

**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, May 4, 2011 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:

Bill Snyder	Property Manager
Yolanda Bush	ARC/DRC
Renee Glassman	ARC/DRC
Don Bass	Resident
Christopher Brand	Resident
Kevin Carter	Resident
Marilyn Howell	Resident
Penny Kauffman	Resident

The following is a summary of the discussions and actions taken at the May 4, 2011 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

Audience Comments

- Mr. Christopher Brand commented on a recent incident at the pool.

- A person argued with the life guard and destroyed property.
- He should have his privileges taken away.
- Mr. Don Bass discussed ongoing issues at the pickleball/tennis courts.
 - The third court needs to be painted with lines for pickleball.
 - Tennis players have been using the third court and refuse to move to another court when pickleball players need to use it.
 - The proposed rules were discussed.
 - Doubles are designated one and one-half hours, but two hours is more appropriate.
 - Ms. Straw indicated that reservations can be made after the prime time of 8:00 p.m. even though they are not necessary in order to avoid having to leave the court at that time if someone requests it.
 - Ms. Glassman suggested that tennis lessons should not be conducted during the prime time.
 - Ms. Straw does not believe limitations can be put on the individual reservations.
 - Mr. Shahin indicated that the reservations will provide staff with data to determine whether or not there are patterns with certain individuals.
- Ms. Marilyn Howell discussed an incident she had with a parent of one of the individuals being given tennis lessons.
 - A non-resident tried to get into the gate to pick up her daughter who was being given tennis lessons; and she had no card which would have authorized her entry.
 - It is apparent that Brandon is giving tennis lessons and being paid which is against the rules.
 - Ms. Straw commented that each resident is only allowed to have up to five guests on the courts.
 - Ms. Straw advised that residents should contact the Board if anything like this is witnessed and they will handle it.

Mr. Glassman stated for the record that he mailed a notice to the head of the tennis courts.

- Ms. Glassman was asked by the water aerobics group if the pool can be opened one-half hour earlier; to which Mr. Snyder responded.
 - It is not feasible as there are safety issues associated with adjustment of the pool chemicals.
- Mr. Bovis indicated that tennis lessons are conducted in Meadow Pointe 1, but there is a set schedule; and suggested Mr. Snyder speak to Keith and find out how this works out.

FOURTH ORDER OF BUSINESS

Guest Speakers

There being no guest speakers in attendance, the next item followed.

FIFTH ORDER OF BUSINESS

Committee Reports

A. Architectural Review

Ms. Bush presented the Architectural Review Report for the Board's review and acceptance; a copy of which has been entered into the official record.

- 2011-10 – Paint house with door color to be same as the trim – Recommend approval.
- 2011-11 – Paint house with door color to be changed to a different shade – Recommend approval.

There being no further discussion,

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

B. Deed Restrictions

Ms. Bush presented the Deed Restrictions Report for the Board's review and acceptance; a copy of which has been entered into the official record.

- 2011-015
 - Grill, tires and trash cans in front of home in driveway at all times – N/A.
 - These items were removed.
- 2011-016

- 2011-020
- 2011-024
- 2011-028
- 2011-029
 - Lawn and edge need to be mowed – N/A.
 - The lawn was mowed.
- 2011-017
- 2011-018
- 2011-019
- 2011-021
- 2011-022
- 2011-023
- 2011-025
- 2011-026
- 2011-027
- 2011-030
 - Lawn and edge need to be mowed – DR-14.
- 2011-031
 - Large trailer parked in driveway for several days at a time; trash can in front of garage and visible from the street – DR-17, DR-10.
- 2011-032
 - Garage door painted an unapproved color which does not match the rest of the neighborhood – N/A.
 - This was already approved.

There being no further discussion,

<p>On MOTION by Mr. Shahin seconded by Mr. Aleo with all in favor, the recommendations from the Deed Restrictions Report were accepted.</p>

THIRD ORDER OF BUSINESS

Audience Comments (Continued)

- A Resident commented that Brandon is on the tennis court with five small children and three adults, and is using the second court right now.

FIFTH ORDER OF BUSINESS

Committee Reports (Continued)

C. Government Liaison

There was no report, as Mr. Lynn was not in attendance; and the next item followed.

SIXTH ORDER OF BUSINESS

New Business

Linda Straw

- Ms. Straw asked for the Board's approval to renew the CDD's membership with PACA.

Mr. Bovis MOVED to approve renewal of the District's membership with PACA; and Mr. Shahin seconded the motion.

- The renewal fee is \$50.

There being no further discussion,

On VOICE vote with all in favor, the prior motion was approved as discussed.

James Bovis

- The trees in Longleaf were trimmed to 13 feet.
- The question in Morningside Park as to whether the road is closed or if it is a dead end was discussed.
 - The road must be barricaded.
 - It can be removed, but the CDD must pay for removal.
 - Ms. Straw asked Mr. Bovis to clarify the definition of *Road Closed* versus *Dead End Road*.
 - o *Road Closed* is a condition in which a section of roadway is closed due to construction and/or completely barricaded off to prevent traffic from traveling on it.

- o *Dead End Road* is the condition when a road is open to traffic, but once entered there is no other connection to continue through to another road.
- Ms. Straw does not see any construction on this road.
- The county does not want this to be removed.
- The barricade can be removed, but must be replaced with the red diamond signs.
- The county indicated to Ms. Straw that this road requires a *Type Three Barricade*, but she wants to know what conditions warranted placement of this sign.
- The CDD requested this sign to be put up five years ago.
- o Mr. Shahin indicated this was done because residents were expressing concerns that vehicles were driving back there.
- Mr. Shahin indicated that once the sign is removed, it will not be put back.
- The Sheriff's Office indicated that if they had to patrol that area and there was a suspicious vehicle parked there, there is a greater risk to the Deputy than not permitting traffic at all.
- The risk is less to leave it barricaded and require foot traffic only.
- Mr. Glassman commented that the area is completely overgrown with weeds and grass, and it is not possible to drive a vehicle in there.
- Ms. Straw asked Mr. Bovis to get a firm estimate on the cost for removal of the sign.
- Mr. Shahin commented that although he understands that residents in the community find the sign unattractive, he is more concerned that residents will come back and complain about people and vehicles going back there.
- Ms. Straw believes the CDD should pay for removal of the sign since it is there as a result of the Board's actions.
- Ms. Straw believes the sign did not cost anything to be put up and the county put the sign up for the CDD.
- Mr. Bovis discussed the resolution establishing fines for covenant violations which Mr. Santiago distributed at the last full staff meeting.

- Charlesworth and Tulemar should be exempt.
- It should be a fine of up to \$100.
- The maximum fine should be \$1,000 as opposed to \$5,000.
 - Ms. Straw will ask Mr. Santiago to clarify the maximum fine at the next full staff meeting.
- The fine per incident for improvements made without the CDD's approval in the amount of \$500 should only cover the external portion of the home and/or the lot.
 - The CDD is more interested in using the fine as a leverage to resolve the issue as opposed to actually collecting the fine.
 - Ms. Straw reminded Mr. Bovis that the fee schedule is set by the Board.
 - This document is targeting the abandoned properties.
- Mr. Bovis encouraged the Board to study this document carefully before proceeding; to which the Board was in consensus.

SEVENTH ORDER OF BUSINESS

Property Manager

- Four representatives from Verizon were at the clubhouse regarding installation of fiber optics for the clubhouse and gates.
 - They want to bore the lines.
 - The utility company has the right to do whatever they believe is the appropriate method.
 - They should be encouraged to use the sleeves to prevent any problems.
 - Ms. Straw asked Mr. Snyder to have them detail exactly what they plan to do.
- Tony submitted a Pond Condition Report which he will discuss at the next meeting.
- Maintenance throughout the community is going well.
- The two ponds with the fountains are being maintained since they are running low.
- Irrigation time clocks are being checked.
- The turf is being monitored every other day.

- The awnings were reinstalled.
- The credit card was approved today.
 - Ms. Straw asked Mr. Mendenhall to have a payment made in order to release the credit line.
 - Mr. Mendenhall expedited this.
 - The credit increase was approved.
 - Mr. Snyder secured a credit line with the supply ordering company for essentials, as opposed to having to use the credit card.
 - Mr. Mendenhall is recommending the CDD look into transferring banking to SunTrust.
 - o Ms. Straw wants to think about this before proceeding since the CDD has been with Wachovia for a long time and have established a relationship.
 - o Mr. Bovis suggested looking into other banks.
 - Ms. Straw reminded the Board that the credit increase was necessary for emergency purchases.

EIGHTH ORDER OF BUSINESS

Status Reports – Supervisor Areas of Specialization and Comments

Linda Straw

- The server on the computer crashed on April 22nd.
 - The current server is actually a PC which was made to be a server running on Windows Server 2003, which will be replaced with Windows 2011.
 - Digital Rescue had to disassemble and remove the server and gave some options.
 - o The current system can be rebuilt which would take 10 to 12 hours to restore the data, at a charge of approximately \$750.
 - o A new server and software can be purchased at cost of \$5,000.
 - o Ms. Straw chose to have the system rebuilt as time was of the essence and she was guaranteed that it would get the CDD through the next budget cycle.

- The computer crashed because pictures and audio files do not compress when backed up.
 - Ms. Straw has asked Mr. Snyder to look at the quality of pictures being used for Deed Restrictions and identifications, which are not necessary to be high quality, which will reduce the size of the picture files.
 - A purge process will be set up in order to delete the voice recordings from the meeting since they are kept at Severn Trent.
- The server crash resulted in issues with e-mails; and the e-mail server also had to be restored.
- The budget was discussed.
 - The Board should think about anything to be accomplished over the next year to ensure it is budgeted for.
- Ms. Straw asked the Board to consider purchasing jackets and sweatshirts for maintenance staff to ensure they are visible around the community during the winter.
 - Another possibility is a uniform service.
- Mr. Bovis suggested asking Mr. Mendenhall about the possibility of refinancing the bond.
 - Ms. Straw indicated that this may be a way to lower assessments if the bonds are not used for community expenses.
- Hiring of an Assistant Manager was discussed.
 - Mr. Mendenhall and Mr. Snyder met today and put together an interview process and questionnaire.
 - Ms. Straw will ask Mr. Mendenhall to forward a copy to the Board.
 - Resumes will be sent to Mr. Mendenhall and he will screen and interview the candidates.
 - A good person is needed for the weekends and should understand they are not necessarily going to be working regular hours.
 - There is a background check and drug testing as well as random drug screenings.

- There is a three-month probationary period.
- Mr. Payne has offered to extend his engineering services to support this position.
 - Mr. Payne himself would fill the position.
 - Ms. Straw is concerned there may be a conflict of interest.
 - His price range was a little high.
 - He was only offering 20 hours per week.
- Ms. Straw read the advertisement which was prepared into the record.
- Ms. Straw recommended a salary range of \$12 to \$15 per hour which is based on what Mr. Mendenhall has seen in the market.
 - The salary range may have to be increased if an appropriate fit cannot be found.
- Mr. Glassman is not in favor of including the desire for the person to have a Baccalaureate Degree, as he is concerned a good employee will quit as soon as something better comes along.
 - It should be changed to *Higher Education Preferred*; to which the Board was in consensus.
- Mr. Glassman suggested that Mr. Mendenhall and Mr. Snyder decide on the final wording of the advertisement.
- The ponds were discussed.
 - Some of the aquatic plants in a test pond in Forest Glen were possibly killed by the chemical used to kill the algae.
 - Tony was asked to submit a report on all of the ponds.
- The roadwork was discussed.
 - Resealing of the road in Lettingwell is complete.
 - The only remaining work consists of punchlist items according to Frances, which she will provide to the Board.
 - Mr. Snyder has a meeting set up with Rob and Frances on Friday.
 - They must provide the punchlist or Mr. Snyder will cancel the meeting.

Brian Shahin

- Mr. Snyder is working on determining whether the bushes in Wrencrest are the property of the CDD or SWFWMD.
- The pool pump was rebuilt, as it was cheaper.
- Most of the resurfacing is complete.
- Mr. Shahin will change the tennis policy to allow double two hours on the court; to which the Board was in consensus.
- Ms. DiPeri is going to respond to the Board regarding the home which Mr. Aleo mentioned.

Glen Aleo

- The newsletter committee meeting was discussed.
 - They are thinking of having a *Did You Know* box for new residents.
 - Any suggestions should be submitted to Mr. Snyder, as he is also attending the next meeting.
 - The meeting takes place on the Tuesday before the CDD's first meeting of the month.
 - Ms. Straw asked Mr. Aleo to find out the top 50 questions residents ask which can serve as *Did You Know* topics.
 - Mr. Aleo volunteered to write an article for the next newsletter.
 - Ms. Straw is going to send a positive experience she recently had at *Red Robin* to Mr. Aleo for possible consideration.
 - Mr. Glassman asked that the newsletter reemphasize the watering times and days.
 - Mr. Shahin will e-mail responses he received from SWFWMD.

James Bovis

- Mr. Bovis commended Mr. Snyder for all of the diligent work he does for the Board and residents.

NINTH ORDER OF BUSINESS

**Approval of the Minutes of the
April 6, 2011 Meeting**

Ms. Straw stated each Board member received a copy of the Minutes of the April 6, 2011 Meeting and requested any additions, corrections or deletions.

- On Page 10 in the first arrow under *Mark Glassman's* report *Darren Pasquino* should replace *Darien Hess*.

There being no further additions, corrections or deletions,

On MOTION by Mr. Glassman seconded by Mr. Bovis with all in favor, the Minutes of the April 6, 2011 Meeting were approved as amended.

TENTH ORDER OF BUSINESS

Other Business

Glen Aleo

- Mr. Aleo noticed one of the lifeguards using one of the office computers to chat on Facebook and asked Mr. Snyder whether or not there is a policy for people using the computers in the office.
 - Mr. Snyder confirmed they are not supposed to be playing games or surfing the Internet.
 - Mr. Aleo was not certain whether or not the lifeguard was actually on duty.
 - Ms. Straw asked that Mr. Snyder send a memo to staff regarding process and procedures which should include computer use.
 - Mr. Snyder indicated that lifeguards do need the Internet to check on possible storms and lightning strikes in the area.
- Mr. Aleo noticed the front office door was open earlier and no one was in the office.
 - Mr. Snyder confirmed the door should be shut if no one is in the office.

ELEVENTH ORDER OF BUSINESS

Audience Comments

Hearing no comments from audience members, the next item followed.

May 4, 2011

Meadow Pointe II C.D.D.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Glassman seconded by Mr. Aleo with all in favor, the meeting was adjourned at 8:52 p.m.


Linda M. Straw
Chairperson