

**MINUTES OF MEETING  
OAKSTEAD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on Tuesday, August 19, 2008 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 Chairperson
Diane Davis	Assistant Secretary
Joseph Cascio	Assistant Secretary

Also present were:

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

*The following is a summary of the discussions and actions taken at the August 19, 2008 Oakstead Community Development District's Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Witmer called the meeting to order and Mr. Mendenhall called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Mr. Mendenhall explained that at this time the audience was invited to comment on any of the items on tonight's agenda. He invited residents to come to the podium to address the Board with their comments.

Mr. Witmer requested that the record reflect there were four audience members present.

There not being any comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

**A. Approval of the Minutes of the July 22, 2008 Meeting**

**B. Approval of the Financial Statements through July 31, 2008**

Corrections to pages 1, 4 and 6 were requested. The corrections are noted and will be made part of the public record.

A brief discussion ensued regarding the petition presented at the last meeting. It was noted that this issue and petition was not initiated by the Board and is not a Board matter. If the involved members of the community would like to address the Supervisor named in the petition, they can either address the Supervisor personally or they need to follow up on it.

Mr. Witmer noted this is a petition between whoever created it and the Supervisor. It does not involve the other four Board members in making any kind of comment on it at all.

On MOTION by Mr. Witmer seconded by Ms. Feldman with all in favor the minutes of July 22, 2008 were approved as amended.

On MOTION by Ms. Feldman seconded by Mr. Witmer with all in favor the financial statements through July 31, 2008 were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Robin reported on the following items:

- The County is processing an acceptance resolution for the Board of County Commissioners to consider regarding the roads.
- The Brighthouse parcel; whether or not it was in or out of the District. The Limited Offering Memorandum indicates that none of the commercial tracts are a part of the District.
- Tract 5 assessments. Ms. Karen Ellis will provide the assessment report to Mr. Robin.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

Ms. Stewart reported on the following:

- Sidewalk update. She can get 3 to 5 bidders on the sidewalk project. It was noted that the price of concrete was going up \$25 per yard and it behooved the Board to move quickly in getting the project underway.
- Authorization from the Board was granted for Ms. Stewart to solicit bid proposals for the sidewalk project.

**SIXTH ORDER OF BUSINESS**

**Manager's Report**

Mr. Mendenhall presented a tentative annual meeting schedule and changes were made to the workshop dates.

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor the annual meeting schedule was approved as amended.

*A copy of the amended annual meeting schedule is attached hereto and made part of the public record.*

Mr. Medlock from OLM gave an update on the landscape operations.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager**

Mr. Grasso presented his weekly reports.

*Copies of the weekly field reports are attached hereto and made part of the public record.*

**B. Park Director**

Ms. Intini presented the Park Director's reports and a discussion on the pool chemical levels ensued; copies of the reports are attached hereto and made part of the public record.

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

**C. Clubhouse Committee**

There not being a report, the next item followed.

**D. Landscape Committee**

An inaudible discussion regarding landscape enhancements and the Greenbriar proposal for work to be done at the Marchmont entrance ensued.

On MOTION by Mr. Cascio seconded by Ms. Davis with all in favor the proposal from Greenbriar Landscape for landscape enhancements to the Marchmont entrance in the amount of \$11,832.71 was accepted.

*A copy of the Greenbriar proposal is attached hereto and made part of the public record.*

**E. Newsletter Committee**

It was reported that the next deadline is September 2<sup>nd</sup>. An article on the candidates who are running for election to the CDD Board will be in the October issue. Information on each candidate will be limited to a half page.

A resident has requested permission to write an advice column, on Florida laws, in the newsletter. A meeting with the resident has been set and the article contents will be discussed.

Including a kids column in the newsletter is being considered.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Reports, Requests and Comments**

Mr. Witmer made the following comments regarding the financials:

- In the current year budget there is an item for \$100,000 to increase the roadway reserve amount. We can authorize that the \$100,000 be moved into that reserve fund and it should be done in the month of August and the August financials should show the \$100,000 increase in that reserve.

On MOTION by Mr. Witmer seconded by Mr. Cascio with all in favor the District's Accountant was authorized to move the \$100,000 out of the Undesignated Reserve Fund into the Reserve for Roadway Fund in the month of August.

Mr. Cascio recommended changing the name of the fund to Capital Replacement Fund; Mr. Mendenhall suggested Capital Reserve or General Reserve. Mr. Mendenhall will speak with Ms. Polanec, the District's Accountant on this change.

- Mr. Witmer requested that the cash balance on the asset side of the Balance Sheet be broken out to accurately reflect reserves.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

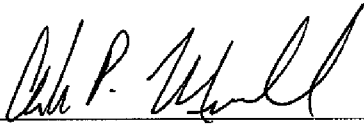
Mr. Paradiso commented on an item brought to his attention by a resident of Hillington regarding the wall painting and cleaning. The resident asked that the Board have the work started as soon as possible. The relevant documents related to the wall painting project will be pulled together and forwarded to the Board for further consideration at the next workshop meeting.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor the meeting was adjourned at 4:35 P.M.



Andrew P. Mendenhall  
Secretary



John Witmer  
Chairman

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Andrew P. Mendenhall Secretary