

**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, September 21, 2016 at 6:31 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
Glen Aleo (via phone)	Assistant Secretary
James Bovis	Assistant Secretary

Also present were:

Bob Nanni	District Manager
Andy Cohen	District Counsel
Brad Foran	District Engineer
Sheila Diaz	Operations Manager
Deed Restriction Coordinator	
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. 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

- Ms. Sanchez
 - Settlements handled by District Counsel for Deed Restrictions

- Mr. Bovis
 - Change the order of business, moving the Mansfield- Kinnan presentation after audience comments.

FIFTH ORDER OF BUSINESS

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

- A resident reported a basketball coach is conducting training, for a fee, while using MPII facilities.

EIGHTH ORDER OF BUSINESS

- B. District Manager**
 - i. Mansfield - Kinnan**

Mr. Fuxan, an Engineer working on the Mansfield-Kinnan roadway connection project, requested the Board consider sending a letter to SWFWMD authorizing modification of Pond A in Tullamore. By consensus, the Board opposed executing a letter for SWFWMD requested by Mr. Fuxan.

Discussion followed regarding County meetings being held regarding Mansfield-Kinnan roadway connections. MPII was not informed of any such meetings, but if such meetings were held, a copy of the meeting minutes should be requested.

SIXTH ORDER OF BUSINESS

Consent Agenda

- A. Minutes**
 - August 3, 2016
 - August 17, 2016
- B. Financials**
 - August 31, 2016
- C. Deed Restrictions**

On MOTION by Ms. Sanchez seconded by Mr. Bovis to approve the Consent Agenda as presented.

There being no discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, and Mr. Cline voting AYE the Consent Agenda was approved as presented. 3-0.

SEVENTH ORDER OF BUSINESS

Non-Staff Reports

- B. Resident's Council**

The immunization clinic was held and 10 people received inoculations and 6 people donated blood.

The Halloween Party is set for October 29, 2016 from 3:00 p.m. to 7:00 p.m.; volunteers are still needed.

EIGHTH ORDER OF BUSINESS

Reports

A. Architectural Review

Case #	Village	Street	Type of Request	Recommendation
2016-176	Iverson	30741 Burleigh Dr.	Paint House	Approval
2016-177	Colehaven	1504 O’Bear Court	Build Wood Shed	Resubmit with change

Mr. Aleo joined the meeting telephonically.

On MOTION by Ms. Sanchez seconded by Mr. Bovis to allow Mr. Aleo to participate in the meeting and vote telephonically.

On VOICE VOTE with Mr. Bovis, Ms. Sanchez and Mr. Cline voting AYE to allow Mr. Aleo to participate in the meeting and vote telephonically. 3-0.

Discussion followed on Case #2016-177 regarding the construction of a wood shed with a metal roof. The height limitations of the structure are determined by the County. A metal roof is not compatible with the existing structure. The structure, if approved by the county would be acceptable if it is built with an asphalt roof and not a metal roof. The homeowner will need to resubmit the application with the required change.

On MOTION by Ms. Sanchez seconded by Mr. Bovis to accept the Architectural Review recommendation for case #2016-176 and resubmit #2016-177 with changes.

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Mr. Aleo and Mr. Cline voting AYE the Architectural Review recommendation for case #2016-176 was accepted and #2016-177 is to be resubmitted with changes. 4-0

D. District Engineer

Mr. Cline reported on a leak in the swimming pool which resulted in shutting down the Clubhouse for 2 days. It was discovered 40 PVC piping was used on one side of the pool and landscape PVC piping was used on the other side. The plumbing was installed the wrong way resulting in erosion of the PVC. The District Engineer was consulted on the repair work, and installation of a water shut-off valve will be pursued with his input.

SEVENTH ORDER OF BUSINESS**Non-Staff Reports (continued)****A. Sheriff's Report**

The Sheriff's Deputy provided an update on various activities occurring in the community.

EIGHTH ORDER OF BUSINESS**Reports (continued)****E. District Attorney**

➤ Maintenance Agreement with Tullamore

- District Counsel confirmed the Maintenance Agreement with the Tullamore Homeowners Association, Inc. has been completed.

➤ Anand Vihar Property

- It was discovered some parcels at the Anand Vihar property were never included in the assessments. To add those parcels to the roll, the Assessment Methodology will need to be amended, and the Public Hearing Process will need to be completed. The parcels will be added to the roll for the 2017/2018 fiscal year budget and will apply to the O&M. The Public Hearing process will run parallel with the Public Hearing set for adopting the budget. Past due monies on these parcels cannot be collected since they were never assessed; monies will be collected going forward.

➤ Sidewalks Running Adjacent to County Owned Roadways

- Roadways accepted by deed as opposed to plat, the County agrees to take over the maintenance for those sidewalks.
- We have not yet been successful in getting the County to maintain the sidewalks adjacent to roadways dedicated by plat. The options to resolve this are:
 - To do nothing.
 - To repair the sidewalks and assume full responsibility going forward.
 - To potentially file litigation against the County – a Declaratory Action asking the court to determine whose responsibility it is to maintain the sidewalks.
 - Implement the Statutory Process Chapter 164 f.s. - Florida Governmental Conflict Resolution Act.
 - Pass a resolution expressing the issue and our intent to proceed with the mediation process.
 - Send the resolution to Pasco County with a letter with a proposed date for mediation.
 - The letter would also be sent to other government entities that may have an interest in this issue.
 - Meeting with the County should occur within 30 days of their receipt of the letter and resolution.
 - Hopefully resolution with the County can be met; if not a decision to proceed with a lawsuit would be made.

- Before entering the Statutory Process the District should be prepared and committed to taking legal action.

Thus far, District Counsel has not been successful to even arrange a meeting with the Pasco County Attorney's Office.

Discussion followed on how to proceed with resolution to the issue with the sidewalks running adjacent to County owned roadways. By Board consensus District Counsel will proceed by first reaching out to other entities who may be interested in joining the process. Then District Counsel will present to the Board for consideration a resolution expressing the issue and District's intent to proceed with the mediation process as stated in Florida Governmental Conflict Resolution Act.

➤ **Small Claims for Deed Restrictions**

- Ms. Sanchez inquired if the District recovers the fine plus the attorney's fees.
- Mr. Aleo asked to confirm small claims cases are not being settled for less than the attorney's fees plus the administrative costs.
 - Mr. Cohen will confirm how small claims are handled and will provide follow up information to the Board.

B. District Manager (continued)

Mr. Nanni presented for consideration the Audit Engagement Letter with McDirmit & Davis to complete the FY 2016 audit.

On MOTION by Mr. Bovis seconded by Ms. Sanchez to accept the Audit Engagement Letter with McDirmit & Davis to complete the FY 2016 audit in an amount NTE \$4,200.

There being no discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Mr. Aleo and Mr. Cline voting AYE the Audit Engagement Letter with McDirmit & Davis to complete the FY 2016 audit in an amount NTE \$4,200 was accepted. 4-0

Mr. Nanni provided information submitted by Ms. Glassman via email regarding the use of Pond A; and also provided feedback from Commission Moore on the Mansfield- Kinnan project. Ms. Glassman also noted she spoke to Robbie Cox at MBS Capital Markets, LLC and suggested the Board may want to have him provide information at the October 5, 2016 meeting.

Mr. Bovis stated meeting with MBS Capital Markets, LLC should be considered after the November 2016 election.

Mr. Nanni provided follow up information requested by Mr. Aleo regarding the establishment of spending limit for the Operations Manager. After search of the minutes and resolutions, Board action to set a spending limit could not be found.

Mr. Cline stated he believes the Operations Manager is confined by the limits set in their budget. This would apply to the normal operations of the department but does not encompass any capital projects. The need for any immediate expenditure over \$10,000 would require a Special Board Meeting to approve the expenditure.

ELEVENTH ORDER OF BUSINESS **Audience Comments (Limited to 3 Minutes)**

- A representative from the Resident's Magazine provided information on the publication and encouraged MPII's submittals.

EIGHTH ORDER OF BUSINESS **Reports (continued)**

C. Operations Manager

Ms. Diaz provided an update on following information:

- Lightning Detector Update
 - The lightning detector was rebuilt and has been returned for installation.
- Hurricane Shutters
 - There is no discount offered by our insurance for using or installing hurricane shutters.
 - Per the agent: "By adding shutters, it will help in the long run should there be a claim, as it will assist with keeping any damages to a minimum, therefore keeping the totals and loss ratios low which do affect premium".
 - Included for review are 3 proposals for two types of shutters.
- UPS Bins
 - UPS requested to place 2 small bins in parking lot (across from the Goodwill box) from November to first week of January.
 - UPS will pay \$50.00 per week - totaling \$1,200.

On MOTION by Ms. Sanchez seconded by Mr. Bovis to approved the agreement with UPS to place 2 small bins in the parking lot from November thru the first week of January and compensating the District \$50 per week – totaling \$1,200.

There being no discussion,

On VOICE VOTE with Mr. Bovis, Ms. Sanchez, Mr. Aleo and Mr. Cline voting the agreement with UPS to place 2 small bins in the parking lot from November thru the first week of January and compensating the District \$50 per week – totaling \$1,200 was approved. 4-0

- Equipment Damaged by the Storm
 - Fort Knox is installing replacement digital cameras. Out cameras were damaged by the storm and an insurance claim is being filed.
 - The TV in the fitness room was replaced.

The Board acknowledge how professionally Mary Deperi handled the operations during the storm. The entire staff elected to work through the storm and they are to be commended for their dedication, they did an outstanding job. It was also noted, each Supervisor has a designated area of responsibility and one Supervisor is responsible for facilities along with one backup person. It is not within the realm of other Supervisors duties to demand the closing of the Clubhouse.

NINTH ORDER OF BUSINESS

Action Items for Board Approval/Disapproval

A. Ice Machine

Mr. Cline requested a motion for a joint agreement with the Resident’s Council for the 50/50 purchase of an Ice Machine.

On MOTION by Ms. Sanchez seconded by Mr. Aleo to approve the 50/50/ joint purchase of an ice machine with the Resident’s Council in the amount of \$1,429 to be placed in the lunchroom/kitchen.

Discussion followed.

On VOICE VOTE with Mr. Bovis, Mr. Cline, Mr. Aleo, and Ms. Sanchez voting AYE, the 50/50 joint purchase of an ice machine with the Resident’s Council in the amount of \$1,429 to be placed in the lunchroom/kitchen was approved. 4-0.

TENTH ORDER OF BUSINESS

Supervisor’s Remarks

Mr. Aleo:

- Nothing additional at this time.

Ms. Sanchez:

- Nothing additional at this time.

Mr. Bovis:

- A check was received from TECO in the amount of \$345 for the burn spots in the sod.
- The County has been notified about the overgrown grass at 30502 Wrencrest Drive and 1323 Baythorn.
- Provided information on an asphalt circulation area being installed by the school which may have added to the recent traffic backups in the area.

Mr. Cline:

- Newsletter publication costs thus far have been prohibitive.
- I-Kare remains a possibility for publication.
- Producing a newsletter in house is also an option.

ELEVENTH ORDER OF BUSINESS

Audience Comments (continued)
(Limited to 3 Minutes)

- Appreciate the Board standing their ground on the Mansfield-Kinnan extension project.
- Appreciate the Board taking a proactive stance on the sidewalk issue with District Counsel. The trees remain an issue.
- Consideration of an email blast of newsletter information.

Mr. Cline requested Ms. Diaz obtain an estimate for tree trimming along County Line Road.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Aleo seconded by Ms. Sanchez with all in favor the meeting was adjourned. 4-0



Michael Cline
Chairman