

**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, July 6, 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:

Yolanda Bush	ARC/DRC
Renee Glassman	ARC/DRC
Gerald Lynn	Sheriff's Department & Government Liaison
Deputy Aaron Smith	Deputy
Suzy Kelly	Meadow Pointe I Resident
Dana Cline	Resident
Michael Cline	Resident
Denise Regalla	Resident
Robert Setser	Resident

The following is a summary of the discussions and actions taken at the July 6, 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 the Supervisors identified themselves.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

- Ms. Suzy Kelly of Meadow Pointe I is interested in providing private swimming lessons.
 - She currently teaches in Meadow Pointe IV.
 - She does this for a profit.
 - Ms. Straw asked her to contact Mr. Snyder when he returns from vacation to put an agreement together, as she is in favor of this.
 - The Board can assist with advertising in both the newsletter and the website.

- Ms. Cindy Regalla of Meadow Pointe II does not want the free newspaper, *The Laker*, to be thrown on her driveway anymore.
 - She has no interest in receiving this newspaper.
 - She does not want anyone to know she is not home when these newspapers are sitting on the driveway.
 - The CDD cannot address issues with private property.
 - This can only be taken care of by contacting the newspaper office.
 - Ms. Kelly intervened to tell Ms. Regalla how Meadow Pointe I handles this.
 - o They made an arrangement with *The Laker* in which residents would put color-coded stickers on their mailbox to indicate whether or not they wanted the paper.
 - o Ms. Straw asked Ms. Regalla to contact the newspaper, find out if they can do something like this in Meadow Pointe II and report results back to her.

- Mr. Robert Setser asked for the status of the road closure.
 - The sign is blown over; and the Board at the last meeting decided to address this as a hazard due to safety concerns.
 - Ms. Straw sent a letter to Mr. Widman and Mr. Reck on June 9th asking them to remove it, but she has not received a response.
 - The CDD cannot legally remove a county sign without their permission.

FOURTH ORDER OF BUSINESS

Guest Speakers

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

FIFTH ORDER OF BUSINESS

Committee Reports

C. Government Liaison

- Mr. Lynn discussed the newsletter article regarding the Citizens Police Academy.
 - He already received five responses from the article, but 10 more people are needed to attend this program.
 - Ms. Straw is going to put a notification on her Facebook account for interested individuals to check the Meadow Pointe II Newsletter for details.
 - The program requires commitment of two nights per week for six weeks.
 - Seven Oaks CDD will share the location with Meadow Pointe II.
 - Mr. Lynn is the point of contact for any interested individuals.

B. Deed Restrictions

Ms. Bush presented the Deed Restrictions Report for the Board's review and acceptance; copies of which will be entered into the official record.

- 2011-46 – Water softener on the side of the garage in disrepair is moldy and leaking, and can be viewed from the street; oil stains on the driveway – DR-14; DR-10.
- 2011-47 – Shrubs need to be trimmed; sidewalk area is unkempt – DR-14.
- 2011-48 – Border rocks are falling down; no shrubs in the rock area; yard is messy – DR-14, DR-19.
 - The falling rocks on the area between the sidewalk and the road are considered CDD property; and the CDD should be responsible for cleaning up this area.
 - A letter should be sent to the homeowner asking them to install properly or remove.
 - o The District will remove them if this is not done.
 - This should be cited as a safety issue.
- 2011-49 – Hedges and trees need to be trimmed – N/A.
- 2011-50 – Shrubbery is overgrown; trash is on site of garages and street leaving a bad odor; yard ornaments; oil stains on driveway – N/A.

- 2011-51 – Residents keep garbage cans in front of the garage – DR-10.
- 2011-52 – Garbage can issue – DR-10.
- 2011-53 – Overgrowth of weeds in the yard – DR-14.

Mr. Glassman MOVED to accept the recommendations from the Deed Restrictions Report as presented.

- Mr. Shahin believes the Board should be consistent regarding enforcement of rules for oil stains on driveways.
 - Staff should research the violation in Deer Run to be certain it is applicable to 2011-50.
 - If applicable, a letter should be sent.
 - 2011-50 will be coded as, *to be determined* for the time being.

There being no further discussion,

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, the prior motion was modified to accept the recommendations from the Deed Restrictions Report as amended.

A. Architectural Review

Ms. Bush presented the Architectural Review Report for the Board's review and approval; a copy of which will be entered into the official record.

- 2011-16 – Installation of fence – Recommend approval.
- 2011-17 – Installation of a shed on the side of the home – Recommend approval, subject to the owner providing a letter stating it is enclosed by a fence.

Mr. Shahin MOVED to accept the recommendations from the Architectural Review Report as presented; and Mr. Glassman seconded the motion.

- Mr. Glassman recommended that the owner should check with Pasco County to confirm the size allowed; and determine whether or not a permit is necessary.
- The owner confirmed he is going to obtain the permits.

There being no further discussion,

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

SIXTH ORDER OF BUSINESS

New Business

James Bovis

- Mr. Bovis asked for the status of the documents which Mr. Santiago was supposed to send regarding the Public Hearing for the fining documents.
 - Mr. Mendenhall has called and sent e-mails to Mr. Santiago, but has not received a response.
 - Mr. Bovis believes the Board should seek a new attorney.
 - o Ms. Straw will ask Mr. Mendenhall to prepare an RFP.
 - o The RFP must be specific to the District's requirements.

SEVENTH ORDER OF BUSINESS

Property Manager

Mr. Glassman presented the Property Manager Report for discussion; a copy of which will be entered into the official record.

- Item 2 regarding the mulch was discussed.
 - The contract covers mulching twice per year.
 - Staff told LMP that nuggets should be used as opposed to the Cypress Mulch, as they last longer and look better.
 - This is part of the contract.
 - The finish date was July 1st, but it is still ongoing due to the rain.
- Item 3 regarding Pro Way was discussed.
 - Pro Way was supposed to finish the work on Baythorne, but it was postponed to July 11th due to the weather, as they cannot seal when it rains.
- Item 4 regarding painting of the gates was discussed.
 - Mr. Snyder inspected the gates which were already done before he left for vacation.
 - Mr. Snyder was not satisfied and asked the painter to repair properly.

- Mr. Glassman indicated they were repaired, but will not authorize payment until such time as Mr. Snyder inspects it when he returns since he created the punch list.
- Item 6 regarding proposals for pavers was discussed.
 - Mr. Glassman distributed two proposals for the Board's review and approval; copies of which will be entered into the official record.
 - One RFP amounts to \$45,000 and the other one to a little more than \$50,000.
 - The representative from *Brick Pavers* made an appointment with Mr. Glassman and did not show up or call.
 - The only maintenance required is cleaning of the pavers.
 - They soak up the heat, which makes it difficult to walk on them as they become extremely hot.
 - The proposals are to install the pavers over the existing decking.
 - All of the doors have to be cut to accommodate one-inch pavers.
 - Mr. Glassman assured the Board they will know what they are going to do by next week in order to include this work in the budget.
- Item 7 regarding installation of DVRs and cameras was discussed.
 - The requirements are for security.
 - The contractor does not believe the existing cameras are good enough for the system.
 - One of the contractors will only do the work if it is done wireless.
 - o He does not want to trench between the wall, the keypad and the other side in order to go to the high speed camera for the license plates.
 - Mr. Glassman asked the gate person, Robert, to look into the cameras and present a proposal, which details as follows:
 - o Five cameras at the gates, three inside, one giving an overall shot; one giving facial recognition from the keypad; one viewing the license plate; two on the exits.

- o Robert's cost is approximately \$5,000 and he is capable of doing the installation.
 - o Wrencrest can only be done if Iverson is being done, since the villages are connected.
- Mr. Glassman recommends that the two villages be done on a trial basis for this Fiscal Year.
 - o The CDD will pay the initial cost for the trial period.
 - o If it works out, the two Villages will be back-charged.
- Mr. Shahin does not believe both gates have to be done since the CDD has more problems with gates being damaged as opposed to the need for security.
- Ms. Straw concluded this is a budget item which may be considered for reserves.
- The Board will not proceed with this until such time as all of the necessary research is done.
- There have been two incidents with wild boars in Wrencrest.
 - Mr. Glassman contacted two trappers and distributed proposals for the Board's review; a copy of which will be entered into the official record.
 - The wild boars are digging up CDD property, from the back of homes to the pond banks.
 - There has not been any damage so far.
 - Mr. Glassman proposed to wait one more week; and if this happens again, would like to contact the trappers; and charge back the individual villages.
 - Mr. Shahin and Ms. Straw clarified that anything related to the banks cannot be charged back to the villages, as it is considered a regular CDD budget item.
 - Ms. Straw would like to see some more quotes.
 - Mr. Glassman outlined the quote from *Wildlife Solutions*.
 - o Each trap holds up to three hogs.
 - o It costs \$250 to bait for five days.
 - o The traps cost \$750.

- Mr. Bovis commented this can be negotiated down.
- Mr. Glassman is waiting for Yancy to get back to him, as he did this for the CDD before.
- Ms. Straw asked Mr. Glassman to direct Mr. Snyder to contact Yancy if the pigs are spotted again to take care of this, provided the terms are the same; to which the Board was in concurrence.

EIGHTH ORDER OF BUSINESS

Status Reports – Supervisor Areas of Specialization and Comments

Linda Straw

- Ms. Straw acknowledged that Mr. Bovis received her status report regarding the sign.

NINTH ORDER OF BUSINESS

Approval of the Minutes of the June 1, 2011 Meeting

Ms. Straw stated each Board member received a copy of the Minutes of the June 1, 2011 Meeting and requested any additions, corrections or deletions.

- Mr. Bovis submitted several changes; a copy of which will be entered into the official record.
- The Board deferred approval until such time as these changes are made.

TENTH ORDER OF BUSINESS

Other Business

A. Discussion of Proposed Fiscal Year 2012 Budget

Ms. Straw presented an updated draft of the proposed Fiscal Year 2012 Budget for discussion; a copy of which will be entered into the official record.


- The actuals only go through April and have not been updated further.
- The engineering cost was decreased.
 - The amount for *Total Projected FY 2011* should be \$10,258 as opposed to \$11,984.
 - The recommended decrease is from \$16,000 to \$12,000; to which the Board was in concurrence.
- *ProServ-Legal Services* should be \$21,699, as opposed to \$22,658, but the numbers are close.
- Mr. Glassman addressed issues regarding *ProServ-Mgmt. Consulting Serv.*

- *Auditing Services* increased slightly, but is associated with the contract.
- Ms. Straw is concerned that *Postage and Freight* increased.
 - The CDD has been part of a green initiative.
 - Everything is done via e-mail which is also being paid for.
- Ms. Straw would like some justification for the increase in *Printing and Binding*.
- Mr. Lynn is waiting for the Pasco County Sheriff's Department to submit an amount for *Contracts-Security Services* and hopes to have it by the end of the month.
- The decrease in *Contracts-Solid Waste Services* is based on the contract itself.
- *Contract-Irrigation* is a new item associated with LMP.
 - This is for management of the irrigation and does not include maintenance, as that is covered under *R&M-Irrigation*.
- Ms. Straw does not believe mulch and seasonal planting is part of the actual landscape contract, as they are considered add-on items.
- The amount for *Utility – General* increased because Pasco County utilities increased.
 - This covers water and sewage and includes reclaimed water.
- The run rate for *Electricity – Streetlighting* should be \$191,029 as opposed to \$211,434.
 - Ms. Straw recommended keeping the amount at \$205,000 as opposed to \$218,000.
 - Mr. Shahin recommended asking Mr. Mendenhall whether or not there will be an increase from TECO.
 - The CDD pays a flat fee for streetlights, as they are not metered.
- The run rate for *R&M-General* should be \$16,135.
 - Ms. Straw is not certain where the amount of \$9,412 is booked from.
 - Ms. Straw is going to ask for a trial balance to ensure the rate has not been misclassified.
- *R&M-Landscape Renovations* covers freeze-outs and installation of new landscaping.
 - Another trial balance is needed.

- The narrative needs to be updated to include replacement of plants, and will be determined once the new trial balance is given.
- *R&M-Mitigation* covers Dr. Don's costs.
 - Ms. Straw was under the impression this was going to be decreased, but she will check with Mr. Mendenhall.
- The amount under *Misc-Contingency* includes the 10% trim.
- *Payroll-Maintenance* covers all employees, including summer lifeguards as well as a 3% increase in Mr. Snyder's salary.
 - The run rate amounts to \$237,701 as opposed to \$298,659.
 - This item needs to be updated.
 - Staff has not received an increase in two years.
 - Mr. Glassman commented that these staff members deserve an increase for all of their hard work.
 - Mr. Shahin recommended setting up a process for distribution of increases, if this is going to be included in the budget.
 - This should not be decided upon by one person to avoid favoritism.
 - Mr. Snyder will be asked how the lifeguards' work schedules are determined.
 - Only the Board can approve an increase for Mr. Snyder.
 - The salary for the Assistant Property Manager position was not included in the budget amount.
 - Mr. Mendenhall sent an e-mail to the Board with the fees for the different on-line job posting sites; a copy of which will be entered into the official record.
 - Mr. Bovis read the advertisement into the record.
 - Ms. Straw asked Mr. Mendenhall to post it on Craigslist.
- The Board wants to know why *Workers' Compensation* was decreased.
- The run rate for *Utility – General* is correct.
- *R&M-Court Maintenance* was increased for the tennis court resurfacing, but will not be done this year.
 - The amount of \$4,600 should remain for other necessary maintenance.

- With regards to *R&M-Pools*, Mr. Snyder submitted a proposal to purchase 60 new table chairs and 40 new chaise lounges in the amount of \$14,500.
 - Most of the chairs are at the point at which they are extremely worn out and are classified as a safety issue.
 - They are also scraping the deck.
 - The pool pump also needs to be replaced.
 - The deck needs to be repaired.
 - o Ms. Straw wants to know if this is a capital outlay item, as that is defined as something which increases the life of an item by five years or more or is an expenditure of more than \$5,000.
 - o Ms. Straw indicated the accounting department needs to assist in making this determination.

Due to a failure of the recording equipment, the audio of this meeting ended. The Board did continue this meeting to Wednesday, July 13, 2011 at 6:30 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.


~~Linda M. Straw~~ M. GLASSMAN
V- Chairperson