

**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, February 19, 2015 at 6:30 p.m. at the Lexington Oaks Clubhouse, 26304 Lexington Oaks Boulevard, Wesley Chapel, Florida.

Present and constituting a quorum were:

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

Also present were:

Andy Mendenhall	District Manager
Bob Nanni	Severn Trent Services
Todd Wilhelmi	Site Manager

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

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Mooney 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**

**Kindermusik**

Ms. Mooney distributed a contract regarding a Music and Movement program called Kindermusik.

*Mr. Hanzel joined the meeting via phone.*

A copy of the Kindermusik contract distributed at the meeting was emailed to Mr. Hanzel.

Ms. Mooney reviewed the details of the contract.

Approved

On MOTION by Mr. Bechtel seconded by Mr. Peters with all in favor to move forward with a letter of intent to allow Kindermusik to use the CDD facility for classes.

Ms. Dione Stillwell asked to conduct one month of free classes plus a make-up day to generate interest in the program. There was no objection from the Board. Additional questions were discussed regarding various ways to advertise and communicate the free classes.

#### **FIFTH ORDER OF BUSINESS**

#### **Attorney's Report**

##### **A. Audit Letter Response FY 2014**

Mr. Robin is not present; Mr. Mendenhall explained the Audit Letter Response is a requirement by the auditor for the attorney to identify any legal issues that may exceed \$5,000. This is an annual requirement. Attorney invoices total \$945 for work related to the Golf Course Well Agreement.

#### **SIXTH ORDER OF BUSINESS**

#### **Engineer's Report**

Mr. Mendenhall reviewed the report submitted by the Engineer.

##### ➤ Ongoing Activities

- Monitor installation of pool heater.
- Cost estimates for basketball and tennis court resurfacing.
- Removal of pickle ball lines.
- Changed the basketball court color to dark green.
- Conferred with Tracy Robin on sidewalk responsibilities.
- Request proposal from another firm for Area I-6 quarterly wetland mitigation area monitoring.
- Follow up on Lexington Oaks map request.

#### **SEVENTH ORDER OF BUSINESS**

#### **Approval of the Minutes of the January 15, 2015 Meeting**

The minutes of the January 15, 2015 meeting were presented for approval.

- Mr. Wilhelmi requested line 149 thru 165 be deleted since they are a duplication from the December 2014 minutes.
- On Line 170 correct *measures* to *measured*.
- Mr. Peters requested his title be corrected.
- Correct the spelling of Eighth.

On MOTION by Mr. Bechtel seconded Ms. Mooney with all in favor approving the minutes of the January 15, 2015 meeting as amended.

**EIGHTH ORDER OF BUSINESS Staff Report – Site/Clubhouse Manager**

Mr. Wilhelmi addressed the following:

- Sought proposals for removal of pavers at Preakness
- Extreme Concrete Cleaning work delay due to rain and equipment malfunction
- Gas line to the pool heater was completed and the meter is in place
- Near completion of the biannual pond cleanup
- Amanda L. requested, at no charge, use of the Clubhouse on Mondays or Wednesdays for 1 hour to teach math to kids that may be interested.
  - There is no scheduling conflict with the room
  - The Board had no objection to the use
  - No food or drink is allowed in the room
- Estimate for fountain repairs is \$875 and landscaping is \$1,005
  - The information has been submitted to the insurance companies
  - Direction from the Board is to move forward with the fountain repair

**NINTH ORDER OF BUSINESS**

**Manager’s Report**

Mr. Mendenhall had no additional information to report at this time.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

There being none the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors’ Requests and Comments**

**Peter Hanzel:**

Nothing at this time.

**Terry Bechtel:**

- At the next Workshop discuss Capital Improvement Projects, ranking the in priority
- Discuss the various Reserves.

**Don Peters:**

- Inquired on the status of the increases discussed at the previous meeting.
  - They were processed by payroll
- Follow up on where the money was coming from for the gas heating.
  - A summary of the information will be provided at the Workshop.

**Robert Hendrick:**

- Reiterated the need to establish and review a Capital Improvement Project List

**Jennifer Mooney:**

- A Capital Improvement Project List will be on the Workshop Agenda
- Follow up on a proposal to report the Site Manager Compensation as a separate budget line item

**TWELFTH ORDER OF BUSINESS**

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

The January 31, 2015 financial statements, check register and invoices were presented; questions and answers followed.

On MOTION by Mr. Hendrick seconded by Ms. Mooney to accept the financial statement, check register and invoices for the period ending January 31, 2015.

Discussion followed on how accounting is reporting and booking expenditures and income. Review of check requests led to a discussion of how room reservation payments are made.

On VOICE VOTE with all in favor the financial statement, check register and invoices for the period ending January 31, 2015 were accepted.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

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

  
Jennifer Mooney  
Chairperson

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Ms. Mooney reviewed the details of the contract.

Approved

February 19, 2015

Lexington Oaks CDD

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Ms. Dione Stillwell asked to conduct one month of free classes plus a make-up day to generate interest in the program. There was no objection from the Board. Additional questions were discussed regarding various ways to advertise and communicate the free classes.

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Response FY 2014**

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reviewed the report submitted by the Engineer. • Ongoing Activities

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Approved 2

February 19, 2015 Lexington Oaks CDD

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addressed the following:

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**NINTH ORDER OF BUSINESS Manager's Report** Mr. Mendenhall had no additional information to report at this time.

**TENTH ORDER OF BUSINESS Audience Comments** There being none the next item followed.

**ELEVENTH ORDER OF BUSINESS Supervisors' Requests and Comments Peter Hanzel:**

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**Terry Bechtel:**

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