

**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 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
Sheila Diaz	Operations Manager
Katie Holt	ARC/DRC
Dana Sanchez	Chairperson, Deed Restriction Fining Committee
Deputy Beeson	Pasco County Sheriff's Department
Diana Cline	Residents' Council
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

Public Comment on Agenda Items

None.

FIFTH ORDER OF BUSINESS

**Approval of the Minutes of the
October 16, 2013 Meeting**

On MOTION by Mrs. Glassman seconded by Mr. Aleo with all in favor, the Minutes of the October 16, 2013 Meeting were approved.

SIXTH ORDER OF BUSINESS

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

On MOTION by Mr. Aleo seconded by Mrs. Glassman with all in favor, the October 31, 2013 Financial Statements were approved.

SEVENTH ORDER OF BUSINESS

Non-Committee Reports

A. Residents' Council

- Mrs. Cline requested \$500 for purchase of signs and banners for the holiday party.

Mr. Aleo MOVED to approve designation of \$500 from the CDD budget for the purchase of signs and banners for the holiday party; and Mrs. Glassman seconded the motion.

- Mr. Bovis requested invoices for these expenses for the file.

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

B. Sheriff

- The Deputy received an award for *Intelligence-led Policing*.
- Property crimes have decreased.
- Residents should make the Deputy aware of any additional overnight parking for guests if they cannot obtain a parking pass.

C. PACA

- There will be three vacancies on the Board next November.
- Registration for elections is in June.

- Residents considering becoming CDD Board members in the future are urged to become involved with PACA.

EIGHTH ORDER OF BUSINESS

Committee Reports

A. Deed Restrictions

- 2013-291 – Trash left out throughout the week before pick-up – DR-10.
- 2013-292 – Mailbox unkempt – DR-18.
- 2013-293 – Mailbox unkempt – DR-18.
- 2013-294 – Mailbox unkempt – DR-18.
- 2013-295 – Mailbox unkempt – DR-18.
- 2013-290 – Front window is broken – Active case.

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

B. Architectural Review

- 2013-63 – Install a sidewalk on the side of the house – Recommend approval.

Mr. Bovis MOVED to accept the recommendation of the Architectural Review Report as presented and Mr. Shahin seconded the motion.

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

NINTH ORDER OF BUSINESS

Staff Reports

A. District Attorney

Mr. Cline presented the Status Report as of October 28, 2013 for discussion; a copy of which will be entered into the official record.

- The Board needs to determine action regarding 1317 Baythorn for non-compliance with the mediation demand.

Mrs. Glassman MOVED to authorize the District Attorney to proceed with legal action regarding non-compliance with the mediation demand at 1317 Baythorn; and Mr. Aleo seconded the motion.

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

EIGHTH ORDER OF BUSINESS

Committee Reports (Continued)

C. Deed Restriction Fining Committee

- Ms. Sanchez gave a recap of items from the Deed Restriction Fining Committee.

NINTH ORDER OF BUSINESS

Staff Reports (Continued)

A. District Attorney (Continued)

- Mr. Cline requested Mr. Cohen attend the next meeting.
- Mr. Cline will discuss the layout of the Status Report with Mr. Cohen.

B. District Manager

- Mr. Mendenhall gave the Board an overview of the CDD’s monthly expenses at Mr. Cline’s request.
- The ponds were discussed.

Mr. Cline MOVED to commence a Pond Study as soon as possible, with findings to be reported at the second December Board Meeting; and Mrs. Glassman seconded the motion.

- The scope is to evaluate the structural integrity of the ponds.
- A staff member should work directly with the District Engineer.

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

C. Operations Manager

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

- Mrs. Glassman requested a different type of rubber mat on the playground.
- Mr. Aleo recommends the lightning suppression system be inspected by the District Engineer once the work is complete.

TENTH ORDER OF BUSINESS

Pending Business

A. Policy for Emergency Repairs to Streets and Sidewalks

- Mr. Aleo will discuss the process more specifically at the next meeting.

B. Consent Agenda

Mr. Cline MOVED to proceed with a Consent Agenda at future full staff Board meetings.

- The Financial Statements and both sets of Minutes will be approved under the Consent Agenda.

Mr. Aleo SECONDED the prior motion as discussed.

On VOICE vote with all in favor, proceeding with a Consent Agenda at all future full staff Board meetings was approved as discussed.

C. Sidewalk Repairs

Mrs. Glassman MOVED to approve use of up to 10% of Village Reserves other than Deer Run and Morningside to repair sidewalks; and Mr. Aleo seconded the motion.

- Some work should be delayed until tax revenues come in over the next couple of months.

Mr. Bovis MOVED to amend the prior motion to designate up to 10% out of Unassigned Reserves for repair of the sidewalks; and Mrs. Glassman seconded the motion.

- Mr. Cline suggested using reserves allocated to sidewalks as well.

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

Mr. Cline MOVED to amend the prior motion to include sidewalk reserves as part of the repairs if necessary for this year; and Mr. Bovis seconded the motion.

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

- The CDD-owned sidewalks on the south side of County Line Road are in poor condition.
 - Repairs would have to come out of Renewal & Replacement.
 - The CDD has an agreement with the county for maintenance of County Line Road.

On VOICE vote with Mr. Cline, Mrs. Glassman, Mr. Aleo and Mr. Bovis voting aye; and Mr. Shahin voting nay; proceeding with sidewalk repairs was approved as discussed.

D. Holiday Lighting

Mrs. Glassman MOVED to approve residents being responsible for holiday decorations in their own Villages; and Mr. Bovis seconded the motion.

- Mr. Aleo requested inclusion of funds in future budgets for holiday lighting.

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

E. Resurfacing of Parking Lot

On MOTION by Mr. Cline seconded by Mr. Shahin with all in favor, tabling this item to the December meeting was approved.

F. Repairs to Tennis Courts and Basketball Courts

On MOTION by Mr. Cline seconded by Mr. Shahin with all in favor, tabling this item to the December meeting was approved.

G. Employee Evaluation Process and Salary Increase for 2014

Mr. Cline MOVED to proceed with the 2014 salary increases as previously discussed commencing January 1, 2014; and Mr. Shahin seconded the motion.

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

H. Board Assignments

Mr. Cline MOVED to approve the Board assignments as previously discussed; and Mr. Aleo seconded the motion.

- Ms. Diaz will contact Board members regarding their areas of concern as necessary.

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

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

Mr. Cline MOVED to approve the CDD having an information brochure inserted in the Meadow Pointe News and also purchasing an additional page on an annual agreement in which the CDD will have two free pages plus one paid page in order to get information out to residents; and Mr. Aleo seconded the motion.

Mrs. Glassman MOVED to amend the prior motion to determine what will be included in the brochure and decide whether or not the extra page is needed; and Mr. Bovis seconded the motion.

On VOICE vote with Mr. Shahin, Mrs. Glassman and Mr. Bovis voting aye; and Mr. Cline and Mr. Aleo voting nay, a roll call vote was requested.

Mrs. Glassman VOTED aye.

Mr. Aleo VOTED nay.

Mr. Shahin VOTED aye.

Mr. Bovis VOTED aye.

Mr. Cline VOTED nay.

On VOICE vote with Mr. Shahin, Mrs. Glassman and Mr. Bovis voting aye; and Mr. Cline and Mr. Aleo voting nay; delaying purchase of an additional page in the Meadow Pointe News in order to determine what items will be included was approved.

- The CDD will provide the information and staff will prepare it.
- Funds may come out of any office line item or miscellaneous line item.

There being no further discussion,

On VOICE vote with all in favor, the CDD having an information brochure inserted into the Meadow Pointe News was approved as amended.

J. Meadow Pointe II Website

- The current contractor charged \$2,500 to develop the website.
- Website maintenance currently runs at \$60 per hour.
- Ms. Dawn Khalil offered to develop a new website for \$700.
- It will be verified that the CDD owns the website.

Mr. Cline MOVED to accept the offer from Ms. Dawn Khalil to create, update and maintain the CDD’s website on a monthly basis as discussed; and Mrs. Glassman seconded the motion.

- Mr. Shahin is concerned with issues relating to domain ownership.

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 as discussed.

ELEVENTH ORDER OF BUSINESS


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

- Mr. George Gustas commented on the following issues:
 - Potential safety issues with the pond off Mansfield regarding the fence and shrubs and extending them to cover the fence, which will be investigated by Mrs. Glassman.
 - Speeding issues on county roads.
- Mr. Kevin Carter of Vermillion commented on the following issues:
 - Sidewalk repairs.
 - He requested current reserve figures for Vermillion.
 - Pond study is important.
 - Fencing between Vermillion and Meadow Pointe III ownership.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mrs. Glassman seconded by Mr. Aleo with all in favor, the meeting was adjourned at approximately 9:21 p.m.


Michael Cline
Chairman