

**MINUTES OF MEETING
OAKSTEAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on September 20, 2016 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
Fred Krauer	Vice Chairman
Joe Cascio	Assistant Secretary
Barbara Feldman	Assistant Secretary
Sal Paradiso	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Nancy Intini	Park Director

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

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Mendenhall called the meeting to order and the roll was called. All Supervisors were present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The pledge of allegiance was recited.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the August 16, 2016 Regular Meeting
- B. Approval of the Financial Statements through August 31, 2016

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

FOURTH ORDER OF BUSINESS

Attorney's Report

Mr. Mendenhall will invite District Counsel to attend the October 4, 2016 workshop meeting scheduled for 2 P.M.

FIFTH ORDER OF BUSINESS

Engineer's Report

None.

SIXTH ORDER OF BUSINESS

Manager's Report

A. Confirmation of Engagement with Grau & Associates to Perform the FY 2016 Audit

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor engagement with Grau & Associates to perform the FY 2016 audit was confirmed.

Update on two items:

Insurance – A notice from the insurance carrier was forwarded to the Board. A motion should be made authorizing the Chairman to act on behalf of the Board, working with the insurance company and the District Manager and bringing any decision back to the Board for consideration.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor authorization for Chairman, Norman Keith, to work with insurance counsel and the District Manager on the insurance issue was approved.

The MBS Capital Markets Proposal

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor applying the savings from the bond refinancing transaction proposed by MBS Capital Markets, LLC to the Road Reserves account was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

- A. Field Manager**
- B. Park Director**

Ms. Intini asked the Board for direction on removing the fountain.

On MOTION by Ms. Feldman seconded by Mr. Krauer with all in favor, removing the fountain and discontinuing the service, salvaging the parts was approved. 4/1

Ms. Intini reported the Christmas decorations will be done by Decorating Elves using the same format as last year.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor, authorization for Decorating Elves to provide the Christmas decorations services in the same format as last year, in the amount of \$5,830 was approved.

Ms. Intini noted she will bring items that need to be addressed by Valley Crest to the next workshop meeting for Board discussion. Jeff of Valley Crest/Brightview will be asked to attend the workshop meeting.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor, authorizing Mr. Keith and Ms. Intini to work with Jeff of Valley Crest on the invasive species and encroaching vegetation, at a cost of not to exceed the existing credit amount was approved.

C. Newsletter Committee

Mr. Paradiso discussed the Saturday delivery and offered to help with the advertising.

EIGHTH ORDER OF BUSINESS

Supervisors' Reports and Comments

Mr. Keith commended Mr. Paradiso on his dedication with the Newsletter and the website. He also reported he conducted a sidewalk survey with Mr. Krauer and came up with 91 tripping hazards that need to be groundout.

Mr. Keith noted we are in the process of finding a new vendor for servicing the entrance lighting. This will be discussed at the next workshop meeting.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor, raising Ms. Intini's annual salary rate to \$47,500, per new federal mandate, retroactive to July 7, 2016 was approved.

For the next workshop meeting agenda, Mr. Cascio would like to formalize a list of potential bond projects as discussed at the last workshop.

He would also like to get an update on what has been expended and what is available from the funds that Brightview is holding in a separate account for District use.

NINTH ORDER OF BUSINESS

Audience Comments

Audience members commented on the meeting.

TENTH ORDER OF BUSINESS

Adjournment

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


Chairman