

**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 Wednesday, November 17, 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	Chairperson
Mark Glassman	Vice Chairman
James Bovis	Assistant Treasurer
Glen Aleo	Assistant Secretary
Brian Shahin	Supervisor

Also present were:

Andrew Mendenhall	District Manager
Rolando Santiago	District Counsel
Joseph Payne	District Engineer
William Snyder	Property Manager
Renee Glassman	ARC/DRC
Gerald Lynn	Resident and Former Board Member
Several Residents	

*The following is a summary of the discussions and actions taken at the November 17, 2010 Meadow Pointe II Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Straw called the meeting to order and Supervisors and staff identified themselves.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Oath of Office for Supervisors Elected by General Election  
(Glen Aleo, James Bovis and Brian Shahin)**

Mr. Mendenhall, being a Notary Public of the State of Florida, administered the Oath of Office to Mr. Glen Aleo, Mr. James Bovis and Mr. Brian Shahin; and copies of the signed Oaths are attached hereto and made part of the public record.

- The Board proceeded to nominate a Chairperson.

Mr. Bovis NOMINATED Ms. Linda Straw to remain as Chairperson. There being no further nominations with all in favor, Ms. Linda Straw was re-appointed as Chairperson.

- The Board proceeded to nominate a Vice Chairman.

Ms. Straw NOMINATED Mr. Mark Glassman to remain as Vice Chairman and Mr. Bovis seconded the nomination. There being no further nominations with all in favor, Mr. Mark Glassman was re-appointed as Vice Chairman.

- The Board proceeded to nominate a Treasurer.

Ms. Straw NOMINATED Mr. James Bovis to serve as Treasurer; to which he declined the nomination.

Mr. Glassman NOMINATED Mr. Robert Koncar to remain as Treasurer. There being no further nominations with all in favor, Mr. Robert Koncar was re-appointed as Treasurer.

- The Board proceeded to nominate an Assistant Treasurer.

Mr. Glassman NOMINATED Mr. James Bovis to serve as Assistant Treasurer. There being no further nominations with all in favor, Mr. James Bovis was appointed as Assistant Treasurer.

- The Board proceeded to nominate a Secretary.

Mr. Bovis NOMINATED Mr. Andrew Mendenhall to remain as Secretary. There being no further nominations with all in favor, Mr. Andrew Mendenhall was re-appointed as Secretary.

- The balance of the Board will serve as Assistant Secretaries.
  - Mr. Shahin declined to serve as Assistant Secretary and prefers to serve as Supervisor.

**B. Election of Officers – Resolution 2011-2**

Mr. Mendenhall presented Resolution 2011-2 Designating Officers of the District for the Board’s review and adoption, based on the Board nominations just made; a copy of which is attached hereto and made part of the public record.

There being no comments or questions,

On MOTION by Mr. Glassman seconded by Mr. Bovis with all in favor, Resolution 2011-2 Designating Officers of the District, with Ms. Linda Straw to remain as Chairperson; Mr. Mark Glassman to remain as Vice Chairman; Mr. Andrew Mendenhall to remain as Secretary; Mr. Robert Koncar to remain as Treasurer; Mr. James Bovis to serve as Assistant Treasurer; Mr. Glen Aleo to serve as Assistant Secretary; and Mr. Brian Shahin to serve as Supervisor was adopted.

**FIFTH ORDER OF BUSINESS**

**Resident Council Representative**

There being no report, the next item followed.

**SIXTH ORDER OF BUSINESS**

**New Business**

**Jim Bovis**

- Wild boars are damaging property in Longleaf.
  - Approximately seven yards and some CDD property around the CDD pond were trashed.
  - Their HOA had a meeting and would like to request the CDD maintain a hog hunting and trapping outfit.
  - The trapper is asking for \$100 per month as maintenance to take care of this.
  - It will cost \$175 per trap and two traps are necessary, costing \$350.
  - The \$100 fee will be dropped and the final cost will be \$350.

- The areas will be inspected two days per month.
- The boars will go to a farm to be cared for per state permits.
- Funds should be taken from contingency and the CDD should take full responsibility.
- The Board was in consensus that the CDD property has sustained minimal damage and did not authorize the expenditure.

*The record reflects Mr. Santiago has joined the meeting.*

- The management contract with Severn Trent Services dated 1994 was discussed.
  - Mr. Bovis would like Mr. Santiago and Severn Trent Services to update the contract.
  - The Statutes have a term limitation.
  - Mr. Mendenhall assured Mr. Bovis there is no automatic increase in the budget to Severn Trent.
  - Ms. Straw asked Mr. Mendenhall to prepare an updated Management Services contract to be reviewed by Mr. Santiago and presented for discussion at the fully-staffed December meeting.
- Mr. Bovis asked Mr. Glassman to give him a schedule of the road work to be done in Longleaf.
  - Mr. Glassman gave a schedule to the HOA President at their meeting.
  - Work is to start the Monday after Thanksgiving.
- Mr. Bovis asked Mr. Mendenhall for an updated copy of the policies and procedures.
  - Ms. Straw indicated for the record the policies and procedures are being revised.
  - There will be a meeting on Monday, November 29<sup>th</sup> at 7:00 p.m. to discuss finalization of them.
  - Ms. Straw will e-mail Mr. Bovis and Mr. Aleo a copy of the working document; and Mr. Mendenhall will provide a copy of the current documents of record.
- Mr. Bovis requested copies of the contracts for the ponds and street repairs.

- The original plants along the fence at Mansfield Boulevard adjacent to Longleaf were removed because they were diseased and Mr. Bovis requested something which would grow high enough to provide a buffer.
  - The new plants did not grow high enough to provide this buffer and Mr. Bovis would like the Board to consider doing so if there are funds available in the landscaping line item.
  - Ms. Straw indicated it cannot be done this year, but will be looked at for the future.

**Linda Straw**

- Ms. Straw would like to order new shirts.
  - Ms. Straw showed the Board some samples.
  - Discussion ensued regarding different preferences.
  - She would like the Board to look at the catalog and discuss at the next meeting.
- Ms. Straw distributed logon credentials and other associated information to the new Board members.
- Ms. Straw will send Mr. Mendenhall the *Areas of Specialization for Supervisors* document for distribution to the Supervisors to be updated and discussed at the next meeting.
- Ms. Straw discussed the Program Liaison to the Sheriff's Department which is currently managed by Mr. Lynn.
  - This person oversees any legal issues which the Sheriff has to handle.
  - Ms. Straw would like to recommend that Mr. Lynn continue to manage this program since he developed it.
  - Any important issues will still have to be authorized by the Board.

Ms. Straw MOVED to authorize Mr. Gerald Lynn to continue in the capacity as Program Liaison to the Sheriff's Department; and Mr. Shahin seconded the motion.

- Mr. Bovis would like to amend the motion to include the fact that he established good working relationships with politicians at all levels as a result of his relationship with PACA.
- Mr. Lynn indicated he will be more than happy to continue in this capacity.

On VOICE vote with Ms. Straw, Mr. Bovis, Mr. Shahin and Mr. Aleo voting aye; and Mr. Glassman voting nay, the prior motion was approved as amended.

- Mr. Santiago will make sure Mr. Lynn is in compliance with any specific lobbyist restrictions, rules or registration requirements since he is no longer a Board member.
  - Mr. Lynn should not continue his role in this capacity until such time as Mr. Santiago clarifies this; and will respond back via e-mail.
- Ms. Straw read a letter from Ms. Maguie Blasini of Zumba On Wheels into the record at her request; a copy of which is attached hereto and made part of the public record.
  - Mr. Snyder will advise them the Board is in agreement to their requested schedule change, as well as notify the community.

*The record reflects Mr. Payne has joined the meeting.*

#### **FOURTH ORDER OF BUSINESS**

#### **Guest Speakers**

##### **Gerald Lynn**

- The traffic light at Mansfield Boulevard and 56<sup>th</sup> is under construction; after which another one will be installed at Meadow Pointe Boulevard and 56<sup>th</sup>.
  - Both will be operational before the end of December, per his contact at the DOT.
  - The intersection will be modified by the state for better viewing of the turn lane at night.

**Sol Jarkowski**

- He recommends that the Attorney’s Report be moved to the third order of business in order to save the District money.
  - The Board will take this under consideration, but Ms. Straw reminded him they often seek the attorney’s advice on issues discussed throughout the meeting.

**SEVENTH ORDER OF BUSINESS**

**Committee Reports**

**A. Architectural Review**

Ms. Glassman presented the Architectural Review Report for the Board’s review and approval; a copy of which is attached hereto and made part of the public record.

- 2010-46 – Paint house – recommend approval.
- 2010-47 – Paint house – recommend approval.

There being no comments or questions,

On MOTION by Mr. Shahin seconded by Mr. Glassman with all in favor, the recommendations from the Architectural Review Report were approved.

**B. Deed Restrictions**

Ms. Glassman presented the Deed Restrictions Report for the Board’s review and approval; a copy of which is attached hereto and made part of the public record.

- 2010-113 – Long grass, overgrown bushes and weeds in driveway – DR-14.

There being no comments or questions,

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, the recommendation from the Deed Restrictions Report was approved.

- The Board discussed various properties with potential deed restriction violations.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

- The property at Morwin Court for which the District expended \$3,000 in enforcement has come into full compliance and Mr. Santiago’s office received full compensation.

- The District is in the process of receiving compensation for a property at Wiley Court with a similar scenario.
- B. Engineer**
- Mr. Payne's staff recommended a geotechnical investigation for a pavement which was failing at a property located on Wooley Court; and as a result, they were authorized to do the appropriate pavement work.
- A Verizon line was cut which severed an under drain pipe at a property on Eagle Station Drive.
  - Verizon lowered the fiber optic and closed the trench for safety reasons.
  - The drain still needs to be repaired.
  - Mr. Payne is in the process of determining the price of the repair and what is involved.
  - Mr. Payne and Mr. Santiago are in the process of determining how they will proceed in recovering compensation for repair of the drain.
  - Insurance may cover some of the cost.
  - Mr. Snyder asked Mr. Payne to notify residents in a positive manner as to how they are proceeding with the work.
- Mr. Payne received a request from the CDD to certify a pond inspection, which will be done in the next couple of weeks.
- Mr. Payne is in the process of obtaining all necessary District documents from the prior engineer.
  - Mr. Payne drafted a letter for review by Mr. Santiago.
  - Ms. Straw reminded him to share a copy of the letter with Mr. Mendenhall.
- Ms. Straw reminded Mr. Payne they are still awaiting a professional engineering services agreement.
  - An original and one copy were mailed to Mr. Santiago.
  - All services are officially covered.
- C. Property Manager**
- All landscaping and planting of annuals are moving ahead.



- Most issues with final irrigation and landscaping invoices from Scapes have been worked out.
- Fertilization is complete.
- Mulching is halfway done and should be complete by next Wednesday.
- His staff is preparing for holiday decorations.
  - Ms. Glassman suggested next year's budget discussions include unification of holiday decorations; to which the Board was in agreement.
- There are still issues with pedestrian gates getting damaged.
  - They are trying to reinforce the locks which are being broken.
  - Discussion ensued regarding possible alternative solutions.
- There have been numerous algae blooms in the ponds.
- Many new plantings have been trampled on; and this is currently being investigated.
- SWFWMD sent a Phase 1 alert for watering restrictions.
- Two individuals were sent for pool deck resurfacing training at a total cost of \$499; and the expenditure needs to be ratified.
  - Time was of the essence to get these individuals certified and able to commence the work before March, since the pool will be out of commission for approximately one week.
  - A decision has not actually been made as to whether the work will be done in house or by an outside contractor.
  - The Chair is authorized to expend funds and get the costs ratified.
  - Mr. Bovis asked Mr. Snyder to present a cost estimate and comparison using an outside contractor versus the in-house Stardek coating to be done and maintained by the trained individuals at the next meeting.

There being no further discussion,

On MOTION by Mr. Glassman seconded by Mr. Bovis with all in favor, the expenditure of \$495 to send two individual staff members for training to put down and maintain Stardek coating on the pool deck was ratified as discussed.

**D. District Manager**

- Mr. Mendenhall distributed the State oath information, a form to authorize payment of \$10, as required to be sent to the State to be deducted from the first Board meeting paycheck along with other necessary documents to the two new Board Supervisors.
  - Mr. Mendenhall will check to ensure that Mr. Shahin does not have to fill out all of this information since he has already been a Board member and ran unopposed.
- Mr. Bovis discussed some issues from his information packet.
  - Lettingwell should not be mentioned in the budget narrative for collection of non ad valorem assessments since they do not have townhomes.
  - Mr. McGee is still mentioned in the District’s Bible as the District Engineer because the CDD is technically under contract with them for the next 30 days.
  - Rizzetta is still mentioned as the Financial Advisor and should be deleted.
- Ms. Straw asked Mr. Mendenhall to follow up on the early termination payment to Scapes.

**NINTH ORDER OF BUSINESS**

**Approval of the Minutes of the  
October 20, 2010 Meeting**

Ms. Straw stated each Board member received a copy of the Minutes of the October 20, 2010 Meeting and requested any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Shahin seconded by Mr. Glassman with all in favor, the Minutes of the October 20, 2010 Meeting were approved.

**TENTH ORDER OF BUSINESS**

**Other Business**

**James Bovis**

- Mr. Mendenhall indicated that the sales tax exemption and tax identification number are current.

**Brian Shahin**

- The website does not have the CDD meeting dates.

- He suggested a *tweet* can be sent out reminding community members of the meeting.
- Ms. Straw asked Mr. Shahin to write an article for the newsletter regarding the available technology.

**ELEVENTH ORDER OF BUSINESS** **Approval of Financial Statements**

**A. October 31, 2010 Financial Statements**

Ms. Straw presented the October 31, 2010 Financial Statements for the Board's review and approval; a copy of which is attached hereto and made part of the public record.

There being no comments or questions,

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, the October 31, 2010 Financial Statements were approved.

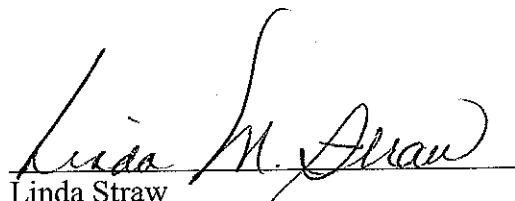
**B. Consideration of Miscellaneous Revenue Line Item**

Mr. Mendenhall indicated this item should be disregarded, as it is not necessary for the District.

**TWELFTH ORDER OF BUSINESS** **Adjournment**

There being no further business,

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, the meeting was adjourned at 8:37 p.m.

  
Linda Straw  
Chairperson