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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, February 1, 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	Assistant Treasurer
Glen Aleo	Assistant Secretary
Brian Shahin	Supervisor

Also present were:

Bill Snyder	Property Manager
David Starkey	Assistant Property Manager
Yolanda Bush	ARC/DRC
Bill Wilson	Natural Springs Pools
Michael Beebout	Resident
Carol Gassler	Resident
Roland Gassler	Resident
Steve Lackey	Resident
Lee Runwalls	Resident
Robert Saliva	Resident
Pat Wathington	Resident

The following is a summary of the discussions and actions taken at the February 1, 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.

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

43 The Pledge of Allegiance was recited.

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

46 • Mr. Steve Lackey of Deer Run commented the Verizon box on CDD property in
47 front of his home has been in the process of being repaired since October 2010; he
48 wants to know if progress has been made on the repair.

49 ➤ The Districts' Attorney is looking into this ongoing issue with Verizon,
50 which was delayed by the change of attorneys.

51 ➤ Mr. Cohen should have an update at the next full Board meeting.

52 • Mr. Lee Runwalls of Longleaf commented about the black mold on the sidewalks
53 throughout the community. He wants to know how much of the maintenance is
54 the CDD's versus the homeowner's responsibility; and Ms. Straw summarized
55 ownership of the sidewalks:

56 ➤ Morningside sidewalks are not owned by the CDD.

57 ➤ The original sidewalks on Mansfield and County Line Road are owned by
58 the CDD; and the opposite side which was put in with the widening
59 project is county-owned.

60 ➤ Mr. Snyder will investigate.

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62 **FOURTH ORDER OF BUSINESS** **Guest Speakers**

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

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65 **FIFTH ORDER OF BUSINESS** **Committee Reports**

66 **A. Architectural Review**

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

69 • 2012-03 – Paint house, install new mailbox on existing post per approved design,
70 and install sod – Recommend approval.

71 There being no comments or questions,

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On MOTION by Mr. Glassman seconded by Mr. Bovis with all in 74 favor, the recommendation from the Architectural Review Report 75 was accepted.
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- 77 ➤ Mr. Starkey will present options for new mailbox posts at a future meeting
- 78 since the current vendor increased their prices.

79 **C. Government Liaison**

80 There being no report, the next item followed.

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82 **SIXTH ORDER OF BUSINESS**

New Business

83 James Bovis

- 84 • Mr. Bovis asked for a status of finding additional working hours for Mr. Starkey;
- 85 to which Mr. Snyder responded.
- 86 ➤ Mr. Starkey will work on an *as needed* basis in addition to his regular
- 87 schedule depending on the project he is involved with.
- 88 ➤ Mr. Snyder will present a report at the next meeting detailing how the
- 89 additional hours will keep the District within its current budget.

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91 **SEVENTH ORDER OF BUSINESS**

Property Manager

- 92 • Chairs may be ordered once the pool refurbishment is completed.
- 93 • The surplus equipment has not been sold.
- 94 ➤ The price may have to be lowered.
- 95 • Mr. Snyder has been seeking the services of a certified electrician to repair a
- 96 panel box in Glenham, as the change out requires a permit.
- 97 • Power washing of fences continues.
- 98 • The sod work is being done.
- 99 • Mr. Starkey is working with OLM to modify the grading system for ponds and
- 100 landscape; and is preparing an Excel spreadsheet.
- 101 • Mr. Starkey is going to meet with a representative from TECO tomorrow to
- 102 discuss pool deck lighting.
- 103 • A fence was put up on the north side of Burleigh Drive at Wrencrest and Iverson
- 104 to deter dumping and congregating in the mitigation area.
- 105 • Stop bars are being installed around the community, with those in worse condition
- 106 being completed first.
- 107 • The lot in front of Kids are Kids will be mowed by next week.
- 108 ➤ The owner of the lot approved the bid for the work.

- 109 • More hogs were seen on the wetland between Morningside and Longleaf at the
- 110 border of the school.
- 111 ➤ Mr. Starkey spoke to school representatives to work out the problem.
- 112 ➤ Mr. Bovis is meeting with a School District official on another matter and
- 113 will bring this issue up and determine whether or not they want to get
- 114 involved with trapping the hogs.
- 115 • Mr. Starkey is getting estimates for the *No Trespassing* signs at the ponds.
- 116 • Mr. Starkey recently completed the new format for employee reviews which is to
- 117 be approved by the Property Manager, Chair and District Manager.
- 118 • The paperwork for the Manor Isle wall reconstruction is almost ready to be signed
- 119 by the District and Tampa Bay Masonry to commence the repair work.
- 120 ➤ The work should commence next week.
- 121 ➤ The permits will be pulled.
- 122 ➤ The block will be ordered, which takes approximately four to six weeks
- 123 for delivery.
- 124 ➤ The debris will be cleared and in the meantime the area will be tidied up.
- 125 ➤ The estimated duration of the project is 60 days upon notice of
- 126 commencement.
- 127 • Mr. Starkey is handling the recent insurance matter.
- 128 • Mr. Shahin wants to ensure Mr. Starkey’s software is updated to allow him to
- 129 perform his job from any location.

EIGHTH ORDER OF BUSINESS

**Supervisor Areas of Specialization
and Comments**

Linda Straw

- 134 • Ms. Straw, Mr. Snyder and Mr. Starkey held a meeting regarding employee
- 135 reviews and salary increases.
- 136 ➤ Staff is working through a matrix to determine exactly how to make it fair
- 137 across the board based on salary reviews.
- 138 ➤ Performance reviews will be completed at one time instead of on the
- 139 anniversary date.

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141 **NINTH ORDER OF BUSINESS**

**Approval of the Minutes of the
January 4, 2012 Meeting**

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143 Ms. Straw stated each Board member received a copy of the Minutes of the January 4,
144 2012 Meeting; requesting any additions, corrections or deletions.

145 There not being any,

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On MOTION by Mr. Glassman seconded by Mr. Aleo with all in 148 favor, the Minutes of the January 4, 2012 Meeting were approved.
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151 **TENTH ORDER OF BUSINESS**

Other Business

152 Mr. Bill Wilson from Natural Springs Pools was in attendance to answer questions
153 regarding the pool refurbishment.

154 • The Performance Bond in the amount of \$7,200 is included in the total price of
155 \$128,800.

156 • The cost for the deck is \$56,650.

157 • The pool interior repair includes resurfacing and gutter work.

158 • Mr. Wilson believes the original construction was bad, but there are no structural
159 problems.

160 ➤ He recommended the District get a confirmation of this from the engineer.

161 • Florida Statutes do not require the contractor to have Workmen's Compensation if
162 they use subcontractors, but the subcontractor(s) will be required to provide proof
163 of insurance.

164 ➤ Natural Springs Pools General Liability insurance will cover any
165 subcontractor's injuries.

166 ➤ Mr. Cohen indicated he was concerned with this issue, but the Board
167 should discuss and finalize as they see fit; after which Mr. Cohen will
168 work with Mr. Vogel to finalize the contract.

169 • Each subcontractor is responsible for providing automobile insurance for their
170 own vehicles.

171 • Mr. Starkey commented all of the contractors who provided bids operate in this
172 manner regarding insurance.

- 173 • Ms. Straw commented the CDD may have to update its rules in this regard to be
174 consistent with the changes in the industry.
- 175 • Mr. Payne indicated he is most comfortable with Natural Springs Pools, as they
176 have been in business for 32 years.
- 177 • More discussion between the Board and Mr. Cohen will be necessary prior to
178 executing the contract.
- 179 • Mr. Wilson commented they can commence work approximately four to five days
180 after executing the contract.
- 181 • Ms. Straw asked Mr. Wilson to address the process.
- 182 ➤ Much of the work will be done simultaneously.
- 183 ➤ There was discussion regarding the payment plan.
- 184 ➤ Ms. Straw requested the letter detailing each phase of the contract should
185 be included as an exhibit.
- 186 • Mr. Starkey clarified the contract was drafted by Mr. Cohen and the redlining was
187 made by Mr. Vogel of Natural Springs Pools.
- 188 • There was a lengthy discussion which included questions regarding details of the
189 contract from Mr. Bovis.
- 190 • Ms. Straw wants to ensure the process of getting the first check to the contractor
191 is done on time.
- 192 • Mr. Wilson needs to know who is going to do the final inspection on the pool
193 because retainage of \$12,000 is going to be held until this is done.
- 194 • They would also like to be notified in writing if there are any repair issues.
- 195 • The Pasco County Board of Health does not have to inspect the pool since no
196 structural work is to be done.
- 197 ➤ Ms. Straw believes the Board should receive an inspection report in
198 writing from a certified engineer regarding the structure of the pool.
- 199 ➤ Mr. Wilson will give Mr. Starkey the names of at least two qualified
200 engineers to do this inspection, as the District's Engineer may not
201 necessarily be certified to do this.
- 202 • The interior pool work was discussed.
- 203 ➤ The work should take approximately two days.

- 204 ➤ It will have a quartz finish of either marquis or diamond brite.
- 205 • Ms. Straw asked Mr. Wilson and Mr. Starkey to work together in preparing a
- 206 project plan with estimated milestones.
- 207 Mr. Wilson exited the meeting and the Board continued to discuss the draft contract at
- 208 length.
- 209 • Ms. Straw would like Mr. Cohen to redline the portion regarding the bonus for
- 210 getting the project done early; and be sure it includes a penalty.

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212 *Due to a failure of the recording equipment, the audio of this meeting ended.*

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214 **ELEVENTH ORDER OF BUSINESS**

Audience Comments

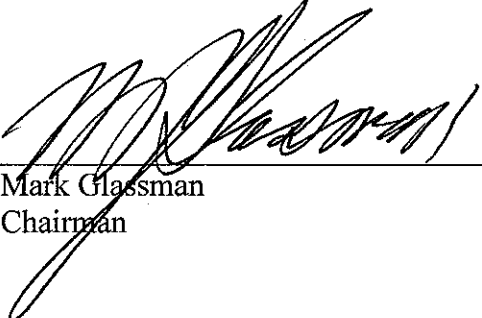
215 There being no comments from audience members, the next item followed.

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217 **TWELFTH ORDER OF BUSINESS**

Adjournment

218 There being no further business, the meeting was adjourned.

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Mark Glassman
Chairman