

**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, November 20, 2014 at 8:30 a.m. at the Lexington Oaks Clubhouse, 26304 Lexington Oaks Boulevard, Wesley Chapel, Florida.

Present and constituting a quorum were:

Bob Hendrick	Chairman
Don Peters	Vice Chairman
Peter Hanzel	Assistant Secretary
Terry Bechtel	Assistant Secretary
Jennifer Mooney	Assistant Secretary (via telephone)

Also present were:

Andy Mendenhall	District Manager
Todd Wilhelmi	Site Manager

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

FIRST ORDER OF BUSINESS

Roll Call

Mr. Hendrick 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

Public Comment

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Organizational Matter

A. Oaths of Office

Mr. Mendenhall administered the Oath of Office to Mr. Hanzel and Mr. Peters.

At this point in the meeting Ms. Patterson, a member of the public, joined the meeting and was provided an opportunity to speak.

- Ms. Patterson requested approval on a Room Usage Application for a Holiday Vendor Fair to be held on Sunday, December 7, 2014 in support of the Crime Watch Program
 - The Rental Application must be completed
 - The exchange of money is permitted with a paid rental agreement
 - The application fee and deposit must be paid
 - The rules of the Rental Agreement must be followed
 - The rental was approved as requested

B. Elections of Officers – Resolution 2015-1

Mr. Mendenhall presented Resolution 2015-1 Designating Officers for consideration by the Board. Nominations for the following positions were made:

Chairman	–	Jennifer Mooney
Vice-Chairman	–	Bob Hendrick

No other nominations were submitted. The following Severn Trent employees are assigned to administrative positions: Mr. Mendenhall, Secretary; Mr. Koncar, Treasurer; and Mr. Bloom, Assistant Treasurer. The remaining Supervisors are assigned as Assistant Secretary.

On MOTION by Mr. Hendrick seconded by Mr. Peters with all in favor Resolution 2015-1 designating Ms. Mooney, Chairman; Mr. Hendrick, Vice Chairman; Mr. Mendenhall, Secretary; Mr. Koncar, Treasurer; Mr. Bloom, Vice Chairman; Mr. Hanzel, Mr. Bechtel and Mr. Peters, Assistant Secretary was approved.

- Mr. Hendrick made the following suggestions for areas of responsibility:
 - Mr. Mendenhall - Financials
 - Mr. Bechtel - Water/Sewer and Sidewalks
 - Mr. Hendrick - Field Operations
 - Ms. Mooney - Community Center Operations

FIFTH ORDER OF BUSINESS

Attorney’s Report

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer’s Report

A. Discussion of Pool Proposals

Mr. Mendenhall conveyed information from Ms. DeBosier regarding the status of the pool proposals. Based on the Engineer’s recommendation the submittal deadline was extended to Monday, November 24, 2014. The Board accepted this recommendation.

SEVENTH ORDER OF BUSINESS

Discussion of Old Pool Heating Equipment

The Board reviewed a 2008 memo regarding the disposal of old equipment. The procedure outlined in the memo will be used for disposal of the old pool heating equipment.

On MOTION by Mr. Hendrick seconded by Mr. Bechtel with all in favor declaring it is in the best interest to dispose of the old pool water heating equipment since it is no longer economical to operate and no longer serves a useful function.

The value of the old pool equipment will be established at a later date. Notice of the equipment disposal is to be published in the newsletter.

Discussion followed on a detailed timeline for replacement of the pool equipment.

EIGHTH ORDER OF BUSINESS

Approval of the Minutes of the October 16, 2014 Meeting

Mr. Mendenhall presented the minutes of the October 16, 2014 meeting.

On MOTION by Mr. Peters seconded by Ms. Mooney with all in favor the minutes of the October 16, 2014 meeting were approved.

NINTH ORDER OF BUSINESS

Staff Report – Site/Clubhouse Manager

Mr. Wilhelmi addressed the following:

- Sidewalk repairs are completed.
- Work on the ponds is under way and should be completed next week.
- Construction of the gas lines for the pool have begun.
- Holes in the soccer field were reported and have been patched. Tire tracks have caused damage to the field, additional work needs to be done.

- Time frames regarding reservation deposits with and without alcohol were discussed. No changes will be made.
- A bid for installation of a concrete pad along the fitness area into the storage area was accepted in the amount of \$1,499.

TENTH ORDER OF BUSINESS **Manager’s Report**
A. Engagement Letter – Fiscal Year 2014 Audit

Mr. Mendenhall presented an audit engagement letter from Keefe McCullough to complete the audit for Fiscal Year ending September 30, 2014. The price has remained unchanged for several years. You do have the option to go out for an RFP to consider other auditing firms.

On MOTION by Mr. Bechtel seconded by Ms. Mooney with all in favor the Audit Engagement Letter with Keefe McCullough to complete the Fiscal Year 2014 audit was approved.

Mr. Mendenhall advised the Board information was received for Caroling for Cans, sponsored by the Girl Scouts. Discussion followed on the appropriate process for such requests.

ELEVENTH ORDER OF BUSINESS **Audience Comments**

- Ms. Taylor reported a problem with the exercise bench in the fitness center.
- Mr. Paz requested consideration of ornamental improvements for the roundabout.
- Ms. Pallis commented on the work on the ponds.

TWELFTH ORDER OF BUSINESS **Supervisors’ Requests and Comments**

- Mr. Hanzel
 - Requested the desk in the fitness center be moved to another location.
 - Inquired if gas is being purchased from the golf course yet
 - Questioned if shadow board could be installed in the tool room – concern if gas will be stored

- Requested information on the processes in place for payments and the handling of money
- The tool room is not being secured
- Mr. Bechtel
 - Discussion ensued on who is ultimately responsible for sidewalk repairs
 - No clear ownership has been established
 - Cases are settled on a case by case basis in the courts
 - The HOA is putting a book together to be given to all new residents. There is a section on the CDD to be reviewed prior to publication.
 - This item will be added to the Workshop
- Ms. Mooney
 - The holiday lights are being set up
 - Follow-up on the cameras – where are the replacements?
 - Request vendor attend Workshop to resolve problems and issues
 - Not getting services promised and paid for
- Mr. Peters
 - Expressed his displeasure with the security system
- Mr. Hendrick
 - Distributed assignments for the Lexington Oaks Newsletter

THIRTEENTH ORDER OF BUSINESS

**Approval of Financial Statements,
Check Register and Invoices**


Mr. Mendenhall presented the October 31, 2014 financial statements, check register and invoices.

On MOTION by Mr. Hendrick seconded by Mr. Peters with all in favor the financial statements for the period ending October 31, 2014 were accepted.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hendrick seconded by Ms. Mooney
with all in favor the meeting was adjourned.


Jennifer Mooney
Chairman