

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on January 15, 2013 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
Fred Krauer	Assistant Secretary
Sal Paradiso	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Tracy Robin	District Counsel
Mario Grasso	Field Director
Nancy Intini	Park Director
Tom Rohrer	OLM
Audience Members (1)	

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 the roll was called.

SECOND ORDER OF BUSINESS **Consent Agenda**

- A. **Approval of the December 18, 2012 Meeting Minutes**
- B. **Approval of the Financial Statements through December 31, 2012**

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

SIXTH ORDER OF BUSINESS **Manager's Report**

The landscape maintenance contract bids were discussed.

- The Board is required to choose the lowest, responsible and responsive bidder.
- The lowest bidder was Totalscapes; the next lowest bidder was ValleyCrest.

The District Manager and Mr. Tom Rohrer provided the Board with input on their view of the Totalscapes submission.

ValleyCrest was considered the lowest, responsible, responsive bidder.

Mr. Robin explained if the Board so chooses, a finding could be made that based on the information provided, for example the response to the bid package was not fully complete; of particular concern was the bonding ability and that the size of the business and the experience is not adequate to give the Board assurance of their ability to handle this job and protect the landscape plan.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor excluding the landscape maintenance proposal submitted by Totalscapes for reasons outlined by staff was approved.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the landscape maintenance contract proposal submitted by ValleyCrest and finding they are the lowest, responsive bidder, the landscape contract was awarded to ValleyCrest.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor authorization for the ValleyCrest landscape maintenance contract to begin on March 1, 2013 was approved.

The record will reflect the landscape company representatives left the meeting.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Grasso reported the following:

- o Issues at Pond 29.
- o Massey Landcare damage – we received a check for \$235.

On MOTION by Mr. Paradiso seconded by Ms. Davis temporarily maintaining the services provided by Massey Landcare while researching other companies for termite control was approved.

- o Pond 50 at Ballastone had a wash out. The estimate from Bay Area Environmental was recommended for approval.

On MOTION by Mr. Paradiso seconded by Ms. Davis with all in favor the proposal for storm pond erosion repair at Pond 50 from Bay Area Environmental in the amount of \$2,800 was approved.

B. Park Director

There not being any additions to the report, the next item followed.

C. Finance Committee

There not being any, the next item followed.

D. Newsletter Committee

Mr. Paradiso reported he met with the new editor and Kelly from the Times on Friday.

They are trying to transition over. Articles should be emailed to Sheila, the new editor.

EIGHTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Ms. Davis announced her resignation from the Board as of this meeting.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the resignation of Ms. Diane Davis from the Board of Supervisors was accepted.

There being a Board vacancy, nominations for a Supervisor to fill the vacant seat (#4) formerly held by Ms. Davis were requested.

Mr. Keith nominated Ms. Barbara Feldman to fill the vacant seat (#4) on the Board and Ms. Feldman accepted her nomination.

On MOTION by Mr. Keith seconded by Mr. Krauer with all in favor Ms. Barbara Feldman was appointed Supervisor to fill the vacant seat left by Ms. Davis, Seat #4.

Mr. Mendenhall being a Notary Public of the State of Florida administered the oath of office to Ms. Barbara Feldman.

THIRD ORDER OF BUSINESS

Audience Attendance Count and Comments (1)

An audience member congratulated Ms. Davis.

Ms. Feldman wished Ms. Davis good luck and thanked her for her service on the Board.

FOURTH ORDER OF BUSINESS Attorney's Report

There not being any additional items to report, the next item followed.

FIFTH ORDER OF BUSINESS Engineer's Report

There not being any, the next item followed.


NINTH ORDER OF BUSINESS Audience Comments

There not being any, the next item followed.

TENTH ORDER OF BUSINESS Adjournment

There being no further business to discuss at this time,

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


Norman Keith
Chairman