
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, November 20, 2014 at 9:05 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
Ben Gainer	Board Supervisor, Assistant Secretary
Anthony Palmisano	Board Supervisor, Assistant Secretary

Also present was:

Joseph Roethke	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin (via phone)

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

**Administer Oath to Newly Appointed
Officers**

Mr. Roethke administered the oath to Mr. Gainer, and Mr. Gainer replied in the affirmative. Mr. Roethke also informed Mr. Gainer that he is eligible to receive compensation of \$200.00 per meeting, up to a maximum of \$4,800.00 per year. Mr. Gainer declined compensation.

Mr. Roethke administered the oath to Mr. Palmisano, and Mr. Palmisano replied in the affirmative. Mr. Roethke also informed Mr. Palmisano that he is eligible to receive compensation of \$200.00 per meeting, up to a maximum of \$4,800.00 per year. Mr. Palmisano declined compensation.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held on
October 16, 2014**

On a Motion by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board approved the Minutes from the Board of Supervisors' Regular Meeting held on October 16, 2014 as amended for Forest Brooke Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for October
2014**

On a Motion by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board ratified the Operation & Maintenance expenditures for October 2014 totaling (\$3,762.00) for Forest Brooke Community Development District.

SIXTH ORDER OF BUSINESS

**Presentation of Resolution 2015-02,
Canvassing Election**

Mr. Roethke presented Resolution 2015-02 to the Board, canvassing and certifying the results of the landowner election.

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board adopted Resolution 2015-02 for Forest Brooke Community Development District.

SEVENTH ORDER OF BUSINESS

**Presentation of Resolution 2015-03,
Re-designating Officers**

Mr. Roethke presented Resolution 2015-03 to the Board, re-designating officers of the District.

On a Motion by Mr. Gainer, seconded by Mr. Palmisano, with all in favor, the Board adopted Resolution 2015-03 for Forest Brooke Community Development District.

EIGHTH ORDER OF BUSINESS

**Presentation of Resolution 2015-04,
Amending FY 2013/2014 Budget**

Mr. Roethke presented Resolution 2015-04 to the Board, amending the FY 2013/2014 Budget.

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board adopted Resolution 2015-04 for Forest Brooke Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Public Hearing for
Updated Rules of Procedure**

Mr. Roethke requested that the Board set a date, time, and location for a public hearing to adopt the updated Rules of Procedure.

On a Motion by Mr. Lefere, seconded by Mr. Palmisano, with all in favor, the Board set January 15, 2015 at 9:00 a.m. at the offices of Lennar Homes as the date, time and location for the Public Hearing on Rules of Procedure for Forest Brooke Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Cost Share Agreement

Mr. Roethke distributed a Cost Share Agreement between Forest Brooke CDD and Lennar Homes. Mr. Vericker added some comments regarding the details of this agreement. This will allow both the CDD and the developer to pay for construction costs without requiring the vendor to separate out public versus private costs on their invoices.

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board approved Cost Share Agreement between Forest Brooke CDD and Lennar Homes in substantial form, pending a final version with approvals from Developer Counsel and District Counsel for Forest Brooke Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Vericker reminded the Board to refrain from using text messages for CDD business, since they will be considered a public record.
- B. District Engineer
Not present.

C. District Manager

Mr. Roethke noted that the next regularly scheduled meeting will be held on December 18, 2014 at 9:00 a.m. at the offices of Lennar Homes located at 4600 Cypress Street, Suite 200, Tampa, Florida 33607.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board adjourned the meeting at 9:16 a.m. for Forest Brooke Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman