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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, September 21, 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:

Mark Glassman	Vice Chairman
Glen Aleo	Assistant Secretary
Brian Shahin	Supervisor

Also present were:

Andrew Mendenhall	District Manager
Joseph Payne	District Engineer
Yolanda Bush	ARC/DRC
Aaron Smith	Deputy
Residents	

The following is a summary of the discussions and actions taken at the September 21, 2011 Meadow Pointe II Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mendenhall 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

- A Resident of Wrencrest wants to know if the sinkhole on Tremont is going to affect the other homes.

40 ➤ Mr. Glassman offered to check on this and report findings to the District
 41 Engineer; although it is not a CDD matter and nothing further can be done
 42 on the CDD’s part.

43
 44 **FOURTH ORDER OF BUSINESS** **Guest Speakers**

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

46
 47 **FIFTH ORDER OF BUSINESS** **Resident Council Representative**

- 48 • Mr. Aleo did not attend the last meeting, but a couple of residents were there.
- 49 • Mr. Glassman offered to attend the next meeting if Mr. Aleo cannot do so.
- 50 • Mr. Glassman reminded the Board this is not a CDD entity, but briefly discussed
- 51 the background.

52
 53 **SIXTH ORDER OF BUSINESS** **New Business**

54 Glen Aleo

- 55 • Mr. Aleo asked for an update regarding the pool deck; to which Mr. Payne
- 56 responded.
- 57 ➤ Core samples which were taken for bidding purposes indicated there is
- 58 four inches of concrete below the deck with silty clay soil.
- 59 ➤ The pavement in this area may require some compacted soil.
- 60 ➤ Staff is still considering pavers.
- 61 • Nothing official has been done with the handicap modifications.

62
 63 **SEVENTH ORDER OF BUSINESS** **Committee Reports**

64 **A. Architectural Review**

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

- 67 • 2011-23 – Paint house – Recommend approval.

68 There being no further discussion,

69
 70 On MOTION by Mr. Glassman seconded by Mr. Shahin with all in
 71 favor, the recommendations from the Architectural Review Report
 72 were accepted as presented.

73
 74 **B. Deed Restrictions**

75 There were no deed restrictions to report.

- 76 • Mr. Shahin discussed a courtesy notice which Mr. Snyder distributed to all
77 residents advising certain mailboxes are dirty.
 - 78 ➤ Mr. Shahin was not aware of this since Mr. Snyder did not discuss it with
79 him.
 - 80 ➤ The community should report violations, as the CDD does not actively
81 enforce deed restrictions.
 - 82 ➤ The Board needs to determine which way this should be handled, as he
83 does not believe the CDD can *flip-flop* on this issue.

84
85 Mr. Glassman MOVED to table this item until such time as Mr.
86 Snyder returns; and Mr. Aleo seconded the motion.
87

88 There being no further discussion,

89
90 On VOICE vote with all in favor, the prior motion was approved.
91

- 92 • Mr. Shahin discussed the issue which Ms. Bush discussed at a previous meeting
93 regarding approval of a fence which was not consistent with deed restrictions.
 - 94 ➤ Ms. DiPeri researched this and determined fences have been approved in
95 the past.
 - 96 ➤ Mr. Mendenhall did some research and determined one of the previous
97 District attorneys confirmed the District does not have jurisdiction to
98 approve or deny fences; and produced a memorandum in this regard.
 - 99 ➤ Mr. Glassman would like Ms. DiPeri to send a letter to the person who
100 reported this deed restriction violation explaining the CDD is in the
101 process of checking into this issue.
 - 102 ➤ The Board needs to table this issue until such time as a new attorney is
103 chosen in order to determine whether or not the CDD can change a deed
104 restriction.

105 **C. Government Liaison**

106 There being no report, the next item followed.

107

108 **EIGHTH ORDER OF BUSINESS** **Staff Reports**

109 **A. Attorney**

110 There being no attorney in attendance, the next item followed.

111 **B. Engineer**

- 112 • Mr. Payne will ensure the fall SWFWMD inspections are done.

113
114 **FOURTH ORDER OF BUSINESS** **Guest Speakers (Continued)**

- 115 • Deputy Aaron Smith discussed the accident on County Line Road in which a car
116 crashed into a CDD utility vehicle.

- 117 ➤ He is trying to determine the District's authority with the municipality for
118 the appropriate speed limit in association with this incident and other
119 issues for the citation.

120
121 **EIGHTH ORDER OF BUSINESS** **Staff Reports (Continued)**

122 **C. Property Manager**

123 There being no Property Manager in attendance nor any issues for discussion, the next
124 item followed.

125 **D. District Manager**

126 **i. Discussion of GASB 54 Implementation**

127 Mr. Mendenhall presented the GASB 54 Report for discussion; a copy of which will be
128 entered into the official record.

- 129 • The Governmental Accounting Standards Board is changing the way certain items
130 on the balance sheet are itemized for all governmental entities.

- 131 • The Board must authorize a specific person or entity to allocate the reserve and
132 fund balance.

- 133 ➤ Mr. Mendenhall recommends keeping the status quo, with the Board
134 deciding how funds are allocated.

- 135 • The Board must determine how and when those funds are being assigned or
136 allocated, which can be done in one of two ways.

- 137 ➤ Each item can be allocated via motion, as is currently the case.

- 138 ➤ The Board can adopt a Resolution each time an item is being allocated.

- 139 ➤ Mr. Mendenhall recommends the first option.

140 Upon further discussion,

141

142 On MOTION by Mr. Shahin seconded by Mr. Glassman with all in
143 favor, the Board shall retain responsibility to allocate reserves and
144 other designated funds; with the Board making the decision as to
145 how these items are allocated via motion.
146

147 **ii. Discussion of Assistant Property Manager Position**

- 148 • More than 20 applications were received; 10 of which qualify for the position.
- 149 • Mr. Mendenhall and Mr. Snyder chose four individuals from 10 who were best-
150 suited and had the most availability to do the job on a part-time basis.
- 151 • Two of the four interviewed for the position.
 - 152 ➤ The other two individuals did not show up.
- 153 • Mr. Mendenhall spoke to Ms. Straw and it was decided Mr. David Starkey be
154 hired on a trial basis for 60 days.
 - 155 ➤ Mr. Shahin believes more people should have been selected for
156 interviews; and the Board should have been notified to participate in the
157 interview process.
 - 158 ➤ Mr. Glassman commented the CDD Board should only be involved with
159 interviewing District staff; i.e., attorneys, engineers and managers; and the
160 Board should not micro-manage Mr. Snyder.
 - 161 ➤ Mr. Mendenhall agreed with Mr. Glassman and validated the hiring of Mr.
162 Starkey in detail.
 - 163 ➤ Mr. Aleo agreed there is no reason for a part-time employee to come
164 before the Board.

165 **iii. Ratification of Contract for General Law Enforcement Services**

166 Mr. Mendenhall presented the Contract for General Law Enforcement Services, which
167 was executed on August 24, 2011; and presented for Board ratification; a copy of which will be
168 entered into the official record.

- 169 • This contract is within budget.

170
171 Mr. Glassman MOVED to ratify and accept the Contract for
172 General Law Enforcement Services; and Mr. Shahin seconded the
173 motion.
174

175 • This contract is lower than the previous year.

176 There being no further discussion,

177

178 On VOICE vote with all in favor, the prior motion was approved.
179

180 Mr. Mendenhall discussed the RFP for attorney services.

181 • The RFP was advertised in the Tampa Tribune and the Florida Bar Association
182 Newsletter.

183 • There were four interested candidates from the Tampa Tribune; three of whom
184 sent packages for the Board to review.

185 • Mr. Mendenhall has prior experience with two of the attorneys.

186 • The Florida Bar Association placed the advertisement in their next newsletter
187 which was dated September 15, 2011, but responses were required on September
188 14th.

189 ➤ Mr. Mendenhall suggested the Board can extend the deadline to
190 accommodate interested individuals from their newsletter.

191 ➤ Five other interested attorneys contacted Mr. Mendenhall over the past
192 couple of days.

193 ➤ Mr. Glassman suggested Mr. Mendenhall should extend the deadline to
194 have any further resumes available for review in two weeks.

195 ➤ The Board can discuss the resumes at the next meeting and bring
196 candidates in for the full Board meeting in October.

197 ➤ Mr. Mendenhall will allow any interested individuals who call him to
198 extend the RFP to them.

199 ➤ The Board was in agreement to authorize Mr. Mendenhall to extend the
200 RFP as discussed.

201

202 **NINTH ORDER OF BUSINESS**

**Approval of the Minutes of the
August 17, 2011 Meeting**

203
204 Mr. Mendenhall stated each Board member received a copy of the Minutes of the August
205 17, 2011 Meeting; requesting any additions, corrections or deletions.

206 There not being any,

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, the Minutes of the August 17, 2011 Meeting were approved.

TENTH ORDER OF BUSINESS

Other Business

Mark Glassman

- There are still problems with the new server.
 - Mr. Shahin offered assistance with the issue and will send an e-mail to Mr. Snyder.

Brian Shahin

- Mr. Shahin wants to know why the CDD seeks outside vendors to repair gate locks when there is a capable person on staff; and Mr. Glassman provided a brief explanation.
 - The gate system is proprietary to afford a locksmith.
 - There was brief discussion.

There being no further discussion,

On MOTION by Mr. Glassman seconded by Mr. Aleo with all in favor, discussion of vendors for gate lock repairs was tabled until such time as Mr. Snyder returns.

ELEVENTH ORDER OF BUSINESS

**Approval of August 31, 2011
Financial Statements**

Mr. Mendenhall presented the August 31, 2011 Financial Statements for the Board’s review and approval; copies of which will be entered into the official record.

There being no comments or questions,

On MOTION by Mr. Glassman seconded by Mr. Aleo with all in favor, the August 31, 2011 Financial Statements were approved.

TWELFTH ORDER OF BUSINESS

Audience Comments

- Mr. Steven Metzger was told the work on the Covina Key parking lot was put on hold because of the weather; and was never done; to which Mr. Glassman provided a response.
 - Covina Key was not to be re-done.

- 244 ➤ Certain areas were repaired.
- 245 ➤ There may be an unavoidable settling issue.
- 246 ➤ A different contractor did the original work.
- 247 ➤ Mr. Glassman will have Mr. Payne look at the area and photographs for
- 248 his professional opinion.

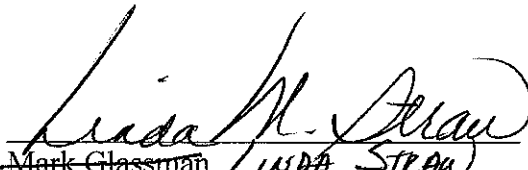
249
250 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

251 There being no further business,

252
253 On MOTION by Mr. Glassman seconded by Mr. Aleo with all in
254 favor, the meeting was adjourned.

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~~Mark Glassman~~ LINDA STRAW
Vice Chairman