

**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, August 19, 2015 at 6:30 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Mike Cline	Chairman
Dana Sanchez	Vice Chairman
Renee Glassman	Assistant Treasurer
Glen Aleo	Assistant Secretary
James Bovis	Assistant Secretary

Also present were:

Bob Nanni	Severn Trent
Sheila Diaz	Operations Manager
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**

Mr. Cline called the roll with all members reporting present. 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 observed.

**FOURTH ORDER OF BUSINESS**

**Additions or Corrections to the Agenda**

Mr. Cline requested any additions or corrections to the Agenda.

- Ms. Sanchez requested the following addition to the agenda:
  - Review of Clubhouse Hours
- Ms. Glassman requested the following additions to the agenda:
  - Aqua Pool and Spa
  - Wrencrest and Tullamore – Defective Boards in Gate
  - Landscape Improvement Approval

**FIFTH ORDER OF BUSINESS**

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

- A resident inquired about putting in a drainage system on her property.
  - This item was referred to the HOA since it is for the homeowner’s property and not CDD property.
  
- A resident inquired about grass cuttings around the pond; and problems with the gates in Longleaf.
  - Follow up on 24 hour emergency number to contact for assistance when gates are not working.
  - The electronic board has been replaced and the gate currently appears to be working.
  
- A second resident reported problem with the gates malfunctioning in Longleaf.
  
- A resident from Wrencrest addressed concerns regarding employee safety in the community; removal of all gates in the community; and referenced public comments made by a Supervisor.

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Budget for Fiscal Year 2016**

On MOTION by Mr. Bovis seconded by Ms. Sanchez to suspend the Regular Meeting and proceed with the Public Hearing to Adopt the Budget for FY 2016.

There being no discussion,

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE to suspend the Regular Meeting and proceed with the Public Hearing to Adopt the Budget for FY 2016. (5-0)

Mr. Nanni introduced the budget and opened the Public Hearing to take questions from residents. The questions asked during the hearing were noted for Board consideration prior to adopting the final budget for FY 2016. There being no further questions,

On MOTION by Ms. Glassman seconded by Mr. Bovis to close the Public Hearing to Adopt the Budget for FY 2016 and to resume the Regular Meeting.

There being no discussion,

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE to close the Public Hearing to Adopt the Budget for FY 2016 and to resume the Regular Meeting. (5-0)

**A. Consideration of Resolution 2015-5 Adopting the Budget for Fiscal Year 2016**

On MOTION by Ms. Glassman seconded by Ms. Sanchez to adopt Resolution 2015-5 Adopting the Budget for FY 2016.

On VOICE VOTE with Mr. Bovis, Ms. Sanchez voting AYE and Mr. Aleo, Ms. Glassman and Mr. Cline voting NAY to adopt Resolution 2015-5 Adopting the Budget for FY 2016. Motion failed 2-3

Mr. Nanni stated the motion to adopt the budget failed. The Board can make modifications to the FY 2016 Budget presented, or keep the FY 2015 Budget previously adopted with no changes for FY 2016. An approved budget must be submitted to the State of Florida in a timely manner, prior to September 15, 2015. There is no time to proceed with notice of another Public Hearing and meet the required deadline for submittal of a budget to the State. Discussion followed and the questions from the Public Hearing were addressed.

On MOTION by Ms. Glassman seconded by Mr. Bovis to rescind the prior vote on Resolution 2015-5.

There being no discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Ms. Glassman, voting AYE and Mr. Aleo and Mr. Cline voting NAY to rescind the prior vote on Resolution 2015-5. The motion passes 3-2.

On MOTION by Ms. Glassman seconded by Mr. Bovis to approve Resolution 2015-5 Adopting the Budget for FY 2016.

There being no discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Ms. Glassman, voting AYE and Mr. Aleo and Mr. Cline voting NAY Resolution 2015-5 Adopting the Budget for FY 2016 was approved. The motion passes 3-2.

**B. Consideration of Resolution 2015-6 Levying Assessments for Fiscal Year 2016**

On MOTION by Mr. Bovis seconded by Ms. Sanchez to approve Resolution 2015- Levying Assessments for FY 2016.

There being no discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Ms. Glassman, voting AYE and Mr. Aleo and Mr. Cline voting NAY Resolution 2015-6 Levying Assessments for FY 2016 was approved. The motion passes 3-2.

**SEVENTH ORDER OF BUSINESS**

**Consent Agenda**

**A. Minutes**

- July 1, 2015
- July 15, 2015

**B. Financials**

- July 31, 2015

On MOTION by Ms. Sanchez seconded by Mr. Bovis to accept the Consent Agenda.

Discussion followed requesting correction to the July 15, 2015 minutes. The landscape company is LMP not LPM.

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE the Consent Agenda was approved as amended. (5-0)

**EIGHTH ORDER OF BUSINESS**

**Non-Staff Reports**

**A. Sheriff's Department**

No report at this time. Residents were reminded to keep garage door closed, cars locked, and valuables removed from the vehicles. Watch out for one another and call the Sheriff's Department.

**B. Resident’s Council**

No report at this time.

**NINTH ORDER OF BUSINESS**

**Reports**

**A. Architectural Review**

#2015-72	Manor Isle	1337	Highwood Place	Roof replacement
#2015-68	Manor Isle	1450	Highwood Place	Paint house

**Small Claims Update**

**Waiting for papers to be served to reschedule pre-trial conference**

#2014-194	1931 Fellsway Court
#2014-314	30818 Luhman Court

**Initiated small claims action on July 7, 2015**

#2014-373	1932 Grenville Court	
	PTC rescheduled for 9/30/15	
#2014-344	30000 Morningmist Drive	
	Pre-Trial Conference date 08/26/15	
#2014-220	30946 Burleigh Drive	
	Pre-Trial Conference date 08/26/15	
#2014-181	30603 Wrencrest Drive	
	Pre-Trial Conference date 08/26/15	
#2014-288	1323 Baythorn Drive	
	Pre-trial reset for 09/16/15 and the owners have been served. Board authorized District Counsel to continue with the case.	

**Payment Update**

#2014-87	1317 Baythorn Drive	\$100.00
#2014-374	30617 Wrencrest Drive	\$125.00
#2014-87	1317 Baythorn Drive	\$100.00
#2015-20	30631 Tremont Drive	\$176.41
#2013-288	1249 Aldrich Court	\$158.00

On MOTION by Ms. Glassman seconded by Mr. Bovis to accept the Architectural Review recommendations for case #2015-72 and #2015-68 listed above.

There being no further discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Mr. Aleo, Ms. Glassman and Mr. Cline voting AYE the Architectural Review recommendations for case #2015-72 and #2015-68 listed above were accepted. 5-0

**B. District Manager**

**i. Audit Proposal from McDermit-Davis for Fiscal Year 2015**

Mr. Nanni presented the engagement letter from McDermit-Davis for completion of the audit for Fiscal Year ending September 30, 2015.

On MOTION by Ms. Sanchez seconded by Mr. Bovis to accept the audit proposal from McDermit-Davis to complete the audit for Fiscal Year ending September 30, 2015.

There being no discussion,

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE to accept the audit proposal from McDermit-Davis to complete the audit for Fiscal Year ending September 30, 2015. (5-0)

Mr. Nanni presented an engagement letter from Grau & Associates to provide arbitrage rebate services with respect to the \$10,050,000 Capital Improvement Revenue Refunding Bonds Series 2004.

On MOTION by Ms. Sanchez seconded by Mr. Bovis to accept the arbitrage rebate services proposal from Grau and Associates as it relates to the \$10,050,000 Capital Improvement Revenue Refunding Bonds Series 2004.

There being no discussion,

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE to accept the arbitrage rebate services proposal from Grau and Associates as it relates to the \$10,050,000 Capital Improvement Revenue Refunding Bonds Series 2004. (5-0)

**C. Operations Manager**

The Operations Manager reviewed the Operations Report highlighting the following items.

- Purchase of new pool chairs

On MOTION by Mr. Aleo seconded by Ms. Sanchez to purchase 40 Chaise Lounge Chairs and 60 Dining Chairs from Sunbrite Outdoor Furniture in the amount of \$10,490 from the FY 2015 budget.

Discussion followed.

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE to approve the purchase 40 Chaise Lounge Chairs and 60 Dining Chairs from Sunbrite Outdoor Furniture in the amount of \$10,490 from the FY 2015 budget. (5-0)

- ARC/DRC Process Recommendations and Options
  - Hire part-time employee to take pictures (20 hours per week)
    - Transition into full time coordinator position when available
  - Implement a buddy-system when picture taking
  - DRVC or Board Member Volunteer (would need to be added to insurance – not currently covered)

Discussion followed on the recommendations presented and provided the additional recommendations:

- Consider use of a security service to accompany employee taking pictures
- Before leaving the office to take pictures, employee should notify the Sherriff of the location

The Operations Manager is authorized under the current budget to hire a part time employee (20 hours per week) to take ARC/DRC pictures.

<b>TENTH ORDER OF BUSINESS</b>	<b>Action Items for Board Approval/Disapproval</b>
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Nothing at this time.

**Agenda Items Added:**

**A. Review of Clubhouse Hours**

Ms. Sanchez proposed changing the Clubhouse hours of operation by closing at 9:00 p.m. during daylight savings time and at 8:00 p.m. the remainder of the year. Discussion followed.

On MOTION by Mr. Bovis seconded by Ms. Glassman to close the Clubhouse at 9:00 p.m. beginning October 1, 2015 after proper notification to residents.

There being no further discussion,

On VOICE VOTE with Mr. Aleo, Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE to close the Clubhouse at 9:00 p.m. beginning October 1, 2015 after proper notification to residents. (5-0)

**B. Aqua Pool and Spa**

Ms. Glassman inquired about the status of Aqua Pool and Spa who owes the CDD money since November 2014. Mr. Nanni is to follow up with Mr. Mendenhall to determine if there a judgement entered against this company for payment.

**C. Wrencrest and Tullamore – Defective Boards in Gate**

Ms. Glassman stated in review of invoices, the CDD paid \$1,900 for replacement of two boards, one in Wrencrest and one in Tullamore, and inquired why they were not covered under warranty.

The Operations Manager stated due to the age of the equipment the boards were out of warranty. Discussion followed on the age of the gates and the service being provided by the current gate company. Recommendations on addressing gate issues will be presented at the next meeting.

**D. Landscape Improvement Approval**

Ms. Glassman stated the landscape company provided rejuvenation of the existing plants by cutting them back to encourage growth, but some of them have reached the end of their life cycle and will not grow back. There is money remaining the FY2015 budget to complete some needed landscape improvements.

On MOTION by Ms. Glassman seconded by Mr. Cline to authorize \$5,000 or less from the FY 2015 budget for landscape improvements in areas identified by Ms. Glassman.

Discussion followed with Mr. Bovis requesting an amendment to the areas identified by Ms. Glassman.

On MOTION by Mr. Bovis seconded by Ms. Sanchez to AMEND the previous MOTION to include an additional improvement.

Mr. Cline noted the contract with LMP is up for renewal next year and discussion followed.

On VOICE VOTE with Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE and Mr. Aleo voting NAY to authorize \$5,000 or less from the FY 2015 budget for landscape improvements in areas identified by Ms. Glassman. The motion passes 4-1.

On VOICE VOTE with Ms. Sanchez, Mr. Bovis, Ms. Glassman and Mr. Cline voting AYE and Mr. Aleo voting NAY to accept the AMENDED MOTION. The motion passes 4-1.



Mr. Cline stated LMP needs to educate their employees they are not allowed to put grass clippings in the pond.

Mr. Bovis complimented staff on their proactive work in cleaning the storm drains prior to the heavy rains.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Remarks**

- **Mr. Bovis**
  - Provided follow up information on roadwork at Mansfield and Sand Pine Elementary School.
  - MPIII received a check from TECO for approximately \$27,000 for incorrect billing of MPII street lighting.
  
- **Ms. Sanchez**
  - Stop lights are being installed by the Wiregrass.
  
- **Mr. Cline**
  - There is a change in recycling beginning October 1, 2015. Recyclables are not to be put in bags, they go directly in the container.
  
- **Mr. Aleo**
  - Nothing further to report.
  
- **Ms. Glassman**
  - Nothing further to report.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments (Limited to 3 Minutes)**

Resident(s) provided comments on the following issues:

- If/when there are emergency phone numbers for gate access – ensure it is advertised.
  
- Provided suggestions regarding violation pictures.
  
- Grass cuttings in the pond.
  
- Reminder of the Immunization Clinic, Blood Drive and Halloween Party

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Bovis seconded by Mr. Aleo with all in favor  
the meeting was adjourned.



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Michael Cline  
Chairman