

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on August 16, 2011 at 6:30 p.m. at the Oakstead Clubhouse, 3038 Oakstead Boulevard, Land O' Lakes, Florida.

The following is a summary of the discussions and actions taken at the August 16, 2011, Oakstead Community Development District's Board of Supervisors meeting.

The Chairman explained to the audience what was going to be done at the meeting. They were asked to make comments after the budget is discussed by the Board or as the budget discussion occurs. It was explained the purpose of the public hearing is to approve two resolutions; one to adopt the proposed budget and one resolution to allow the District to levy the assessments with the County. The public hearing will be closed and the Board will discuss regular agenda items.

Mr. Keith continued, the Board has worked during five or six meetings on the budget and resulted in an increase to the budget of 98 cents per month; \$11.64 per year. The Board is pleased with the results.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the July 19, 2011 Minutes**
- B. Approval of the Financial Statements through July 31, 2011**

Mr. Paradiso MOVED to approve the consent agenda and Mr. Krauer seconded.

Mr. Paradiso questioned an item on page 7 of the financials; the Cash and Investment Report. He asked what is the reason why we are waiting to move the SBA account money?

Mr. Mendenhall responded there is a transfer fee for moving those funds so they usually like to wait until it is at a certain level before moving them.

Mr. Paradiso requested that the push on the State to release those funds be renewed.

Mr. Mendenhall noted he will try to get a new update on the SBA funds.

Ms. Feldman inquired about the fund balances on page 1; Capital Projects shows a negative or a credit of \$13,500.

Mr. John Witmer explained that amount represents the last year of amortization from Bright House deferred revenues.

Mr. Mendenhall will find out why this amount (\$13,500) is listed under Capital Project Funds.

On VOICE vote with all in favor the consent agenda was approved.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The record will reflect all Board members were present.

- | | |
|-----------------|---------------------|
| Norman Keith | Chairman |
| Barbara Feldman | Vice Chairman |
| Diane Davis | Assistant Secretary |
| Fred Krauer | Assistant Secretary |
| Sal Paradiso | Assistant Secretary |

Also present were:

- | | |
|-------------------|------------------|
| Andrew Mendenhall | District Manager |
| Mario Grasso | Field Manager |
| Nancy Intini | Park Director |
| Residents (7) | |

SECOND ORDER OF BUSINESS

Audience Attendance Count and Comments

There were 7 audience members in attendance.

FOURTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2012 (Resolution 2011-4) and Levy of Non Ad Valorem Assessments (Resolution 2011-5)

The Chairman asked for a motion to open the public hearing.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the budget public hearing was opened.

Mr. Keith directed the audience to the last page of the budget, which indicates the assessment rates. It was noted the assessments are virtually the same as noted in the current budget.

The Board was asked for comments on the budget.

Mr. Paradiso thanked Mr. Witmer for his help with the budget.

The audience was asked for comments on the budget.

There not being any, the public hearing was closed.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the budget public hearing was closed.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor Resolution 2011-4 relating to the annual appropriations of the District and adopting the budget for fiscal year 2012 and referencing the maintenance and benefit special assessments to be levied by the District and Resolution 2011-5 levying and imposing a non ad valorem maintenance special assessment for fiscal year 2012 were adopted.

FIFTH ORDER OF BUSINESS

Attorney's Report

There not being any, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS

Manager's Report

A. Meeting Schedule for Fiscal Year 2012

The Board was asked to review and comment on the drafted fiscal year 2012 meeting schedule as provided in their agenda packages.

Board consensus was to change the time of each fiscal year 2012 workshop and regular meeting to 6:30 P.M.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the fiscal year 2012 drafted meeting schedule, which includes a change in the time of the meetings to be held at 6:30 P.M. was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Grasso gave his report which included the following:

- The SWFWMD letter regarding Parcel 2.
- The letter sent to a resident regarding illegal dumping in Brenford. This has been taken care of; it is all clean.
- Snapshot of the control structure at pond 59 in Tanglewylde. A proposal for lowering that structure was received. This will be kept on ice.

As proposals submitted by the District Engineer to the Board have been coming in at costs much higher than proposals received by staff members Ms. Davis asked to have this issue put on the next workshop agenda for discussion; under Engineers Policies and Procedures.

- Ron Bryant Qualified Service gave a price for the sidewalk near the playground, three sections, and to install one near the electrical box for \$750. However, he can probably do it for \$450, pending work being done in Tanglewylde.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor cement sidewalk repairs as discussed above and the little sidewalk out front, including an area in the back mentioned by Ms. Intini, to be done by Ron Bryant Qualified Service in the amount of not to exceed \$1,000; the funds to come from the current year's budget and the work to be done before the Fun Fair event, was approved.

- Gate repairs are being done. The District is saving money by having Mr. Grasso repairing the gate systems himself instead of contracting with a gate vendor.

Mr. Paradiso asked about the following:

- Lighting at the round-about.
- Requested Mr. Grasso get an estimate for re-stripping behind the gates.

- Information on use of recreational vehicles will be put in the September Newsletter.

B. Park Director

Ms. Intini reported she received 3 quotes for lighting; one for \$3,400, one for \$3,600 and one for \$3,310 from HN Contracting, LLC.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the proposal from HN Contracting, LLC for replacement of 24 existing 2'x2' lay-in troffer light fixtures in the amount of \$3,310, funds to be used from the Clubhouse Capital Outlay was approved.

C. Finance Committee

This item was not discussed.

D. Newsletter Committee

Mr. Paradiso reported the editor was at the HOA meeting last night and was kicking around some ideas; new content and soliciting content. He will follow up with Kelly about some color pages.

Mr. Paradiso provided a contract to Mr. Mendenhall for the Chairman's signature. Upon obtaining the Chairman's signature, Mr. Mendenhall will forward a copy of the executed contract to Ms. Intini and the District recording secretary for the public record.

It was also reported that the CDD website is going okay. The August Newsletter was posted a little late due to the web administrator's vacation.

Mr. Keith noted he found the website extremely handy for reviewing minutes.

NINTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Mr. Paradiso addressed a moving van parking issue; permits for parking moving vans.

Mr. Keith indicated that this issue was discussed many times and both boards made the same exceptions and if it has to be challenged, maybe somebody will have to challenge it. The Articles of Incorporation say that the purpose of the CDD Board and the HOA Board is to ensure the safety of the residents.

The consensus of the Board was to concur with the current policy on parking moving vans on District property.

Ms. Feldman insisted that Mr. Mendenhall make sure the current parking policy indicates 48 hours.

Mr. Paradiso suggested that Mr. Mendenhall send Eric a formal response.

Mr. Mendenhall indicated he has responded to Eric a number of times via email. He can again respond to Eric indicating the Board has reaffirmed their position on parking.

Mr. Krauer noted, as he brought up at the workshop meeting, there is a patch of Brazilian Pepper trees coming from the conservation area to Tanglewylde and he would like the Board to find out what it would cost to have them removed.

The Chairman requested that Mr. Grasso handle the Brazilian Pepper issue mentioned by Mr. Krauer. Mr. Mendenhall was asked to check where the funds would come from to handle this issue. The Board was reminded that removing Brazilian Peppers can be a very expensive endeavor.

Mr. Keith requested that the Brazilian Pepper issue be included on the next workshop agenda.

Mr. Krauer reminded the Board to be wary of residents who encroach onto conservation areas, as SWFWMD is watching and looking to impose fines.

Ms. Feldman remarked about the minutes she typed from the August 9th workshop. She indicated there were 9 issues that require a response from Mr. Mendenhall.

Ms. Davis requested that the trees in front of the pedestrian gate at Strathmore, the Logustus, be cut back more than what was done.

Mr. Keith reiterated that Board members and staff are not to contact the District's Attorney or District Engineer, as doing so will incur charges to the District. Inquiries should be directed to the District Manager who will circulate the inquiry accordingly.

TENTH ORDER OF BUSINESS

Audience Comments


There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS


Adjournment

There being no further business,

On MOTION by Ms. Feldman seconded by Mr. Paradiso with all in favor the meeting was adjourned at 7:30 P.M.



Andrew P. Mendenhall
Secretary



Norman Keith
Chairman