

**MINUTES OF MEETING  
OAKSTEAD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on September 21, 2010 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 Chairman
Diane Davis	Assistant Secretary
Sal Paradiso	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Tonja Stewart	District Engineer (via phone)
Nancy Intini	Park Director
Mario Grasso	Field Manager

*The following is a summary of the discussions and actions taken at the September 21, 2010, 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 (5) and  
Comments**

Mr. Mendenhall noted there were 5 audience members in attendance.

Audience Comments:

A resident of Weymouth inquired about the trees that are covering the street lights; who is responsible for correcting the problem?

Mr. Cascio explained the trees are the homeowner's responsibility to maintain; they were planted by the builder at a cost to the owner.

A representative from the HOA noted the tree responsibility issue will be reviewed for the purpose of determining whether the homeowner, HOA or CDD is responsible for trimming the trees.

Mr. Fred Krauer responded as a PACA Commissioner, CDD's are a Quasimodo Government of the Pasco County Government and as a result the County is not responsible for the Oak trees that were planted as the homes were being built. As a result, the CDD's are saying that if the County is not responsible, they are not responsible for the street trees either.

A lengthy discussion on tree trimming and sidewalk repair and responsibility ensued.

Mr. Mendenhall will forward the letter submitted to the Board from the Weymouth HOA attorney regarding "Sidewalk maintenance at Weymouth" to the CDD counsel for possible further discussion at the next CDD workshop meeting.

Mr. Cascio will check with Progress Energy regarding services they provide for tree trimming.

Mr. Mendenhall introduced Brian from L&M Construction who gave a presentation and explained his quote for sidewalk repair of common area sidewalks.

On MOTION by Mr. Cascio seconded by Mr. Paradiso with all in favor the quote/contract submitted by Brian of L&M Construction for sidewalk repairs of common areas as listed in the quote in the amount of \$5,692.50 was approved.

Mr. Grasso noted for the record, the additional specifications were sent to the other two contractors and they have not responded.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of the Minutes of the August 17, 2010 Meeting**
- B. Approval of the Financial Statements through August 31, 2010**

Each Board member received a copy of the above noted minutes and financial statements and was asked for any comments.

There not being any questions or comments on the consent agenda,

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

Mr. Paradiso asked a question regarding the subject discussed on page 5 of the August 17<sup>th</sup> minutes; Bracken Engineering and the pool construction problems.

Ms. Stewart reported on her conversation with Bracken regarding the situation.

Mr. Mendenhall reported the pool project is complete and Ms. Intini noted everything has been taken care of.

On MOTION by Mr. Cascio seconded by Mr. Paradiso submitting an offer to Bracken to split the cost of the extra services (\$1,100), recognizing that it was not the District's responsibility for problems that caused him to incur more time on the job; it was the contractor and lack of communication, but in an interest in fairness, we will offer to split his invoice if he is agreeable; with the caveat that he certify the pool was approved.

Ms. Stewart noted she believes the offer noted in the above motion is reasonable.

Mr. Paradiso asked for an update on the SBA account and Mr. Mendenhall noted he has not heard anything lately.

**FOURTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Mendenhall reported he spoke with Mr. Robin earlier and he indicated that he did not have anything to report to the Board for this meeting.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

Ms. Stewart noted that she emailed articles to Mr. Paradiso regarding aquatic plantings and water quality improvement information in hopes that this would be useful in educating residents.

It was reported she is trying to acquire water samples and trying to strategize where all her clients are in terms of how to determine whether or not the level of nutrients is considered a lot or a little.

She is also trying to ask when you are negotiating your landscape vendors, we need to talk to them about trying to help us determine more green products on our common areas.

Ms. Stewart inquired whether Mr. Grasso sees Tony on a regular basis and Mr. Grasso responded yes, he has access to him.

Ms. Stewart asked to have a meeting set up with Tony and Mr. Grasso to talk about the chemicals being used.

**SIXTH ORDER OF BUSINESS**

**Manager's Report**

**A. Consideration of Acceptance of the Engagement Letter from Grau & Associates to Perform Auditing Services for Fiscal Year Ended September 30, 2010**

Mr. Mendenhall reported the rate is the same as the previous year.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the engagement letter from Grau & Associates to perform auditing services for the fiscal year ended September 30, 2010 was accepted.

Mr. Paradiso requested to have the fiscal year 2010 audit submitted to the Board by May, 2011.

Mr. Mendenhall indicated that acceptance of the engagement with Grau & Associates is contingent upon the audit being delivered by May, 2011.

Mr. Mendenhall reported on emails he received from Mr. Cyment regarding the vines on the walls and the fingerprint scanner.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager**

- Mr. Grasso reported on correspondence with Mr. Mendenhall regarding the homeowner at Hillington who is dumping grass in the pond.

Mr. Grasso recommended that District Counsel send a strong letter to the homeowner regarding the issue; this infringement has been going on since July, 2006.

Mr. Mendenhall noted since the homeowner is not complying with staff's urging to stop dumping grass in the pond, it is typical to authorize Counsel to send a letter to the homeowner to cease and desist.

- At the workshop meeting the Board requested information regarding gate signs; prototypes were presented to the Board. They are ready to be produced upon Board approval.

Discussion of the signs ensued.

Board consensus was to authorize Mr. Grasso to go forward with ordering the signs as discussed.

Mr. Mendenhall introduced another issue he received from Mr. Cyment; he relayed his opposition to spending \$3,100 on the rental of Christmas decorations and feels the community would be better served with a more modest proposal.

- Replacement plantings were reported on.
- Power wash quotes will be received by the next workshop meeting.
- Quotes for Christmas lights were discussed.

On MOTION by Mr. Cascio seconded by Mr. Paradiso with all in favor the expenditure of \$3,100 with \$1,550 to be paid up-front to start the project for Christmas lights was approved.

- Mr. Mark Sifford will be called to clean the area in question.

**B. Park Director**

- Ms. Intini reported on lights as discussed at the workshop meeting and handed out quotes she received.

The Board discussed the light quotes.

On MOTION by Ms. Davis seconded by Mr. Paradiso with all in favor the quote from Brandon Industries for the purchase of pole lights in the amount of \$3,878 was approved.

- The quote from HPI for the Thumbprint System for the front door was discussed.

On MOTION by Ms. Davis seconded by Mr. Paradiso with all in favor the HPI quote for an Expandable Door Fingerprint Access Control System with Intercom & Door Release in the amount of \$13,482.47 was accepted.

Mr. Paradiso stated his opinion for the record; we are making a mistake by not adding a second reader outside.

Ms. Davis noted since we did not get the second device and we can put funds toward the clubhouse, Ms. Intini should get some quotes on hurricane proofing the cupola and window film.

Ms. Intini responded she already did that.

Mr. Cascio asked Mr. Grasso to see if there were things that are considered capital that would be helpful to him in completing his job or on the field side.

Ms. Intini informed the Board about a request she received regarding a clubhouse rental.

A lengthy discussion on future plans for charging fees for the use of District facilities ensued.

Mr. Cascio asked Ms. Intini to update the information she has already researched regarding fees for the use of District facilities and requested that the issue be discussed at the next workshop meeting.

Board consensus was to allow the requestor, as indicated by Ms. Intini, to rent a room at the clubhouse at the regular room rental fee.

**C. Committee Reports**

There not being any, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Reports, Requests and Comments**

Mr. Paradiso expounded on a contract with FHP as discussed at a previous meeting.

Mr. Mendenhall noted he will send the proposed FHP contract to District Counsel for review.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the contract with FHP for a security pilot program in the amount of \$1,270 was approved subject to District Counsel's review.

Mr. Cascio noted for future plantings, Greenbriar should be cognizant of where they put different size plants.

Mr. Cascio also asked Mr. Krauer if he would get together with him to discuss how they might approach the County on tree issues and get additional support from PACA.

Ms. Feldman congratulated Ms. Intini and staff on the Fun Fair.

She also noted the adults would like to have another Caribbean Night or something comparable to that event.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

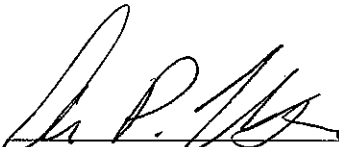
There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

  
Andrew P. Mendenhall  
Secretary

  
Joseph Cascio  
Chairman