

**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, December 15, 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

Also present were:

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

Mr. Mendenhall reported Mr. Cyment has passed along his regrets that he will not be able to attend today's meeting due to his work schedule

The following is a summary of the discussions and actions taken at the December 15, 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.

It was noted by Mr. Mendenhall that Mr. Cyment asked that information he submitted to Mr. Mendenhall be entered into the record. A copy of the note submitted by Mr. Cyment was handed out to the Board.

Mr. Mendenhall briefly explained the note from Mr. Cyment which expressed his regrets for not being able to make the meeting due to his work schedule and his desire for the Board to reconsider the changing of the times of the meeting schedules and he goes in to

detail about the background of the meeting schedules and why he wishes that the Board reconsider their decision to change the meeting schedule to all afternoon meetings.

A copy of the note submitted to Mr. Mendenhall by Mr. Cyment is attached hereto and made part of the public record.

The record will reflect Mr. Cascio joined the meeting.

Mr. Mendenhall recapped the discussion of the note submitted by Mr. Cyment for the benefit of Mr. Cascio.

It was concluded that if further discussion is required, it will be done at the next workshop meeting.

The following statement was noted by Mr. Mendenhall regarding another email he received from Mr. Cyment “at the November meeting he had actually left me a voicemail mentioning that regrettably he would not be able to attend the meeting and when he read the meeting minutes it reflected my statement that Mr. Cyment was not in attendance, but it did not go over the fact that he regretted that he could not attend. The reason why was because I had three meetings that morning and I did not actually get the voicemail until after the Oakstead meeting”.

SECOND ORDER OF BUSINESS

Audience Attendance Count (1) and Comments

Mr. Mendenhall noted there was 1 audience member in attendance at the meeting.

Mrs. Purcell of Marchmont who reported a speeding problem to the Board last month provided a Traffic Survey Summary submitted to her by the Pasco Sheriff’s Office, East District 2.

The Traffic Survey Summary was discussed.

Mr. Cascio explained that the Board discussed the speeding issue at the last workshop and will revisit the issue at the next workshop meeting. He noted the board suggested putting up a “Caution, Children At Play-Obey Speed Limits” sign or something to that effect on the entrance gate. The issue will be discussed again at the next workshop meeting; Mrs. Purcell was invited to attend and the Board will entertain any ideas Mrs. Purcell or any resident might have.

Mr. Grasso reminded the Board that any speed limit or traffic flow alteration procedures requires an engineers report for feasibility.

Ms. Stewart noted that in order to enter into a traffic enforcement agreement with the sheriff's deputy an engineer has to inspect the road to be able to certify that it is compliant with the manual on traffic control devices or they will not write tickets.

The discussion on speeding in the community continued and concluded with Mr. Cascio suggesting that the discussion be continued at the next workshop meeting. He noted the Traffic Survey Summary has provided information that would warrant a pilot, where the Board might request that a deputy come out on a trial basis to determine what he sees might be done henceforth. We should find the funds to support this matter on a trial basis and depending on the results of his tour we can decide whether to continue the program periodically or look for other alternatives.

Mr. Paradiso requested an estimated cost of what it would cost to rough the street in three particular spots.

Ms. Stewart noted she is prepared to report on different options during the engineer's report later in the meeting.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the November 17, 2009 Regular Meeting**
- B. Approval of the Financial Statements through November 30, 2009**

Each Board member received a copy of the November 17, 2009 minutes and was asked for any additions, corrections or deletions.

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

FOURTH ORDER OF BUSINESS

Attorney's Report

• Update on Eminent Domain Case

Mr. Robin reported he spoke with Mr. Stanley today and he has no update on this matter; the county has not contacted him back and there is really not anything to do until the county is ready to deal with it.

The following was noted regarding the Board's question raised at a previous meeting about ADA requirements on the sidewalk issue:

- To the extent that the District is constructing new infrastructure, which is not the case here or repairing or replacing existing infrastructure, which is also not the case, any time whether you are a private individual or a governmental entity the ADA applies.
- The new construction improvements need to be ADA compliant.
- Public bodies have a duty to make infrastructure reasonably safe, which means anytime you have been put on notice that there is a hazardous condition it needs to be addressed as quickly as possible.
- Under ADA if you receive notice from someone with a disability that they are not able to utilize this facility for access, then the District has the duty to see if it can be fixed or make it usable within a reasonable period of time.

Sidewalk repairs and the financial responsibility for the repairs was discussed.

Ms. Davis noted we may need to allocate money for these specific sidewalk repairs in future budgets. The Board needs to address the areas of significant sidewalk damage.

Mr. Cascio explained the sidewalk repair issue will be discussed at the next workshop meeting and an HOA representative has been invited to participate in the discussion. The HOA should be involved in terms of the HOA notifying residents that there are problems and put them on alert, which could reduce the CDD's liability. We need to develop a policy of whether the repairs will be cost shared or whatever other method of payment will be utilized.

The question was asked if it is feasible to elect to have a special assessment on a resident.

Mr. Robin responded it is theoretically possible if there is an improvement that benefits one single property.

Ms. Davis requested that Mr. Robin give the Board the options available to move forward with the sidewalk issue and Mr. Robin complied.

FIFTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart reported on the sidewalk inspection and noted the worst community is Weymouth. She reported that the annual cost for the same type of repairs in another district was \$27,000. If the District would decide that you want to remove the offending trees, it would require some variance through the county. All of the trees in Weymouth are on CDD

property, between the back of the curb and the sidewalk. In order to address the sidewalk from this point forward, you will have to first address the trees.

There are some communities that passed a resolution making the responsibility of sidewalk maintenance the responsibility of the residents.

Each repaired sidewalk, tripping hazard area needs to be brought back to ADA standards. Of the 200 identified locations, there are only 10 of them with panels of sidewalk that have to be replaced because of the depth of the tripping hazard.

The sidewalk inspection report will be given to Mr. Grasso and he will distribute it to the Board.

Mr. Robin suggested that on an annual basis the amount of repairs is along the line of \$13,000 or \$14,000.

Ms. Stewart noted when you get to the point where you actually replace the panel of sidewalk you can choose to re-prune and paint or put in a barrier so the roots do not grow back. A sidewalk repair contractor is not qualified to do root pruning.

The switch gear in the right of way was discussed by Ms. Stewart.

Mr. Cascio expressed his feeling that the county has road rules and this switch gear is a clear violation of the rules and it should not be the District's burden to effect the repairs.

Ms. Stewart noted she was hoping the county would go to Progress Energy to have them take care of the problem because the property is county right-of-way.

Mr. Cascio will send a friendly inquiry to the county asking for feedback on the issue.

Mr. Robin reiterated to the Chairman that the inquiry to the county by made cautiously.

The record will reflect Ms. Stewart left the meeting.

For informational purposes Mr. Mendenhall reported to the Board that Mr. Cyment has requested audio for the last meeting and copies of the video of the meeting.

Mr. Robin noted that the meeting recordings are public record, but the cost of reproducing any meeting recordings using special technology would be at the expense of the person making the request.

Mr. Mendenhall also reported that Mr. Cyment mentioned to him that the cost for any documents, recordings or video tapes he requests should be borne by the District because he is a Board member and unable to attend meetings.

The Board was asked if they wish to have the District incur the cost of all document requests made by Mr. Cyment.

The Board concurred that document requests i.e. any hardcopy documents, digital audio recordings made by Mr. Cyment should be granted to him, to any Board member or member of the public and video recordings can be viewed at the Community District office by any Board member.

The Board discussed discontinuing video recording the Board meetings and concurred that it will be discontinued.

It will be restated to Mr. Cyment by Mr. Mendenhall that he can view the video tape of any recorded meeting at the Community District office.

Mr. Paradiso requested agreement of the Board to authorize Ms. Intini to purchase a recorder for the purpose of recording workshop meetings as the workshop meetings are only documented by handwritten notes.

Mr. Cascio noted the method currently being used for workshop meeting documentation is sufficient.

Ms. Intini will continue to email her notes from the workshop meetings to Mr. Mendenhall.

It was noted by Mr. Paradiso that the monthly agenda packages sent to Board members and staff are not to be bound, only stapled together.

Mr. Cascio noted that emailing the workshop meeting notes prepared by Ms. Intini to the Board members will be sufficient.

The record will reflect Mr. Robin left the meeting.

SIXTH ORDER OF BUSINESS

Manager's Report

A. Update on the Pool Project

Mr. Mendenhall reported he has copies of the updated plans. He has 6 copies of the Department of Health Form, which is filled out and stamped by GB Collins. This will be signed off by Carl of Florida Playstructures so that he can communicate with the Department of Health if there are any questions. After signing, the plans will be submitted to the Department of Health.

B. Update on Clubhouse Expansion

Mr. Mendenhall reported the cabinets look very nice. The doors and windows have been ordered and counter tops are up. The addition permit is expected in approximately 2 weeks.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Grasso briefly reported on the following:

- Security Access Proposals – have been revised.
- Fingerprint Reader – Proposals will be submitted. A representative will attend the January workshop.
- Holiday Lighting - working fine and the hardware will be removed sometime in the first week of January.
- Landscape lining in front of the Villages -- a representative will attend the workshop meeting.

The verbiage for the speeding sign was discussed and Mr. Cascio will forward suggestions to Ms. Stewart.

B. Park Director

Ms. Intini briefly reported on the following:

- Carpet Quotes – The carpet picked out by the Board at the workshop is included but if carpet tiles are required, the cost would increase to another \$1,235.

The consensus of the Board was to install carpet tiles.

On MOTION by Mr. Paradiso seconded by Mr. Cascio with all in favor installing carpet tiles at an additional cost of \$1,235 was approved.

- Rubber Mulch – The proposals were discussed.

On MOTION by Ms. Feldman seconded by Mr. Paradiso with all in favor the quote from Bliss Products and Services, Inc. for 5 yards of Playsafer Rubber Mulch at a cost of \$1,700 was approved.

- Updated invoice from East Coast Chair & Barstool for upgrade to the table.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the invoice from East Coast Chair & Barstool in the amount of \$9,537.23 which includes an upgrade to the table was approved.

- Bid Proposals for Maintenance Work in the pool – Sharper Image had the best price. This does not include the \$1,714 the County will charge to refill the water in the pool nor does it include the 2 pallets of salt, which will cost approximately \$1,000.

It was noted this is a General Maintenance item.

On MOTION by Mr. Cascio seconded by Mr. Paradiso with all in favor the bid proposal from Sharper Image for pool maintenance work at the main pool in the amount of \$44,429 was approved.

- Estimates for Building Repair – Estimates were received from Dave’s Home Helper Service, Inc. and Bonel Building.
- Board consensus was to accept the estimate of \$550 for the building repair work from Dave’s Home Helper Service.

Ms. Intini requested that the Board invite Mr. Verne Richardson, the HOA representative at Weymouth to the joint meeting.

She also reported the sleigh is full and will be picked up tomorrow morning.

The gift cards for 8 employees will be reimbursed through the General Fund and will not cost the community anything. The \$200 from the extra table rentals will be deposited and then a check will be made out to Ms. Intini for the 8 gift cards.

Mr. Mendenhall reported the gift cards and thank you letters for Mr. Heath and Ms. Bilello have been sent out.

C. Clubhouse Committee

There not being any report, the next item followed.

D. Landscape Committee

There not being any report, the next item followed.

E. Newsletter Committee

Mr. Paradiso noted he would like to sit with Jennifer and the lady from the Times in terms of coming up with a schedule that favors the District a little more.

EIGHTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Ms. Davis acknowledged the beautiful job Ms. Intini did on the tile.

It was recommended to Ms. Intini to obtain bids for painting the lobby and the alcove and bring the bids to the workshop meeting.

A brief discussion on where the money to have the painting done would come from ensued.

Mr. Cascio suggested that the Board look at the area during the next workshop meeting to see if painting is actually needed at this time.

Ms. Feldman suggested that a cash allowance be given to Ms. Intini for the purpose of providing for a small luncheon for the District employees to be used at the time that the gift cards are given out.

Ms. Intini reported she can arrange for a pizza and salad luncheon for \$88.81

Board consensus was to approve the allowance of \$88.81 for the purpose of providing a holiday luncheon for the clubhouse employee recognition function.

Mr. Cascio thanked Fred for helping with the tile work.

Mr. Paradiso reported he will write the letter for the February Newsletter.

He suggested that he conduct a town hall-type meeting with residents as Mr. Witmer had done in the past. It was suggested that the potential meeting could be held sometime in February or March, on a Friday night or Saturday morning when residents would be available to attend.

A discussion on whether such a town hall-type meeting was advisable ensued.

The discussion concluded with Mr. Cascio stating the Board is receptive to the idea of this type of meeting and Mr. Paradiso was encouraged to develop an agenda to bring to a workshop for review and input by the Board members and upon approval of the agenda an announcement of such a meeting could be noticed in the Newsletter.

Mr. Cascio thanked Ms. Intini for all of her hard work this past year and wished her a happy birthday. Fred was also thanked by Mr. Cascio for his involvement with the Commissioner.

NINTH ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

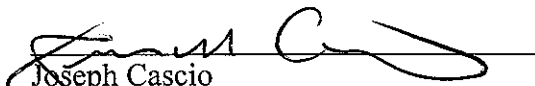
Adjournment

There being no further business,

On MOTION by Ms. Feldman seconded by Ms. Davis with all in favor the meeting was adjourned.



Andrew P. Mendenhall
Secretary


Joseph Cascio
Chairman