

**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 20, 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:

Andrew Mendenhall	District Manager
Andrew Cohen	District Counsel
Joseph Payne	District Engineer
Sheila Diaz	Office Administrator
Yolanda Bush	ARC/DRC
Deputy Beeson	Pasco County Sheriff's Office
Tony Finley	Finley Pools
Norm Giunta	Bella Pool Service
Tony Smith	American Ecosystems, Inc.
Numerous Residents	

*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**

**Pledge of Allegiance/Moment of Silence  
for our Fallen Service Members and First  
Responders**

The Pledge of Allegiance was recited; a moment of silence was held.

**FOURTH ORDER OF BUSINESS**

**Guest Speakers**

**A. Pond Issues – American Ecosystems, Inc.**

- Mr. Tony Smith of American Ecosystems, Inc. discussed the ponds.
- Mr. Tony Finley of Finley Pools distributed a proposal for a scope of work to install new pool pumps in the amount of \$2,655.50 as well as a monthly pool service breakdown; copies of which will be entered into the official record.
- Mr. Norm Giunta of Bella Pool Service discussed his company's background.

**FIFTH ORDER OF BUSINESS**

**Audience Comments**

- Ms. Dana Sanchez requested a copy of the minutes of the January 16, 2013 Meeting.
- Mr. Stephen Lackey would like the sign which has been on the corner of his property since October 2010 removed.
  - Mr. Lackey will have to submit a request to the county to have a sidewalk installed on his property since it is on their right-of-way.
- Ms. Tabitha Holden's issue regarding illegal parking on local streets will be addressed by the Deputy.

**SIXTH ORDER OF BUSINESS**

**Approval of Minutes**

**A. January 16, 2013 Regular Meeting**

Mrs. Glassman MOVED to approve the Minutes of the January 16, 2013 Regular Meeting; and Mr. Shahin seconded the motion.

- Mr. Bovis requested an audio of the recording of both sets of minutes. There being no further discussion,

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

**B. January 19, 2013 Continued Meeting**

On MOTION by Mr. Aleo seconded by Mrs. Glassman with Mr. Cline, Mrs. Glassman and Mr. Aleo voting aye; and Mr. Shahin and Mr. Bovis voting nay, the Minutes of the January 19, 2013 Continued Meeting were approved.

**SEVENTH ORDER OF BUSINESS**

**Approval of the January 31, 2013  
Financial Statements**

On MOTION by Mr. Shahin seconded by Mr. Aleo with all in favor, the January 31, 2013 Financial Statements were approved.

**EIGHTH ORDER OF BUSINESS**

**Committee Reports**

**A. Sheriff's Department**

- Deputy Beeson commented there have been some minor juvenile crimes.
- Residents should keep doors locked and any suspicious activity should be reported.
- The Deputy addressed ticketing for illegal parking in the community.

**C. Deed Restrictions**

- 2013-09 – Trailer in driveway – DR-17.
- 2013-10 – Boat on side of the house – DR-17.
  - Follow-up with attorney.
- 2013-11 – Lawn unkempt – N/A – Lawn was mowed.
- 2013-12 – Lawn unkempt – DR-14.
- 2013-13 – Lawn unkempt, trash issues – DR-14, DR-10.

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

**B. Architectural Review**

- 2013-14 – Exterior paint in Scheme 15 – Auto approval.
- 2013-15 – Stain and seal driveway – Recommend approval.

- 2013-16 – Exterior paint in Scheme 61 – Auto approval.
- 2013-17 – Install white PVC privacy fence – Recommend approval.
  - Confirm this is not a corner lot.

Mr. Aleo MOVED to accept the recommendations of the Architectural Review Report as presented; and Mrs. Glassman seconded the motion.

- Mr. Shahin clarified the stain color associated with item 2013-15 should be consistent with the house color.

There being no further discussion,

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

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Engineer**

- The pool administration work is complete.
- The gutter installation was delayed for two weeks due to equipment and product issues.
- Mr. Payne presented quotes from Triangle Pool Service, Freedom Lifts and Pool Doctor for installation of pool lifts; copies of which will be entered into the official record.
  - Mr. Payne recommends the Board approve the quote from Triangle Pool Service as the lowest bidders.
- Mr. Payne will solicit bid plans for rehabilitation of the pool treatment system.
- The Board was advised to continue with ADA remediations consistent with the code for sidewalk repairs.
- Mr. Cohen addressed the Trout Creek case at Mr. Payne’s request.
  - Ms. Fernandez sent letters to Trout Creek and OPC regarding the conveyance and easements, but has not gotten a response.

**B. District Attorney**

- Staff will continue to accept payments for the Aqua Pools settlement.

- Mr. Cohen is waiting for information regarding bond requisitions for roadways and gates.
- vii. Mansfield Update**
  - This item was discussed later in the meeting.
- ii. Wrencrest Agreement**
  - The agreement was executed in February 2000 at a 20-year term with automatic five-year renewals.
- v. Public Notice for Adoption of Policies & Procedures/General and Procedural Rules**
- vi. Public Notice for Adoption of Fining Resolution**
  - The rulemaking process is required for adoption at the April full-staff meeting.
  - Items regarding antennas and clothes lines should be removed from the Fining Resolution.

Mrs. Glassman MOVED to proceed with the Rulemaking Process for adoption of Policies & Procedures, Procedural Rules and the Fining Resolution to be held during the regular meeting of the CDD's Board of Supervisors on Wednesday, April 17, 2013 at 6:30 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida 33543; and Mr. Bovis seconded the motion.

After further discussion,

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

- All associated fees must be adopted at the Public Hearing.
- iv. ADA (Pool, Exercise Facility, etc.)**
  - A plan needs to be implemented to address the items identified in the report prepared by DMK Associates; a copy of which will be entered into the official record.
  - Riviera Pools should not be able to cancel their warranty if the CDD engages the services of a different company to install the pool lifts.

**i. Employee Manual**

- Mr. Cohen presented Resolution 2013-3 memorializing adoption of the final amended and restated Employee Manual; a copy of which will be entered into the official record.

Mrs. Glassman MOVED to adopt Resolution 2013-3 Adopting a Final Amended and Restated Employee Manual; Providing a Severability Clause; and Providing an Effective Date; and Mr. Aleo seconded the motion.

- The paragraph regarding nepotism was discussed.
- The paragraph regarding exit interviews will be modified.
- The Board may adopt a Resolution specific to hiring and dismissal of employees, as this may not be an item for the Employee Manual.

Mrs. Glassman MOVED to amend the prior motion to modify the Employee Manual to include a progressive policy for discipline and an amendment giving employees the option of participating in an exit interview.

- Mr. Aleo reviewed the section regarding the progressive policy for discipline.

Mr. Aleo SECONDED the prior motion as discussed.

There being no further discussion,

On VOICE vote with Mr. Cline, Mr. Shahin, Mrs. Glassman and Mr. Aleo voting aye; and Mr. Bovis voting nay, Resolution 2013-3 Adopting a Final Amended and Restated Employee Manual; Providing a Severability Clause; and Providing an Effective Date as further amended to include a progressive policy for discipline and an option for employees to participate in an exit interview was adopted.

- This Resolution supersedes all prior versions of the Employee Manual.
- iii. Liability Issue with Life Guards vs. Pool Monitors**
- Liability with life guards on duty was discussed.

**C. District Manager**

Mrs. Glassman MOVED to authorize the District Manager to contact the CDD's insurance company regarding an incident in which a resident's vehicle was damaged by the Wrencrest Gate; and Mr. Aleo seconded the motion.

- The insurance company will make their own determination in this regard.

There being no further discussion,

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

**i. Wellington Settlement and Bond Payment**

- The District cannot use funds in connection with this settlement to pay off its debt.

**ii. Acceptance of Fiscal Year 2012 Audit**

On MOTION by Mr. Bovis seconded by Mr. Aleo with all in favor, the Audit the Fiscal Year ended September 30, 2012 was accepted.

**D. Office Administrator**

Ms. Diaz presented the Office Administrator Report for discussion; a copy of which will be entered into the official record.

Ms. Diaz presented the Shop Foreman's Maintenance Report for discussion; a copy of which will be entered into the official record.

The Board briefly discussed the Mansfield project.

- The Board expressed a roundabout would not be feasible; a traffic light is a better idea at Mansfield and Beardsley.
- The Board is in favor of inviting one or more county officials to a future Residents' Council meeting.
- The Board may consider scheduling a duly advertised special meeting in order to avoid Sunshine violations.

- Mr. Aleo suggested the first Wednesday meeting in April may be continued for this purpose.
- Mr. Aleo will present signage ideas at the next meeting.

**TENTH ORDER OF BUSINESS**

**Supervisors' Comments**

**A. Supervisor Aleo**

- i. Publications**
- ii. Residents Council**

- The CDD may provide funds for a grand reopening of the clubhouse since it has to do with operations.

**B. Supervisor Bovis**

- Ms. Diaz will ensure the door to the pool is in compliance with codes from the Fire Marshal.
- Legal costs are high.
  - Mr. Mendenhall discussed the possibility of having a *shade meeting* to discuss the Verizon issue with Mr. Santiago.
  - Mr. Shahin will contact Mr. Santiago to find out more details of the Verizon case and determine whether or not a *Shade Meeting* is necessary.

**C. Supervisor Shahin**

- Mr. Shahin will send a note to Ms. Diaz regarding documentation of clubhouse procedures.

**E. Supervisor Glassman**

On MOTION by Mrs. Glassman seconded by Mr. Bovis with all in favor, the District Manager was authorized to obtain three proposals from engineering firms to perform a study of pond erosion problems before the rainy season commences.

- Mrs. Glassman was directed to contact LMP to proceed with beautification of the front landscaping.

**ELEVENTH ORDER OF BUSINESS**

**Chairman's Comments**

- The CDD is losing money on the soda machines.
- A. Pool Settlement**
- Mr. Cline has all change orders from Riviera Pools for the Board's information.



**B. ADA Pool Lift Prices**

- Mr. Cline presented the proposal from Triangle Pool Service for installation of two lifts, but the proposal does not include the lift rating, as required by the ADA.
- Riviera Pools is charging \$16,000.
- All lifts are battery-operated with chargers.
- Mr. Cline will ask Mr. Payne for brochures on the lifts.

Mr. Cline discussed signs in the clubhouse.

- A Resident offered to update Meadow Pointe II signage in the hallway to have more information at a cost of \$75.

**C. Sidewalk Project**

- The previous Board allocated funds for maintenance.
- K&R Concrete will be doing the repairs.
- Each slab costs \$200.

Mr. Aleo MOVED to authorize Mr. Saliva to obtain proposals within the budget for sidewalk repairs in each village.

- Mr. Cline indicated proposals were already obtained.

**TWELFTH ORDER OF BUSINESS**

**New Business**

- Mr. Bovis discussed some changes to the Rules and Regulations and was advised to e-mail them to Mr. Cohen.

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments (Comments will be limited to three minutes)**

- A Resident asked for the status of the pool project.
  - The Board is waiting for recommendations from the engineer as to what is needed.
  - The ADA lifts need to be installed.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Shahin seconded by Mr. Aleo with all in favor, the meeting was adjourned at 11:07 p.m.



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Michael Cline  
Chairman