

**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 20, 2012 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
Diane Davis	Vice Chairman
Joe Cascio	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 (5)	

The following is a summary of the discussions and actions taken.

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 **Organizational Matters**

Oath of office – Mr. Mendenhall being a Notary Public of the State of Florida administered the oath of office to the newly elected Supervisors, Mr. Cascio and Mr. Paradiso. A copy of the signed oaths are attached hereto and made part of the public record.

A. Election of Officers – Resolution 2013-1

After an election the Board has the opportunity to reconstitute the slate of officers and Resolution 2013-1 electing officers of the District was presented; a copy of which is attached for the record. The appointment results are as follows:

Mr. Keith serves as Chairman, Ms. Davis serves as Vice Chairman, Mr. Krauer, Mr. Paradiso and Mr. Cascio serve as Assistant Secretaries, Mr. Mendenhall serves as Secretary, Mr. Stephen Bloom and Mr. Bob Koncar of Severn Trent serve as Treasurer and Assistant Treasurer.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor Resolution 2013-1 designating officers of the District was adopted.

THIRD ORDER OF BUSINESS

Audience Attendance Count and Comments

The Chairman asked to move this item below the Consent Agenda item on future agendas.

FOURTH ORDER OF BUSINESS

Consent Agenda

- A. Approval of the October 16, 2012 Minutes**
- B. Approval of the Financial Statements through October 31, 2012**

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

Mr. Paradiso inquired about the possibility of getting higher interest rates on investments.

Mr. Keith commented on reserve allocations as follows: recommended percentages – Clubhouse Reserves 24%, Road Reserves 40%, Landscape Reserve 20%, Recreational Reserves 16%, Assign only \$125,000 and keep the rest in Unassigned Reserves if needed.

Mr. Paradiso MOVED and Mr. Krauer seconded to accept the Reserve percentages as presented above by Mr. Keith.

Mr. Paradiso inquired about the Road Reserve amount and agreed with the percentage amounts.

Mr. Krauer noted for next year, he would like to see another line item in there; maybe a 20 year plan or along those lines.

Mr. Cascio indicated it would be helpful when this is done next year, to not just list these numbers but also the totals we have in each of those categories to give a sense of where the money has accumulated. He asked if the District Engineer is in support of the dollars being accumulated to satisfy the long term needs of the community.

Mr. Keith noted during our long range workshops we will be getting those answers.

Mr. Paradiso questioned the amount allocated for first quarter spending.

On VOICE VOTE with all in favor the Reserve percentages as presented above by Mr. Keith were approved.

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

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

Follow up item:

- The pest control company involved in the gate incident has agreed to go forward and process the claim.

Mr. Keith reported the Board discussed the new landscape company at the workshop and every Board member expressed their dissatisfaction with them.

EIGHTH ORDER OF BUSINESS Recycling Program

As discussed at the previous meetings, a community recycling program with Green Fiber was presented to the Board. The program has a 90 day trial period. A copy of the Bin Placement Agreement will be attached hereto as part of the public record.

Mr. Mendenhall recommended making sure the contract includes the District named as an additional insured.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the agreement with Green Fiber for a recycling bin placement with a three month trial basis, beginning January 1, 2013, contingent upon the District being named as an additional insured was approved.

NINTH ORDER OF BUSINESS Reserve Funds

This item was previously discussed under the Fourth Order of Business, following the motion approving the consent agenda.

TENTH ORDER OF BUSINESS Staff Reports

A. Field Manager

The Field Manager's Report was previously forwarded to the Board.

Removing a tree stand from the wetlands was discussed.

B. Park Director

Ms. Intini had nothing to report except she had companies bid on the salt cells. A discussion on the cells ensued. The Board will be updated on this issue at the next workshop meeting.

C. Finance Committee

There not being any, the next item followed.

D. Newsletter Committee

Mr. Paradiso reported on an issue brought to his attention by a resident regarding an article previously printed in the Newsletter from the HOA regarding Amendment 4.

Mr. Keith noted he is impressed with the color of the Newsletter.

ELEVENTH ORDER OF BUSINESS Supervisors' Reports, Requests and Comments

Mr. Keith reminded the Board a motion will be made giving a 30 day termination notice to NDL and Valley Crest previously noticed the Board they would be happy to provide an interim landscape contract for the District.

Mr. Mendenhall recommended consulting with District Counsel regarding the possibility of an interim landscape contract.

Concerns of Mr. Tom Rohrer of OLM regarding the termination of the landscape contract at this time were shared with the Board by Mr. Mendenhall.

Mr. Grasso and each Board member expressed their opinions regarding the new landscape services.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor terminating the landscape services contract with NDL with a 30 day termination notice (termination effective January 1, 2013) for unsatisfactory performance was approved.

Mr. Krauer noted he would like the next bid documents to include client references.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor an interim landscape services contract with Valley Crest contingent upon District Counsel review was approved.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor authorization for the District Manager to proceed with the RFP rebid process for landscaping services, effective immediately, was approved.

Regarding sidewalk repair funds, Mr. Keith noted we want to take \$2,000 of that fund and limit the community sidewalk cases we still have to resolve and break that down and not spend more than \$2,000.

Mr. Krauer asked to have a private session meeting with Mr. Mendenhall and Mr. Robin for Oakstead Board members, the same kind of orientation meeting given for new supervisors.

Board consensus was to reserve time during the next workshop meeting for Mr. Mendenhall to make a brief presentation, similar to the orientation given for new supervisors.

Mr. Paradiso had the following items for Mr. Grasso:

- Conservation area behind a house, along a white fence, somebody dumped twigs and sticks behind the fence.
- Neighbor parked on the conservation area; sign needed.
- Christmas lights being turned on Thursday.
- Trooper schedule; add a shift or two when kids are home.
- Response to emails from residents to Board members.
- Mark Sifford properties look like crap.

- Engraved name plates for Board members and staff.

TWELFTH ORDER OF BUSINESS Audience Comments

Ms. Barbara Feldman reminded the Board about funding for the staff Christmas gifts.

On MOTION by Mr. Krauer seconded by Mr. Paradiso funding for staff Christmas gifts will be matched with the amounts from last year.

Mr. Ross Fischler commented on the streets in Keswick; holes.

Water from a sprinkler hits the gate.


This issue has been taken care of.

Mr. Grasso noted the No Trespass order with the sheriff needs to be renewed every year.

THIRTEENTH ORDER OF BUSINESS Adjournment

There being no further business to discuss at this time,

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


Norman Keith
Chairman