

**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, March 18, 2015 at 6:32 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Michael Cline	Chairman
Dana Sanchez	Vice Chairman
Renee Glassman	Assistant Treasurer
Glen Aleo	Assistant Secretary
James Bovis (via phone)	Assistant Secretary

Also present were:

Bob Nanni	Severn Trent Services
Sheila Diaz	Operations Manager
Cindy McCrary	ARC/DRC
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

The roll was called and a quorum was established.

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

Additions or Corrections to the Agenda

There being none, the next item followed.

Mr. Aleo joined the meeting.

FIFTH ORDER OF BUSINESS

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

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Guest Speaker on CDD Bonds

Mr. Robbie Cox from MBS Capital Markets, LLC was invited to speak at the CDD Meeting. Before he can proceed, an engagement agreement which was reviewed by District Counsel, needs to be signed. The Board had no objection to Mr. Cline signing the document which allows Mr. Cox to proceed.

Mr. Cox introduced himself and distributed a copy of his presentation.

Mr. Bovis called in via phone.

On MOTION by Ms. Glassman seconded by Ms. Sanchez with all in favor to allow Mr. Bovis to participate in the meeting and vote via phone. 4-0.

Mr. Cox addressed the outstanding bonds and the possibility of refinancing them due to the favorable interest market. MBS Capital Markets is the successor firm to Prager Sealy and Company. An outline of the refinancing process was provided if the District is interested in moving forward.

On MOTION by Ms. Glassman seconded by Ms. Sanchez to allow Mr. Cox to expand his presentation to include information regarding issuance of a new bond.

Discussion followed.

On VOICE VOTE with all in favor Mr. Cox was approved to expand his presentation to include information regarding issuance of a new bond. 5-0

Mr. Cox expanded his presentation to include discussion of new bonds to be used for a particular purpose such as roadways in specific Villages.

Mr. Cline stated it appears refinancing may not make sense but pursuing information on the issuance of new bonds to address the roadways may better speak to the community needs.

SEVENTH ORDER OF BUSINESS

Consent Agenda

- A. Minutes**
 - i. February 4, 2015
 - ii. February 18, 2015
- B. Financials**
 - i. February 28, 2015
- C. Deed Restriction Report**

On MOTION by Mr. Aleo seconded by Mr. Bovis to accept the Minutes of February 4, 2015 and February 18, 2015 and the Financial Statements dated February 28, 2015 and the Deed Restriction Report dated March 18, 2015 as presented in the Consent Agenda.

Ms. Glassman had questions on several items listed on the Deed Restriction Report.

Mr. Bovis cited a correction to the February 28, 2015 minutes on line 308 – change LMP to OLM.

On VOICE VOTE with all in favor to accept the Minutes of February 4, 2015 and February 18, 2015 and the Financial Statements dated February 28, 2015 and the Deed Restriction Report dated March 18, 2015 as amended. 5-0

EIGHTH ORDER OF BUSINESS

Non-Staff Reports

A. Sheriff’s Department

Deputy Troy provided an update on the traffic concerns by the Middle School.

There were no other significant issues to report.

- Mr. Cline noted the County ordered SCHOOL ZONE signs to be posted at the Wrencrest exit. The CDD was advised not to post any signs in the area.

B. Resident’s Council

Ms. Cline reported on the following:

- The banner for the March 29, 2015 Easter Egg Hunt was presented
- Reminder the Bake Sale is also March 29, 2015

NINTH ORDER OF BUSINESS

Reports

A. Architectural Review

Ms. McCrary presented a report from the Architectural Review committee dated March 18, 2015. The cases submitted were reviewed and discussed. The recommendations were accepted as recommended.

On VOICE VOTE with all in favor the Architecture Review Applications Log was accepted as presented. 5-0

B. District Manager

Mr. Nanni addresses item 10A. Acceptance of FY 2014 Audit of Financial Statements completed by McDirmit Davis. Printed copies of the audit were distributed to the Board for review. It is a clean audit with no deficiencies noted.

Item 10B. Resolution 2015-2 Records Management Liaison Officer and Custodian of Public Records covers the administrative function provided by Severn Trent on behalf of the District regarding management of records retention in accordance with the State of Florida, General Records Schedule GS1-SL for State and Local Government Agencies.

On MOTION by Mr. Bovis seconded by Ms. Glassman with all in favor to approve Resolution 2015-2 Records Management Liaison Officer and Custodian of Public Records. 5-0.

C. Operations Manager

Mr. Diaz reported a lot of action is taking place at the clubhouse. There are numerous ongoing projects and contractors, plus it is Spring Break. The clubhouse and pool have been very busy and the courts and playgrounds are full indicating the residents are using the facilities.

The Operations Manager Report dated March 18, 2015 was reviewed and various items were addressed.

- The sidewalk cleaning contractor was able to use reclaimed water. Per Pasco County, the CDD will not incur water usage charges. Thanks to Mr. Bovis there was an estimated cost savings of \$8,000.
- School Zone Sign Update: Ms. Glassman provided 2 draft letters to Pasco County to the attention of Commissioner Mike Moore.
 - Suggested changes to the draft were discussed.
- Holiday decorations were ordered.
 - Mary negotiated free shipping and the vendor will hold the materials until September/October 2015. Great job!
- Pond Repairs – Project expenses were reviewed which are close to \$60,000
- Gulf Coast Tractor was able to repair our vehicle. The belt was broken not the clutch.
- A comparison of towing companies was provided between Stepps and Atlas towing companies. The information compared included towing fees (by

County); number of miles to lot; storage fees; authorized call list; county permit application. Both companies are in compliance with State Statutes.

On MOTION by Ms. Glassman seconded by Ms. Sanchez with all in favor to select Atlas Towing for towing services based on the distance a vehicle would be towed resulting in reduced costs for the vehicle owner.

Discussion followed.

On VOICE VOTE with all in favor Atlas Towing was selected for towing services based on the distance a vehicle would be towed resulting in reduced costs for the vehicle owner. 5-0

- A comparison of seal coating bids was provided. The information compared included the area to be seal coated; method of preparation; method of mold and mildew removal; re-sand paver joints; number and method of application; warranty information and costs.
- Request increase in stipend for increased personal phone data plan costs used for District business.

On MOTION by Ms. Glassman seconded by Mr. Bovis with all in favor to increase the monthly stipend to Sheila Diaz for use of personal phone for District business to \$50 per month. 5-0

Mr. Bovis inquired about the purchase of a new utility vehicle for the District. Discussion followed on vehicles offered through a governmental bid. There is a significant price reduction and tax cost savings when purchasing vehicles through this program. Efforts to save the mule vehicles was also discussed.

Mr. Bovis suggested District Counsel review Resolution 2012-8 Section 3 as it relates to sidewalk power washing maintenance. In light of the District’s current efforts the Resolution may need updating.

TENTH ORDER OF BUSINESS

**Action Items for Board
Approval/Disapproval**

- A. **Acceptance of FY 2014 Audit of Financial Statements completed by McDirmit Davis**
This item was addressed under the Manager’s Report.

B. Resolution 2015-2 Records Management Liaison Officer and Custodian of Public Records

This item was addressed under the Manager's Report.

C. Proposal to take \$5,000 From Reserves to do Tree Trimming along Walls

This item was discussed at the March 4, 2015 meeting for action at this meeting.

On MOTION by Ms. Glassman seconded by Ms. Sanchez to move \$5,000 from Reserves to do tree trimming along the walls on County Line Road.

Discussion followed.

On VOICE VOTE with all in favor to move \$5,000 from Reserves to do tree trimming along the walls on County Line Road. 5-0

D. Transfer \$20,000 From Pond Reserves to Pond Repairs

This item was discussed at the March 4, 2015 meeting for action at this meeting.

On MOTION by Ms. Sanchez seconded by Mr. Aleo to move \$20,000 from Pond Reserves to Pond Repairs.

Discussion followed.

On VOICE VOTE with all in favor to move \$20,000 from Pond Reserves to Pond Repairs. 5-0

E. Cost of Reclaimed Water to Pressure Wash Sidewalks.

This item was previously addressed under the Operations Managers Report.

F. Status of Mule and Truck to Pull Pressure Washing System

This item was addressed under the Manager's Report.

G. Proposals to Seal all Paver Areas

On MOTION by Ms. Sanchez seconded by Ms. Glassman to accept the proposal from Gemstone Concrete Coating to seal all paver areas in the amount of \$6,950.

Discussion followed.

On VOICE VOTE with all voting NAY the motion failed 5-0.

On MOTION by Ms. Sanchez seconded by Mr. Aleo to accept the proposal from DPI Pressure Washing to seal all paver areas in the amount of \$8,982.35.

Discussion followed. While DPI is not the lowest priced, their warranty on the work performed exceeds the other proposals.

On VOICE VOTE with all in favor the proposal from DPI Pressure Washing to seal all paver areas in the amount of \$8,982.35 was accepted. 5-0

ELEVENTH ORDER OF BUSINESS

Supervisor’s Remarks

- **Ms. Sanchez:**
- No additional comments.
- **Ms. Glassman:**
- No additional comments.
- **Mr. Bovis:**
- Expressed his appreciation for the kind remembrance he received during his hospital stay.
- **Mr. Aleo:**
- Inquired if there was resolution to the question regarding installation of a French Drain.
 - It was resolved by the acknowledgement the District has no jurisdiction or say in the matter. No action was taken.
- **Mr. Cline:**
 - Review of DRVC Appeal – 2015-11
Costs incurred by the District - \$99.60
Homeowner to pay for costs incurred
 - Petition received from Homeowners in Manor Isle regarding fencing
An additional 3 verified signatures were received
Board approval required to forward the Petition to District Counsel to establish the voting process to change the Deed Restrictions in Manor Isle.

On MOTION by Mr. Cline seconded by Ms. Glassman with all in favor to forward the Petition received from Manor Isle to District Counsel to get the voting process underway needed to make a change to the Deed Restrictions on fencing. 5-0

- Review of judgement awarded against Guzman

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- Review list of fined cases that reached \$1,000 - Discussion followed on pursuing use of Small Claims Court to resolve the listed cases.


On MOTION by Ms. Sanchez seconded by Ms. Glassman with all in favor to pursue the use of Small Claims Court to resolve DRVC cases that reached \$1,000. 5-0

Discussion followed on manpower allocation to accomplish the additional work involved in pursuing the use of Small Claims Court. Ms. Diaz will provide recommendations at the next meeting on how to address the issue.

- TWELFTH ORDER OF BUSINESS** **Audience Comments (Limited to 3 Minutes)**
- A resident provided their opinion on the opening of Mansfield Boulevard.
 - A resident commented on how nice the curbs look.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Sanchez seconded by Ms. Glassman with all in favor the meeting adjourned at 8:35 p.m.



Michael Cline
Chairman