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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, October 19, 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	Treasurer
Glen Aleo	Assistant Secretary
Brian Shahin	Supervisor

Also present were:

Andrew Mendenhall	District Manager
Bill Snyder	Property Manager
David Starkey	Assistant Property Manager
Joseph Payne	District Engineer
Yolanda Bush	ARC/DRC
Renee Glassman	ARC/DRC
Gerald Lynn	Sheriff's Department & Government Liaison
Chris Nocco	Pasco County Sheriff
Aaron Smith	Deputy
Tony	American Ecosystems
John	IT
Steve Miskowic	Covina Key HOA
Diana Cline	Resident
Mike Cline	Resident

The following is a summary of the discussions and actions taken at the October 19, 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.

43 **SECOND ORDER OF BUSINESS** **Pledge of Allegiance**

44 The Pledge of Allegiance was recited.

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46 **THIRD ORDER OF BUSINESS** **Audience Comments**

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

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49 **FOURTH ORDER OF BUSINESS** **Guest Speakers**

50 Mr. Lynn introduced the Pasco County Sheriff, Officer Chris Nocco.

51 • The Sheriff commended the CDD for their work in keeping the foreclosed homes
52 in good condition even though the bank is responsible.

53 • The Sheriff discussed *Intelligence-Led Policing*.

54 ➤ This concept encourages residents to provide input to help the police do a
55 better job fighting crime in the community.

56 ➤ The police interrogate criminals to find out about other unsolved crimes.

57 Tony from American Ecosystems discussed pond quality within the CDD.

58 • A new algaecide developed to kill phosphorous is being introduced and EPA
59 approval is expected in November.

60 • They plan to use it next summer.

61 • All products put into the ponds will have to be reported to the EPA commencing
62 November.

63 • Mr. Bovis went through the community and identified issues he would like Tony
64 to check.

65 ➤ Tony will do a drive-through with Mr. Snyder tomorrow to investigate
66 these issues.

67 John, the IT technician, addressed the Board regarding the new SharePoint program and
68 any open issues.

69 • There is an off-site backup program.

70 • The address book file was corrupted when it was migrated from the old system
71 and will have to be recreated.

72 • There is a problem with getting the time clock software on the new server.

73 • Staff will run a data cable out to the wall and mount an antenna to get a better
74 signal throughout the building.

75 Deputy Aaron Smith addressed the Board.

- 76 • There have been incidents of metal theft in which air conditioners and their parts
- 77 are stolen from businesses after hours and from homes in foreclosure.
- 78 • The County Ordinance mandates vehicles cannot be parked on the pavement of
- 79 any subdivision street.
- 80 • Deputy Smith assured Ms. Straw there will be patrols throughout the community
- 81 on Halloween.
- 82 ➤ The Board was in consensus to keep the gates locked.

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84 **SEVENTH ORDER OF BUSINESS** **Committee Reports**

85 **C. Government Liaison**

- 86 • The Tree Ordinance was briefly discussed.
- 87 ➤ Mr. Lynn believes the Tree Ordinance was passed at yesterday’s PACA
- 88 meeting for communities which need to replace trees.
- 89 ➤ The Ordinance takes effect on January 1, 2012.

90 **A. Architectural Review**

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

- 93 • 2011-25 Screen front entry area – Recommend sending back for further
- 94 information and documentation.

95 There being no further discussion,

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97 On MOTION by Mr. Shahin seconded by Mr. Aleo with all in
98 favor, the recommendation from the Architectural Review Report
99 was accepted as presented.

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101 **B. Deed Restrictions**

102 Ms. Bush presented the Deed Restrictions Report for the Board’s review and acceptance;
103 a copy of which will be entered into the official record.

- 104 • 2011-087 – Trash cans visible from street – DR-10.
- 105 • 2011-088 – Trash cans visible from street – N/A.
- 106 • 2011-089 – Trash cans visible from street; on one occasion trash was strewn
- 107 about on the driveway – N/A.
- 108 • 2011-090 – Trash cans visible from street, trailer in driveway – DR-10, N/A.

- 109 • 2011-091 – Trash cans visible from street – DR-10.
- 110 • 2011-092 – Trailer parked in the driveway – DR-17.
- 111 • 2011-093 – Overgrown bedding, weeds very tall, dead Palm Tree foliage – DR-
- 112 14.
- 113 • 2011-094 – Homeowner regularly puts out garbage cans days before scheduled
- 114 pick-up time – DR-10.

115 There being no further discussion,

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117 On MOTION by Mr. Glassman seconded by Mr. Aleo with all in
118 favor, the recommendations from the Deed Restrictions Report
119 were accepted as presented.
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122 **FIFTH ORDER OF BUSINESS**

Resident Council Representative

- 123 • Ms. Straw commented there has been no resident participation.
- 124 ➤ Mr. Aleo attends, but no one else shows up.
- 125 ➤ Signs will no longer be posted unless a resident comes forward with an
- 126 organized agenda for this meeting.
- 127 ➤ The item will remain on the agenda.

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129 **SIXTH ORDER OF BUSINESS**

New Business

- 130 • Mr. Glassman commented the reflectors on the curbs will be replaced.
- 131 • Mr. Snyder commented 60% of the wiring was done for the holiday decorations at
- 132 all Village entrances.
- 133 ➤ The GFIs are being checked to ensure they are covered.
- 134 ➤ The Board never determined whether each Village was going to decorate
- 135 the entrances on their own or if all Villages were going to be done the
- 136 same.
- 137 ➤ CDD staff decorates all CDD-owned monuments and tries to keep the
- 138 decorations consistent throughout the Villages in other Districts.
- 139 ➤ Mr. Bovis commented the Villages should do their own decorating as has
- 140 been done over the past 10 years since no CDD funds were budgeted for
- 141 this purpose.

- 142 ➤ Mr. Snyder will issue safety tips in the newsletter regarding wiring for
143 decorations.
- 144 ➤ Mr. Glassman believes a staff member should inspect the wiring at each
145 Village before anything can be turned on.
- 146 ○ Ms. Straw is not in favor of this because it sets a policy which
147 cannot be enforced.
- 148 ➤ The Board will ponder this issue and make a decision at the next meeting.
- 149 • The process was discussed relative to the recent hiring of the Assistant Property
150 Manager.
- 151 ➤ Mr. Shahin stated the July 13, 2011 Minutes indicated the final two to
152 three applicants would come before the Board.
- 153 ➤ Mr. Mendenhall provided an explanation.
- 154 ○ Mr. Snyder and Mr. Mendenhall received a list of candidates
155 which was narrowed down; and ultimately set up interviews with
156 four individuals.
- 157 ○ Two of the four individuals showed up for their scheduled
158 interviews, one of which was Mr. Starkey.
- 159 ○ Mr. Snyder and Mr. Mendenhall determined Mr. Starkey was more
160 suited to the position and interested in long-term employment.
- 161 ○ Mr. Mendenhall approached the Chair about hiring Mr. Starkey on
162 a temporary basis for 60 days; after which the Board can decide
163 whether or not to hire him permanently.
- 164 ○ There were dire circumstances to hire him because of Mr. Snyder's
165 health issues along with the workload; and the Chair was in
166 concurrence to hire him.
- 167 • Surplus equipment needs to be disposed of.
- 168 ➤ A Resolution is necessary and requires an Exhibit listing the assets to be
169 disposed of; some of which include a mule and four treadmills.
- 170 ➤ Mr. Mendenhall presented Resolution 2012-1.
- 171 ➤ The items are sold as is and the method of disposal is determined by the
172 Board.

173 ➤ Mr. Snyder will prepare the list to be presented at the next meeting.

174 **EIGHTH ORDER OF BUSINESS** **Staff Reports**

175 **A. Attorney**

176 There being no attorney, the next item followed.

177 **B. Engineer**

178 • Mr. Payne filed a Statement of Inspection for one of the ponds.

179 ➤ The database indicates two more inspections are coming due next month,
180 with submittal due in three months.

181 • Staff met with two pool contractors to discuss estimates for the pool
182 rehabilitation.

183 ➤ One estimate is to do a straightforward resurfacing on the existing pool
184 surface; and the other estimate is to do a rehabilitation and conversion to
185 brick pavers.

186 o New coping will have to be done if pavers are laid.

187 ➤ The Board was in concurrence to extend pool usage hours to the evening.

188 o Mr. Glassman asked Mr. Payne to look into lighting aspects for the
189 pool area.

190 o Mr. Bovis wants to see a cost estimate to have the pool open in the
191 evening.

192 ➤ There are reserve funds in the budget to proceed.

193 ➤ The pool resurfacing requires a permit from Pasco County.

194 ➤ Ms. Straw emphasized the importance of the completion date; and the
195 need for penalties if it is not met.

196 ➤ Mr. Payne believes the entire project may take at least two months and
197 will provide more information at the next meeting.

198 • Mr. Payne spoke to the engineer regarding the utility sinkhole at the home on
199 Tremont and determined the utility should do the repair since it is considered their
200 easement.

201 **C. Property Manager**

202 • Staff is doing maintenance work at the Village entrances.

203 • There is rust in Charlesworth.

- 204 ➤ Mr. Snyder asked the management company to install a filtering unit on
205 the irrigation system approximately six months ago and has not heard
206 back.
- 207 ➤ Mr. Snyder will draft a letter for Ms. Straw's signature to be sent to the
208 management company asking them whether or not the filters were
209 installed and what their intentions are to maintain or remove the rust.
- 210 • Erosion around the ponds was discussed.
 - 211 ➤ American Ecosystems should not spray the weeds down so far, as this
212 creates more erosion.
 - 213 • LMP will provide direction regarding planting of Annuals.
 - 214 ➤ Planting was delayed by a couple of months due to the hot weather, but
215 should take place in the middle of October.
 - 216 • Fertilization was done before the rains and the fertilizer was washed off.
 - 217 ➤ This issue may hamper some ponds.
 - 218 ➤ It will be discussed further during the next walk-through.
- 219 **D. District Manager**
- 220 • Mr. Mendenhall previously sent Mr. Bovis via e-mail a copy of the published
221 2012 meeting schedule which has the correct date for the May meeting.
- 222 **i. Discussion of District Investments**
- 223 Mr. Mendenhall distributed a copy of the District's latest Investment Report; a copy of
224 which will be entered into the official record.
- 225 • The CDD accumulated reserve funds for the Villages and clubhouse.
 - 226 • This report advises the amount to invest while still remaining relatively liquid; as
227 well as the recommended investment mix.
 - 228 • The checking account balance is approximately \$1.3 Million; of which one-
229 quarter should be kept liquid to handle monthly expenses.
 - 230 • The report recommends the CDD keep \$400,000 in cash, leaving approximately
231 \$900,000 for investment.
 - 232 • The report shows a recommended breakdown.
 - 233 • The CDD can potentially invest with more than one bank to get the best interest
234 rates for each CD.

- 235 • Ms. Straw recommends authorizing Severn Trent Services to invest District funds
236 as suggested by the Investment Report; and asked for the Board members'
237 thoughts in this regard.
- 238 ➤ Mr. Bovis wants to make sure everything is covered by insurance.
- 239 ➤ Mr. Shahin is in favor of proceeding, but wants to get a better
240 understanding of the fees.
- 241 ➤ Mr. Glassman recommends tabling authorization for Severn Trent
242 Services to invest District funds in accordance with the Investment Report
243 for two weeks to provide more time for Board members to investigate
244 further; to which the remaining Board members concurred.
- 245 Mr. Mendenhall discussed RFPs for District Attorney Services.
- 246 • Mr. Mendenhall believes the attorneys should make presentations to the Board.
- 247 • Mr. Mendenhall did a rating sheet of the potential attorneys as requested by Ms.
248 Straw; a copy of which will be entered into the official record.
- 249 ➤ Each Board member gave their top two attorneys for consideration.
- 250 o Mr. Bovis/Mr. Shahin
- 251 ▪ Hankin, Persson, Davis, McClenathen & Darnell
- 252 ▪ Brown, Garganese, Weiss & D'Agresta, P.A.
- 253 o Mr. Aleo/Mr. Glassman/Ms. Straw
- 254 ▪ Hankin, Persson, Davis, McClenathen & Darnell
- 255 ▪ GrayRobinson, P.A.
- 256 ➤ The Board determined Brown, Garganese, Weiss & D'Agresta, P.A.;
- 257 GrayRobinson, P.A.; and Hankin, Persson, Davis, McClenathen & Darnell
258 should give presentations at the next full Board meeting.
- 259 ➤ There should be a structured interview process in which each attorney will
260 be given a specific amount of time to present.
- 261 ➤ Mr. Mendenhall will put together a draft of interview questions before the
262 next Board meeting, which can be marked up by the Board and finalized
263 for the next full Board meeting.
- 264

265 **TENTH ORDER OF BUSINESS** **Other Business**

266 Ms. Straw received the CDD’s License and Hold Harmless Agreement for the polling
267 place from the Supervisor of Elections, which must be filled out and witnessed.

268 ➤ Mr. Snyder will fill it out; Ms. Straw can sign; and another staff member
269 can sign as a witness.

270 ➤ It must be done by October 20, 2011.

271 ➤ Mr. Mendenhall asked for a copy for District records once it is done.

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273 **NINTH ORDER OF BUSINESS** **Approval of Minutes**

274 **B. September 21, 2011 Regular Meeting**

275 Ms. Straw stated each Board member received a copy of the minutes of the September
276 21, 2011 regular meeting, requesting any additions, corrections or deletions.

- 277 • On Page 4 in the first bullet under the Fourth Order of Business, *CDD* should
278 replace *police*.

279 There being no further additions, corrections or deletions,

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281 On MOTION by Mr. Glassman seconded by Mr. Aleo with all in
282 favor, the Minutes of the September 21, 2011 Regular Meeting
283 were approved as amended.

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285 **A. July 13, 2011 Continued Meeting**

286 Ms. Straw stated each Board member received a copy of the Minutes of the July 13, 2011
287 continued meeting, requesting any additions, corrections or deletions.

288 There not being any,

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290 On MOTION by Ms. Straw seconded by Mr. Aleo with all in
291 favor, the Minutes of the July 13, 2011 Continued Meeting were
292 approved.

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295 **ELEVENTH ORDER OF BUSINESS** **Approval of September 30, 2011**
296 **Financial Statements**

297 Ms. Straw presented the September 30, 2011 Financial Statements for the Board’s review
298 and approval; copies of which will be entered into the official record.

299 There being no comments or questions,

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On MOTION by Mr. Glassman seconded by Mr. Aleo with all in favor, the September 30, 2011 Financial Statements were approved.

TWELFTH ORDER OF BUSINESS

Audience Comments


- Mr. Miskowic commented the Covina Key parking lot which was done approximately nine months ago is unacceptable.
 - He would like the Board members to look at the parking lot in order to reach a decision at the next meeting.
 - The District Engineer will investigate and report back at the next full Board meeting.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Aleo seconded by Mr. Shahin with all in favor, the meeting was adjourned at 9:45 p.m.


Linda Straw
Chairperson