

**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 17, 2016 at 6:45 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
Peter Hanzel	Assistant Secretary
Don Peters	Assistant Secretary
Terry Bechtel	Assistant Secretary

Also present:

Bob Nanni	District Manager
Stephen Brletic	District Engineer
Todd Wilhelmi	Clubhouse Manager
Residents	

*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. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comments on Agenda Items**

Audience comments were requested.

- Concern regarding a deteriorated barrier around a pump located on the pond in Remington. The pump now makes loud noises and it was requested that shrubbery be added as a barrier.
  - Work was performed in this area by the County; it may be their responsibility to replace the shrubbery.
  - The County will be contacted and action to correct the problem will be taken as soon as possible.

Approved

- Irrigation along the boulevard during the early morning hours is spraying the sidewalks and roadways.
  - The timing on the clocks will be checked and appropriately reset.

**FOURTH ORDER OF BUSINESS**

**Presentation by Innova on the Security Camera System**

Dan Jones, Innova Technologies, DBA Erie Communications, Inc. addressed questions regarding an estimate submitted in the amount of \$112,535 for the installation and termination of fiber to poles for the security camera system as well as an additional estimate for savings in years 4 & 5 of \$33,100 for the deletion of the maintenance agreement.

Discussion followed on funds available in the FY 2017 budget to cover the cost of proposed changes in the security camera system.

On MOTION by Ms. Mooney seconded by Mr. Hendrick to move forward with the complete fiber optic project in lieu of the splash pad project for FY 2017.

Discussion followed on receiving only one estimate for the work.

On VOICE VOTE with Ms. Mooney, Mr. Hendrick, Mr. Hanzel, Mr. Peters voting AYE and Mr. Bechtel voting NAY to move forward with the complete fiber optic project in lieu of the splash for FY 2017. 4-1

**NINTH ORDER OF BUSINESS**

**Engineer’s Report**

Mr. Brletic reviewed upcoming items which will be presented at the next meeting.

**FIFTH ORDER OF BUSINESS**

**Consideration of Employee Manual Revisions**

On MOTION by Mr. Bechtel seconded by Mr. Hendrick with all in favor the Employee Manual update was approved as presented. 5-0

**SIXTH ORDER OF BUSINESS**

**Discussion on Splash Pad Project**

Based on the action taken regarding the Security Camera System project, this item will not be considered in the FY 2017 Budget cycle.

*Mr. Brletic left the meeting.*

**SEVENTH ORDER OF BUSINESS**

**Confirm October 1, 2016 Start Date for Site Manger Salary Adjustment**

*Mr. Hanzel temporarily left the meeting.*

On MOTION by Ms. Mooney seconded by Mr. Peters with all in favor making October 1, 2016 the effective start date for the Site Manager’s Salary adjustment to \$47,500 in accordance with FLSA requirements. 4-0

**EIGHTH ORDER OF BUSINESS Attorney’ Report**  
**A. Resolution 2017-02 Common Area Policy**

On MOTION by Mr. Bechtel seconded by Ms. Mooney with all in favor to adopt Resolution 2017-02 Common Area Policy. 4-0

*Mr. Hanzel returned to the meeting.*

**TENTH ORDER OF BUSINESS Manager’s Report**  
**A. Consent Agenda**

**i. Minutes from October 20, 2016 Meeting**

On MOTION by Ms. Mooney seconded by Mr. Peters to accept the minutes of the October 20, 2016 Meeting.

Discussion followed and several edits were presented.

On VOICE VOTE with all in favor the October 20, 2016 Meeting Minutes were approved as amended. 5-0

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

On MOTION by Ms. Mooney seconded by Mr. Peters to approve the Financial Statements, Check Register and Invoices. 5-0

Discussion followed on the following items:

- Add line item for “Drainage Structure” to the balance sheet.

On VOICE VOTE with all in favor the Financial Statements, Check Register and Invoices were approved. 5-0

**B. Auditing Services Three Year Engagement Letter with Keefe McCullough**

On MOTION by Mr. Bechtel seconded by Mr. Peters with all in favor a three year auditing services engagement letter with Keefe McCullough was approved. 5-0

**C. Prager – Letter Terminating the Dissemination Agreement**

Mr. Nanni presented the letter from Prager regarding their termination of the Dissemination Agreement with the District. Severn Trent can assume the dissemination agent duties for \$1,000 annually. A Dissemination Agreement will be prepared and presented for signature.

On MOTION by Mr. Hendrick seconded by Ms. Mooney to approve a Dissemination Agreement with Severn Trent to perform the dissemination agent duties for \$1,000 annually.

**ELEVENTH ORDER OF BUSINESS      Site/Clubhouse Manager Report**

Mr. Wilhelmi provided an update on the following items:

- Monument pressure washing was completed.
- Pavers around the drinking fountains and benches were cleaned.
- The top of the tennis court nets were cleaned.
- The walls along Churchill are being cleaned and patched.
- Christmas decorations will be setup in the Clubhouse.
- Received proposals to clean up and remove debris between a resident’s home and the CDD wall in Delmar.

Due to an employee’s extended illness, the Board was in consensus to allow Mr. Wilhelmi’s spouse to temporarily work on an as needed basis until the employee’s medical condition is better understood.

On MOTION by Mr. Bechtel seconded by Mr. Peters a performance bonus payment to Pat Ehrhardt in the amount of \$1,338 was approved. 5-0

**TWELFTH ORDER OF BUSINESS      Audience Comments**

- There being none the next item followed.

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

**Peter Hanzel:**

- Recognized the ethics, high standard of performance, and multiple contributions by Board members Don Peters and Jennifer Mooney.

**Terry Bechtel:**

- Reiterated the exceptional work and contributions of both Mr. Peters and Ms. Mooney as Supervisors of the Lexington Oaks CDD.

- After the wall repairs are completed, the Board should consider painting them.
- Annuals are scheduled for replacement every 4 months; next replacement should occur around February/March.

**Don Peters:**

- Commended Ms. Mooney on the many accomplishments she fulfilled while serving as Chairperson.

**Jennifer Mooney:**

- Acknowledged the achievements over the past 4 years with the support from the Board, the staff, and the community.

**Bob Hendrick:**

- Additional acknowledgement of the commitment and service to the District by Ms. Mooney and Mr. Peters.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Hendrick seconded by Ms. Mooney with all in favor the meeting was adjourned. 5-0

*Bob Hendrick*

~~Jennifer Mooney~~, Chairperson

*Robert Hendrick,*