

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on April 17, 2012 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	District Engineer
Mario Grasso	Field Director
Nancy Intini	Park Director
Audience Members (2)	

The following is a summary of the discussions and actions taken at the April 17, 2012, 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 (2) and
Comments**

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

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the March 20, 2012 Minutes
- B. Approval of the Financial Statements through March 31, 2012

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the consent agenda was approved.

FOURTH ORDER OF BUSINESS

Attorney's Report

District Counsel was not in attendance and Board members inquired about an update on the eminent domain case and indicated they are waiting for a clean copy of the employee manual. The Chairman also asked about a lease for a parcel of land that is expiring next year.

FIFTH ORDER OF BUSINESS

Engineer's Report

The following was discussed by Ms. Stewart:

- Policy for reporting what was found during the sidewalk inspection.

The sidewalk inspection was done looking for tripping hazards that were one inch and greater. Per ADA a tripping hazard is anything that is greater than ¼". Sometimes you cannot build sidewalks to avoid a ¼" tripping hazard; that is why the one inch threshold was chosen for the inspection. Approximately 40 areas were found.

Board members commented on the sidewalk issue.

The Chairman recommended Ms. Stewart get together with Mr. Grasso to find out what it costs, in steps, to level the sidewalks. The CDD will help coordinate the repairs to make sure the homeowner gets a cost effective solution.

It was reiterated from previous Board discussions the homeowner will be given a certain amount of time to fix or repair the sidewalk in question, if it not done in a certain amount of time, the CDD will make arrangements to have it done and the owner will be sent a bill. If the owner does not reimburse the CDD, the bill will be handled by a tax assessment.

The Board concurred the current policy is in effect.

- Water levels are beginning to decline and pond inspections should be done to look at the outfall structures to make sure they are clean and positive drainage goes into the wetlands. This is a good year to do work on the ponds.

The watering schedule was discussed.

- Engineering Services – The Board was asked how they would like Ms. Stewart to facilitate making sure they get the technical advice needed.

Mr. Keith indicated the organizational diagram will be used and the District Manager and District Engineer will be asked to attend workshop meetings from

time to time. The budgeted amount for each professional service will also be consulted.

Mr. Krauer requested Ms. Stewart have the Strathmore guard house checked out by an engineer to make sure it is structurally sound before putting District money into repairing it.

Ms. Davis reminded the Board they already approved repairs and painting of the Strathmore guard house.

SIXTH ORDER OF BUSINESS

Manager’s Report

Mr. Mendenhall noted he received the renewal form from PACA and asked the Board for approval to renew.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor renewing the PACA membership was approved.

A. Consideration of Resolution 2012-1 – Use of Pasco County Supervisor of Elections for the General Election

Mr. Mendenhall explained the resolution is a formal document requesting the Supervisor of Elections to continue to conduct the general election which will result in the election of Supervisors of seats expiring in November, 2012; seats 1 and 2.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor Resolution 2012-1 confirming the District’s use of the Pasco County Supervisor of Elections to continue to conduct the District’s general election of Supervisors in conjunction with the general election was adopted.

B. General Election Notification

Mr. Mendenhall noted anyone in the District interested in running for the expiring seats on the Board can contact the Pasco County Supervisor of Elections office for paper work and information required. The qualification period is from noon on June 4, 2012 to noon on June 8, 2012.

Mr. Mendenhall also noted a template on the proposed budget will be emailed to the Board shortly.

A brief discussion regarding the agenda package distribution list ensued.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Grasso mentioned the following items:

- A gate inspection check list was handed out to the Board.
- Estimates for stone work.
Funds to pay for the stone work was discussed and additional bids were requested by the Chairman.
The guard house structure repairs were discussed again. The Chairman asked the Board if they are comfortable with spending approximately \$6,000 on the structure.
A discussion on the official ownership of the structure ensued.
- Pond budget items. Move \$2,950 to Pond Reserve.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor moving \$2,950 of budgeted funds to Pond Reserves was approved.

- Proposal for pressure washing all the white fences.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the proposal for pressure washing all the white fences, in the amount of \$1,400 was approved.

Jeremy of Greenbriar addressed the Board on the water situation. A list of proposed plants for revamping the entrances will be forthcoming. It was recommended to wait to begin the plantings until the water situation improves.

Mr. Paradiso suggested discussing the plantings at the next workshop meeting and the Board concurred.

Ms. Davis reported landscape issues to Jeremy.

B. Park Director

A brief discussion ensued on the arbor project and the cost of completing the remainder of the project.

Ms. Intini noted one quote was for \$5,460 and the other was for \$3,010 for a total of \$8,470. The Board concurred to move forward as originally planned.

Ms. Davis suggested a letter be sent to the Newsletter for resident information regarding verbally abusing District employees.

Ms. Intini reported the lights around the pool will probably run between \$1,500 and \$2,000; 35 are needed. She is trying to get them for around \$40 to \$42 each.

C. Finance Committee

Budget workshops were briefly mentioned.

D. Newsletter Committee

Mr. Paradiso reported he met with Kelly about the Newsletter and the following was noted:

- 8 color pages (4 Oakstead content and 4 for advertising).
- The ads for the advertising page will be sold in quarter blocks (4 quarters per page, a half page and a whole page. They are not doing a business card style design)
- The 4 pages selected for the color part are the front cover, the inner cover, the CDD page and the HOA page; this can change.
- There will be a total of approximately 10 pages of ads between black and white and color. 32 pages keep us in the same financial bracket at the post office. The color pages will be glossy.
- This will hopefully start in June and current Newsletter advertisers will be contacted to see if they want to upgrade to color pages or stay where they are.

It was also reported the Facebook page is slowly growing.

EIGHTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Ms. Feldman congratulated Ms. Intini for the extra effort she took during a memorial service for one of the residents; residents were very appreciative.

Mr. Krauer asked Ms. Intini about the coverings that go over the new structures that are ripped; did we hear back from the gentleman?

Ms. Intini responded, yes they were here Friday, took pictures and submitting them to the fabric company. Four of them are bad and will be replaced

Mr. Krauer also asked Ms. Intini if more chairs have been sold.

Ms. Intini indicated we sold 46 chairs and \$230 was deposited today.

NINTH ORDER OF BUSINESS

Audience Comments


There not being any, the next item followed.

TENTH ORDER OF BUSINESS

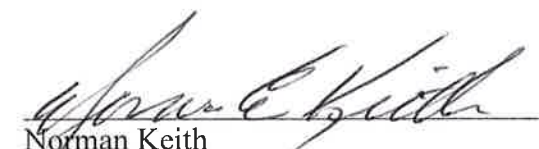
Adjournment

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