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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, January 18, 2012 and called to order at 6:31 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
Andrew Cohen	District Counsel
Joseph Payne	District Engineer
Bill Snyder	Property Manager
David Starkey	Assistant Property Manager
Yolanda Bush	ARC/DRC
Gerald Lynn	Sheriff's Department & Government Liaison
Giuseppe Cucchiara	Pasco County Sheriff's Department
Brett Landsberg	Pasco County Sheriff's Department
Richard Meagher	Pasco County Sheriff's Department
Robert Rusciano	Resident
Roland Gaskin	Resident

*The following is a summary of the discussions and actions taken at the January 18, 2012 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.

*The record reflects Mr. Bovis joined the meeting at 6:50 p.m.*

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

44 The Pledge of Allegiance was recited.

45  
46 **THIRD ORDER OF BUSINESS** **Audience Comments**

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

48  
49 **FOURTH ORDER OF BUSINESS** **Guest Speakers**

50 The guest speakers will comment after the security cameras are discussed later in the  
51 meeting.

52  
53 **FIFTH ORDER OF BUSINESS** **Resident Council Representative**

54 The Board was in consensus to remove this item from future agendas, as there is nothing  
55 to discuss.

56  
57 **SIXTH ORDER OF BUSINESS** **New Business**

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

59  
60 **SEVENTH ORDER OF BUSINESS** **Committee Reports**

61 **A. Architectural Review**

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

- 64 • 2012-01 – Paint house – Recommend approval.
- 65 • 2012-02 – Paint house – Recommend approval.

66 There being no comments or questions,

67  
68 On MOTION by Mr. Shahin seconded by Ms. Straw with all in  
69 favor, the Architectural Review Report was accepted.

70  
71 **B Deed Restrictions**

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

- 74 • 2012-001 – Vacated property-lawn not mowed, papers lying around, grass  
75 growing in driveway, plants overgrown & dying.
- 76 ➤ County Code Enforcement has taken care of the property.
- 77 ➤ The information regarding this issue will be sent to Mr. Cohen to review.
- 78 ➤ Mr. Cohen advises having the county continue to mow the property.

- 79 • 2012-002 – Vacated property – lawn debris in doorway – N/A.

80 There being no further discussion,

81

82 On MOTION by Mr. Glassman seconded by Mr. Shahin with all in  
 83 favor, the recommendations from the Deed Restrictions Report  
 84 were accepted.

85

86 **C. Government Liaison**

- 87 • Mr. Lynn asked Officer Meagher of the Pasco County Sheriff’s Office to discuss
- 88 the non-emergency telephone number.
- 89 ➤ Lack of time and funding has delayed this project.
- 90 ➤ The entire system is being refurbished with the availability of several non-
- 91 emergency numbers to residents.

92

93 **EIGHTH ORDER OF BUSINESS**

**Staff Reports**

94 **A. Attorney**

- 95 • The burned-out home was discussed.
- 96 ➤ Mr. Cohen did not find any requirements in the Deed Restrictions to re-
- 97 build the home; although there are requirements regarding upkeep.
- 98 ➤ If a new owner decides to re-build the home, they will have to approach
- 99 the CDD Board to ensure everything is consistent with architectural
- 100 restrictions.
- 101 ➤ Code Enforcement is in the process of commencing condemnation of the
- 102 building, as no one has heard from the current owner.
- 103 • Mr. Cohen discussed his conference call with Mr. Shahin regarding the HOA.
- 104 ➤ The HOA is required to meet in accordance with the Sunshine Law and
- 105 should have Minutes which may be presented to the CDD Board for
- 106 approval.
- 107 • The Resolution which is usually adopted at inception providing indemnification to
- 108 CDD Board members and staff was not done.
- 109 ➤ Mr. Cohen will prepare the Resolution for consideration at the next
- 110 meeting.
- 111 • The ADA issue was discussed.

- 112           ➤     Mr. Cohen recommends the CDD engage the services of a consultant to  
113           address these issues; and knows of one which he uses in other Districts  
114           who charges approximately \$1,000 for these services.
- 115           •     Mr. Cohen contacted Mr. Santiago to request all information pertinent to the  
116           District, but has not received anything to date.
- 117           •     The Aqua Pools matter was discussed.
- 118           ➤     It was not recorded properly, but Mr. Cohen corrected this since it serves  
119           as a lien on the individual's personal and real property.
- 120           ➤     Mr. Cohen will follow up with an asset search.
- 121           ➤     Ms. Straw asked Mr. Cohen to determine the District's options in this  
122           matter other than collection since the person has not made any payments  
123           recently.
- 124           •     The Bass versus Lackey lawsuit was discussed.
- 125           ➤     The area in question is cordoned off for safety and preservation reasons.
- 126           ➤     The Lackeys are trying to list their home on the market and want to know  
127           if anything can be done in the area to make it look less obtrusive.
- 128           ➤     Mr. Payne commented nothing much can be done other than contacting  
129           Verizon, as this is their active construction work area, but advised they  
130           should not expect a response from Verizon since it is in litigation.
- 131           •     Three major changes were made to the draft contract for the monument wall  
132           repair by Tampa Bay Masonry.
- 133           ➤     They did not want to post bonds.
- 134                     ▪     The CDD will be forced to file a lawsuit against Tampa Bay  
135                     Masonry to finish any incomplete work if bonds are not posted.
- 136           ➤     They do not have umbrella insurance coverage.
- 137                     ▪     Mr. Cohen was not concerned with this since Tampa Bay Masonry  
138                     has all of the remaining required coverage.
- 139           ➤     They were not willing to agree to liquidated damages.

140     Upon further discussion,  
141

142 On MOTION by Mr. Glassman seconded by Mr. Aleo with all in  
143 favor, the changes to the Contract with Tampa Bay Masonry, Inc.  
144 for repair of the existing monument wall in the amount of  
145 approximately \$27,175 were accepted as discussed by the District  
146 Attorney; and said contract was approved as presented.  
147

- 148 • Mr. Cohen discussed his concerns regarding the pool renovation contract with  
149 Real Rock Pools.
- 150 ➤ They are not willing to agree to liquidated damages.
  - 151 ➤ They are requesting a draw to purchase materials upon commencement.
  - 152 ➤ They cannot meet the \$1 Million general liability requirement.
  - 153 ➤ They do not have umbrella insurance coverage.
  - 154 ➤ The owner operates himself with no workers compensation.
  - 155 ➤ They cannot get bonds, which is of utmost concern.
  - 156 ➤ The Board was in consensus to look to the second ranked contractor,  
157 Natural Spring Pools, which Mr. Cohen confirmed has no problem getting  
158 bonds.
  - 159 ➤ Mr. Payne is in the process of initiating updated proposals from them for  
160 all of the work.
  - 161 ➤ The cost will increase by approximately \$2,000 to \$5,000, for a final cost  
162 of \$128,050, which includes replacement of the edging around the pool.
  - 163 ➤ Natural Springs Pools provided three references.
  - 164 ➤ Mr. Cohen will submit a copy of the contract to Natural Springs Pools for  
165 their review and follow up with their references.
  - 166 ➤ Mr. Cohen will try to have the contract ready for approval at the next  
167 Board meeting.
  - 168 ➤ Once the contract is approved, Natural Springs Pools will have to provide  
169 insurance certificates and bonds prior to commencement of the work.
  - 170 ➤ Mr. Cohen will send the draft contract to the Board prior to the next  
171 meeting.
  - 172 ➤ The contract will include the following:
    - 173 ▪ A warranty;
    - 174 ▪ Liquidated damages;

- 175                   ▪     Payment bonds;
- 176                   ▪     Insurance requirements listing the CDD as an additional insured
- 177                   entity for the project;
- 178                   ▪     General liability insurance;
- 179                   ▪     Worker's Compensation
- 180                   ▪     Automobile insurance;
- 181                   ▪     Umbrella requirements.
- 182           ➤     Mr. Snyder and Mr. Starkey were directed to contact all of their references
- 183                   as soon as they receive the questionnaire.
- 184       •     Mr. Cohen received one box containing all documentation regarding the Aqua
- 185     Pools matter to date from Mr. Santiago's office; and discussion ensued as to how
- 186     the remaining information will be obtained.
- 187           ➤     Mr. Cohen suggested someone from the CDD may show up at his office
- 188                   and ask for all of the documentation.
- 189           ➤     A lawsuit against Mr. Santiago to obtain the documents does not make
- 190                   sense at this point.
- 191           ➤     The issues which are already closed are of no relevance.
- 192           ➤     Mr. Cohen checked the dockets for all of his cases with the CDD and
- 193                   informed the Board everything appears to be on time with no pending
- 194                   motions for sanctions against the District.
- 195           ➤     Mr. Cohen has not received any status reports from Mr. Santiago to date.
- 196           ➤     Mr. Santiago has not been paid to date; and if he does not provide the
- 197                   requested documentation, the CDD can offer to pay his outstanding
- 198                   balance in exchange for the documents.

199

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

- 200           •     Deputy Rick Meagher briefly discussed police activity in the community.
- 201
- 202

203 **EIGHTH ORDER OF BUSINESS****Staff Reports (Continued)**204 **C. Property Manager**205 **i. Update of Options for Gate Security Cameras**

- 206 • Mr. Starkey presented a spreadsheet describing incidents at the gate over the past  
207 two years; a copy of which will be entered into the official record.
- 208 • Mr. Starkey presented quotes for discussion:
- 209 ➤ DCSI, Inc. in the amount of \$4,489.13;
  - 210 ➤ Accurate Electronics in the amount of \$14,575.71.
  - 211 ➤ These prices are for both entrance and exit gates at each village.
- 212 • Deputy Meagher commented high-resolution cameras should be purchased if the  
213 CDD decides to pursue this project.
- 214 • The Board held a lengthy discussion regarding security with Deputy Meagher.
- 215 • Residents of Iverson and Wrencrest Villages submitted a petition with signatures  
216 for the CDD to purchase the cameras; a copy of which will be entered into the  
217 official record.
- 218 • Ms. Straw wants to get a comparison between the CDD's repair costs versus the  
219 total cost to install the cameras.

220 Mr. Starkey commented the CDD's gate technician, Mr. Steve Foster, signed a contract  
221 with the District to work here for two years, but he resigned prior to the expiration date.

- 222 • He should reimburse the District for the cost incurred for him to attend gate  
223 school.
- 224 • Mr. Cohen should review the contract he signed and contact Mr. Foster in this  
225 regard.

226 **B. Engineer**

- 227 • Mr. Snyder asked Mr. Payne to clarify and discuss the fact that it is impossible to  
228 obtain a drain cover; along with his recommendation to replace the entire drain  
229 structure.
- 230 ➤ Mr. Snyder is going to investigate the possibility of having a machinist  
231 drill a hole in the pipe to ease the water seepage.
- 232 ➤ Mr. Payne was in favor of this solution; and agreed he will look into an  
233 estimate to replace the structure if the machinist is not comfortable with  
234 this repair.

- 235 **D. District Manager**
- 236 • Mr. Mendenhall spoke to Mr. Cohen regarding the possibility of hiring a
- 237 specialized contractor to ensure all CDD facilities are in compliance with the new
- 238 ADA rules, as discussed earlier.
- 239 ➤ Mr. Mendenhall will speak to a contractor recommended by a fellow
- 240 Severn Trent employee and get back to the Board with an estimate.

241 **NINTH ORDER OF BUSINESS**

**Approval of the Minutes of the  
December 21, 2011 Meeting**

242 Ms. Straw stated each Board member received a copy of the Minutes of the December  
243 21, 2011 Meeting; requesting any additions, corrections or deletions.

244 There not being any,

245 On MOTION by Mr. Glassman seconded by Mr. Aleo with all in  
246 favor, the Minutes of the December 21, 2011 Meeting were  
247 approved.

248 **TENTH ORDER OF BUSINESS**

**Other Business**

249 **James Bovis**

- 250 • Mr. Bovis requested Mr. Snyder prepare a report regarding the current gate
- 251 technician who was observed doing work for the other District.
- 252 ➤ Ms. Straw commented the CDD's rules do not have any mandates
- 253 regarding outside employment.
- 254 • The capital items which staff were directed to sell have not been sold; and Mr.
- 255 Snyder reduced the price by \$200.
- 256 ➤ Any items which are sold will be written off and the funds allocated to
- 257 *Miscellaneous Revenue*.
- 258 • Mr. Mendenhall did a break-down to determine how the pool project will be paid
- 259 for and sent an e-mail to the Board; a copy of which will be entered into the
- 260 official record.
- 261 • Mr. Bovis asked Mr. Mendenhall to find funds in the budget to support increasing
- 262 Mr. Starkey's work hours.
- 263 ➤ Ms. Straw asked Mr. Snyder to do an analysis to determine what happens
- 264 to the lifeguard budget if Mr. Starkey is hired on a full time basis.
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270 **Glen Aleo**

- 271 • Mr. Aleo wants Mr. Snyder to determine whether or not any parts for the gates are
- 272 compatible with Meadow Pointe III; and investigate inventory control for tools
- 273 and other miscellaneous items.
- 274 • Mr. Aleo suggested Mr. Snyder and Mr. Starkey coordinate their work schedules
- 275 to ensure both are not working at the same time; and arrange assignments to fill
- 276 their work day.

277 **Brian Shahin**

- 278 • Mr. Shahin asked Mr. Mendenhall to update the Board regarding investments.
- 279 ➤ Mr. Mendenhall confirmed Severn Trent proceeded with the Board's
- 280 direction regarding the investments.
- 281 ➤ The cash balances will contain a description as to how they were
- 282 allocated.
- 283 ➤ There will be a bank statement showing the interest breakdown.
- 284 ➤ Mr. Shahin wants to ensure every item on the trial balance is accounted
- 285 for.

286 **Linda Straw**

- 287 • Ms. Straw asked Mr. Mendenhall for the status of the cash balance in the Deed
- 288 Restriction Account.
- 289 ➤ Mr. Mendenhall advised the Board to examine needs throughout the year
- 290 and adjust the account appropriately based on the current balance.
- 291 ➤ Residents should not be assessed.
- 292 ➤ Funds can be borrowed from this account and paid back if needed, for the
- 293 pool project.

294 **Bill Snyder**

- 295 • Issues with the server were discussed.
- 296 ➤ Mr. Snyder has many problems with the current server including staff
- 297 printing issues as well as the deletion of his contact list, among other
- 298 items.
- 299 ➤ John has not returned his calls.
- 300 ➤ Ms. Straw asked Mr. Snyder to send her all of the documentation in this
- 301 regard and she will pursue it directly with John.

- 304           ➤     She also asked for a list of other issues he has not addressed.
- 305           ➤     John needs to explain to the Board how to use the SharePoint program.
- 306           ➤     Mr. Shahin reminded Ms. Straw to discuss the software licensing with
- 307                     John.

308

309     **ELEVENTH ORDER OF BUSINESS**                     **Approval of December 31, 2011**  
 310   **Financial Statements**

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

313           There being no comments or questions,

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

317

318

319     **TWELFTH ORDER OF BUSINESS**                     **Audience Comments**  
 320           Hearing no comments from audience members, the next item followed.

321

322     **THIRTEENTH ORDER OF BUSINESS**                 **Adjournment**  
 323           There being no further business,

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325           On MOTION by Mr. Glassman seconded by Ms. Shahin with all in  
 326 favor, the meeting was adjourned.

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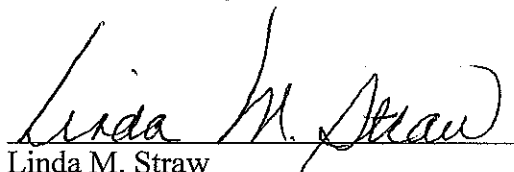
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 Linda M. Straw  
 Chairperson