

**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 15, 2011 at 6:30 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 |
| Fred Krauer     | Assistant Secretary |
| Sal Paradiso    | Assistant Secretary |

Also present were:

|                      |                  |
|----------------------|------------------|
| Andrew Mendenhall    | District Manager |
| Mario Grasso         | Field Director   |
| Nancy Intini         | Park Director    |
| Audience Members (4) |                  |

*The following is a summary of the discussions and actions taken at the November 15, 2011, Oakstead Community Development District's Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

Mr. Keith called the meeting to order and Mr. Mendenhall called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Attendance Count (4) and  
Comments**

Ms. Susan Lorenzo asked if there are plans to replace the lounge chairs and Mr. Keith responded yes, there are.

Mr. Joshua Anderson expressed his opinion he is not happy about paying to have F.H.P. come in to give out tickets.

Board members explained the reasons for hiring the F.H.P. for patrolling the Oakstead communities.

Mr. Ross Fischler reported on a problem with parking on the street in Keswick.

Mr. Keith suggested Mr. Fischler call the non-emergency Pasco County number explaining the issue. He also indicated the security authorities will be notified of the issue.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of the October 18, 2011 Minutes**
- B. Approval of the Financial Statements through October 31, 2011**

Mr. Paradiso MOVED and Ms. Feldman seconded to approve the consent agenda.

Mr. Paradiso inquired about financial items; Miscellaneous Services and R&M Gate.

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

**FOURTH ORDER OF BUSINESS**

**Attorney’s Report**

There not being any, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Engineer’s Report**

There not being any, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Manager’s Report**

Mr. Mendenhall reported the following:

The resident who had the wall encroachment issue is agreeable and is more than willing to take care of the problem.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager**

Mr. Grasso noted the following:

- Pond 56 – vegetation removal – ground is too soggy to begin removal.
- The lights were strung on Sunday and will be turned on the day after Thanksgiving. Board consensus was to turn the lights on before Thanksgiving.
- Greenbriar received a 91.5 scoring last week.
- Gate access – the grand total is \$7,900; actual expense \$2,000.

**B. Park Director**

Ms. Intini requested the Board approve the color swatches she has for painting the clubhouse, and they did so.

It was also reported we are setting up for Christmas and New Years.

Regarding the painting being done by Zach, Ms. Davis reported he has been working three days on just the doors outside. Instead of giving them a quick-fix he is doing it down to zero and starting back up again and replacing wood. This vendor is exceptional.

A discussion ensued regarding the lights attached to the clubhouse building. Ms. Intini will research options to replace the lights.

A discussion ensued regarding painting the inside of the clubhouse after the holidays.

The Board requested Ms. Intini get two additional painting quotes.

**C. Finance Committee**

There being no report, the next item followed.

**D. Newsletter Committee**

Mr. Paradiso reported the newspaper is changing their name to Tampa Bay Times. Sometime after January 1<sup>st</sup> he will re-bring up the discussion with Kelly about color pages for the Newsletter.

It was also reported the website is going good.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Reports, Requests and Comments**

Ms. Feldman noted she would like to make a motion to approve the agreed amount the Board discussed at the workshop for the holiday gift cards, staff salaried employees and etcetera.

Ms. Feldman MOVED to approve the previously agreed upon holiday gift cards for staff, salaried employees, etc. and Mr. Paradiso seconded the motion.

Mr. Krauer noted we talked about a party for staff and gift cards for staff, but what about our Field Manager's and stuff?

Ms. Feldman clarified the motion by stating "to approve the agreed amount for the holiday cards for clubhouse staff, salaried employees and lunch or dinner, whichever Nancy decides, inviting the Board members and their spouses and Andy is welcome to come too".

On VOICE Vote with all in favor the motion to approve the previously agreed amount for the holiday cards for clubhouse staff, salaried employees and a lunch or dinner passed unanimously.

Ms. Intini indicated the Christmas party for staff and Board members is scheduled for Saturday, December 10<sup>th</sup> at 6 P.M.

Ms. Feldman congratulated Ms. Intini on the Meet and Greet held on Friday.

Street light outages were reported by Ms. Feldman to Mr. Grasso.

Mr. Krauer noted a great idea was brought up at the Meet and Greet; one community representative reported they open the gates from 7 a.m. to 9 a.m. and again open them from 4:30 P.M. to 6:30 P.M. to keep gates from constantly opening and closing. Testing this procedure was recommended.

Mr. Krauer will inquire about other communities' experiences with open-gate procedures at the next PACA meeting.

It was also reported by Mr. Krauer T Rowe Price will be starting construction within a year to a year and a half over here and they will be closing down their Tampa facility and moving everybody up here. It will be another 5 to 10 years before they build their next building.

Board consensus was to include the open-gate issue on the January, 2012 workshop agenda for discussion.

Mr. Krauer reported District 2 is now shifted from 41 East all the way up to Bruce B. Downs and it goes down in to Meadow Pointe. We are now District 4 and our new Commissioner is Henry Wilson.

Mr. Keith reported he is working on a spread sheet, which includes everything that needs maintenance, when it needs to be replaced and so forth. It is being put on a 20 year time line and spreading out on how much it costs so we can begin to build and tell if the reserves are actually correct and estimate when funds need to be put in each category.

The Board was asked to concur to start thinking about long range plans for the District. They were asked to prepare a plan that could be published to make the organization look like a business organization with a purpose. This will be discussed at the January workshop meeting.

The employee manual was discussed. It was decided to discuss the manual at the December 13<sup>th</sup> workshop meeting, which could possibly be continued to another day as it needs to be voted on by the Board at the December 20, 2011 meeting.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

A resident asked if there is a way to make the pool cooler in the summertime.

Mr. Paradiso explained there is a very expensive method, which would bankrupt the District budget.

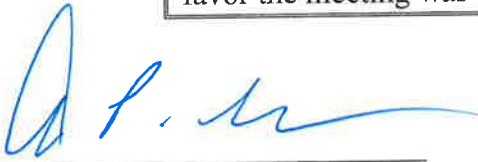
The resident also asked about gate upgrades; alternatives to clickers.

**TENTH ORDER OF BUSINESS**

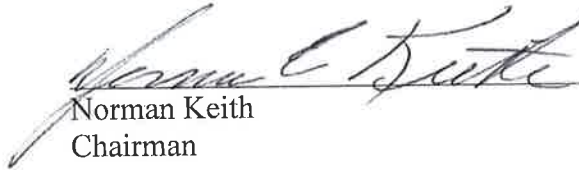
**Adjournment**

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