

**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 15, 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 August 18, 2015 Regular Meeting**
- B. **Approval of the Financial Statements through August 31, 2015**

Line 94 of the minutes was changed from *Mr. Grasso* to *Mr. Paradiso*.

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

FOURTH ORDER OF BUSINESS **Attorney's Report**

None.

FIFTH ORDER OF BUSINESS **Engineer's Report**

None.

SIXTH ORDER OF BUSINESS

Manager's Report

A. Approval of the Meeting Schedule for Fiscal Year 2016

Mr. Mendenhall noted the correction to the schedule, which was previously observed has been made and the final schedule is ready for Board approval.

On MOTION by Mr. Paradiso seconded by Ms. Feldman with all in favor the fiscal year 2016 meeting schedule was approved as amended.

B. Adoption of Resolution 2015-5 Designating a Records Management Liaison Officer

This resolution designates a specific person in the Severn Trent Management Organization who is responsible for fulfilling the District's records requests.

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor Resolution 2015-5 designating a records management liaison officer adopting a records retention schedule was adopted.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Manager

Mr. Keith reported the Board discussed sidewalk repairs at the last workshop meeting and subsequent to that discussion the following was decided:

On MOTION by Mr. Paradiso seconded by Mr. Krauer with all in favor an expenditure in the amount of \$16,100 for sidewalk repairs was approved.

A copy of a sidewalk repair proposal from Site Masters of Florida, LLC will be attached hereto for the final record.

Mr. Keith also reported that upon discussion with the Board and the District Engineer, sidewalk repair (road and curb) at 19611 Sandberry Court in Keswick should be approved with the following motion:

On MOTION by Ms. Feldman seconded by Mr. Paradiso with all in favor the sidewalk repairs (road and curb) at 19611 Sandberry Court in Keswick was approved.

Mr. Grasso gave his field report.

Replacing an existing treadmill was discussed and the purchase of a new commercial grade treadmill was recommended by Mr. Cascio.

On MOTION by Mr. Cascio seconded by Ms. Feldman with all in favor the quote from FitRev for a replacement Spirit CT 850 Treadmill in the amount of \$3,464.99 was approved.

B. Park Director

Ms. Intini updated the Board on repairs that were done at the clubhouse.

C. Newsletter Committee

Mr. Paradiso reported everything is going well; changes were well received.

EIGHTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Mr. Keith requested adding an item to the workshop agenda, investigation of irrigation system efficiency.

Mr. Cascio requested workshop agenda item irrigation repairs, procedures and operations.

Mr. Krauer requested workshop agenda item LED lights. He also reported on the PACA meeting.

NINTH ORDER OF BUSINESS


Audience Comments

Mr. Feldman inquired about weed control by the landscapers.

TENTH ORDER OF BUSINESS

Adjournment

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


Norman Keith
Chairman