

**MINUTES OF MEETING
MEADOW POINTE II
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe II Community Development District was held on Wednesday, June 16, 2010 at 6:30 p.m. at the Meadow Pointe II Clubhouse, 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Linda Straw	Chair
Mark Glassman	Vice Chairman
Brian Shahin	Secretary
Jerry Lynn	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Rolando Santiago	District Counsel
Bob Valentine	District Engineer
Bill Snyder	Property Manager
Alan Baldwin	STS
Residents	

The following is a summary of the minutes and actions taken at the June 16, 2010 Meadow Pointe II Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Straw called the meeting to order and the Board members and staff identified themselves for the record.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Guest Speakers

- Ms. Lorraine Greene inquired as to pressure washing.
 - Mr. Lynn noted any property the District owns they are going to power wash.
 - Ms. Greene noted the gutters are moldy.

- Ms. Greene noted Longleaf has obtained three bids – two for the sidewalks and another for sidewalks and gutters and inquired if the HOA accepted one of the bids if the CDD would pay it.
- Further discussion ensued with regard to pressure washing and it was noted no decisions have been made as to the CDD pressure washing the sidewalks.
- Ms. Greene addressed a pond of Echo Pond going toward Emmett Court that is green.
 - Mr. Glassman noted he will check the pond tomorrow.
- Mr. Sol Jargowsky thanked the Board for the wall work.
- Mr. Jargowsky noted Longleaf is an HOA community and Lettingwell is an HOA community and they have to power wash their own driveways and everything so he does not understand the prior conversation.
 - Mr. Lynn noted the Board is reviewing the power washing all District-owned sidewalks.
 - Ms. Straw noted they are looking at the impact of what this would be to each homeowner in the District.
- Ms. Cindi Matter distributed and addressed the newsletter from Seven Oaks CDD.
 - Ms. Matter would like to provide this service to the Meadow Pointe community.
 - The newsletter is free of charge – they obtain the revenues from the advertisers.
 - The newsletter is mailed to the residents and each governing entity gets a certain amount of pages.
 - Ms. Matter will take photos of community events for inclusion in the newsletter.
 - A version is provided to be included on the District website.
 - Further discussion ensued with regard to the newsletter and it was noted the other Meadow Pointe districts would like to do the newsletter.

- Ms. Yolanda Bush inquired if the Board was going to continue discussion about the Joint Use Agreement between MP and MPII.
 - Ms. Straw noted it is on her list of things to talk about when they get into a budget workshop. It will be revisited but she has no updates other than that.
- Ms. Debbie Kravitz addressed her frustration with the amount of rental properties in Charlesworth and the issues with parking.
 - Ms. Kravitz noted she has been addressing this to Doug Lee for three years.
 - Mr. Glassman noted the parking is a HOA Covenant and needs to be addressed with the HOA.
 - Further discussion ensued with regard to the issue and it was suggested Ms. Kravitz attend a meeting of the HOA board.

FOURTH ORDER OF BUSINESS

Resident Council Representative

- Mr. Glassman reported there was no attendance.
- The Deputy reminded everyone to keep their doors and windows locked.
- Mr. Glassman addressed work being done on Wrencrest Boulevard and noted they closed the road down as two of workers almost got hit by cars not following the flagman direction.
 - Does the District have the right to close a road?
 - The Deputy responded they do for legitimate roadwork if they set up barricades. It is a violation if physically observed by the officer.
 - Discussion ensued with regard to hiring an off-duty officer during the roadwork and notification about the roadwork to the residents.

FIFTH ORDER OF BUSINESS

Committee Reports

A. Architectural Review

Ms. Yolanda Bush distributed the Architectural Review Report for review, which is attached hereto and made part of the public record.

- Discussion ensued with regard to color schemes which are not in the book but being recommended for approval as compatible.
 - Ms. Bush noted they are not assigning scheme codes but they are putting them in the book.

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the recommendations from the Architectural Review Report were approved as presented.

B. Deed Restrictions

Ms. Yolanda Bush distributed the Deed Restriction Report for review, which is attached hereto and made part of the public record.

- 2010-52 recommending to be moved to the Attorney List.
 - Discussion ensued in regard to 2010-52 and it was noted the letters have been returned.
 - It was noted by the DR process it does not need to come back to the Board before being sent to the attorney.
 - Mr. Santiago requested photos of current condition of the property be included.

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the recommendations from the Deed Restriction Report were approved and 2010-52 to go to the attorney.

SIXTH ORDER OF BUSINESS

New Business

- Ms. Straw inquired if the SWFWMD inspection has been taken care of.
 - Mr. Glassman noted it is taken care of.
- Mr. Shahin addressed an email about mediation and request for attendance.
 - Mr. Santiago noted they have been ordered to mediation and a representative of the District needs to attend as a non-attorney participant.
 - Mr. Glassman will attend on behalf of the District.

- Mr. Lynn addressed a memo regarding the shopping center mowing.
 - Discussion ensued with regard to property being deeded to the county versus the CDD.
 - Ms. Straw noted documentation has been requested.
- Mr. Lynn addressed the PACA meeting and noted Mr. Mike Wells, Pasco County Property Appraiser, spoke at the meeting.
 - It was noted Pasco County has a sidewalk program whereby they will match your contribution to installing a sidewalk.
 - The District would be responsible for the sidewalk as the installer.
 - Discussion ensued with regard to areas which are being considered for a sidewalk and obtaining a cost for installation.
- Mr. Shahin addressed the website and analytical information he was able to provide in the past. He no longer has access to the website to do so.
 - It was requested Mr. Mendenhall check with Mercer Design regarding the issue.
- Mr. Shahin noted with switching the IT support he is renewing his request to get the access to be able to get to the Deed Restriction documents.
 - Mr. Snyder noted it has been processed and he is waiting on confirmation from John.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Santiago noted he has nothing to report.

- Ms. Straw noted she and Mr. Santiago spoke about the call box at Wrencrest and she had explained the Board's position regarding granting access for residents other than MP11.
 - Ms. Straw read the response from Mr. Santiago, which is attached hereto and made part of the public record.
 - Mr. Lynn noted a complaint was filed with the county and the complaint was returned back to the Melton's stating the matter is not within the purview of Pasco County.

- Ms. Straw will write the Melton's to let them know the Board's position has not changed.

B. Engineer

Mr. Valentine reported the following:

- At the last meeting accounting methods for reserves was discussed and he took a look at the current breakdown to see if things needed to be broken down further.
 - Currently, all items at the clubhouse facilities are considered in the clubhouse reserve. This includes fencing, sidewalk, lighting, signs, curbs, roofs, tennis and basketball courts, security system, playground, parking lot, pool and multi-purpose court.
 - Discussion ensued with regard to breaking the reserves down further and it was noted it is important for the Board to have those items with a due date and document that backs up the reserves, attached for tracking.
 - Discussion ensued with regard to the reserves spreadsheet and it was noted it is typically reviewed and updated every three to five years. This Board reviews each year as part of the budget process.
 - Mr. Lynn requested the reserve study be resent via email to the Board.
 - Mr. Mendenhall addressed site-wide reserves and Ms. Straw noted the concern is - where are they, where should they be, what is the deficit and how do they get to where they should be.
 - Mr. Snyder addressed the reserve study and Mr. Valentine noted it is all old information from the last update.
 - The reserves spreadsheet has been updated based on meetings between Mr. Snyder and Mr. Valentine.
 - O&M / general maintenance versus reserves was discussed.

C. Property Manager

Mr. Snyder reported on the following:

- Had Ms. Diaz contact 360 with regard to the drug testing of minors.
 - Minor must have proper identification.
 - Mr. Snyder noted both minors have identification and will be accompanied by a parent or guardian.
 - Test results are confidential – even from parents or guardians. The results can only be released to the employee.
 - Discussion ensued with the process to be utilized if a minor should fail a drug test and the District is contacted by the parent / guardian.
- The Colehaven accident has been finalized – the insurance company has issued a check in the amount of \$9,192 which covers the landscape, masonry work and the clean up.
 - Discussion ensued with regard to how the checks for these items are accounted for and it was noted they go into the general fund and not directly to a line item.
 - It was noted the Board needs to be aware when they overspend a budget item that it was really not overspent as they received monies for it.
 - Further discussion ensued with regard to tracking, accounting and budget.
- Vermillion entrance gate was hit over the weekend – it will have to be removed and repaired.
 - Suggested setting something in next year's budget for gate replacement and Ms. Straw noted these are reserve items for the Villages.
- Robert has requested a phone as he is using his phone a lot for District business.
 - Mr. Snyder uses his phone and the District reimburses him.
 - It was noted Robert should file an expense report for the usage if he exceeds his plan minutes.

- Vendors should be given the office number for business purposes and callbacks and return calls should be made from the office.
- Mr. Glassman noted there are times when Robert is in the field repairing a problem he does have to call tech support from the area.
- Discussion ensued with regard to personal vehicle usage by employees for District business needs to be as limited as much as possible.
- Mr. Mendenhall will discuss with Ms. Davis regarding coverage for personal vehicle usage by the Board and staff.
- Mr. Hess will probably be accepting a position at Bank of America and they are working with Mr. George Foster to get him trained to replace Mr. Hess.

D. Manager

i. Questions and Comments on the Revised Budget

- Mr. Mendenhall noted the high water mark was set at the May meeting and the discussion will probably be benefited from having the reserve numbers from Mr. Valentine.
 - In looking at the budget the majority of the flexibility is on the reserves.
 - At this time the budget is \$196,358 over last year.
 - Discussion ensued with regard to reducing the budget and Ms. Straw noted her expectation is the next non-staff meeting would be more of a budget workshop.
 - Mr. Mendenhall to provide Excel worksheet to the Board.
 - Mr. Glassman addressed Payroll – Maintenance. It is budgeted for \$187,000 and noted Robert’s salary was to be budgeted across the 12 gated Villages. Should the salary be deducted from Payroll – Maintenance?
 - Discussion ensued with regard to the gated Villages being charged for the payroll.

- Ms. Straw and Mr. Snyder will discuss a process for accounting /charging the payroll to the Villages.
- Mr. Mendenhall noted in the FY 2011 budget it is based on a percentage of residents in each gated Village.
- Further discussion ensued with regard to the budget for Payroll – Maintenance.
- It was noted if Robert is not working on gates it is not charged to gates it is charged to the District.
- Mr. Mendenhall noted he has not conducted an Employee Review for Mr. Snyder in awhile and inquired if the Board wants to schedule a review.
 - Mr. Mendenhall also noted Mr. Snyder does not participate in the health benefits program for the District and would like to recommend he be allowed to participate as the site manager.
 - Discussion ensued with regard to health benefits program and it was noted they budget for all full-time employees participating.
 - Ms. Straw noted as far as the review she feels every employee should have a review every year regardless of increases.
 - Further discussion ensued concerning performance reviews and noted salary increases will be determined by the Board based on the budget.

EIGHTH ORDER OF BUSINESS

Approval of the Minutes of the May 19, 2010 Meeting

There not being any,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the minutes of the May 19, 2010 meeting were approved.

NINTH ORDER OF BUSINESS

Other Business

- Mr. Lynn noted he sent an email to the County Commissioners and Mr. Bob Sheppard regarding the opening of Kinnon and has received no response.
- Mr. Lynn noted he also has not heard back as to the status of SR 56.

- Ms. Straw inquired if they have received the letter from Digital Rescue stating they have everything they need from MSR.
 - Mr. Snyder noted they have.
 - Mr. Mendenhall noted it has not been paid as he did not know the letter was received.
 - Ms. Straw noted it can be paid and she also sent an email to Ms. Jackson approving payment to Mr. Santiago.
- Mr. Shahin noted during the meeting the connection goes up and down and he does not know if that is a concern.
 - It was requested Mr. Snyder have John check the general public Hot Spot.
- Mr. Lynn noted Mr. Brian Corley, Pasco County Supervisor of Elections, will be at the PACA meeting. Sheriff White will be at the August 13 meeting and on September 9 there will an Architectural Change Request Panel to discuss the handling of architectural changes and deed restrictions.
- Mr. Lynn addressed street lighting and noted he cannot find a billing for Tullamore.
 - Most Villages are \$18 to \$19 per light with the exception of Sedgwick, Vermillion, Charlesworth, Wrencrest and Iverson.
 - Sedgwick is \$40.50 per light and the reason for this is they have the fancy lights and higher wattage light.
 - Discussion ensued concerning the Village lighting.
 - Can the lights be changed to 100 watts and is there a cost factor to change.
 - What is the criteria for the wattage?
- Ms. Straw inquired as to the Board's thoughts on the newsletter provided by Ms. Manner.
 - Mr. Lynn noted he personally does not like it and feels it is too subjective.

- Ms. Straw noted she thinks they should let Ms. Manner know it is not representing the CDD - it is Meadow Pointe news.
- Mr. Shahin suggested writing up the CDD's requirements and use it for negotiating.
- Ms. Straw noted they would be one of four communities in the publication and Mr. Shahin noted this is why they should try to make it happen if they can.
- Inclusion of a disclaimer was suggested.
- Ms. Straw will speak with Ms. Manner to obtain more information about the publication.
- The Board is in agreement that they want to participate in the newsletter but with some controls.

TENTH ORDER OF BUSINESS

Approval of May, 2010 Financial Statements

There being no comments or questions,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the May, 2010 financials were approved.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the meeting was adjourned.


~~Linda Straw~~ MARK GLASSMAN
v. Chair