

**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 18, 2009 at 2:30 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida.

Present and constituting a quorum were:

Joseph Cascio	Chairman
Barbara Feldman	Vice Chairperson
Diane Davis	Assistant Secretary
Sal Paradiso	Assistant Secretary
Lawrence Cymment	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Nancy Intini	Park Director
Mario Grasso	Field Manager

*The following is a summary of the discussions and actions taken at the August 18, 2009, 2:30 P.M. Oakstead Community Development District's Board of Supervisors meeting.*

**Mr. Mendenhall opened the meeting at 2:30 P.M. and announced the meeting would be recessed until 6:30 P.M., August 18, 2009, which was the date and time published in the newspaper as notification of this meeting.**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District held on Tuesday, August 18, 2009 at 2:30 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida was recessed to 6:30 P.M., August 18, 2009.

*The following is a summary of the discussions and actions taken at the 6:30 P.M. recessed August 18, 2009 Oakstead Community Development District's Board of Supervisors meeting.*

**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**

**Audience Attendance Count (14) and  
Comments**

Mr. Mendenhall noted there were 14 audience members in attendance at the meeting.

He explained this audience comments portion of the meeting is intended for general questions and the audience will have another opportunity to make comments regarding the budget during the budget public hearing portion of the meeting. The audience will also have another opportunity to comment at the end of the meeting.

Ms. Frohnhoefer expressed her opinion that aeration of the ponds is costly and unnecessary.

Mr. Grasso was asked by Ms. Frohnhoefer if American Ecosystems intended to rake out the grass they sprayed at Aloha Pond.

Mr. Grasso responded they do not rake that out.

A discussion regarding the raking of the grass at the pond ensued with the outcome being the situation will be monitored.

Mr. Krauer expressed his opinion regarding the budget process. He suggested conducting budget workshops twice per year in order for the Board to be aware of the budget status earlier than just before the new budget is adopted.

Mr. Mendenhall addressed Mr. Krauer's comments regarding the budget process.

Mr. Witmer recommended that the Board authorize the District's Accountant to move \$100,000 into reserves before the end of August in order to get it reflected in the financials for the September meeting.

Mr. Mendenhall explained the Board can, by motion, authorize the accountant to move those funds in to the Reserve Fund.

Mr. Geiger requested consideration of an easement for a path or walkway behind his house and behind his neighbors house.

Mr. Cascio noted the Board will review the area with Mr. Grasso and report back to the residents on their findings.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of the Minutes of the July 21, 2009 Regular Meeting**
- B. Approval of the Financial Statements through July 31, 2009**

Each Board member received a copy of the July 21, 2009 meeting and was asked for any additions, corrections or deletions.

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

Mr. Paradiso asked for an update on the SBA account and Mr. Mendenhall responded he has not recently heard any news on the release of SBA funds. He will ask the accounting manager if there are any expectations regarding the funds in the SBA account.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2010**

Mr. Mendenhall explained there are two resolutions associated with the adoption of the budget; Resolution 2009-10, which adopts the budget and Resolution 2009-11 which adopts the assessments that are levied based on the budget that is adopted.

Currently the budget is slated to remain flat compared with last year's budget, which was a goal of the Board that they met. The District is in good financial health having adequate reserves.

A discussion on the current and future reserves ensued.

A motion to open the public hearing on the budget was requested.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the public hearing to hear comments on the Fiscal Year 2010 budget was opened.

Mr. Mendenhall explained the procedure for hearing public comment on the budget. He recommended that all the questions be heard and the Board can respond to the questions after all comments have been heard.

There were no comments from the audience regarding the budget.

On MOTION by Mr. Cascio seconded by Mr. Paradiso with all in favor the public hearing to hear comments from the public on the budget was closed.

Mr. Cascio thanked Mr. Witmer for his outstanding work on the budget.

Mr. Mendenhall asked for a motion to accept Resolution 2009-10.

Mr. Paradiso asked if there was any update on Track 5.

Mr. Mendenhall responded the Track 5 assessment for this current year as well as next year was put on the TRIM Notice. This means the Board has the ability to collect both assessments via the tax collector. This was done with the anticipation that if they did not pay, the District would have an enforcement arm for collection of the assessments, which is approximately \$20,000.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor Resolution 2009-10 relating to the annual appropriations of the District and adopting the budget beginning October 1, 2009 and ending September 30, 2010 and referencing the maintenance and benefit special assessments to be levied by the District was adopted.

The Board was asked for a motion to adopt Resolution 2009-11.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor Resolution 2009-11 levying and imposing a non ad valorem maintenance special assessment for the District for Fiscal Year 2010 was adopted.

Mr. Cascio reiterated it was the objective of the Board to hold the budget and the assessments flat. Through Mr. Witmer's innovation, finding unique ways of treating monies as they came in and basically a timing issue, we were able to realize another substantial reduction which allowed us to keep the assessment flat.

We had the opportunity a couple of months ago to award pay increases to our two regular full time employees and based on the economic situation the Board decided no raises would be awarded this year.

Mr. Mendenhall noted at this time the Board has the opportunity to consider moving the reserve funds from budget to the balance sheet; it is \$100,000 that was budgeted as well as the \$30,000 that was specifically for pond reserve.

On MOTION by Ms. Feldman seconded by Mr. Cyment with all in favor the District Accountant was authorized to move \$100,000 from the Reserve Fund and \$30,000 from the Pond Reserve to the balance sheet.

**FIFTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Mendenhall noted Mr. Robin attended the earlier meeting and noted he had nothing new to report to the Board.

It was reported the District now has a signed agreement with Mr. Stanley, the eminent domain attorney. He will be asked to provide monthly updates on the status of the pending case.

**SIXTH ORDER OF BUSINESS**

**Engineer's Report**

Mr. Mendenhall noted Ms. Stewart attended the earlier meeting and she did not have any additional report for the Board today.

Mr. Cascio reported when Ms. Stewart was here earlier she looked at the pond erosion issue at Strathmore and she discussed with Mr. Cascio the upcoming meeting with Commissioner Mulieri, which is scheduled for August 26<sup>th</sup>.

They also discussed the County's lack of acceptance of the collector roads, which are Oakstead Boulevard, Tuckerman, Manassas and Lake Patience. Ms. Stewart has put together a chronology of the outstanding issues since the developer has left. The meeting on the 26<sup>th</sup>, with Mr. Krauer's help, will attempt to convince the County to accept responsibility for maintenance of the collector roads.

**SIXTH ORDER OF BUSINESS**

**Managers Report**

**A. Meeting Schedule for Fiscal Year 2010**

Mr. Cyment expressed his opinion that all the fiscal year 2010 meetings be held at 6:30 P.M.

Mr. Paradiso expressed his preference for evening meetings.

Ms. Davis did not have a preference but is concerned about removing the opportunity of attending daytime meetings to residents. She suggested leaving the alternating meeting times as it is.

Ms. Feldman expressed her preference of evening meetings.

A resident expressed her opinion to keep both alternating meeting times.

Mr. Cascio noted the Board needs to consider the District Manager's position and the arrangement already in place is reasonable and offers an appropriate level of flexibility with respect to residents who might want to attend an afternoon and or evening meeting. His preference is to continue the same alternating meeting time schedule.

Mr. Cyment noted management works according to the Board's desire and the Board can desire what it chooses. However, the attendance is the same at afternoon and evening meetings. By alternating the meeting times you will only have four Board members at the 2:30 P.M. meetings because he cannot attend them. He noted we have the ability to make it so there are always 5 Board members in attendance; that is what it amounts to. There is no clear reason to meet during the day.

A discussion ensued regarding whether to include the advertisement of 12 monthly workshops along with the annual regular meeting schedule. It was concluded that the 12 monthly workshop dates indicated on the annual meeting schedule presented to the Board should be advertised along with the regular meeting schedule and if the Board chooses to cancel a workshop meeting they will have that decision posted within the community.

<p>On MOTION by Mr. Paradiso seconded by Ms. Davis with Mr. Cascio, Ms. Feldman, Ms. Davis and Mr. Paradiso voting Aye and Mr. Cyment voting Nay, the fiscal year 2010 annual meeting schedule including the workshop meeting schedule as presented to the Board was approved.</p>
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**B. Consideration of Pool Bids**

Mr. Mendenhall reported the pool bids were discussed at the previous workshop meeting and the Board was disappointed with the bids that were received. The bids can be thrown out and the process can begin again. We can reach out to the same 3 firms as well as 2 additional firms that could not get their bids in by the deadline. There could be at least 5 qualified proposers and we could look for additional bidders.

A discussion ensued regarding including a salt system in the re-bid pool project. It was concluded that a salt system for the pool would be added to the specifications.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor rejecting the pool bids received and putting the pool project out for be re-bid to include a salt system was approved.

A discussion regarding the qualifications of the pool project proposers ensued. Mr. Mendenhall will invite 7 to 10 pool companies to bid for the pool project, including the company that built the pool at Seven Oaks.

**C. Update on Clubhouse Expansion**

Mr. Mendenhall reported as you saw from Ms. Intini's report, we had a chance to meet with Brian and four different contractors; all qualified contractors. The expected delivery date for the proposals is August 24<sup>th</sup>. Mr. Seufert will receive the proposals, transform them in to making them apples to apples and for comparative reasons we will have something nice and easy to look at. The proposals will be given to Mr. Mendenhall and he will distribute them to the Board for discussion at the next workshop. Hopefully, by the next regular meeting, the Board can move forward with one of the contractors to get started.

Issues that were discussed with Mr. Seufert and Ms. Intini were outlined by Mr. Mendenhall; requiring a bond for the project and the issue of the benefit of not paying tax.

The consensus of the Board was to include a bond for the clubhouse expansion project.

Regarding the tax exempt issue, the contract includes verbiage that any contractor selected will work with the Board and agree with whether the Board wants to utilize the tax exempt option. There will be some circumstances where the dollar value of the savings is not worth it compared to what the engineer would be paid to complete that process. This question does not need to be answered tonight.

**D. Update on Dave's Home Helper Payment**

Mr. Mendenhall reported on the phone conversation he had with Dave. Dave indicated he would very much prefer to work the payments out in trade.

Board consensus was to have a list of projects prepared that would have the prospective to be accomplished by Dave as a means of repayment to the District.

**E. Update on DTI Signs Payment**

Mr. Mendenhall reported a payment was made the last time he was contacted, but he has not made another payment since then. Another call will be made to him requesting that another payment be made. Currently half of the balance owed has been paid.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager**

Mr. Grasso indicated his report was sent to the Board on Friday. The following items were discussed:

- Greenbriar is out today doing work in the center island.
- A visibility issue; a blind spot coming into Tuckerman. It was suggested to the Board to have bushes taken out and finish it off with Jasmine or put something else there that is lower. The issue will be brought to the attention of the Landscape Committee.
- Ms. Stewart has looked at the washout that was repaired at Mr. Pugliesi's house on Lynwood Court.
- Representatives from the Sherriff's Department attended the HOA meeting last night. The representatives seem anxious to work with Oakstead regarding crime in the community.

Regarding crime prevention, a recruiting effort will be made at the fair on September 7<sup>th</sup>.

- The hedges along Tuckerman will be addressed and corrected by the landscape committee. The recommendations of the Board will be followed. The landscape committee will discuss this issue at their meeting next Tuesday.
- Grass carp was discussed.

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor authorization to purchase three medium size carp for the Aloha Pond was approved.

**B. Park Director**

Ms. Intini discussed the awning structure on the pool deck. Ms. Stewart will inspect and have Bracken Engineering include the awning in their report and make recommendation on the type of fix.

Mr. Cyment expressed his disdain with the reserves report submitted by Ms. Stewart noting it was a single page and that is not how you do a reserve report.

Ms. Intini discussed the estimates for the tables and chairs. The East Coast Chair & Barstool proposal was discussed; the total will come out to \$9,129.11. The quote from Alfax came out to \$11,765.40 with the change.

Three quotes were discussed Alfax, East Coast and Bright Settings and Ms. Intini recommended the quote from East Coast.

On MOTION by Mr. Cascio seconded by Ms. Davis with all in favor the proposal submitted by East Coast Chair & Barstool for the tables, chairs, folding table dolly and stack chair dolly in the amount of \$9,129.11 was accepted.

Mr. Cyment ordered Ms. Intini to have East Coast guarantee the shipping charge includes delivery inside.

**C. Clubhouse Committee**  
This item was previously discussed.

**D. Landscape Committee**  
This item was previously discussed.

**E. Newsletter Committee**  
Mr. Paradiso reported Kim will be emailing the St. Pete Times to see if they are interested in possibly mailing the Newsletter for us. When the Newsletter responsibility changed from the HOA to the CDD one of the questions addressed at that time was would they ship it for us. They responded at that time that they did not offer that. Kim has been asked to inquire if there is a fee for the mailing and if so the Board will discuss it. The post office will also be contacted to find out if there would be an easier arrangement for them to accept the Newsletters. An update on this issue will be forthcoming. The deadline for the next Newsletter is September 1<sup>st</sup>.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Reports, Requests and Comments**

Mr. Cyment would like the Board to explore looking at conducting time studies and job duty responsibilities so we can plan better for how we use our staff.

Mr. Cascio reported on a meeting with the field engineer of Progress Energy this afternoon and a cost estimate was provided for the missing light in the Weymouth community. The additional light is needed and hopefully Progress Energy can complete the project in the next 6 to 8 weeks.

It was also reported that installation of lighting in the pool area has been deferred due to the recent commitment of the addition of the kiddy pool. The pool lighting issue will be revisited and will probably consist of 4 to 6 light fixtures.

Progress Energy also provided a cost on relocating the large distribution box; a switch box. There has not been any support from the County Road Department on having the box moved. It is a visual obstruction and they gave us an estimate of \$32,000. It is something that could be covered by the bond money. There are sufficient funds to address it. Mr. Cascio expressed that he would like to again approach the County Road Enforcement or Road Department to see if they would provide some support.

An update on the distribution box relocation issue will be reported on at the next workshop meeting.

Ms. Feldman and Ms. Davis thanked Mr. Witmer for his hard work on the financials. They also thanked the audience for attending the budget meeting.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

Mr. Kraue asked if the carp are fast enough to get away from the alligators?

Mr. Cyment asked Mr. Cascio to explain to the audience some of the projects the Board thinks they can come up with in regard to the bond money.

Mr. Cascio explained the Board's revised list of potential projects that might be implemented with the remaining bond funds.

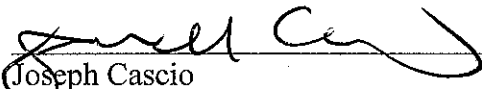
**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Cyment seconded by Mr. Cascio with all in favor the meeting was adjourned.

  
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Andrew P. Mendenhall  
Secretary

  
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Joseph Cascio  
Chairman