

**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, November 6, 2013 at 6:30 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.

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
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**

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

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

**FOURTH ORDER OF BUSINESS**

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

None.

**FIFTH ORDER OF BUSINESS**

**Approval of Minutes**

**A. August 21, 2013**

On VOICE vote with all in favor, the August 21, 2013 Minutes were approved.

**B. October 2, 2013**

On MOTION by Mrs. Glassman seconded by Mr. Aleo with all in favor, the Minutes of the October 2, 2013 Meeting were approved.

**SIXTH ORDER OF BUSINESS**

**Non-Staff Reports**

**A. Residents' Council**

**i. Halloween Fest**

- The event was a success and will be done next year.

**ii. Holiday Party**

- No firm decisions have been made.

**B. Sheriff's Department**

None.

**SEVENTH ORDER OF BUSINESS**

**Reports**

**A. Deed Restrictions**

- 2013-288 – Broken fence; lawn unkempt; trash in yard; dog feces throughout the neighborhood; residents up all hours of the night – DR-14, DR-10; Animal Control should be contacted for the dog; the Sheriff's Department should be contacted for residents being up all hours of the night.
- 2013-289 – Boat in driveway – DR-19.
- 2013-290 – Mailbox is dirty; trash on lawn; front window is broken; driveway needs to be power washed – mailbox issue is ongoing with attorney; DR-10, DR-14.

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

**B. Architectural Review**

- 2013-56 – Replacing doors and windows – Recommend approval.
- 2013-57 – Installing white fence – Recommend approval.
- 2013-58 – Painting home – Recommend approval.
- 2013-59 – Adding a pool and lanai – Recommend approval.
- 2013-60 – Adding a wooden swing set in yard – Recommend approval.

On VOICE vote with all in favor, Architectural Review item 2013-60 was approved as discussed.

- 2013-61 – Paint home – Recommend approval.
- 2013-62 – Paint home with no scheme number – Recommend approval.

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

**C. New Members to the Committee to Report and Vote**

- Individuals volunteered to be on the committee.

Mr. Cline MOVED to accept Tabitha and Darlene as members of the Deed Restriction Fining Committee replacing Yolanda and Fran; and Mrs. Glassman seconded the motion.

➤ There are now five members.

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

Mrs. Glassman NOMINATED Ms. Dana Sanchez to serve as Chairperson of the Deed Restriction Fining Committee. There being no further nominations with all in favor, Ms. Dana Sanchez was appointed as Chairperson of the Deed Restriction Fining Committee.

**D. Deed Restriction Fining Committee Instructions**

Mr. Cline distributed the instructions to the Board; a copy of which will be entered into the official record.

- Committee members are bound by the Sunshine Law.

**EIGHTH ORDER OF BUSINESS**

**Business**

**A. Discussion of Walcott Street Project**

- This item will be discussed under *Policy for Emergency Repairs to Streets and Sidewalks*.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Operations Manager**

Ms. Diaz presented her report for discussion; a copy of which will be entered into the official record.

- New playground mats are needed.

Mr. Cline MOVED to authorize the Operations Manager to purchase playground mats including the area at the entrance in an amount not to exceed \$2,000; and Mr. Aleo seconded the motion.

- Additional investigation will be done prior to purchase.

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

- The Board was in favor of the holiday operating hours as discussed.

**TENTH ORDER OF BUSINESS**

**Board Discussions (Discussion Only)**

**A. Policy for Emergency Repairs to Streets and Sidewalks**

- An emergency repair was done on Walcott Street in the amount of \$5,000.
- A contractor dug up the area, and there were no lines underneath.
- The sewer was broken and sewage backed up into a resident's home.
- Mr. Shahin discussed a process for items such as this when the health and welfare of someone is affected.
- Mr. Aleo will draft something in writing to present at the next meeting.

**B. Consent Agenda**

- The Minutes and Financial Statements will be included in the Consent Agenda.
- Board members should submit requests for agenda items the Monday before the Agenda Package goes out.

**C. Sidewalk Repairs**

- Mr. Cline suggested using reserves from the specific communities affected.
- The Board concurred this item will be on the next meeting agenda.

**D. Holiday Lighting**

- Ms. Diaz will present prices at the next meeting.

**E. Resurfacing of Parking Lot**

- The Board concurred to include this item on the next agenda with pricing.

**F. Repairs to Tennis Courts and Basketball Courts**

- Mr. Aleo would prefer to wait for the next budget cycle, but will look at the area in the meantime and present a recommendation at the next meeting.

**G. Employee Evaluation Process and Salary Increase for 2014**

- Mr. Cline is in favor of authorizing a 3% salary increase for employees to be broken down as follows:
  - All employees shall receive a 1½% cost of living increase.
  - Mr. Cline recommended having a points system to determine a staff member's work performance and make the person eligible for an additional 1½% increase.
- Mr. Cline and the Board will review Ms. Diaz's performance.
- This item will be addressed further at the next meeting.

**H. Board Assignments**

- Mr. Cline announced miscellaneous assignments for Board members.
- The Board concurred to include on the next agenda.

**I. Meadow Pointe II Information Brochure and Additional Page in Meadow Pointe News**

- Mr. Bovis suggested costs to do this independently should be presented at the next meeting.

**J. Meadow Pointe II Website**

- The Board feels there are problems with the website.
- The Board feels it needs to be more professional.
- The Board would like a tracking of the hits on the website.

Mrs. Glassman discussed flooding on the playground.

- A Project Manager may be needed to ensure work is done correctly.
- Mr. Cline believes the engineer should act in this role.

**ELEVENTH ORDER OF BUSINESS**

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

- Ms. Joanna Rainey of Lettingwell commented on sidewalk repairs.

*The audio ended at this point.*

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting was adjourned.



Michael Cline  
Chairman