

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on June 21, 2011 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
Fred Krauer	Assistant Secretary
Sal Paradiso	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Tonja Stewart	WilsonMiller/Stantec
Mario Grasso	Field Director
Nancy Intini	Park Director
Audience Members ()	

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

There not being any comments at this time, the next item followed.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the May 17, 2011 Minutes**
- B. Approval of the Financial Statements through May 31, 2011**

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

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

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

FOURTH ORDER OF BUSINESS

Old Business

Mr. Keith indicated that he handed everyone a little piece of paper listing things that would be discussed. He requested that motions be made regarding items discussed at the last workshop. The first motion should be on holiday lighting.

On MOTION by Ms. Davis seconded by Mr. Krauer with all in favor the proposal from Decorating Elves for holiday lighting at a cost of \$4,420 was approved. The cost of \$890 for lighting at the clubhouse will be re-discussed at the next workshop meeting.

Mr. Keith asked for a motion regarding vine removal from the Village walls (Keswick \$1,916, Hillington \$1,400 and Weymouth \$1,788) for a total of \$5,104.

Mr. Paradiso MOVED to consider the vine removal estimates received for the three Villages and Ms. Davis seconded.

Mr. Paradiso expressed his opinion of not removing the vines in Keswick; ripping the vines down will only create more damage.

Mr. Grasso indicated that the proposal from B&A Custom Trim Work for \$5,104 includes removing the roots and the vines. He knows he has to remove the vines with the roots.

On MOTION by Ms. Davis with no seconded, with Ms. Davis, Ms. Feldman, Mr. Krauer and Mr. Keith voting Aye and Mr. Paradiso voting Nay the vine removal at the three Villages to be done by B&A Custom Trim Work in the amount of \$5,104 was approved.

ADA Requirements – Chair Lift

Mr. Keith noted Ms. Intini has been rounding up some bids. It was mentioned at the last workshop that \$14,000 would cover the most expensive chair lift with wiring and everything. We want it installed before the end of the year, but not right now.

Ms. Stewart reported on the ADA standards for existing facilities; covering the pool, playground and fitness center. The following was noted:

- A battery operated lift is the most feasible at about \$7,500. The portable does not comply with allowing someone to have complete access anytime they want.
- Letting this thing ride is supported by Ms. Stewart. Start looking at details at the end of the year.
- If the community has the need for certain handicap accessibility, you need to address that. Mr. Keith noted we need to know before August what the requirements are.

Ms. Stewart indicated District Counsel has issued a letter stating it is required. From that perspective, that is the way we should go.

- The pool lift is the least of the costs.
- There is a pretty good chance that the fitness center equipment will have to be moved.
- The playground will be really expensive to bring in to compliance. The rules state that the playground surface material has to be accessible by a wheelchair. We should go back to the original company who supplied the playground equipment to discuss this issue.
- The rules became effective March 15, 2011 and require compliance by March 15, 2012.
- In the playground standards the mulch has to be maintained.
- A recommendation of how much money to set aside for these projects in the upcoming budget will be made.
- A report on Ms. Stewart's professional recommendations will be submitted to the Board within the next 60 days. The estimate for compliance of everything is \$25,000.
- There are no enforcement procedures to these rules.

Ms. Intini reported she has a quote right now for two chair lifts, with covers, installed, battery operated, for \$10,000.

Mr. Keith recommended that the Board make a motion on the lifts by the end of the year, for a certain amount and that we wait on the engineer for a full report on the other stuff and do it next year by the guidelines if we do it at all.

On MOTION by Mr. Keith seconded by Ms. Feldman with all in favor of going forward with the lifts by the end of the year, for a certain amount and wait on the engineer for a full report on the other stuff and do it next year by the guidelines if we do it at all was approved. The cost of not to exceed \$11,000 for 2 chair lifts was approved, if needed.

Ms. Stewart will provide the accessibility standards to all the staff people.

Ms. Feldman asked if two chair lifts are definitely needed and Ms. Stewart stated only one is required.

Mr. Keith suggested discussing whether or not to have two chair lifts installed or only one at the next workshop meeting.

Ms. Stewart indicated that awareness in planning is the key when dealing with this issue.

The drainage structure in the wetlands behind Mr. Krauer's house was also discussed by Ms. Stewart.

Mr. Krauer indicated to Ms. Stewart that last month a resident of Ballastone said he has been in contact with the engineer on Lake Patience and he is very concerned about what the county's plans are for the Oakstead property, about them making that a drainage area. He was worried about the properties in the back, in Ballastone, about flooding.

Ms. Stewart responded she has not been involved in the Lake Patience issue.

Mr. Keith addressed Ms. Stewart regarding little sections of sidewalks down at the end of Oakstead Boulevard and a couple up here and they are on the county right-of-way. If they are on the county right-of-way can we touch them or does the county have to do it?

Ms. Stewart responded the county will not do it; their philosophy is if you built it, it is yours to maintain.

A. Questions and Comments on the Proposed Fiscal Year 2012 Budget

Mr. Keith reported he ran a copy of that by John and he studied it this weekend and said it looks great. He asked if the Board could change the July workshop meeting to 6:30 P.M. so that he can attend. He feels that at that meeting the budget can be fine-tuned.

Mr. Mendenhall was asked to inform Ms. Polanec that a complete ledger is needed to close out June and know what the balances are actually for July for use in fine tuning the budget.

Mr. Mendenhall suggested that in order to change the time of the July 12, 2011 workshop meeting that 3 Board members meet at the regular meeting time, 9:30 a.m., open the meeting and continue the workshop to 6:30 P.M.

FIFTH ORDER OF BUSINESS

Attorney's Report

There not being any, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

Items were reported above.

SEVENTH ORDER OF BUSINESS

Manager's Report

The following was briefly discussed:

- CPO Liability
- Vacation Notification

Mr. Keith requested 3 weeks advance notification if an employee takes 1 week or more of vacation. In an emergency situation notification should be done as soon as possible notifying Mr. Mendenhall and the Board members.

This item will be re-discussed at a future workshop meeting.

Mr. Krauer asked about the notice to owner letters regarding the budget.

Mr. Mendenhall explained the way this works you have to send out a mailed notice when your budget goes up. Looking at the next year's budget (2013) if the Board decides the assessments will not go up, then at the meeting when we send off the budget to the county you will not have to send out a mailed notice. This will save a couple of thousand dollars in mailing costs, save 100 to 200 phone calls and it will not scare some of the residents. The notice to

owners letter has already been prepared and is ready to be sent out for this fiscal year 2012 budget.

- **Golf Cart Concerns**

Mr. Mendenhall noted an email was received from a resident regarding golf cart usage in the community, on the sidewalk and linear path. The resident suggested that the District enforce the rule for golf carts in the community and the District should put up signs. Mr. Mendenhall responded to the resident that the District cannot to anything to police the rule as per statute.

Mr. Grasso was asked to follow up on the law regarding this issue and including an article in the newsletter was recommended.

- **Contract Costs for 2012, OLM & Ecosystems**

Mr. Mendenhall reported he has not heard anything about OLM or Ecosystems increases.

Mr. Keith suggested having a non-compensated workshop meeting with representatives from OLM, American Ecosystems and Greenbriar to discuss recent issues.

Mr. Mendenhall reported he will be out of town for a couple of weeks beginning tomorrow with cell phone availability.

Mr. Keith noted unless there is a need for the District Attorney and District Engineer, they are not required to attend each meeting.

EIGHTH ORDER OF BUSINESS

Staff Reports

B. Park Director

Ms. Intini began a report on the salt cells for the pool.

Ms. Davis addressed the issue by requesting that Ms. Intini call the manufacturer who installed the salt cells to discuss why the District now has an additional cost for using chlorine because of Pasco County standards.

Mr. Keith suggested having an independent expert look at the problem.

The discussion concluded with it being requested of Ms. Intini and Ms. Davis to coordinate with the salt cell manufacturer to research and review the issues with the pool. Ms. Intini will report their findings to the Board.

A. Field Manager

Broken sprinkler heads and the robbery of them was discussed.

Mr. Grasso gave his report which included the following:

- Reclaimed water
- Inspection - OLM's inspection gave a mark of 88.

Regarding security, Ms. Davis requested a newsletter notification making every resident aware of what is going on in the community, especially the issue of squatters in vacated homes.

A lengthy discussion on who should or should not sign their name to a newsletter article ensued.

C. Finance Committee

D. Clubhouse Committee

E. Landscape Committee

F. Newsletter Committee

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

TENTH ORDER OF BUSINESS

Audience Comments

A resident reported a palm tree on her property had scum on it, it was treated but the scum is back on the tree. The resident also questioned the golf cart issue and reported there is a sign in one of the vacant homes that says it is now owned by Workforce America.

Mr. Paradiso reported there is a company going around buying up short sales and foreclosures; they bought two houses in Keswick so far. Their website indicates they re-rent the houses out to lower to middle income families.

A discussion on painting the outside lights, that are on the wall ensued. Ms. Intini will get a vendor to give a cost for replacing or painting the lights.

NINTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Mr. Krauer noted he did some research on equipment that will notify pool attendees of impending lightning issues and he will forward the information to Ms. Intini.

Mr. Krauer also noted he has been getting comments from residents regarding cars not stopping at crosswalks. The Board was asked if they wanted Mr. Krauer to talk to Commissioner Mulieri to inquire about different types of signs that may be used at the crosswalks.

He also inquired about the Boards interest in looking into having a county recycling bin placed in the District parking lot, down in the back by the dumpster. If approved, it could be advertised in the newsletter.

Mr. Paradiso asked Mr. Grasso for a Trooper schedule.

Ms. Intini reported there is increased alcohol and verbal abuse at the pool this year.

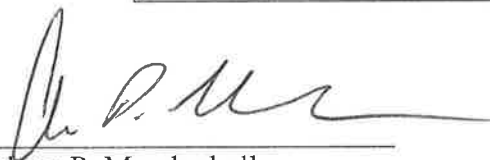
Mr. Mendenhall indicated the clubhouse manager is permitted to take resident's clubhouse privileges from them if they do not abide by the facility rules.

ELEVENTH ORDER OF BUSINESS


Continuation

The meeting was continued to Tuesday, June 28, 2011 at 9:30 a.m.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the meeting was continued to Tuesday, June 28, 2011 at 9:30 a.m.



Andrew P. Mendenhall
Secretary



Norman Keith
Chairman