

**MINUTES OF MEETING
OAKSTEAD COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Oakstead Community Development District was held on Tuesday, April 17, 2007 at 2:30 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O'Lakes, Florida.

Present and constituting a quorum were:

John Witmer	Chairman
Barbara Feldman	Vice Chairman
Joseph Cascio	Assistant Secretary
Diane Davis	Assistant Secretary
Larry Cymment	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Tracy Robin	Attorney
Tonja Stewart	Engineer
Mario Grasso	Field Manager
Nancy Intini	Park Director
Several Residents	

The following is a summary of the discussions and actions taken at the April 17, 2007 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Witmer called the meeting to order and all Supervisors identified themselves.

Mr. Mendenhall received suggestions prior to the meeting on reorganizing the agenda.

Mr. Cymment motioned to move the website portion of the seventh order of business to follow the second order but the motion failed due to lack of a second.

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor item #3B will be addressed upon Mr. Heath's arrival.

SECOND ORDER OF BUSINESS

Consent Agenda

A. Approval of the Minutes of the March 20, 2007 Meeting

B. Approval of the March 2007 Financial Statements

Mr. Witmer stated each Board member received a copy of the minutes of the March 20, 2007 meeting and requested any additions, corrections or deletions.

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor the consent agenda was approved.

THIRD ORDER OF BUSINESS

Manager's Report

A. Consideration of Resolution 2007-3 Rescinding 2006-2 and Designating Andrew Mendenhall as Secretary

Mr. Mendenhall stated this would be a procedural step allowing him to sign documents on behalf of the District.

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor Resolution 2007-3 rescinding 2006-2 and designating Andrew Mendenhall as Secretary was adopted.

C. Workshop Action Items

The updated Capital Improvement Projects List was distributed for review.

Mr. Cascio addressed his concerns on the content of the list.

Mr. Robin believed adding projects would require another public hearing so the assessments could be modified to include the new project. Deleting items is allowed but spending the balance of the money would need to be discussed.

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor the new basketball court lighting and new volleyball court lights were removed from the capital improvement project list.

Mr. Mendenhall felt the seven projects designated to begin in June 2007 should be formally authorized by the Board.

Mr. Witmer requested guidance and/or input from Ms. Stewart on providing bid specifications on various projects.

Ms. Stewart recommended the contractors provide individual ideas on the specific projects and she will work with Mr. Grasso to ensure comparative bids are received.

Mr. Cascio volunteered to work with Mr. Grasso on developing basic specifications for the projects so as to provide information to contractors enabling them to submit comparable bids.

Mr. Cyment expressed concern about the initial quality of the linear path footbridge. He felt the current condition warranted review of the installation records.

Mr. Robin noted any DEVCO records pertaining to Oakstead CDD will be transferred to the WilsonMiller office as soon as possible.

On MOTION by Ms. Davis seconded by Mr. Cascio with Ms. Davis, Mr. Cascio, Ms. Feldman and Mr. Witmer saying aye and Mr. Cyment saying nay proceeding with the bridge deck enhancement on the linear path was approved.

Mr. Cyment was opposed to widening the deck or sidewalks throughout the community because they are not meant to be bicycle paths.

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor proceeding with the security system enhancement at the clubhouse was approved.

On MOTION by Mr. Witmer seconded by Ms. Feldman with all in favor proceeding with the new sanitation facilities along the linear path was approved.

On MOTION by Ms. Davis seconded by Mr. Cascio with Ms. Davis, Mr. Cascio, Mr. Witmer and Ms. Feldman saying aye and Mr. Cyment saying nay proceeding with the new playground equipment shade facilities and tot lot equipment was approved.

Mr. Cyment expressed multi-level concern about the expenditures for the playground. He felt the money should be used for purchasing age appropriate equipment for toddlers and preschoolers instead. He suggested the playground users be polled as to the proper equipment.

Ms. Davis acknowledged the concern but added research was done which indicated the playground would need to be expanded, per code, for additional toddler equipment and the results were brought to the attention of the Board at the workshop.

Ms. Intini confirmed spinners will be purchased for toddlers but slide equipment required additional clearance space. The comprehensive proposal received consisted of the rubber mulch, the equipment, the shade material and the picnic table with umbrella.

Mr. Witmer suggested Mr. Cyment review the catalog and present for consideration a specific piece of age appropriate equipment that would correspond with the existing playground.

Mr. Cyment requested alternate ground cover materials be investigated in reference to grass versus rubber mulch in areas outside the clearance zones. He motioned to re-bid the playground protective materials so only protected areas surrounding the equipment have rubber mulch but the motion failed due to lack of a second.

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor proceeding with the fence replacement along the linear path was approved.

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor proceeding with the office space enhancement was approved.

Mr. Mendenhall reported the following:

- A letter and check were received from District Counsel's office regarding the final settlement of the gate damage lawsuit.
- A draft letter was prepared for the superintendent of the Pasco County School Board regarding leasing the 4.55 acre unimproved parcel of land located within the District for a passive park.

Mr. Robin recommended waiting for a response from the School Board before referencing the cost of the lease being \$1 per year as quoted by Mr. Ray Gadd.

On MOTION by Mr. Witmer seconded by Ms. Feldman with all in favor the letter dated April 17, 2007 to Superintendent Fiorentino regarding the property of interest was approved.

- Individual insurance on village entry gates was examined and not recommended as the conclusion was the District's general liability policy would already cover incidents where the District would be at fault. If damage was caused by a resident or guest, a separate policy may not be worthwhile due to the deductible and private insurance of the driver. He will continue to work with Mr. Grasso to explore further options.

- Banks are reluctant to issue credit cards to Districts or entities because they want someone to be the guarantor of the card. However, Wachovia agreed to the practice for another District after scrutinizing their financial records so it is a possibility for Oakstead. Discussion developed on utilizing a debit card from a separate limited account.

On MOTION by Mr. Cyment seconded by Ms. Feldman with all in favor obtaining a debit card with a \$2,500 limit for employees to use for District business purchases was approved.

FOURTH ORDER OF BUSINESS

Attorney's Report

Mr. Robin reported the following:

- The status of the records request from DEVCO was advised of earlier in the meeting.
- Ms. Stewart prepared a legal description of the diagram from the landscape easement on the southwest corner of Oakstead Boulevard and SR 54, which was sent to Mr. Howell's office. After numerous attempts by both he and Ms. Stewart, an appointment was scheduled for the morning of April 20th to review it.
- There are no easements recorded yet with the county but they will be addressed with Mr. Howell and DEVCO.
- A letter was sent to the county in reference to the ownership of Oakstead Boulevard. No response was received to date but he is expecting the county to simply change the ownership over to them since they accepted the road years ago.
- There was a mistake in payment on the 2,200 feet of "missing" sidewalk on Lake Patience Road. Walden Green is pulling their records to further explain the discrepancy but no response was yet received. Counsel's understanding of the problem was the county planned a four lane road but later changed their mind to require only two lanes be constructed to service Oakstead. The other two lanes would be constructed when future development took place and there was a demand for the other two lanes. In lieu of removing sidewalk they would have laid, the county allowed the District to construct the eight foot path on the side of the road which would not be disturbed in the future. The county did not give up the requirement for the sidewalk, it simply did not fall on the District's neck. When the two lanes have to be built, whoever the developer is who is impacting the road in such a way to call for the additional two lanes will be responsible for installing the sidewalk.

Discussion ensued on the issue with Supervisor ideas for correction being addressed by Mr. Robin and Ms. Stewart.

Mr. Cymment asked about the unresolved declarant issue.

Mr. Robin felt DEVCO does not want to contribute to a situation where it might put the HOA and CDD one against the other.

FIFTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart reported the following:

- The Weymouth manhole will be repaired by the county. Bay Area Environmental video taped it as the problem is fairly significant. The repair may occur within the next 45 days and is estimated to cost \$10,000.
- Bio Mass Tech is repairing the erosion problem in Tanglewylde. They will work with Mr. Grasso in getting the other areas done. She will perform a final inspection once informed the work is complete.

Ms. Davis brought up an item of interest regarding excessive grading performed by Custom Craft homes in Strathmore on Lynwood Court causing lake erosion. Ms. Stewart will inspect the property and send the appropriate infraction notices if necessary.

- A meeting with Mr. McLendon occurred to communicate information regarding his desire for a fence variance. She suggested waiting a couple months to find out if the county was willing to work with residents from other Districts with the same request.
- The Weymouth residents with drainage issues have not complained further so she is hoping raising the drain covers solved the problem.

Ms. Feldman indicated those residents are waiting to have a meeting with Ms. Stewart via the Weymouth HOA. Ms. Stewart will contact Mr. Roger Melendez to arrange a meeting.

- Several conversations took place with the county regarding the reclaimed water system. They are saying there is no guarantee as to the availability of reclaimed water and how it is going to be pressurized. She suggested investigating other alternative options to supply adequate irrigation water since the utilities cannot guarantee.

Mr. Cascio volunteered to go to the county offices and meet with the person responsible for the system to discuss the historical problems and get a commitment to help resolve the issue.

The discussion continued input from various Supervisors, staff and Ms. Stewart.

THIRD ORDER OF BUSINESS**Manager's Report (cont'd)****B. Draft RFP for Landscape Contractor**

Mr. Mendenhall prepared a draft RFP with bid specifications with assistance from Mr. Heath and the Landscape Committee. Mr. Mendenhall recommended establishing the timeline and coordinating a pre-bid onsite meeting.

Mr. Robin felt it would be roughly a six week process. He suggested publishing at least one to two weeks ahead of the pre-bid meeting and sending the RFP directly to contractors who may be interested. This would allow ample time for comparable submissions from a variety of firms a couple of weeks after the pre-bid.

A discussion developed regarding the unresolved monument sites, adding electrical outlets, pulling permits and scheduling.

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor proceeding with the landscaping plans, RFP and proposed timeline was approved.

Mr. Cymment requested an overall review of the landscape project occur at the May 8, 2007 workshop for the Board's edification and validation.

Discussion to clarify the need ensued. Mr. Cascio reiterated the landscape committee did their due diligence; Mr. Cooper addressed the Board on two occasions, several presentations were made, the plans have been available for public view and comment, all Board members had opportunities to meet to discuss the issues and all Board members had access to Mr. Heath who has been more than accommodating to take questions. The project is flexible but the vast majority of requirements and needs have been identified. He gave credit to Mr. Heath and the committee members as they worked hard on the project and did a very good job.

Mr. Witmer suggested Mr. Heath attend the workshop strictly on an information only basis so the Board can digest the final plans. Nothing will come from the workshop that will alter anything already done. If any major modification is needed, it will be addressed at the next regular CDD meeting. The bid process will flow as agreed and the project will move forward. He agreed to sign off on the current plans so the bidding process could begin.

The record will reflect Mr. Robin and Ms. Stewart left the meeting.

Mr. Cascio initiated a brief discussion on the possibility of addendums to the landscaping contract. Mr. Mendenhall recommended continuing the meeting to May 8th at the close of the

workshop in order to address any changes. It was agreed the pre-bid meeting would be held May 11th to incorporate any supplemental information from the workshop.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Grasso reported the following:

- A proposal totaling \$4,970 was received from Mozart’s Artistic Designs to repair the pedestrian gates some of the main entry/exit gates in all villages.
- TruGreen calculations fell short on the mulch. They will pay for an additional 100 cubic yards and also fix the broken water main under the roadway.
- Mr. Martin King phoned and would like to help get the reclaimed water issue on track. He requested a meeting and was receptive to a pressure regulator on the incoming valve in the back of Marchmont.
- Oleanders donated by Ms. Davis were planted along the entrance to the bicycle path.
- Progress Energy performed a walk-through for inventory purposes and will replace the four broken flat utility boxes on the ground. Follow up will occur to ensure the issue is addressed in a timely manner.

On MOTION by Mr. Witmer seconded by Ms. Feldman with all in favor the Mozart Artistic Design proposal of \$4,970 to repair village pedestrian and vehicle gates was approved.

B. Park Director

Ms. Intini reported the following:

- The pool filters are being worked on.
- The new urinals are in.
- Two new credit applications are being processed with Home Depot and Oriental Trading.

C. Clubhouse Committee

Ms. Intini reported the following:

- The Easter egg hunt was a huge success with approximately 200 in attendance.
- All Board members are invited to the Cinco de Mayo celebration. The charge for event will be \$8 per person.

D. Finance Committee

Mr. Witmer stated the committee will be meeting at 6:30 p.m. on April 17th.

E. Landscape Committee

This item was addressed during the RFP discussion.

F. Newsletter Committee

Ms. Bilello reported the following:

- The newsletter is going well.
- Monthly submissions were requested from the Board. The content deadline is the first Monday of the preceding month i.e. May 7th deadline for June edition.

Discussion of ideas on how to fulfill the request and with what items ensued.

In reference to the 29 Tanglewylde homes where the newsletter is being hand delivered, Mr. Witmer authorized creating mailing labels and purchasing stamps should the current system become unacceptable or inconvenient to the deliverer.

SEVENTH ORDER OF BUSINESS

**Supervisor’s Comments – CDD Website –
Supervisor Cyment**

Mr. Cyment discussed the need for better communications which can be accomplished by purchasing the services of At Home at a minimal \$75 fee. Highlights of his comments included:

- The site was recommended by Rampart.
- Other communities managed by Severn Trent utilize the company as their site provider.
- The site provides multiple calendars, separate pages for committee reports and a full community directory.
- The cost of the website is deferred by selling advertisements.
- Maintenance would only require about an hour per week and could be performed by Ms. Intini or serviced by committee volunteers.
- It would be a great repository for all documents one might need to download; workorders, complaints and HOA submittals etc.
- A more expensive program is Associated Voice which takes it a step further and allows tracking of workorders.
- The HOA recommended the CDD Board review their website provider options. Mr. Cyment recommended At Home as it would meet the needs of the residents.

Supervisor comments on the topic included:

- Ms. Davis proposed polling the residents to find out if it is something they truly want.
- Mr. Cascio suggested a trial period pending details of the contract obligations.

- Mr. Witmer stated the current site began with good intentions but timely, relevant information was not supplied to the webmaster.

Resident comments on the topic included:

- Marie reads the newsletter and is disappointed by the current Oaksteadcdd.org site because it is not being updated.
- Ms. Bilello suggested talking with Ms. Mercer and providing updated information because the Board already has the site and it would be utilized if postings were current.
- Sonya felt information should be imported. The remainder of her comments were inaudible.
- Dorothy Sherwin asked why Mr. Cyment was pushing another website when one already exists.

Mr. Witmer concluded with At Home does have additional positive attributes such as Homes For Sale, etc. The current site is canned with certain capabilities and is all Ms. Mercer wants to provide; she does not want to provide a lot of interactive options. If information is provided to Ms. Mercer in the correct PDF format, she will upload it to the correct category.

On MOTION by Mr. Cyment seconded by Mr. Cascio with Mr. Cyment saying aye and Mr. Witmer, Mr. Cascio, Ms. Feldman and Ms. Davis saying nay leasing the At Home website provider program for \$75 per month failed.

Mr. Witmer felt the item is worth considering but he would like to try and utilize the current site with current, relevant information. He suggested revisiting the item in three to four months.

There was a consensus the item will be addressed again at the June workshop.

EIGHTH ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

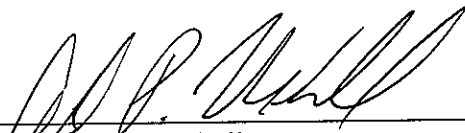
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NINTH ORDER OF BUSINESS


Meeting Continued

There being no further business,

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor the meeting was continued to May 8, 2007 immediately following the noticed workshop to be held in the clubhouse at 6:30 p.m.



Andrew Mendenhall
Secretary



John Witmer
Chairman