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**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, August 17, 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 Shahn	Supervisor

Also present were:

Andrew Mendenhall	District Manager
Joseph Payne	District Engineer
Bill Snyder	Property Manager
Renee Glassman	ARC/DRC
Gerald Lynn	Sheriff's Department & Government Liaison
Numerous Residents	

*The following is a summary of the discussions and actions taken at the August 17, 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 members identified themselves.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

- Mrs. Glassman commented the clubhouse restroom should not be locked from the inside.
- Mr. Snyder had the lock removed.

**FOURTH ORDER OF BUSINESS**

**Guest Speakers – Sheriff Chris Nocco**

- Sheriff Nocco was unable to attend, but will attend and speak at the November meeting.

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2012 (Resolution 2011-4) and Levy of Non-Ad Valorem Assessments (Resolution 2011-5)**

Ms. Straw discussed changes since the last meeting.

- The R&M Gate Reserve replacements were decreased in Glenham, Longleaf, Tullamore and Vermillion.
- The line items for utilities were readjusted as suggested by Mr. Bovis.
- Ms. Straw sent Mr. Mendenhall a spreadsheet she created which she wants to work through further.
  - The account numbers should be listed, as this will allow staff to know where each account number is coded.
- Mr. Bovis wants the CDD account number next to each item listed on the narrative.

Mr. Mendenhall summarized the process to adopt the budget for the benefit of the audience members.

A motion to open the Budget Public Hearing is in order.

On MOTION by Mr. Glassman seconded by Mr. Bovis with all in favor, the Public Hearing to consider adoption of the Fiscal Year 2012 Budget was opened.

- Mr. Mendenhall commented there will be less than a 2% increase, with the exception of one Village which is increasing by slightly more than 2%.
- A Resident from Wrencrest wants to know if the CDD is still collecting on the foreclosed properties.

- 75           ➤     The CDD has been successful collecting the delinquent taxes.
- 76           •     The same resident asked for a status of the fining process.
- 77           ➤     The Board is in the process of advertising an RFP for a new attorney; and
- 78                     cannot move forward with the fining process until such time as a new
- 79                     attorney is selected.

80           There being no further comments or questions,

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On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, the Public Hearing to consider adoption of the Fiscal Year 2012 Budget was closed.

86           Mr. Mendenhall presented Resolution 2011-4 for adoption of the Fiscal Year 2012  
87 Budget; a copy of which will be entered into the official record.

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Mr. Glassman MOVED to adopt Resolution 2011-4 Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2011; and Ending September 30, 2012 as presented; and Mr. Aleo seconded the motion.

- 94           •     Mr. Bovis will contact Mr. Mendenhall to discuss changes to the language on the
- 95                     narrative.

96           There being no further discussion,

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On VOICE vote with all in favor, Resolution 2011-4 was adopted.

100           Mr. Mendenhall presented Resolution 2011-5 for adoption; a copy of which will be  
101 entered into the official record.

102           There being no comments or questions,

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On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, Resolution 2011-5 Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date was adopted.

110 **SIXTH ORDER OF BUSINESS** **Resident Council Representative**

111 There being no report, the next item followed.

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113 **SEVENTH ORDER OF BUSINESS** **New Business**

114 There being no new business, the next item followed.

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116 **EIGHTH ORDER OF BUSINESS** **Committee Reports**

117 **B. Deed Restrictions**

118 Mrs. Glassman presented the Deed Restrictions Report for the Board’s review and  
119 acceptance; a copy of which will be entered into the official record.

- 120 • 2011-073 – Lawn overgrown; trash cans visible from street – N/A, DR-10.
- 121 • 2011-074 – Lawn overgrown – N/A.
- 122 • 2011-075 – Lawn overgrown – N/A.
- 123 • 2011-072 (Resubmitted) – Two different styles of fence, neither of which  
124 conforms to the “natural wood” as stated in the deed.
- 125 ➤ A letter should be sent to the resident indicating they are in violation since  
126 they proceeded without approval.
- 127 ➤ Mr. Lynn commented a couple of the villages amended requirements to  
128 allow for PVC fences.
- 129 ➤ Ms. Straw asked Mr. Mendenhall to determine whether or not Manor Isle  
130 amended their requirements in this regard.

131 There being no further discussion,

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133 On MOTION by Mr. Shahin seconded by Mr. Glassman with all in  
134 favor, the recommendations from the Deed Restrictions Report  
135 were accepted.

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137 **A. Architectural Review**

138 Mrs. Glassman presented the Architectural Review Report for the Board’s review and  
139 acceptance; a copy of which will be entered into the official record.

- 140 • 2011-23 (Resubmitted) – Widening driveway five feet on each side to match with  
141 the existing driveway – recommend approval.

142 There being no further discussion,

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

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**C. Government Liaison**

- The Sheriff's Office will be mailing the Deputy contract for signature.
  - Ms. Straw asked Mr. Lynn to contact her when it arrives; and she will sign it.
- Mr. Lynn discussed the PACA meeting at which the CEO of the new hospital being built was a guest speaker.
  - It will be a state-of-the-art hospital which is due to open in October 2012.
  - They are looking to hire approximately 400 employees, not including medical staff.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

- Ms. Straw sent an e-mail to Ms. Jennifer Jackson on August 11<sup>th</sup> with regard to action items for the CDD on the District Attorney's Litigation Report.
  - The Board needs to speak to the attorney prior to making any decisions; and Mr. Santiago should call Ms. Straw.
  - Ms. Straw will send an e-mail to Ms. Jackson to determine the status of any future litigation.
- Ms. Straw asked Mr. Mendenhall for an update regarding the attorney RFP.
  - Severn Trent staff is in the process of editing and finalizing the RFP document prior to submitting it to the newspaper.
  - Ms. Straw asked Mr. Bovis to send the document he prepared in Word format.
  - The advertisement will be submitted to all editions of the Tampa Tribune and the Florida Bar Association.

**B. Engineer**

- Ms. Straw asked Mr. Payne to look at the pool deck which is buckling and answer some questions.
  - Mr. Payne can get a qualified person to do a density test on the concrete.

- 177           ➤     The District is considering covering the deck with pavers, but does not  
178                     want to do so if the concrete is buckling.
- 179           •     Mr. Payne has not received any responses from the attorney for Deer Run.
- 180           •     Ms. Straw asked Mr. Payne to contact Mr. Mendenhall to commence work on the  
181           Reserve Study.
- 182           **C.   Property Manager**
- 183           •     Mr. Snyder discussed the safety meeting he recently had with his staff.
- 184           ➤     The first aid kits on the vehicles will be checked periodically.
- 185           ➤     Mr. Snyder reminded staff of all important safety practices both in the  
186           office and out in the field.
- 187           •     The Vermillion steel entrance gate was crushed by a vehicle.
- 188           ➤     The gate was repaired and put back on the hinges.
- 189           •     Mr. Snyder held a meeting with Ms. Diaz and Ms. DiPeri to discuss budget codes  
190           and deed restriction procedures.
- 191           •     The county was contacted to make fence repairs on County Line Road.
- 192           •     The walkways which are being buckled by the trees are being repaired and should  
193           be done by the end of the week.
- 194           •     Mr. Snyder will discuss the trees during his walk-through with LMP tomorrow.
- 195           •     Any sod damaged by mowers will be taken care of by LMP.
- 196           •     Planting at Tullamore is complete.
- 197           •     The light post at Wrencrest was knocked down by a vehicle on August 13<sup>th</sup>.
- 198           ➤     Mr. Bovis commented TECO will credit the CDD.
- 199           •     The possibility of installing speed bumps on the roads was briefly discussed.
- 200           ➤     The Board is not in favor of doing this due to liability concerns.
- 201           •     Ms. Straw and Mr. Snyder are working with Mr. John McKenny to get the server  
202           installed.
- 203           ➤     The server should be here by August 31<sup>st</sup>.
- 204           ➤     The data transfer will be done as soon as the server is configured, which  
205           will be around Labor Day.
- 206           •     Mr. Snyder and Mr. Mendenhall are interviewing potential candidates for the  
207           Assistant Property Manager position.

- 208           ➤     There are approximately 20 candidates.
- 209           ➤     The final three or four candidates will come before the Board.

**D. District Manager**

**i. Meeting Schedule for Fiscal Year 2012**

210 Mr. Mendenhall presented the proposed Fiscal Year 2012 Meeting Schedule for the  
211 Board's review and approval; a copy of which will be entered into the official record.

- 212           •     The July meetings were changed to the second and fourth Wednesdays due to the  
213 Independence Day holiday.

214 There being no further discussion,

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216 On MOTION by Mr. Bovis seconded by Mr. Shahin with all in  
217 favor, the Meeting Schedule for Fiscal Year 2012 was approved as  
218 presented.

- 219           •     Mr. Snyder reminded Mr. Mendenhall to get the account number from TECO to  
220 proceed with the surge protector for the new DVR.

**TENTH ORDER OF BUSINESS**

**Approval of Minutes**

**A. June 15, 2011**

222 Ms. Straw stated each Board member received a copy of the minutes of the June 15, 2011  
223 meeting and requested any additions, corrections or deletions.

224 There not being any,

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226 On MOTION by Mr. Glassman seconded by Mr. Shahin with all in  
227 favor, the minutes of the June 15, 2011 meeting were approved.

**B. July 6, 2011**

228 Ms. Straw stated each Board member received a copy of the minutes of the July 6, 2011  
229 meeting and requested any additions, corrections or deletions.

230 There not being any,

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232 On MOTION by Mr. Shahin seconded by Mr. Glassman with all in  
233 favor, the minutes of the July 6, 2011 meeting were approved.

243 **ELEVENTH ORDER OF BUSINESS** **Other Business**

244 **Brian Shahin**

- 245 • Mr. Shahin clarified the employee review increase process will be addressed.
- 246 ➤ Ms. Straw and Mr. Snyder are working on a presentation to the Board at a
- 247 future meeting.
- 248 • Mr. Shahin requested inventory for purchase and allocation of gate parts needs to
- 249 be determined.
- 250 ➤ Mr. Mendenhall suggested a line item in the General Fund for billing
- 251 purposes.
- 252 ➤ Mr. Mendenhall will ask Mr. Baldwin to set up a process which will be
- 253 consistent.

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255 **TWELFTH ORDER OF BUSINESS** **Approval of July 31, 2011 Financial**  
256 **Statements**

257 Ms. Straw presented the July 31, 2011 Financial Statements for the Board’s review and  
258 approval; copies of which will be entered into the official record.

- 259 • Mr. Snyder found a large credit which is due to the District from the waste
- 260 management company in the approximate amount of \$10,000.
- 261 ➤ The waste management company charged the District at the 2012 rate.
- 262 ➤ Mr. Mendenhall will ensure the next invoice will be short-paid.
- 263 ➤ This should be reflected on the next financial statements.

264 There being no further discussion,

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266 On MOTION by Mr. Glassman seconded by Mr. Shahin with all in  
267 favor, the July 31, 2011 Financial Statements were approved.

270 **ELEVENTH ORDER OF BUSINESS** **Other Business (Continued)**

271 **Bill Snyder**

- 272 • The Verizon contract needs to be corrected.
- 273 ➤ The different Villages were charged different rates.
- 274 ➤ Mr. Bovis renegotiated the rate with Verizon.
- 275 ➤ Mr. Snyder is having difficulty getting documentation from Verizon.
- 276 ➤ Mr. Mendenhall will ensure Mr. Snyder is authorized to discuss the
- 277 account with Verizon.



- 278 • The September meetings were discussed.
- 279 ➤ Ms. Straw will not be able to attend both September meetings.
- 280 ➤ Mr. Aleo will not be able to attend the September 7<sup>th</sup> meeting.
- 281 ➤ Mr. Bovis will be out of town for approximately three weeks between now
- 282 and the end of September.
- 283 ➤ The September 7<sup>th</sup> meeting can be cancelled at the last minute if Mr. Bovis
- 284 cannot attend.
- 285 ➤ Mr. Glassman will host the September 7<sup>th</sup> meeting; and Mr. Mendenhall
- 286 will host the September 21<sup>st</sup> meeting.

**Jim Bovis**

- 287 •
- 288 The barricade/warning sign will be removed by Pasco County and replaced with a
- 289 Dead End Sign.

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments**


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

**FOURTEENTH 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.



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