

**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 17, 2015 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
Sal Paradiso	Assistant Secretary
Joe Cascio	Assistant Secretary
Barbara Feldman	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Mario Grasso	Field 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. Keith called the meeting to order and the roll was called.

**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 October 20, 2015 Regular Meeting**  
B. **Approval of the Financial Statements through October 31, 2015**

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor the consent agenda was approved.
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**FOURTH ORDER OF BUSINESS** **Attorney's Report**  
None.

**FIFTH ORDER OF BUSINESS** **Engineer's Report**  
Mr. Cascio requested that the District Engineer be reminded that the Board is looking for feedback on the barriers of the new communities being built adjacent to Weymouth, Tanglewylde and Marchmont.

**SIXTH ORDER OF BUSINESS**

**Manager's Report**

**A. Consideration of Amendment to Advisory Services Agreement with STES, Inc.**

The Board chose to consider the issue of the potential request for estoppel letters or notices by making the following motion:

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor STES, Inc. was authorized to carry out and charge a \$75 fee regarding any requests for estoppel letters.

**B. Consideration of Increase of Spending Authority for Ms. Nancy Intini and Mr. Mario Grasso**

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor increasing the spending authority for Ms. Intini and Mr. Grasso to \$2,000 was approved.

**C. Consideration of Motion to Assign Fund Balances**

The fund balances discussed at the last meeting did not include reserves for sidewalks. Reserves for sidewalks in the amount of \$30,000 has now been added.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor assigning fund balances per the September 30, 2015 Balance Sheet as discussed, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager**

Mr. Grasso requested a motion from the Board regarding a recent Valley Crest proposal as discussed at the last workshop meeting.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the Valley Crest proposal in the amount of \$3,440 was accepted.

Mr. Grasso briefly reported on the following:

- Annual/holiday plantings.
- Crosswalk.
- There is a claim in for the gate at Tanglewyld.

**B. Park Director**

Coverings for the electrical boxes in the pool filter area will be discussed at the next workshop meeting.

**C. Newsletter Committee**

Mr. Paradiso reported on the Newsletter.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Reports, Requests and Comments**

A resident's request to use the field for an event was discussed. The district's policy and guidelines for field use will be reviewed and discussed at the next workshop meeting.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

None.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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



Norman Keith  
Chairman