

**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 on Wednesday, August 7, 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	Operations Manager
Katie Holt	ARC/DRC
Deputy Beeson	Pasco County Sheriff's Department
Diana Cline	Residents Council Representative
Numerous Residents	

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

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cline called the meeting to order.

SECOND ORDER OF BUSINESS

Roll Call

Supervisors and staff introduced themselves.

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.

EIGHTH ORDER OF BUSINESS

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

- Recourse of owners leaving dog feces on the grass.
 - Mr. Shahin encouraged residents to complete a complaint form on the Pasco County website.

- Morningside pond maintenance was addressed.
 - Morningside is supposed to be maintained this week, but if not, residents should call the clubhouse.
- Rat problem at some ponds in Glenham and Lettingwell.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the July 3, 2013 Meeting

On MOTION by Mrs. Glassman seconded by Mr. Shahin with all in favor, the minutes of the July 3, 2013 meeting were approved.

FIFTH ORDER OF BUSINESS

Committee Reports

A. Deed Restrictions

- The following case numbers were exempt from mailbox violations: 2013-69, 2013-76, 2013-83, 2013-91, 2013-92 and 2013-99.

On MOTION by Mr. Shahin seconded by Mrs. Glassman with all in favor, the recommendations of the Deed Restriction Committee to issue mailbox violations to owners on the Deed Restriction Violations Log, with the exception of the above case numbers were accepted.

- 2013-65 – Parked Car on Side of Home – DR-17.
- 2013-66 – Lawn Unkempt – N/A.
- 2013-100 – Trash in Yard – DR-10.
- 2013-53 – Above Ground Pool and Trash on Side of House – Active
- 2013-145 – Lawn Unkempt – DR-14
- 2013-48 – Lawn Unkempt – Active

Mr. Shahin MOVED to accept the recommendations of the Deed Restriction Committee as presented and Mr. Bovis seconded the motion.

- Mr. Bovis addressed the following:
 - Whether the above violations were reported by residents. Ms. Holt confirmed this was the case.

- The process for handling these violations. Ms. Holt outlined the process:
 1. Courtesy letter giving the resident 14 days to respond.
 2. Second letter giving the resident another 14 days.
 3. Attorney involvement.
- Mr. Cline suggested revising the violation letters and having the Attorney make sure the letters were in compliance with the current process.

On VOICE VOTE, with all in favor, the prior motion to approve the recommendations of the Deed Restriction Committee was approved.

B. Architectural Review

- 2013-41 – Outdoor Screen Enclosure – Recommend Approval.
- 2013-42 – Exterior Paint under Scheme 62 – Recommend Approval.
- 2013-43 – Fence Installation – Recommend Approval

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

D. Sheriff’s Department

- Deputy Beeson of the Pasco County Sheriff’s reported on various issues

C. Residents’ Council

- They purchased 225 letters for the marquis in front of the building.
- Lanyards to hold access cards and fobs are on sale for \$4.
- There will be an Immunization Clinic on September 7 with Walgreens.
- The annual Halloween party will be held on October 16. A suggestion was made to have the Board members be judges for the costume contest.
- The next meeting is scheduled for Wednesday, August 14 at 7:00 p.m. in the clubhouse.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Operations Manager

Ms. Diaz presented the Operations Manager Report; a copy of which will be entered into the official record and addressed the following:

- Lightning Protection Bids
 - After a lengthy discussion ensued, this item was tabled until the next meeting.
- Payroll HR Bids:
 - *Infiniti* – 2% Gross Payroll per month.
 - *Paycor* - \$166 per month.
 - *Paychex* - \$1,250 per month.
 - Mr. Cline noted his company uses Paychex and was satisfied with their services.

Mrs. Glassman MOVED to accept the proposal from Paycor for payroll/HR services in the amount of \$1,250 per year and Mr. Shahin seconded the motion.

- Mr. Shahin questioned whether the total amount was \$2,400 for issuing checks, maintaining their Employee Handbook, handling workers compensation and employee benefits. Ms. Diaz confirmed this was correct.
- Mr. Bovis requested a 30 day termination clause and a list of bank fees.

On VOICE VOTE, with all in favor, the prior motion to accept the proposal from Paycor for payroll/HR services in the amount of \$1,250 per year effective October 1, 2013 was approved.

- Ms. Diaz will provide a copy of the Paycor contract to all Board members.
- Rubber Mulch Playground Bids:

Bids were obtained to replace the current wood mulch with rubber mulch. They currently pay \$4,000 per year for LMP to replenish the wood mulch.

Mrs. Glassman MOVED to accept the proposal from Everlast Rubber Mulch for 8,500 square feet of brown or red rubber mulch in an amount not to exceed \$20,000 and Mr. Bovis seconded the motion.

- Mr. Bovis requested a price for the contractor to remove the existing mulch and install the rubber mulch.

On VOICE VOTE, with all in favor, the prior motion to accept the proposal from Everlast Rubber Mulch was rescinded and this matter was tabled until the next meeting.

- MPI and Country Walk will be holding their fall garage sale on October 12. MPII and MPIV will be holding their fall garage sale on October 19. Ms. Diaz will order one two sided sign advertising both garage sales.
- The Wrencrest fence is owned by the CDD. A letter will be sent to the residents informing them the rotted wood fence will be replaced with a white PVC three rail fence. A new fence will cost \$3,300.

On MOTION by Mr. Bovis seconded by Mrs. Glassman with all in favor, a white PVC three rail fence will be installed on Wrencrest Boulevard in an amount not to exceed \$3,100 and a letter will be sent to the residents by registered mail.

- Mr. Bovis addressed the following:
 - Expressed concern about the gate being left open with no guard. Ms. Diaz reported the gate system was down, but was repaired today. She will speak to staff as this was a safety issue.
 - There is a safety hazard with the snack machine in the hallway as it has two extension cords.
 - Many sidewalks have mold. The Board will obtain clarification as to whether maintenance of the sidewalk was the homeowner's responsibility.
- Mrs. Glassman inquired whether padlocks were purchased for the sign. Ms. Diaz confirmed they were purchased. Mr. Cline reminded Ms. Diaz this was a temporary sign.
- The Board thanked Ms. Diaz for all of her hard work.

The record will reflect the Board recessed for three minutes.

SEVENTH ORDER OF BUSINESS

Final Deliberations on Fiscal Year 2014 Budget

- *ProfServ-Legal Services* was reduced from \$55,000 to \$45,000.
- \$30,000 was allocated to *ProfServ-Special Counsel*.
- \$2,400 was allocated to *Human Resources*.
- *Workers Compensation* was reduced to \$14,000.
- \$2,000 was allocated to *Unemployment Compensation*.
- *Subscriptions and Memberships* was reduced to \$1,000.
- *Reserve-Renewal & Replacement* was reduced to \$87,717.
- \$20,000 was allocated to *Reserve-Ponds*.
- *R&M-Ponds* was increased to \$20,000.
- *Utilities* increased based on input by Mr. Bovis at the last meeting.
- Mr. Shahin suggested placing an article in the newsletter regarding the budget.
- The Deed Restriction Fund was discussed. No income was added. This should be considered for next year.
- A lengthy discussion ensued on the Village funds.
 - Funds should be taken from Glenham to pay invoices.
 - An independent Reserve Study should be done for each village.

Director's Comments

- Mr. Shahin reported the ARC turned over several properties to the Attorney to handle.
- Mr. Bovis addressed the following:

Mr. Bovis MOVED to expand the Deed Restriction Fining Committee members from three to five members and Mr. Shahin seconded the motion.

Mr. Bovis WITHDREW the prior motion and Mr. Shahin WITHDREW the second to the motion to expand the Deed Restriction Fining Committee members from three to five members.

Mr. Bovis MOVED to appoint three members to the Deed Restriction Fining Committee and Mr. Shahin seconded the motion.

On VOICE VOTE, with all in favor, the prior motion to appoint three members to the Deed Restriction Fining Committee was approved.

NINTH 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 10:36 p.m.



Michael Cline
Chairman