

**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, December 19, 2012 at 6:30 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida 33543.

Present and constituting a quorum were:

Michael Cline	Chairman
Brian Shahin	Vice Chairman
Renee Glassman	Assistant Treasurer
Glen Aleo	Assistant Secretary
James Bovis	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Andrew Cohen	District Counsel
Joseph Payne	District Engineer
David Starkey	Interim Property Manager
Yolanda Bush	ARC/DRC
Kenneth Clock	Resident
Mark Glassman	Resident
Patricia Mairano	Resident
Tonja Stewart	Resident

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Mr. Cline called the meeting to order.

Call to Order

SECOND ORDER OF BUSINESS

Supervisors and staff introduced themselves.

Roll Call

THIRD ORDER OF BUSINESS

The Pledge of Allegiance was recited.

Pledge of Allegiance

FOURTH ORDER OF BUSINESS

Guest Speakers

There being no guest speakers, the next item followed.

FIFTH ORDER OF BUSINESS

Audience Comments

- Ms. Tonja Stewart of Wrencrest requested the Board consider evaluating the high volume of traffic on Wrencrest Drive and share findings with the Meadow Pointe III CDD to determine whether or not it makes sense to close the shared road connection.
 - Mr. Cline will raise this issue when the Board meets with the other Meadow Pointe CDDs.
- Ms. Patricia Mairano of Tullamore requested installation of security cameras at their gate.
 - The Board determined the cost would be prohibitive in light of the fact that cameras would have to be installed at all of the gates.
 - Mr. Starkey was directed to resurrect the report regarding this issue.
- Mr. Kenneth Clock of Iverson is seeking reimbursement for damage caused by sewage backup in his home which may have come from a tree root.
 - Mr. Cline will entertain a motion to reimburse Mr. Clock under *New Business*.

SIXTH ORDER OF BUSINESS

**Approval of the November 30, 2012
Financial Statements**

Mr. Bovis MOVED to approve the November 30, 2012 Financial Statements; and Mr. Aleo seconded the motion.

Upon further discussion,

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

SEVENTH ORDER OF BUSINESS

Committee Reports

a. Sheriff's Department

The Sheriff is currently not present.

c. Deed Restrictions

- 2012-52 – Weeds in flower bed – DR-14.

On MOTION by Mr. Shahin seconded by Mrs. Glassman with all in favor, the recommendation from the Deed Restrictions Report was accepted as presented.

b. Architectural Review

- 2012-52 – Repaint house – Recommend approval.
- 2012-53 – Repaint house – Recommend approval.

Mr. Aleo MOVED to accept the recommendations from the Architectural Review Report as presented; and Mr. Shahin seconded the motion.

- Mr. Starkey was directed to check other properties in Manor Isle to determine whether or not this color scheme was used on any other home prior to approving this item.

On MOTION by Mr. Bovis seconded by Mrs. Glassman with all in favor, approval of the Architectural Review Report was tabled as discussed.

Mr. Cohen distributed a report regarding status of cases; a copy of which will be entered into the official record.

- The property on Forest Glen was cut.

d. Publications

There being no report, the next item followed.

e. Utilities

There being no report, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

a. District Attorney

- The fence is not within the CDD’s architectural control, but there are restrictions prohibiting chain link fences and how fences are placed.

The record will reflect the Sheriff has joined the meeting.

SEVENTH ORDER OF BUSINESS

Committee Reports (Continued)

a. Sheriff's Department (Continued)

- The Sheriff was asked to have the CDD listed to get the radar machine at the median.

EIGHTH ORDER OF BUSINESS

Staff Reports (Continued)

a. District Attorney (Continued)

2. Resolution for Fines

- Mr. Bovis will send an outline of the process his HOA uses to Mr. Cohen and Mr. Mendenhall for distribution to the Board.

Mr. Cohen addressed other miscellaneous pending items.

- There is no danger of assessments being wiped out until 2015 on the Wellington properties.
- The December payment from the Aqua Pools settlement has not been received, but is expected.
- Mr. Cohen will present an estimate for the CDD to transfer four Trout Creek properties since some of the easements are part of the CDD's storm water drainage.
- New Board members were reminded about the Sunshine Law and advised to have a separate e-mail address for CDD business.

1. Policies and Procedures

- Any revisions will need to be adopted via the rulemaking process.
- The Board was directed to review the policies and e-mail comments to Mr. Cohen for incorporation.
- Mr. Cline suggested the Board go through this at the January meeting in order to have the hearing noticed for the March meeting.

3. General and Procedural Rules

- Items pertaining to sidewalk rules and parking need to be removed.
- Mrs. Glassman was directed to ask Ms. Straw whether she has any documentation relating to past workshops.

Mr. Cohen discussed the Employee Manual.

On MOTION by Mrs. Glassman seconded by Mr. Aleo with all in favor, Special Counsel was authorized to produce a new Employee Manual which will include revisions by the Board of Supervisors in an amount not to exceed \$4,000.

The Board discussed payments to Mr. Santiago.

On MOTION by Mr. Bovis seconded by Mrs. Glassman with all in favor, authorization to offer Mr. Santiago \$7,000 was approved.

Mr. Bovis MOVED to pass the following motion as stated: Because the Board of Supervisors were not allowed the opportunity nor the courtesy of exercising due diligence and also having been denied their obligation of fulfilling our fiduciary responsibility to our 2000 homeowners and staff at the December 5, 2012 CDD Board Meeting by having presented to us a 28-page Personnel Manual by the Chairman for its first ever showing. He then immediately sought a motion for approval without allowing any review of the contents and under the opposition of some Board members. Unfortunately it passed three to two! Further, to avoid a similar travesty in the future, whenever there is a document to be voted upon that it be submitted to and in Board members possession at least one (1) week in advance of any meeting that the Board may be required to vote on said document. Upon passage of this motion, it should be incorporated into Meadow Pointe II General & Procedural Rules. Mr. Shahin seconded the motion.

On VOICE vote with Mr. Shahin and Mr. Bovis voting aye; and Mr. Cline, Mrs. Glassman and Mr. Aleo voting nay, the prior motion was rejected.

On MOTION by Mr. Bovis seconded by Mr. Shahin with Mr. Shahin and Mr. Bovis voting aye; and Mr. Cline, Mrs. Glassman and Mr. Aleo voting nay, to rescind motion of December 5, 2012 adopting Employee Manual thus allowing Board of Supervisors adequate time to study its contents prior to making an informed and appropriate vote was rejected.

- 4. **Contract for Sidewalk**
 - Mr. Cohen discussed this item.
- b. **District Engineer**
 - 1. **Pool Update**
 - 2. **Sidewalk**
- Mr. Payne addressed these two items.

An Engineering Proposal was presented for the Board’s consideration; and discussion ensued.

On MOTION by Mr. Aleo seconded by Mrs. Glassman with all in favor, the engineering proposal was tabled as discussed.

- c. **District Manager**
 - 1. **Swim Club**
- Mr. Mendenhall discussed this item.
- 2. **Substance Abuse Program**

The Board proceeded to adopt a Drug-Free Workplace Policy.

On MOTION by Mr. Shahin seconded by Mrs. Glassman with all in favor, a Drug-Free Workplace Policy was adopted as discussed.

- 3. **Mr. Mubarak House Repaint Response**
 - This item was discussed.
- d. **Interim Property Manager**
 - 1. **Pool Furniture**
 - 2. **Status of Clubhouse Renovation**
 - 3. **Employees Holiday Party**
 - 4. **Project Board**
 - 5. **Job Descriptions**
 - 6. **Signage for Mules**
 - 7. **Contractor Chart**
 - 8. **Banners for Signs for Twitter, Web Address Phone**
 - 9. **Cost for Additional Pages in Magazine**
 - 10. **Staff Directory Update**
 - 11. **Update on Additional Camera Security**
 - a. **Maintenance Building**
 - b. **Pool House**
 - 12. **Update on Keypad Security**
 - 13. **Gasoline Security and Log**
 - 14. **Vehicle Log Books Instructions to Employees**

These items were addressed under the Interim Property Manager's Report; a copy of which will be entered into the official record.

NINTH ORDER OF BUSINESS

Old Business

There being no old business, the next item followed.

TENTH ORDER OF BUSINESS

New Business

On MOTION by Mr. Aleo seconded by Mr. Bovis with three Board members voting aye and two Board members voting nay, reimbursement in the amount of \$509 to Mr. Kenneth Clock for damage caused by sewage backup in his home was approved as discussed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

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

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Michael Cline
Chairman