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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 15, 2012 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 Shahin	Supervisor

Also present were:

Andrew Mendenhall	District Manager
Andrew Cohen	District Counsel
Joseph Payne	District Engineer
Gerald Lynn	Sheriff's Department & Government Liaison
David Starkey	Assistant Property Manager
Yolanda Bush	ARC/DRC
Numerous Residents	

The following is a summary of the discussions and actions taken at the August 15, 2012 Meadow Pointe II Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Straw called the meeting to order; Supervisors and staff introduced themselves.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Public Comment Period

Hearing no comments from the public, the next item followed.

42 **FOURTH ORDER OF BUSINESS** **Guest Speakers**

- 43 • Mr. Mike Cline discussed the recent Residents’ Council Meeting at which four
- 44 homeowners attended; and announced meetings will be held the second
- 45 Wednesday of each month.

46 **FIFTH ORDER OF BUSINESS** **Public Hearing to Adopt the Budget for**
 47 **Fiscal Year 2013**
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50 On MOTION by Ms. Straw seconded by Mr. Glassman with all in
 51 favor, the Public Hearing to consider adoption of the Fiscal Year
 52 2013 Budget was opened.

- 54 • Residents voiced concerns regarding the following items:
- 55 ➤ Cost of assessments in relation to the current economic conditions
- 56 ➤ Roadway maintenance costs
- 57 ➤ The pool renovation project
- 58 ➤ Confusion regarding the language on the letter
- 59 ➤ Sidewalk renovation costs
- 60 ➤ Bond issues
- 61 ➤ Pond costs

62 Hearing no further comments from the public,

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 64 On MOTION by Ms. Straw seconded by Mr. Glassman with all in
 65 favor, the Public Hearing to consider adoption of the Fiscal Year
 66 2013 Budget was closed.

67
 68 **A. Consideration of Resolution 2012-6 Adopting the Budget for**
 69 **Fiscal Year 2013**
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71 Ms. Straw MOVED to adopt Resolution 2012-6, Relating to the
 72 Annual Appropriations and Adopting the Budget for the Fiscal
 73 Year Beginning October 1, 2012; and Ending September 30, 2013;
 74 and Mr. Shahin seconded the motion.

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

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B. Consideration of Resolution 2012-7 Levying the Assessments for Fiscal Year 2013

On MOTION by Mr. Bovis seconded by Mr. Shahin with all in favor, Resolution 2012-7 Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date was adopted.

SIXTH ORDER OF BUSINESS **New Business**

James Bovis

- Ms. Sheila Diaz requested codes for the CDD vendors.
- Mr. Lynn affirmed the County Commission is not in favor of opening Mansfield Boulevard in the foreseeable future.

SEVENTH ORDER OF BUSINESS **Committee Reports**

A. Architectural Review

Ms. Bush presented the Architectural Review Report for the Board’s discussion and acceptance.

- 2012-40 – Painting house – Recommend approval.
- 2012-41 – Painting house – Recommend approval.

There being no comments or questions,

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

B. Deed Restrictions

There being no deed restrictions to report, the next item followed.

C. Government Liaison

- The home in Iverson is no longer standing and debris is being removed.
- County officials are considering approval to put in a sidewalk on Beardsley.
- Staff is in the process of having several properties in Trout Creek’s name transferred to the District.

113 **EIGHTH ORDER OF BUSINESS** **Staff Reports**

114 **A. Attorney**

- 115 • Aqua Pools is on track after missing one payment.
- 116 • The county has not provided any feedback regarding the non-ad valorem
- 117 assessment refund.
- 118 • The insurance certificate for the pool renovation project is in order; the bond is
- 119 forthcoming.
- 120 • Mr. Cohen reminded the Board they need to deal with the fining resolution and
- 121 amendments to the Operating Rules and Procedures.
- 122 • The Board is waiting for Ms. Kim Walker to provide a summary review and
- 123 recommendations regarding employment issues and the employee manual.
- 124 • Mr. Cohen presented a revised Resolution 2012-8 adopting a revised policy
- 125 regarding sidewalk responsibility for the Board’s review and adoption; a copy of
- 126 which will be entered into the official record.

127
128 Ms. Straw MOVED to adopt Resolution 2012-8 a Revised Policy
129 Regarding the Responsibility for Sidewalk/Driveway Apron
130 Repairs and Maintenance of Areas Located Within the District
131 Boundary; Providing for Conflicts, Severability and an Effective
132 Date as amended; and Mr. Glassman seconded the motion.

- 134 • The Board discussed bids for the sidewalk repairs.

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136 On VOICE vote with all in favor, the prior motion was approved
137 as discussed.

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139 **B. Engineer**

- 140 • Mr. Payne provided support to the District for the following items:
- 141 ➤ Capital budget efforts regarding the sidewalk reserve for the Villages.
- 142 ➤ The Verizon claim case.
- 143 ➤ Sidewalk improvements.
 - 144 ▪ After further discussion, Mr. Starkey was directed to amend the
 - 145 request for estimates to include the question regarding the bond
 - 146 and the DOT specifications.

147 **C. Property Manager**

148 Mr. Starkey presented his report for discussion; a copy of which will be entered into the
149 official record.

- 150 • Mr. Aleo expressed his dissatisfaction with item 8.
 - 151 ➤ Ms. Straw directed Mr. Aleo to set up a procedure in which all articles for
 - 152 the newsletter are approved by the Board.
- 153 • Mr. Starkey read his request to be named as “Interim Property Manager” into the
154 record; a copy of which will be entered into the official record.
 - 155 ➤ The Board discussed the Organizational Flow Chart Mr. Starkey prepared;
 - 156 a copy of which will be entered into the official record.

157
158 Mr. Bovis MOVED to grant Mr. Starkey the title of Interim
159 Property Manager with commensurate salary and benefits to be
160 reviewed and reported on at the next full Board meeting by the
161 District Manager; and Mr. Shahin seconded the motion.

- 162
- 163 ➤ Mr. Glassman recommended preparation of an RFP for a Property
164 Manager; with the new Board as of the General Election to select the
165 appropriate person.

166 There being no further discussion,

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168 On VOICE vote with Ms. Straw, Mr. Bovis and Mr. Shahin voting
169 aye; and Mr. Glassman and Mr. Aleo voting nay, the prior motion
170 was approved.

- 171
- 172 ➤ Mr. Bovis asked Mr. Starkey to re-work this chart.

173
174 Mr. Glassman MOVED to direct Severn Trent Services to prepare
175 an RFP for a new Property Manager; and Mr. Aleo seconded the
176 motion.

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- 178 ➤ Mr. Shahin commented the Board needs to include criteria for the
179 position.

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Mr. Glassman MOVED to amend the prior motion to direct the District Manager to prepare an RFP for a new Property Manager to be reviewed and approved by the new Board after the General Election; and Mr. Aleo seconded the motion.

- Mr. Bovis is not in favor of passing this motion, as Mr. Starkey has been performing his job duties in a satisfactory manner.

There being no further discussion,

On VOICE vote with Ms. Straw, Mr. Glassman and Mr. Aleo voting aye; and Mr. Bovis and Mr. Shahin voting nay, the prior motion was approved.

- Mr. Starkey made the following recommendations for the pool design colors for the Board’s consideration, based on feedback from residents:
 - Paver – Crème Orange Pewter
 - Coping – Crème Orange
 - Tile – Green
 - Pattern – 90 Degree Herringbone

There being no further discussion,

On MOTION by Mr. Shahin seconded by Ms. Straw with all in favor, the recommendations presented by the Assistant Property Manager for the design and color of the new pool was approved as presented.

NINTH ORDER OF BUSINESS **District Manager’s Report**

A. Meeting Schedule for Fiscal Year 2013

Mr. Mendenhall presented the Meeting Schedule for Fiscal Year 2013 for the Board’s review and approval; a copy of which will be entered into the official record.

The non-staff meeting scheduled for September 4, 2013 falls on a holiday.

On MOTION by Ms. Straw seconded by Mr. Shahin with all in favor, the Fiscal Year 2013 Meeting Schedule was approved as amended to cancel the September 4, 2013 Meeting.

218 Outstanding invoices were discussed.

- 219 • Mr. Mendenhall recommended the Board approve payment of the older invoices
- 220 from 2011 to Cameron Santiago.

221

222 Ms. Straw MOVED to approve payment of past invoices to

223 Cameron Santiago in the approximate amount of \$6,000 and

224 continue to withhold \$10,000 until the analysis to determine which

225 items were already paid for, but not delivered is complete; and Mr.

226 Glassman seconded the motion.

227
228 Upon further discussion,

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

- 231
- 232 • Mr. Mendenhall will follow up with Mr. Cohen before proceeding.

233 Payment of invoices was discussed.

- 234 • The Board agreed with the suggestion invoices from the attorney and engineer be
- 235 paid up front; any problems regarding payment may be addressed on the next
- 236 invoice.

- 237 • These invoices will be included in the Financial Statements.

238

239 **TENTH ORDER OF BUSINESS** **Approval of the Minutes of the**

240 **July 25, 2012 Meeting**

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242 On MOTION by Mr. Shahin seconded by Mr. Glassman with all in

243 favor, the Minutes of the July 25, 2012 Meeting were approved.

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246 **ELEVENTH ORDER OF BUSINESS** **Other Business**

247 There being no other business, the next item followed.

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249 **TWELFTH ORDER OF BUSINESS** **Approval of the July 31, 2012**

250 **Financial Statements**

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252 On MOTION by Mr. Glassman seconded by Mr. Shahin with all in


253 favor, the July 31, 2012 Financial Statements were approved.

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256 **THIRTEENTH ORDER OF BUSINESS** **Public Comment Period**
257 Hearing no comments from the public, the next item followed.

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259 **FOURTEENTH ORDER OF BUSINESS** **Adjournment**
260 There being no further business,

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262 On MOTION by Mr. Glassman seconded by Mr. Aleo with all in
263 favor, the meeting was adjourned.

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271 ~~Linda Straw~~ *MARK GLASSMAN*
✓ Chairperson