/880-8881

Notice to Proceed from: Andy Mendenhall

THIS ADDENDUM TO THE AGREEMENT dated 3/17/15, by and between KING ENGINEERING ASSOCIATES, INC. (King), and the CLIENT identified herein is for the Professional Services described below.

PROJECT NAME: Live Oak Preserve North Commercial Lot 6

CLIENT: Live Oak Community Development District I

ADDRESS: 2634 Cypress Ridge Blvd., Suite 102, Wesley Chapel, FL 33544

KING PROJECT NUMBER: 5534-001-000

1. Description of Additional Professional Services to be provided by King (attach additional pages, if necessary):

Operation and maintenance compliance for North Commercial Lot 6. See Attachment "A" – Scope of Services.

2. Estimated Completion Date: _____

3. The compensation to be paid King for providing the requested services shall be:

X A. Lump Sum amount of: \$850.00


___ B. A Not to Exceed Time and Materials charge of:

X C. Unit Cost/Time Charges

IN WITNESS WHEREOF, this Addendum is accepted on the date first above written subject to the terms and conditions above stated and the provisions set forth in the above-described Agreement.

KING ENGINEERING ASSOCIATES, INC.

CLIENT: Live Oak Community Development District 1

SIGNED: 
TYPED NAME: Brian K. Skidmore
TITLE: Ecological Services Manager
DATE: December 6, 2016

SIGNED: _____
TYPED NAME: _____
TITLE: _____
DATE: _____

Return one fully executed copy to KING ENGINEERING ASSOCIATES, INC.