

**MINUTES OF MEETING
LEXINGTON OAKS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lexington Oaks Community Development District was held on Thursday, December 15, 2011 at 6:30 p.m. at the Lexington Oaks Clubhouse, 26304 Lexington Oaks Boulevard, Wesley Chapel, Florida.

Present and constituting a quorum were:

Fritz Nystrom
Don Peters
Bob Hendrick
Peter Hanzel
Rick Carroll

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jim Hayford
Todd Wilhelmi
Residents

Severn Trent Management Services
Site Manager

The following is a summary of the minutes and actions taken at the December 15, 2011 Lexington Oaks Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Nystrom called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

- Bill requested the horse statues be removed.
- Pete voiced concern with regard to funds being spent on the horse statues which he feels serve no use to the community.
- Scott voiced distaste for the horse statues and concern regarding not enough input from residents when decisions are made. He suggested electronic communication methods be utilized to survey residents.
- Tracy voiced dissatisfaction with spending funds on the horse statues.

- Corrine received 45 requests to remove the horse statues and 6 from those who like them. She suggested moving them to another location where the children can still see them.
- Jennifer does not like the horse statues. She noted people are climbing on them which is a liability for the community.
- Marie is not in favor of the horse statues. She questioned the difference between a CDD workshop and a meeting. It was noted a workshop is an opportunity for supervisors to discuss issues in an open forum not on the record; a meeting is recorded and on the record.
- Terry requested the horse statues be relocated or removed completely. He is also concerned about finances being used to redecorate the clubhouse.
- Harry requested the horse statues be relocated.
- Mr. Nystrom wants to make sure everyone is heard and the communication process improves.
- Discussion ensued with regard to improving the communication process to receive input from residents on community improvement decision making.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 17, 2011 Meeting

Each Board member received a copy of the minutes of the November 17, 2011 meeting.

A correction was made which will be incorporated in the minutes.

| |
|---|
| On MOTION by Mr. Hendrick seconded by Mr. Hanzel with all in favor minutes of the November 17, 2011 meeting were approved as amended. |
|---|

FIFTH ORDER OF BUSINESS

Presentation of Clubhouse Decoration Proposals

- This item was tabled until the January 5, 2012 workshop.

SIXTH ORDER OF BUSINESS

Update on Well/Golf Course Situation

- A summary of the December 6, 2011 meeting with Pasco County to discuss the reclaimed water service/supplement supply well was presented; a copy of which is attached for the record.

- Discussion ensued and it was requested Glenn Greer and Pam Wright of Pasco County be invited to a workshop to discuss this issue and answer questions from the Board.

SEVENTH ORDER OF BUSINESS

**Review Selection of Clubhouse
Redecoration Bids**

- This item was tabled until after the presentation by the decorators at the January workshop.

EIGHTH ORDER OF BUSINESS

**Review of Employee Payroll Structure
and Benefits**

- Discussion ensued with regard to the employee raise recommendations; a copy of which is attached for the record.

Mr. Peters MOVED to accept the employee raise recommendations and Mr. Hanzel seconded the motion.

- Discussion ensued and it was suggested a more standard performance evaluation form be developed for next year.

On Voice Vote with all in favor the prior motion was approved.

- Discussion ensued with regard to salary administration procedures, current benefits for full-time staff and whether the Site Manager pay increase was a market adjustment or a merit increase.
- It was suggested a health plan be offered, salary ranges be developed scaled to performance and full-time salaried positions (maintenance assistant) be established instead of hourly positions. Information on these suggestions will be presented for discussion at a workshop.

NINTH ORDER OF BUSINESS

Review of Small Room User Guide

- Discussion ensued with regard to the new Room Usage Application; a copy of which is attached for the record.

Mr. Peters MOVED to adopt the new application form for all groups who use the facility to complete and return to the Site Manager for approval by the CDD Board and Mr. Hendrick seconded the motion.

- Discussion ensued with regard to the need for criteria to determine assignment of rooms and set up fees.
- Add line to form noting whether a rental or set-up fee will be charged.

On Voice Vote with all in favor the prior motion was approved.

TENTH ORDER OF BUSINESS Attorney's Report

There not being any, the next item followed.

ELEVENTH ORDER OF BUSINESS Engineer's Report

- Jeffrey Siewert is no longer with Bayside Engineering and Stuart Rogers will be handling engineering items for Lexington Oaks moving forward.

TWELFTH ORDER OF BUSINESS Staff Report – Site/Clubhouse Manager

Mr. Wilhelmi addressed the following:

- Painting of the wading pool has been completed.
- Installed pavers around the water fountains for \$25.
- The potholes on the boulevard have been repaired by Pasco County.
- A drain was installed in the front washout area and OneSource put in plants

THIRTEENTH ORDER OF BUSINESS Manager's Report

Mr. Hayford addressed the following:

A. Consideration of Resolution 2012-3 Amending the Debt Service Fund Budget for Fiscal Year 2012

- Resolution 2012-3 amending the debt service fund budget for fiscal year 2012 was presented; a copy of which is attached for the record.

On MOTION by Mr. Hanzel seconded by Mr. Hendrick with all in favor Resolution 2012-3 amending the debt service fund budget for fiscal year 2012 was adopted.

FOURTEENTH ORDER OF BUSINESS Supervisors' Requests and Comments

- Discussion ensued with regard to resident opposition of the horse statues and the need to research options.
- Information on a refinisher to make the statues look like metal copper or bronze sculptures using sculpt nouveau metal finishes was distributed. The total cost for this will be under \$500.
- There was general consensus a variety of potential options should be reviewed.
- Audience Comments:
 - Visit the racetrack to observe horses.
 - Audience comments should be heard prior to Board voting on items.
 - Delegate decision making to Site Manager relating to room rental.
 - Concern was voiced with regard to Site Manager's salary increase and future yearly increases in these economic times.
- Discussion ensued with regard to room rental fees for residents and non-residents.
- Supervisor Carroll
 - Suggested fountain repair project be moved up as a priority. It was noted a vote was not taken to close out the fence repair issue.
- Supervisor Nystrom
 - Plans to meet with the engineer to discuss capital projects. He would like to see the security camera upgrade revisited.

The record will reflect Mr. Nystrom left the meeting.

- Supervisor Hanzel
 - Would like the capital projects completed.
- Supervisor Hendrick
 - Discussion ensued with regard to the clubhouse energy reduction proposals received from Florida Energy Water & Air and the Planet Green Group.

- It was suggested carryover of undesignated funds be used to pay for the energy reduction items.
- It was requested additional information on the two proposals including a step-by-step action plan be presented prior to making a decision.

FIFTEENTH ORDER OF BUSINESS

Approval of Financial Statements, Check Registers and Invoices

- The financials for the period ending November 30, 2011 were reviewed.

On MOTION by Mr. Hendrick seconded by Mr. Carroll with all in favor the financials for the period ending November 30, 2011 were accepted.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hanzel seconded by Mr. Carroll with all in favor the meeting was adjourned.


Fritz Nystrom
Chairman