

**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 6, 2013 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:

Sheila Diaz	Office Administrator
Yolanda Bush	ARC/DRC
Robert Saliva	Acting Shop Foreman
John Stewart	Triangle Pool Service
Numerous Residents	

*The following is a summary of the discussion 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**

- Mr. John Stewart of Triangle Pool Service gave a presentation regarding a better system for the pool’s current filtration system which costs \$2,650 installed and comes with warranties.

**FIFTH ORDER OF BUSINESS**

**Audience Comments  
(Limit Comments to Three Minutes)**

- Ms. Dana Sanchez of Wrencrest was told of events at the last meeting regarding the former Property Manager.
- Ms. Sanchez would like a red-lined copy of the Employee Manual once it is finalized.
- Mr. George Dunore of Longleaf commented on the January 16<sup>th</sup> meeting.
- Mr. Cline will speak to Mr. Mendenhall regarding Mr. Michael Ebaugh’s request to plan a block party.
- A Resident of Wrencrest discussed an issue in which the gate arm damaged his vehicle at the Wrencrest Gate.
  - Mr. Saliva explained the functionality of the gates.
  - The resident should fill out a gate accident report which is forwarded to Severn Trent Services.

**SIXTH ORDER OF BUSINESS**

**Approval of Minutes**

**A. December 19, 2012**

The prior approval of the Minutes should be rescinded.

On MOTION by Mr. Bovis seconded by Mr. Shahin with all in favor, rescindment of the previously approved Minutes of the December 19, 2012 Meeting was approved.

On MOTION by Mr. Bovis seconded by Mr. Aleo with all in favor, the minutes of the December 19, 2012 meeting were approved as amended.

**B. January 2, 2013**

On MOTION by Mr. Shahin seconded by Mr. Bovis with all in favor, the Minutes of the January 2, 2013 Meeting were approved.

**SEVENTH ORDER OF BUSINESS**

**Discussion of ADA Report**

On MOTION by Mr. Bovis seconded by Mrs. Glassman with all in favor, this item shall be tabled until the CDD's professional staff is in attendance to advise the Board.

**EIGHTH ORDER OF BUSINESS**

**Committee Reports**

**A. Sheriff's Department**

There being no representative present or any issues for discussion, the next item followed.

**B. Architectural Review**

- 2013-07 – Outdoor shed – Return for further documentation.
- 2013-08 – Painting of home in Scheme 86 – Recommend approval.
- 2013-09 – Painting of home – Do not recommend approval.
- 2013-10 – Painting of home in Scheme 12 – Recommend approval.
- 2013-11 – Gazebo patio with lattice on front and sides – Recommend approval.
- 2013-12 – Painting of home in Scheme 89 – Recommend approval.
- 2013-13 – Painting of home in Scheme 83 – Recommend approval.

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

**C. Deed Restrictions**

- 2013-01 – Lawn unkempt at front and left side of house – DR-14.
- 2013-02 – Lawn unkempt at front and left side of house – DR-14.
- 2013-03 – Sidewalk issue – N/A.
- 2013-04 – Lawn issues – N/A, as lawn has since been mowed.
- 2013-05 – House and yard appearance issues – DR-14, DR-10.
- 2013-06 – Trash all over the front yard – DR-10.
- 2013-07 – Yard issues – DR-14.
- 2013-08 – Election sign is still in the yard – DR-9.

On MOTION by Mr. Shahin seconded by Mrs. Glassman with all in favor, the recommendations of the Deed Restrictions Report were accepted as presented.

**D. Publications**

There being no report, the next item followed.

**E. Utilities**

- TECO filed with the Public Service Commission to increase the tariff for 2014 by 10% for residents.

**NINTH ORDER OF BUSINESS****Staff Reports****A. Office Administrator**

- The back and front office were relocated and three rooms are available for rental purposes.
- Ms. Diaz and Mr. Saliva were issued Wells Fargo credit cards with a \$2,000 limit.
- Accounts were opened with Sam's Club, Home Depot and Quill.
- Reimbursement is being requested for staff use of personal cell phones at \$20 per month per employee of which there are six.
  - Other options were discussed, including reimbursement for Ms. Diaz and Mr. Saliva only.
- There is one master lock.
  - Mr. Shahin suggested a back-up emergency plan to allow a Board member an access key.
  - The exterior lock box may be used and should be under the camera.
- Mr. Shahin and Mr. Cline requested business cards which are being created in-house.
- The spring garage sale will be held Saturday, April 13, 2013.
- The Board discussed obtaining monitors for the pool versus life guards.

On MOTION by Mr. Aleo seconded by Mrs. Glassman with all in favor, the decision of obtaining monitors for the pool versus hiring life guards shall be tabled for discussion with the District Attorney.

- Mr. Cohen will be notified in advance.
- An Excel database will be set up in the clubhouse for all homes within the CDD and include other Meadow Pointe residents who purchased identification cards.
- The following items will be posted on the Twitter account:
  - CDD Meetings
  - Residents' Council Meetings

- Garage sale details
- The facility usage spreadsheet was started.
- Staff would like to close the clubhouse at 9:00 p.m. instead of 10:00 p.m.
- The deadline for the March newsletter is February 8, 2013.
  - Articles were requested from the pond maintenance company and LMP.
- All employees were reclassified.
- Soda machines were discussed.
  - Ms. Diaz will prepare an analysis of the revenue and past maintenance on the machines.
- The binder containing all cdd motion boxes is at the office.
- The Board addressed a resident's request to privatize the facilities as well as concerns with pool maintenance costs.
- B. Acting Shop Foreman**
- The clubhouse was painted.
- Riviera Pools installed raised thresholds in the pools.
- Items will be better tracked throughout the community per Mr. Saliva's meeting with staff.
- Sherwin Williams staff has been investigating the walls and will provide a resolution to the current issues.
- All punch list items in the pool are complete according to the District Engineer.
- New pool furniture is ready to be placed.
- The cast iron pool pumps which cause rust stains near the drain can be replaced with a plastic-bodied pump which costs approximately \$6,600 installed.
- Repair of sidewalks was discussed.
  - The quote Mr. Saliva received is based on the past evaluation with the District Engineer.
  - Mr. Saliva should get at least three quotes.
  - Mr. Aleo believes this should be discussed with Mr. Cohen due to the cost factor.

- Mr. Saliva was directed to get the Iverson sidewalk and other severely damaged sidewalks repaired immediately, as it may present a liability issue for the CDD.
- The Manor Isle telephone entry was upgraded.
- The Door King server was switched over to Mr. Saliva.
  - Mr. Saliva was directed to ensure the data is automatically backed up on the computer.
- The server surged and damaged the hard drive, but was repaired by Digital Rescue.
  - Mr. Shahin expressed concern with Digital Rescue as there appears to be many problems.
- Fuel consumption decreased to normal levels since monitoring has begun.
- The District Engineer obtained two quotes to have roof gutters extended, one for \$1,800 and the other for \$1,200.

Mr. Aleo MOVED to accept the proposal recommended by the District Engineer to install and extend roof gutters around the clubhouse as discussed; and Mr. Bovis seconded the motion.

Upon further discussion,

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

**TENTH ORDER OF BUSINESS**

**Supervisors' Comments**

**James Bovis**

- The pond treatment contract was addressed.
  - The CDD should go out for bid for pond treatment and landscaping.
  - Both current contracts may terminate at 30 days notice.
- The access roads should be discussed further in Mr. Cohen's presence.
- Personnel issues were discussed.

*A Resident stated for the record I believe the Board opened themselves up to some liability on this whole situation and it is of grave concern as a resident.*

**Brian Shahin**

- Board members should be kept in the loop regarding specialization for projects to be done.

**Glen Aleo**

- All articles for the newsletter from a Board member should be better scrutinized or possibly reviewed at a Board meeting.
  - All articles prepared by Board members should be submitted as residents of the community.

**Renee Glassman**

- Mrs. Glassman's meeting with LMP regarding the poor condition of the landscaping was discussed.
  - Ponds should be inspected for erosion and other issues before the rainy season commences.
  - The District Engineer will get three proposals for pond inspections other than his company.
  - Mr. Aleo suggested allowing the current contractor some time to get the problems under control before going out to bid.

**ELEVENTH ORDER OF BUSINESS**

**Chairman's Comments**

- Adoption of the fining resolution will be tabled to the next meeting.

*The record reflects the Board recessed for five minutes.*

- The pool closeout meeting was discussed.
  - There were issues with the amount of extra pavers being stored by the CDD.

Mr. Aleo MOVED to purchase the balance of the pool pavers behind the dumpster and the two pallets of shrink-wrapped pavers for the quoted price of \$1,345; and Mrs. Glassman seconded the motion.

- A letter should be sent to the contractor along with the purchase price.

There being no further discussion,

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

- The pool settlement was discussed.
  - Paver medalions were discussed.
  - Change Orders should not be paid for without the Board's knowledge.

Mr. Bovis MOVED to authorize payment in the approximate amount of \$1,300 plus \$450 for the pool pavers and Riviera Pools shall be asked to produce copies of all signed Change Orders; at which time final payment will be determined with the Chairman being authorized to sign finalized contract; and Mr. Aleo seconded the motion.

- The Board will speak to Mr. Cohen if they are unable to produce all signed Change Orders to determine next steps.

There being no further discussion,

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

- Each Board member should submit an article for the newsletter regarding their area of expertise.
  - Articles should be submitted by the first of the month.
- Mr. Cline distributed brochures from Rizetta regarding management services, but the Board was in agreement not to have a presentation.
- Pool filtration problems were discussed.
  - The Board would like to get prices and possibly presentations from other companies in addition to Triangle.
- The Board discussed maintenance of the pool for the next two weeks prior to the next meeting.
- Uniforms were discussed.
  - The cost will be approximately \$2,600 per year and mending is included.

On MOTION by Mr. Aleo seconded by Mrs. Glassman with all in favor, Meadow Pointe II staff shall be provided uniforms which will be tan in color and have the Meadow Pointe II logo as discussed.



- The sale of pool chairs and lounges was addressed.

On MOTION by Mr. Shahin seconded by Mrs. Glassman with all in favor, pool chairs and lounges shall be sold as is subject to advice from the District Attorney.

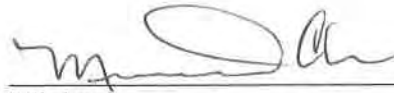
- Mrs. Glassman commended Ms. Diaz and Mr. Saliva for their diligent work in the clubhouse.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mrs. Glassman seconded by Mr. Shahin with all in favor, the meeting was adjourned at 11:03 p.m.



Michael Cline  
Chairman