
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, March 19, 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
Laura Coffey
Ben Gainer

Board Supervisor, Chairman
Board Supervisor, Vice Chairman
Board Supervisor, Assistant Secretary

Also present was:

Joseph Roethke
John Vericker

District Manager, Rizzetta & Company, Inc.
District Counsel, Straley & Robin

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
January 15, 2015**

<p>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 January 15, 2015 for Forest Brooke Community Development District.</p>

FOURTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for January
2015**

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board ratified the Operation & Maintenance expenditures for January 2015 totaling (\$11,781.61) for Forest Brooke Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Series 2014 Construction
Requisitions #1#6 (see recap)**

Requisition Number	Payee	Amount
1	Lennar	(1,808,825.36)
2	QGS Development, Inc.	(362,628.71)
3	QGS Development, Inc.	(297,715.23)
4	QGS Development, Inc.	(271,793.42)
5	QGS Development, Inc.	(442,045.68)
6	QGS Development, Inc.	(708,243.97)

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board ratified the Series 2014 Construction Requisitions #1-#6 for Forest Brooke Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Proposal for CDD
Maintenance Exhibit Creation**

Mr. Roethke presented a proposal for the creation of a CDD maintenance exhibit. This has been previously executed by the Board Chair and requires Board ratification.

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board ratified the proposal from Clearview Land Design for a CDD maintenance exhibit at a cost of (\$2,500.00) for Forest Brooke Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal for Landscape RFP

Mr. Roethke presented two proposals to the Board from Rizzetta Amenity Services, one is for Landscape RFP services and one is for Field Operations Services. A discussion ensued regarding the details of each proposal.

On a Motion by Mr. Gainer, seconded by Ms. Coffey, with all in favor, the Board approved the proposal from Rizzetta Amenity Services for Field Operations at a cost of (\$500.00 per month) for Forest Brooke Community Development District.

EIGHTH ORDER OF BUSINESS

CDD Acceptance of Lift Station

Mr. Roethke presented a previously executed special warranty deed for a lift station that requires Board ratification. This deed transferred ownership of Tract Z, Sunshine Village Phase 1B-2 from Lennar Homes to Forest Brooke CDD.

On a Motion by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board ratified special warranty deed for Forest Brooke Community Development District.

NINTH ORDER OF BUSINESS

Presentation of Proposal for Public Facilities Report

Mr. Roethke presented a proposal for a Public Facilities Report to the Board. This report is required by statute to be updated and filed with the County every 5-7 years.

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board approved the proposal from Clearview Land Design for a Public Facilities Report at a cost of (\$4,000.00) for Forest Brooke Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Roethke presented a Construction Funding Agreement to the Board. This agreement will ensure that any construction requisitions are paid by the Developer in the event that the bond proceeds are exhausted. Mr. Vericker added some comments regarding the details of this agreement.

On a Motion by Ms. Coffey, seconded by Mr. Gainer, with all in favor, the Board approved the Construction Funding Agreement, pending review by Developer's Counsel for Forest Brooke Community Development District.

B. District Engineer
Not present.

C. District Manager
Mr. Roethke noted that the next regularly scheduled meeting will be held on April 16, 2015 at 9:00 a.m. at the offices of Lennar Homes located at 4600 Cypress Street, Suite 200, Tampa, Florida 33607.

Mr. Roethke briefly discussed the proposed budget for FY 2015-2016 that will be presented at the next CDD meeting.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Gainer discussed a change order to QGS Contract for infrastructure construction.


On a Motion by Mr. Lefere, seconded by Ms. Coffey, with all in favor, the Board approved the change order to QGS Contract in the amount of (\$829,992.50) for Forest Brooke Community Development District.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board adjourned the meeting at 9:32 a.m. for Forest Brooke Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman