

**MINUTES OF MEETING  
OAKSTEAD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Oakstead Community Development District was held on December 19, 2017 at 2:00 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
Sal Paradiso	Assistant Secretary
Barbara Feldman	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Nancy Intini	Site Manager
Residents	

*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**

There being no flag in the room, the pledge of allegiance was not recited.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of the Minutes of the November 21, 2017 Regular Meeting**
- B. Approval of the Financial Statements through November 30, 2017**
- C. Approval of Quotes to have Multiple Trees and Shrubs Installed**

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the consent agenda, items A, B & C were approved.
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**FOURTH ORDER OF BUSINESS**

**Attorney's Report**

None.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

None.

**SIXTH ORDER OF BUSINESS**

**Manager’s Report**

Mr. Mendenhall updated the Board regarding an email received from District Counsel with regard to the surplus land owned by the school. This will be discussed at the next workshop meeting.

The Board discussed the matter of obtaining a credit card for Jack with a limit of \$500.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor authorization for Jack to receive a District credit card with a limit of \$500 was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Site Manager**

Ms. Intini discussed the following:

- Vac-pack quote – existing vac-packs need to be replaced; \$4,695

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor authorization to purchase new filter lid covers in the amount of \$4,695 was approved.

The Board will discuss shade options for the filter area at the next workshop meeting.

- The schedule for next year (2018) of April 10, August 28 and November 6, 2018 for the use of the clubhouse for the November elections.

The Board also discussed continuing the January 2, 2018 workshop meeting to January 9, 2018 at 2 PM. The November 6, 2018 workshop meeting will also need to be scheduled for another date when the annual fiscal year 2019 meeting schedule is put together.

- Gate issues will be discussed at the next workshop meeting.

On MOTION by Mr. Keith seconded by Mr. Paradiso with all in favor purchasing the gate signs recommended by Ms. Intini were approved.

- The Santa event was successful.
- The Marchmont gate is fixed.

- o Working on obtaining road quotes.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

An audience member reported that some residents have complaints about letters they have received regarding pressure washing their driveways.

Ms. Intini directed the audience member to have the resident's complaints sent to the HOA for their community; email addresses for each HOA are listed on the District's website.

**SEVENTH ORDER OF BUSINESS (continued) Staff Reports**

**B. Newsletter Committee**

The recording of this meeting ended at this point of the meeting.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Reports and Comments**

Due to a recording issue, this portion of the meeting was not recorded.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Due to a recording issue, this portion of the meeting was not recorded.

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



Norman Keith  
Chairman