

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on November 16, 2010 at 2:30 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida.

Present and constituting a quorum were:

Norman Keith	Chairman
Barbara Feldman	Vice Chairman
Diane Davis	Assistant Secretary
Sal Paradiso	Assistant Secretary
Fred Krauer	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 November 16, 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.

THIRD ORDER OF BUSINESS

Organizational Matters

Mr. Mendenhall explained the new Supervisors elected at the November 2, 2010 general election have the opportunity to take their seats on the Board as of today's meeting.

Whenever a new Board member is appointed or elected the Board has the option of restructuring the slate of officers.

Nominations from the Board were requested for Supervisors to serve on the Board as Chairman, Vice Chairman, Secretary, and Assistant Secretaries.

As in the past, the positions of Treasurer and Assistant Treasurer should be filled by officers of Severn Trent in order to manage the District's financials in a timely manner. Formerly, Mr. Stephen Bloom, Severn Trent Financial Manager and Mr. Robert Koncar, Severn Trent General Manager have served as the District's Treasurer and Assistant Treasurer. It is recommended that they continue to serve in this capacity. It is also recommended that I, Andrew Mendenhall continue to serve as Secretary in order to sign or co-sign certain District documents.

The Board was asked for nominations to serve as Chairman.

Ms. Feldman nominated Mr. Norman Keith

There being no other nominations for Chairman, Mr. Norman Keith was appointed Chairman.

The Board was asked for nomination to serve as Vice Chairman

Ms. Davis nominated Ms. Barbara Feldman.

Mr. Paradiso nominated himself.

The Board was asked for a vote for Vice Chairman by a show of hands: for Mr. Paradiso.
(1 vote)

The Board was asked for a vote for Vice Chairman by a show of hands: for Ms. Feldman.
(3 votes)

The results indicated Ms. Feldman was appointed Vice Chairman.

<p>On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor Resolution 2011-1 designating the officers of the District as follows: Mr. Keith, Chairman, Ms. Feldman, Vice Chairman, Mr. Mendenhall, Secretary, Mr. Bloom, Treasurer, Mr. Koncar, Assistant Treasurer, Mr. Paradiso, Ms. Davis and Mr. Krauer serving as Assistant Secretaries, was adopted.</p>

The Chairman expressed his view of how future meetings should be conducted, noting the following:

- o Mr. Mendenhall will direct meetings for a short time, until the Chairman becomes familiar with the procedure.
- o Residents will have the opportunity to speak, at the time specified, for up to 3 minutes.

- o Board members will be asked to refrain from lengthy expansions on their views and opinions on any given subject.
- o Audience members will be asked to refrain from interrupting speakers.
- o Meetings will be conducted in a business-type way in order to cut down on the meeting duration.

SECOND ORDER OF BUSINESS

Audience Attendance Count (6) and Comments

Mr. Mendenhall noted there were 6 audience members in attendance.

Audience Comments:

A resident, Ms. Susan Lorenzo of Hillington asked about the possibility of designating a dog park in the community.

Mr. Keith noted the space would have to be located as it would be on common property and there are numerous problems involved. With Board consent, this could be an item for discussion to be included on a future workshop agenda.

FOURTH ORDER OF BUSINESS

Consent Agenda

A. Approval of the Minutes of the October 19, 2010 Meeting

B. Approval of the Financial Statements through October 31, 2010

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

Ms. Feldman requested corrections on page 5; references to light *bulbs* should be corrected to read light *posts*.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the consent agenda, including the minutes as amended, was approved.

Mr. Paradiso asked about the SBA accounts and Mr. Mendenhall indicated that we should know more about the accounts with the next set of financials.

A discussion on whether a motion would be made at this meeting to either accept or modify the sidewalk repair policy. The policy was discussed at the last workshop and it is expected that a motion will be made at this meeting on whether to change the documents or not.

Mr. Keith asked Mr. Casio if it was his intention to have a sidewalk repair policy approved at this meeting.

Mr. Cascio indicated that at the workshop it was his impression that things were being put in position so that a motion could be made to accept or to modify the documents that were submitted so that they could be issued to the residents to clarify who has responsibility for the sidewalks.

Mr. Keith asked Mr. Mendenhall to explain the procedure for either accepting the sidewalk policy or not.

Mr. Mendenhall indicated that since the agenda for today's meeting was prepared over a week ago, the sidewalk item was not included in the agenda.

Mr. Keith requested that if an item that requires addition discussion is introduced today, that item should be placed on the next workshop agenda for discussion and also placed on the agenda for the next regular meeting so that an official determination motion can be made at that time.

The Chairman chose to discuss the sidewalk issue at this point in the meeting.

The following was noted by the Chairman:

- The Board has worked for several months on what to do about sidewalks in the common areas and inside the villages where there has been a contention by some that the homeowner did not have any responsibility for repair and that the CDD should repair the sidewalks.
- Tree roots were lifting up sidewalks; improper building by the developers causing settling and Verizon's work in the community are some of the reasons for the need for repairs.
- Documents on the sidewalk issue have been prepared and have been published and will be used for developing a policy.
- The policy for the common areas is the District takes care of the sidewalks and the homeowner is responsible for repair of the sidewalk inside the gates.
- Mr. Cascio has written a letter and a policy will be sent to homeowner's if we adopt it.
- The Board decided that once every six months or once per year, the District Engineer will conduct an inspection of the sidewalks, which will be the determining factor on whether the sidewalk is satisfactory or meets the criteria for repair.

- If the sidewalk has to be repaired because somebody might trip over it, then the Board will send a letter to the owner and the HOA, who will issue a violation on the sidewalk because it violates the covenants which distinctly state it is the homeowner's responsibility to maintain the yard and everything in the yard, even across the sidewalk, the trees and so forth.
- Basically we have an inspection program, we will determine when a sidewalk needs to be repaired and we will give instructions to repair it. If the homeowner does not answer within four weeks to the violation letter or the letter from the District, then the District can go in there and repair it themselves.
- If the homeowner decides they want to repair it and they do not have the money, it can be added as an assessment to their individual special assessment to their normal tax rolls or they can set up some kind of a payment plan.

Ms. Feldman introduced a discussion on trees; trees intruding on the street lights in Weymouth.

Mr. Keith expressed his opinion that the tree issue in Weymouth is between the homeowner and the Weymouth HOA.

Mr. Krauer noted the following:

- An individual homeowner who has a tree in front of their house that is covering the street light will find it difficult to cover the cost of having a company with a cherry picker go out there to thin out the trees that are not letting light through. It will be a tremendous cost to the homeowner to have the trees pruned.
- At the last workshop Mr. Krauer received direction from the CDD Board to start working with the county to see if the District can negotiate with them to take the street trees out.
- Right now the county's rules state that when our community was built it had to have two Oak trees per property. Because the yards are so small in Tanglewylde/Weymouth they could not put them in the back so they stuck them on the front lawn, in between the sidewalk and the street.
- The county's new policy states only one Oak tree per property or from the preferred list. Mr. Krauer will try to negotiate with the county if Oakstead can work along with them, if the Board agrees to work along with this. He suggested that the Board consider

absorbing the cost of taking out the street trees inside the villages and planting them somewhere else in the District.

Mr. Keith noted we will not solve that problem right now as it will require more discussion at a workshop meeting. The issue will also be included on the next regular meeting agenda as an unfinished business item.

Regarding the sidewalk policy anticipated to be accepted at today's meeting, Mr. Krauer recommended including verbiage that the approved policy could be changed down the line as discussed at the last workshop meeting.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the letter to Oakstead residents regarding sidewalk maintenance and repair, drafted November 14, 2010, the Oakstead CDD Sidewalk Repair/Replacement Guidelines document and the Specifications for Sidewalk Repairs Within the Community of Oakstead in Land O' Lakes, Florida document to be mailed out by the District to each homeowner (addresses to be provided by Rampart) was approved. The mailing will consist of the above stated 3 documents only.

FIFTH ORDER OF BUSINESS

Attorney's Report

Mr. Mendenhall noted Mr. Robin is not in attendance, but he spoke to him earlier and he indicated that he had nothing new to report to the Board and in an effort to save the District money he would not be attending.

SIXTH ORDER OF BUSINESS

Engineer's Report

Mr. Mendenhall noted he also spoke with Ms. Stewart on the telephone earlier and he expected that she would be attending today's meeting.

Mr. Paradiso reported on a roadway inspection he was doing, noting the following:

- o There were some cracks here and there.
- o There was some erosion on the top of the asphalt in Keswick.
- o Nothing stood out at the conclusion of the inspection.

SEVENTH ORDER OF BUSINESS

Manager's Report

Mr. Mendenhall indicted he had nothing new to report.

EIGHTH ORDER OF BUSINESS

Staff Reports

Mr. Keith questioned certain items included in the minutes of the October 19th meeting under the Field Manager’s Report.

Ms. Davis noted the traffic calming issue needs to be further discussed as she received emails from two residents who stated they are still not happy with the current traffic calming steps already implemented. She recommended including the traffic calming issue on the next workshop agenda.

Mr. Keith expounded on the HOA’s viewpoint on parking on the street.

A. Field Manager

The proposal from Creative Landscape Lighting was discussed along with a discussion on the supplemental lighting proposal for pedestrian gates requested by the Board.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the proposal from Creative Landscape Lighting for pedestrian gates in the amount of \$4,713 was approved.

Mr. Mendenhall reported that Ms. Stewart, District Engineer would not be attending today’s meeting.

Mr. Grasso reported on the wildlife corridor issue at 3405 Sheehan Place; the issue is resolved.

A document provided by FHP Trooper John Sessa was handed out to the Board and discussed.

Mr. Keith requested that Mr. Mendenhall consult with Ms. Stewart on the legal procedures for obtaining a traffic study on all villages within Oakstead (including a cost for the study) and report back to the Board with Ms. Stewart’s response before the next workshop meeting. This will be another workshop agenda item.

Mr. Grasso also reported on the irrigation damage caused by parking vehicles during a special event held at the school.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor billing the school for the irrigation damage caused by parking vehicles on District property during the school’s special event held on November 12, 2010 was approved.

Mr. Paradiso Moved to amend the previous motion and Ms. Feldman seconded the amended motion whereby the bill for damages will state that damage to District property was done due to negligence due to parking during a school event; the bill should be sent to the Superintendent of Schools via certified mail.

Ms. Davis asked Mr. Grasso to obtain information on guidelines and an estimate on what it would cost to install boulders to prevent cars from parking in certain areas.

The Chairman noted that this issue should be discussed at the next workshop meeting.

B. Park Director

Ms. Intini reported the light poles are completed.

She also reported the security system should be installed before January 1st and she requested that discussion of policies and procedures regarding the security system be included in the next workshop agenda. (fingerprint system)

On MOTION by Mr. Paradiso seconded by Mr. Cascio with all in favor authorization for the District Manager to proceed with advertising a public hearing on rental fee schedule changes was approved.

C. Committee Reports

Mr. Paradiso reported the newsletter is going good and the website is going smooth. He will talk with Ms. Cynde Mercer about having an email feature instead of going through Eric and go through the CDD website as it is currently set up. He will update the Board on this matter at the next workshop meeting.

EIGHTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

A discussion on special recognition of past Supervisors ensued.

Mr. Keith addressed Mr. Cascio stating "the Board recognizes the valuable service you have extended to the community".

Mr. Cascio responded "I feel I have been recognized throughout my tenure on the Board and also during the last couple of meetings and that is really all the acknowledgment I need".

Mr. Krauer thanked Mr. Cascio for his service and commended him on his calming effect and demeanor during difficult meetings. He requested that Mr. Cascio assist him with the street tree situation.

Mr. Paradiso handed out a document regarding EPA guidelines for Florida waters. He noted he would like to continue with going forward with the plantings as previously discussed.

Mr. Krauer noted Mr. Grasso is researching other avenues that can be used for additional conservation.

Mr. Paradiso also handed out the FHP Trooper schedule for December 2010 and it was discussed.

Mr. Keith asked that a separate committee report be put on the agenda in the future in order to update the Board each month.

Ms. Feldman noted, a Trooper Committee Report.

Mr. Paradiso indicated he would run the statistics for the Newsletter and distribute a copy at the workshop meetings.

The Board was asked for a consensus to allow Mr. Paradiso to work with Mr. Grasso in creating the Trooper schedule and it was granted.

The Board made suggestions to Mr. Grasso on ways to track the Trooper Schedule against the already approved budget for this item.

Ms. Feldman introduced a discussion on committees and noted each committee was to include a Board member as a liaison. The list of committee's will be discussed at the workshop meeting.

TENTH ORDER OF BUSINESS

Audience Comments

Mr. Ross Fischler reported where the gates are in Keswick, the plants have been dead for months and have not been replaced.

Mr. Grasso indicated there is a problem with the roses; they are not really dead but struggling. The area will be monitored.

Mr. Paradiso reported the striping behind the gate is looking horrible and it is probably time to address that. He also noticed during his road inspection that none of the stop signs have the white striping in the road before the stop sign or the yellow cross walk lines.

Mr. Keith requested that Mr. Grasso research whether the strips before the stop signs are a legal requirement.

Mr. Paradiso noted we need to get estimates on any striping that needs to be taken care of.

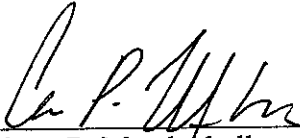
Mr. Keith asked Mr. Paradiso to develop a list of where striping or re-striping is needed.

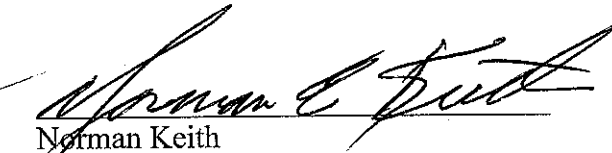
TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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


Andrew P. Mendenhall
Secretary


Norman Keith
Chairman