

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on May 17, 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 Member (4)	

The following is a summary of the discussions and actions taken at the May 17, 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.

Mr. Keith apologized to the Board for the unprofessional manner in which the last workshop meeting was conducted. A document regarding meeting rules was explained by Mr. Keith.

SECOND ORDER OF BUSINESS

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

Mr. Chris Traber addressed the Board regarding the Lake Patience Road widening project and referred to his letter written to the Board dated May 15, 2011.

After listening to the concerns stated by and indicated in Mr. Traber’s letter it was suggested that Mr. Mendenhall consult with the District Engineer and Attorney on this matter and request that they address this issue at the next meeting.

THIRD ORDER OF BUSINESS **Consent Agenda**

- A. Approval of the April 19, 2011 Minutes**
- B. Approval of the Financial Statements through April 30, 2011**

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

Mr. Paradiso questioned items of the financials and Mr. Mendenhall responded.

Regarding the question of unemployment compensation listed on page 28 of the financials, Mr. Mendenhall noted he will check with the District Accountant and respond to the Board.

Mr. Mendenhall reminded the Board that they can email any questions they have on the minutes or financials when they receive their agenda packages thereby allowing him time to obtain an answer prior to a meeting.

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

FOURTH ORDER OF BUSINESS **Old Business**

- A. Christmas Light Proposal**
This item will be discussed during the Field Manager’s Report.

FIFTH ORDER OF BUSINESS **Attorney’s Report**

There not being any, the next item followed.

SIXTH ORDER OF BUSINESS **Engineer’s Report**

In the engineer’s absence Mr. Mendenhall reported Ms. Stewart is still researching the new ADA requirements. She is researching the possibility of exemptions for small entities as this District.

Mr. Paradiso inquired about a previously discussed issue regarding the lake at the commercial property up front; it keeps flooding into Concourse Stations lake.

Mr. Mendenhall noted Ms. Stewart did not relay any comments to him on this matter.

SEVENTH ORDER OF BUSINESS

Manager's Report

B. Report on Number of Registered Voters in the District – 1,965

Mr. Mendenhall reported this information is provided by the Supervisor of Elections office each year; as of April 15, 2011 there were 1,965 registered voters within the District.

A. Distribution of the Proposed Fiscal Year 2012 Budget and Consideration of Resolution 2011-2 Approving the Budget and Setting the Public Hearing

Mr. Mendenhall explained this is a procedural step. As a Board you will approve the preliminary budget that is sent to the County. This is the budget that is used for TRIM purposes. Whatever number you set today, cannot be set higher at future meetings; you can go lower but not higher. The Board may want to consider including a buffer in the budget due to new ADA requirements.

The resolution you adopt tonight will set the public hearing date on the adoption of the budget for August 16, 2011 at 6:30 P.M. at this clubhouse. After approving this tentative budget, notice letters will be sent to all residents informing them of the meeting date, assessment rate and their property owner rights.

A budget that includes changes discussed at the last workshop meeting was handed out to the Board.

Mr. Paradiso MOVED to adopt Resolution 2011-2 with a TRIM notice of \$1,200.

Mr. Mendenhall noted currently your Operations and Maintenance is set at \$888.74. You can go up to \$1,200. At \$1,100 you are well within your parameter.

Mr. Paradiso stated “well \$1,100 then, I’m open.”

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor Resolution 2011-2 approving the budget for fiscal year 2012 and setting the public hearing for August 16, 2011 at 6:30 P.M. in the Oakstead Clubhouse at 3038 Oakstead Boulevard, Land O’ Lakes, Florida with an Operations and Maintenance assessment of \$1,100 was adopted.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Grasso noted the Gate School he attended was very informative.

Mr. Keith inquired about the pond issue at Weymouth.

Mr. Grasso reported regarding the issue submitted by Mrs. Lord, there is some erosion from scouring from the locations of drain pipes on her property and neighbors property. After speaking with Mr. Mendenhall, Biomass was called, as it is a repetitive situation.

A proposal from Biomass for repairs was discussed.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the repair proposal from Biomass in the amount of \$4,500 was approved.

Entry Plants

Mr. Keith requested that a Board member inspect the area and recommend a course of action to the Board before the next workshop meeting.

Ms. Davis will get together with Mr. Grasso for an inspection and report back to the Board.

Three Village Vine Removal

A proposal for removing vines from three villages was discussed at the workshop meeting; \$2,100.

Mr. Grasso will discuss the issue with Bono and this item will be discussed at the next workshop meeting.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor as per the proposal presented to the Board the Hillington fig vine removal for \$600, Keswick for \$575 and Weymouth for \$750 was approved.

Christmas Lights

Ms. Davis was asked to express her opinion on the subject.

She noted although they are costly she likes them. She suggested just doing the center trees since they are big and prominent from SR 54 and omit the marquis this year.

It was also suggested to have some of the trees around the clubhouse lighted.

Ms. Davis will get together with Mr. Grasso to propose holiday lighting for the District and will discuss this issue at the next workshop meeting.

Mr. Grasso reported the following:

- Mr. Paul Woods is our new OLM inspector and he is very tough; the grade was 92.5.
- Pond plantings on 7, 29, 30, 54 and 57 were done last Friday. Number 7 in Ashmonte is doing very well.
- Security – The Sherriff issued 5 summonses and there were 9 traffic stops. The Trooper had about 15 and 10 summons's issued, 5 were warnings, 4 were non-residents and the others were residents. There were 8 car burglaries, Marchmont, Hillington and Weymouth, all on the same day, May 4th.
- The Ecological Consultant renewal contract is \$100 less than the previous contract. The renewal will start in January.

Ms. Davis suggested to Mr. Grasso that a notice regarding Greenbriar's service for pruning trees for \$25 (with a minimum of 10 trees) be put in the Newsletter every month.

B. Park Director

Ms. Intini reported the resident who reported that he was concerned about the guest pass rules was not in attendance at this meeting.

A copy of the Guest Pass Rules was handed out to the Board and a lengthy discussion ensued.

Mr. Mendenhall suggested that since there is a fair amount of debate about this particular issue it should be discussed further at a workshop meeting and the Board concurred.

C. Finance Committee

D. Clubhouse Committee

E. Landscape Committee

F. Newsletter Committee

There were no reports for items C, D and E.

Regarding item F, Newsletter Committee, Mr. Paradiso reported things are going okay for the most part.

NINTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Mr. Krauer noted he would like the Board to look at long term projects such as coming up with a plan where we redo the front of a village every couple of years to refresh it, or work on the landscaping on the insides of the gates where they are looking shabby or go through common areas.

Ms. Feldman reminded the Board that they need to discuss and plan an emergency preparedness plan.

Mr. Mendenhall explained that the Board should avoid interjecting themselves in a process that is handled by another governmental agency. Questions regarding issues such as emergency evacuation should be directed to the agency that handles those issues; phone numbers can be provided.

Mr. Grasso provided a form from the Pasco County Office of Emergency Management regarding the Special Needs Assistance Population Program and suggested the form be published in the Newsletter for resident use.

TENTH ORDER OF BUSINESS

Audience Comments


There not being any comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

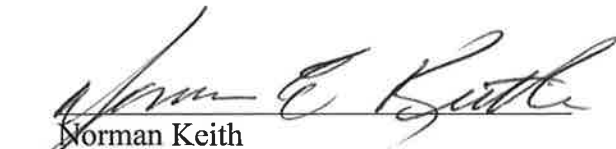
Adjournment

There being no further business,

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



Andrew P. Mendenhall
Secretary



Norman Keith
Chairman