

**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 on Wednesday, April 7 , 2010 at 6:30 p.m. at the Meadow Pointe II Clubhouse, 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Linda Straw	Chair
Mark Glassman	Vice Chairman
Brian Shahn	Secretary
Jerry Lynn	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Bob Valentine	District Engineer
Bill Snyder	Property Manager
Renee Glassman	ARC/DRC
Yolanda Bush	ARC/DRC

The following is a summary of the minutes and actions taken at the April 7, 2010 Meadow Pointe II Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Straw called the meeting to order and the Board members and staff identified themselves for the record.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Guest Speakers

Ms. Straw introduced Mr. John McKinney of Digital Rescue to do an analysis of the District's server and determine what was needed in addition to the current maintenance plan for them to take over as their IT Professional. The analysis was provided to the Board and several recommendations were made. However, the District's current maintenance package can cover the cost of the changes without any additional expenses to the District.

Mr. John McKinney, the owner of Digital Rescue indicated the following:

- The server is adequate as it has 6 gigabits of ram. However, some programs are unnecessary and they would have to do a PC tune-up. This would take one hour to complete.
- There are some critical errors in important areas.
- The DNS or Domain Server, which helps the computer route information, was not set up properly. It would take an hour to install a reverse look-up zone. The DNS errors basically crippled the server from the time the server was turned on last year. The DNS problem also caused emails to not get through to its recipient.
- There are a series of error messages when the Exchange Management Console is launched.
- The entire job would take four to five hours to complete over a two month period. They would like to correct the DNS errors immediately as it could cause the server to crash.
- A request was made to move all of the security onto one system. They located an older workstation and propose moving all of the security apparatus onto one machine and secure it. They also propose eliminating the rack because they have a tower system and install a monitor mounting system for \$100 to mount everything on the wall.
- The Board discussed the following:
 - Mr. Lynn expressed concern about the wall behind the server having pipes and causing leaks. The mounting board should be removable. *Mr. McKinney proposed using the existing mounting board and wire metal stands for the towers.*
 - Mr. Glassman expressed concern was with the air handler and the air conditioning contractor getting access. *Mr. McKinney offered to relocate the server.* Mr. Lynn did not believe that they had another location.
 - Ms. Straw did not believe this was a large concern, but questioned whether there could be a host for the email. *Mr. McKinney noted that they could host it on their server, but there would be a hosting charge.* She questioned the ability to delete emails from individual email accounts, but retain them on the server. *Mr.*

McKinney noted that this was fairly simple to do. Mr. Lynn pointed out that there were problems signing in and opening attachments. Mr. McKinney recommended correcting the massive errors in the DNS, which should alleviate the problem.

- Ms. Straw believed that the existing vendor was not going to be cooperative. *Mr. McKinney agreed as they could not obtain all of the information they needed. They would have to take a weekend and eliminate the prior company and hook up all of the hardware. He was not concerned about MSR potentially wiping out the network as they could have it back up and operating within 24 hours.*
- It was noted a concern that the MPIICDD.org website being hosted by the current vendor that they own. *Mr. McKinney recommended paying Go-Daddy \$9 per month. They can import the minutes by PDF. Mr. Lynn questioned whether they could pay an annual fee rather than a monthly fee. Mr. McKinney can set it up this way as they do this for Arbor Greene.*
- Ms. Snyder believes the District needs will be covered by Digital Rescue due to MSR's lack of cooperation. Before MSR is terminated, she recommended that all of the programs be inventoried. *Mr. McKinney indicated that they eliminated their ability to log in.*
- Mr. Lynn expressed concern about paying Digital Rescue invoices within 10 days. *Mr. McKinney will work with the District as he does with Arbor Greene. Mr. Lynn requested a 30 day grace period. Mr. McKinney agreed.*

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the proposal submitted by Digital Rescue for IT services was approved.

- Ms. Straw questioned the transition since she will be signing the contract tonight. *Mr. McKinney recommended that MSR not be notified until Monday so they can come in on Saturday and start full implementation and backing up the server.*
- Mr. Lynn questioned whether WiFi was discussed. Ms. Straw explained that MSR blocked the passwords, but Digital Rescue was aware that they have

issues with the resident hot spot and not being able to access email in the building.

- Ms. Straw questioned the number of billable hours to get everything completed. *Mr. McKinney estimated 40 hours at \$75 per hour or a total amount of \$3,000.*

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the billable hours will not exceed \$4,000.

- Ms. Straw questioned when the community yard sale was taking place. Mr. Snyder indicated that the yard sale was planned for April 17. Ms. Straw hopes the system will be operational in a week so the gates can be controlled by the system. Mr. Lynn noted that the worst case was to open the gates manually. *Mr. McKinney recommended that the entrance gates be left open while they are working on the network.*
- Mr. Lynn will work with Mr. McKinney on the ID card system.
- Ms. Straw requested that Mr. Snyder coordinate with Mr. McKinney and contact her with any questions.
- Mr. Lynn questioned whether the system will be down for the entire weekend so they can lock the building. *Mr. McKinney estimated that the longest the system will be down was four to five hours.*

FOURTH ORDER OF BUSINESS

Resident Council Representative

There being no report, the next item followed.

FIFTH ORDER OF BUSINESS

Committee Reports

B. Deed Restrictions

Ms. Bush distributed the Deed Restriction Report for review, which is attached hereto and made part of the public record.

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the Deed Restrictions Report was approved as submitted.

A. Architectural Review

Ms. Bush distributed the Architectural Review Report for review, which is attached hereto and made part of the public record.

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the Architectural Review Report was approved.

- Ms. Straw received a Violation Update Report from the Attorney and was dissatisfied with the format because she could not tell what was new since the last one.
- Mr. Lynn noted that the report does not cover the types of violations.
- Ms. Straw will request that the Attorney change the format and add a column for the type of violation. She wants to see the next invoice because she does not believe that any work is being done.
- Mr. Glassman believes that the Attorney assumes he was hired to handle ARC matters.
- Mr. Lynn wants to look for another Attorney as he was not happy with his work. He attended County Commission meetings where he did not present himself well on behalf of the District.
- Ms. Straw contacted Mr. Mendenhall to express her frustration and he sent an email to the Attorney requesting a status update. This was never provided. She requested that the Attorney attend the next meeting to address this matter.

The record will reflect that Mr. Shahin has joined the meeting.

- Ms. Straw noted that according to the Violation Update Report, there was an online auction of the property today. She questioned whether Mr. Shahin had a process of how the violation would be turned back over to him for follow-up.
- Mr. Shahin noted that they requested that Houston go out and take another picture. Ms. Straw requested that Mr. Shahin monitor this.
- Mr. Lynn expressed concern about whether a lien or Notice of Intent was filed so any new owner would know that there was a pending violation. Ms. Straw reported that the Attorney indicated that there has been no activity on the foreclosure case since 8/24/09. They received an update on 3/31/10 saying that the bank foreclosure online auction was scheduled for 4/7/10. She believed that the bank needed to take ownership of the property. In the meantime, they are waiting for a new owner so they can take action.

- Mr. Shahin acknowledged that there was a written policy in place.
- Ms. Straw noted that in the 3/31 report, the bank was waiting for the CDD to tell them whether or not the property on Blanchard was occupied or had an alternate address. She requested that Mr. Shahin follow-up on this with Houston.
- *The Board will discuss pre-existing violations further when the Attorney attends the next meeting.*

SIXTH ORDER OF BUSINESS

New Business

- Mr. Glassman reported that Mr. Mendenhall provided RFP's from four Engineering Companies; Wilson Miller, The Right Partner, Lighthouse Engineering and Radius Engineering Consultants, which were emailed to the Board. He requested that the Board review the information and advise Mr. Snyder no later than next Friday which ones they would like to meet at the next meeting.
 - Ms. Straw recalled that the Board only wanted to gauge interest and then decide whether or not they wished to proceed with gathering RFP's. She questioned whether Mr. Glassman believed there was enough interest in the community to find a replacement and recommend moving forward with the RFP's.
 - Mr. Glassman concurred and justified this by pointed out that Lighthouse charged \$73 per hour for their Civil Engineer as opposed to their \$200 per hour Civil Engineer.
 - Ms. Straw wants to know how they can make a decision.
 - Mr. Glassman suggested looking at all four firms and deciding how many were suitable for the District.
 - Mr. Lynn does not want to have the firms come to the next meeting as they will have a full staff meeting. He would rather schedule a separate meeting.
 - Mr. Snyder reported that he spoke with Mr. Mendenhall, who will speak with Mr. Ricciardi as to who he would recommend.

- Mr. Lynn suggested obtaining an updated rate schedule from Mr. Bob Valentine for comparison purposes. Ms. Straw indicated that Mr. Mendenhall provided the Professional Services Agreement from Mr. Valentine's firm to each Board member, which had a fee schedule attached. She requested that Mr. Snyder compare the fee to a recent invoice.
- Ms. Straw was impressed with how quickly the firms responded.
- Ms. Straw requested that each Board member think about how they would choose a firm, create a checklist and have them attend a non staff meeting.
- Mr. Glassman reported that the pothole repair and milling at Covina Key started and the sealing will start in approximately three weeks. They are having problems with the residents. However, he is putting new bags of information on their doors in regards to where to move their vehicles. Their towing company impounded 14 cars today.
 - Ms. Straw questioned whether they were re-milling the entire area. Mr. Glassman confirmed that they re-milled in sections.
 - Mr. Lynn questioned what the HOA has done to assist the CDD in this project. Mr. Glassman confirmed that they have done absolutely nothing.
 - Mr. Glassman confirmed that there is ample parking in other areas and the milling was only from 8 a.m. to 5 p.m.
 - Ms. Straw believes that they have gone above and beyond to inform the residents.
 - Mr. Lynn questioned who was paying the towing fees. Ms. Straw pointed out that the HOA was.
 - Mr. Glassman reported that Francis is repairing the dips in the road in front of Beardsley. Charleworth will be done next week. This will be a big job because at least a foot between the car stop and the sidewalk has to be milled all the way down and re-sealed. The work will be broken out into four sections.
 - Mr. Lynn questioned whether they were waiting for an answer from the Attorney. Ms. Straw recalled that this project was approved pending the

Attorney's answer. His answer was that the CDD was fine because the project will not exceed the threshold.

- Ms. Straw discussed an email she received from Mr. Mendenhall on the plantings for the mitigation areas. The District is required to do these plantings on behalf of SWFWMD.

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the proposal for mitigation plantings was approved.
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- Mr. Glassman reported that he was asked by the HOA to provide them with a letter since the District owns the streets. Kids are scratching the new asphalt with their skateboards.
 - Mr. Lynn commented that they could put up signs all over the place, but this was not going to stop them.
 - Mr. Glassman clarified that the letter would give them the opportunity to pursue it under their purview.
 - Mr. Danny Portelatine from the Sedgwick HOA indicated that they are writing fines to the parents of the kids skateboarding. They are not only scratching the asphalt, but tearing up the road. They would like to be admonished by the CDD so they can continue enforcement.
 - Mr. Lynn does not believe that the CDD can turn over authority to the HOA for enforcement because the CDD owns the streets and sidewalks.
 - Mr. Portelatine noted that their covenants state that no rollerblading, skateboarding or bicycle riding was permitted on Sedgwick property. Even though the CDD owns the streets, they paid for the striping and the sidewalk.
 - Mr. Lynn acknowledged that the problem is that the HOA cannot fine someone for doing something on property they do not own even if it is stated in their covenants. He recommended posting signs on behalf of the CDD saying "NO SKATEBOARDING", giving the CDD the legal right to enforce it.

- Ms. Straw admitted that she was not opposed to this, but the Board does not know how to resolve this. She expressed concern about posting signs because the kids will not know where they can and cannot go and the Board is putting themselves into the position of enforcement. The parents of those kids are paying for the repairs and they do not care.
- Mr. Shahin agreed with Mr. Portelatine, but sympathized with the children as they had no where else to play. If they have to repair the streets, the HOA can charge the parents for the repairs.
- Further discussion ensued with regard to skateboards on CDD roads. At the conclusion of the discussion, Mr. Lynn will speak to the Deputy's and Ms. Straw will speak to the Attorney regarding any legalities and report back to Mr. Portelatine.

SEVENTH ORDER OF BUSINESS

Property Manager

Mr. Snyder reported on the following:

- Questioned whether Mr. Glassman received the Hold Harmless Agreement from the HOA on the Vermillion parking lot repair, which the Board requested in case the tree died.
 - Mr. Glassman reported that the repairs were not made because he was waiting for Sharon to provide the signed one to him. They cannot make the repairs without this agreement.
 - Mr. Snyder has a meeting with Sharon on Friday morning at 9:00 A.M. and can ask her for the agreement.
 - Ms. Straw questioned if they knew for sure that the bubbling in the asphalt was due to the tree.
 - Mr. Snyder confirmed that they would not know until they removed the tree.
- He received both checks from the homeowners in Iberson with the raised sidewalk.
 - Ms. Straw indicated that all this took was for a certified letter to be sent to the homeowners. They were willing to send the money, but not talk to each other.

- Mr. Snyder questioned whether he needed the homeowners to sign a Hold Harmless Agreement. Mr. Lynn and Ms. Straw agreed that there should be a Hold Harmless Agreement on the tree.
- Mr. Shahin questioned whether the CDD was obligated to repair the road because it was a safety problem. Ms. Straw confirmed that it was a safety issue. It does not matter whether or not they sign the agreement, because the work needs to be done.
- Ms. Straw noted that the bottom line is the Board would like them to hold the CDD harmless if they remove the tree.
- An advertisement will be placed in the Flyer for the garage sale.
 - Mr. Lynn believed the ad and the banners were enough notification
 - Ms. Straw noted that having a Goodwill trailer at the garage sale was an excellent idea so people can donate what they do not sell.
- The ponds are currently being treated twice a week and on request. However, when the ponds are treated, the pollen floats but does not drop. As a result, he asked the lake maintenance company what percentage of the ponds were treated with the dye. He mentioned that it takes three days for the ponds to settle, but will provide a temperature report.
 - Mr. Lynn noted that the pollen this year is bad because it was cold for a long time and the pollen grew at the same time. He questioned what the dye does. Ms. Straw explained that the dye keeps the sun from keeping the bottom of the ponds and growing weeds. It also makes the water denser. She informed Mr. Snyder that the pond behind her home looks horrible, but the one across the street looks fine. Mr. Snyder is on top of this.
- They had a problem cleaning out the storm drains on Bright Ray. They pulled the cover and Houston sent Jose out and discovered rose bushes on the top of the drain. They removed the rose bushes and sod. He suggested sending a letter to all homeowners in Morningside asking them to report the perpetrators.
 - Mr. Lynn suggested explaining the impact of sod going into the storm sewer and placing a notice in the newsletter informing the residents about

the problems caused by putting sod into the storm sewer system and asking them to refrain from doing so.

- The inspector for the pool was here today. He was surprised to see them because they were just here three months ago. The water is on the border of the ph and it has been corrected. The pool has been extremely busy. There is a new lifeguard, who served at the pool at MPI for a few years. She only works Friday through Sunday during Spring Break from 2:00 P.M. to 8:00 P.M.
- There was an issue at the pool the other day. Two individuals were at the pool snuffing. Mr. Lynn showed up, but he also called the emergency number. When they were asked to leave, they went to the basketball courts. The new Lifeguard spotted them and she was told to look out for them again.
 - Ms. Straw asked Mr. Snyder to perform spot checks at the pool to make sure no one has open containers
 - Mr. Snyder noted that they are performing spot checks at 10:00 A.M., 2:00 P.M. and 4:00 P.M.
- They do random ID checks.
- Scapes received a score of 90% and many of the carryover items were completed.
- They are monitoring the parking lot for scuff marks from tires. Francis is giving it 30 days, which is up this Friday. This may be something that will go away.
- They are still monitoring the pool deck, which is cleaned every night, but the bulk of the activity is from mulch. They are reluctant to place the rugs back down and will probably wait until the kids go back to school after Spring Break.
- The tennis courts are continually being monitored and they are trying to find out who is providing lessons.
 - Ms. Straw questioned their recourse if they found out who was making a profit off of their tennis courts.
 - Mr. Lynn noted that this was an Attorney issue because this individual had a contract with the CDD at one time and did not pay the CDD. He is a resident and cannot be denied usage of the tennis courts, but they may have the ability to lock him out.
 - Ms. Straw wants there to be evidence that they have recourse.

- Most of the shrubs are flourishing under the fertilizer they put down. The biggest area to replace shrubs is Manor Isle where all of the plants died and were removed. They will hold off on this unless it is a replacement because the cost was \$34,000.
 - Ms. Straw agreed that they needed to hold off on any replacements.
 - It was questioned why the Crepe Myrtles were not cut back in the spring.
 - Mr. Glassman explained that Scapes advised them not to cut back the Crepe Myrtles.
 - Ms. Straw asked Mr. Snyder to check with OLM.
 - Mr. Lynn questioned whether they were going to look at heartier plantings. Ms. Straw acknowledged that they were looking at heartier plantings, but their residents wanted pretty plantings, which limits the selection. The numbers are staggering to replace the landscaping.
 - Ms. Lynn wants to find out what is available.
 - Mr. Shahin suggested looking at plantings where the replacement cost is minimal, such as the knockout roses that bloom nine months out of the year. They went through the same freeze and are still blooming.
 - Ms. Straw recalled talking to Scapes about doing this strategically so it is cost effective.
- The gates are still getting damaged and they are repairing them as fast as they can.
- There are raccoons in the playground.
- Mr. Kevin Wright requested permission from the Board to petition the residents since he was running for a seat as a State Representative for District 61.
 - Mr. Lynn warned Mr. Wright that this is a deed restricted community and residents do not like strangers wandering the streets and they will call and complain. He suggested that Mr. Wright rent a facility to hold a resident forum, but the Board could not sponsor him.
 - Ms. Straw admitted that the residents complained when she campaigned two years ago.
 - Mr. Wright questioned whether the Board had any issues that interface with the State that they would like a potential candidate to address.

- Mr. Lynn admitted that there was current legislation that was being processed through the State regarding any contract agreement that any community has with waste service companies to allow for open competitiveness. There are multiple CDDs that have contract agreements that have saved their residents a great deal of money that will be voided by this new bill. The State is planning to eliminate any contract agreements for waste management. MPI and MPPII have been corresponding with legislators to try to get them to exempt CDDs from this bill.
- Ms. Straw noted some traffic issues. Mr. Lynn acknowledged that this has been resolved according to an email he just received.
- Mr. Wright noted that he will also be looking at fire hazards and whether fire services can do an inventory of vacant lots. Ms. Straw did not believe they were affected because of their underground irrigation.

SEVENTH ORDER OF BUSINESS**Staff Reports – Supervisor Areas of Specialization and Comments**

- Mr. Lynn reported the following:
 - He received an email from the Engineering Department informing him that the traffic signal at Mansfield and State Road 56 is currently in the design stages by King Engineering.
 - Staff will receive the final plans shortly and has been working with the developer to expedite the installation of the signal.
 - It could take up to six months to order materials and install.
 - He will let the Board know when the schedule is finalized and the permit is in place.
 - In the interim, the intersection will operate as a three way stop.
 - They are claiming that the light will be operating in September.
 - There is a meeting tomorrow night at 5:30 P.M. at the Atonement Lutheran Church on State Road 54 to discuss the roadwork and the routing. However, they will not do the routing onto S.R. 56 until the roadway is completed. He will know more tomorrow night.

- A resident questioned whether there will be more traffic through MP Boulevard and Beardsley.
- Mr. Lynn did not believe they would detour traffic down that way because they will not start running the roadway on S.R. 54 until S.R. 56 is completed. This commitment was made by the County.
- Ms. Straw acknowledged there would not be an official detour, but if there was an accident, they will see additional traffic.
- He did some research on the street lighting discussed at the last meeting, but is still waiting for information from STS, but had lengthy conversations with TECO. What Diana receives is not what STS receives. Every street light is on a contract for lump sum fees per month and if lights are out, all they need to do is to tell TECO and they receive credits. They are not metered. The only meters they have is on the entrance gates. This is doable as they have done this in the past.
 - Mr. Glassman noted that the problem is if the light across the street from him goes out, he can report it on his computer.
 - Mr. Lynn indicated that it would be like this for multiple lights that are out such as in Covina Key.
 - Ms. Straw recalled the concern at the last meeting was broken lights and whether they were on a meter. It turns out they are not on a meter so if they are not reported, they are paying for lights that are out. She requested that an article regarding this matter be placed in the newsletter.
 - Mr. Snyder acknowledged that Houston has been monitoring the lights and provides him a list of broken lights.
 - Mr. Lynn requested a copy of the list that Houston provides. He should be receiving the November, December and January TECO statements from STS tomorrow or Friday as there is almost \$31,000 in TECO deposits and 6% interest is collected on this money under prepaid items.

- All residents pay for the lighting under the General Fund. He questioned whether it was fair to charge the residents for decorative lights.
- Ms. Straw suggested this matter be discussed during the budget season.
- The Sheriff's Department requested the use of this facility as a substation for two Sergeants so their Deputies can report to them.
 - Ms. Straw questioned whether they wanted a dedicated room. Mr. Lynn noted that they can use any room as they did not need a phone.
 - Mr. Lynn stated the Deputies have 24/7 access to the building with their administrative cards, which the Sergeants would like to have.
 - Mr. Snyder questioned whether this would be during normal business hours or after hours. Mr. Lynn acknowledged whenever they are working.
 - Mr. Glassman questioned how long they will be here and how many additional Deputies they would like to have access to the building.
 - Mr. Lynn estimated seven Deputies in addition to the two Sergeants. They are working on better report information.
 - Ms. Straw acknowledged that the benefit to MP II is more police presence.

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor the request from the Pasco County Sheriff's Department for a substation was approved.

- Ms. Straw requested a Pasco County Sheriff's Department substation sign. Mr. Lynn will work on this.
- Mr. Glassman questioned whether the CDD would be held responsible if they store their radar unit at the facility. Mr. Lynn noted that they do not have a key. Only the two Deputies, the Lieutenant and the Captain have keys. The Sergeants will not have a key.

- There was an armed robbery at the CVS mid-day on Easter Sunday. The robbers went to the front register and held a knife at the clerk. No arrests have been made, although the Police are sure they have some suspects.
- The meeting on S.R. 54 will be held tomorrow on the construction project. The PACA meeting is tomorrow night to talk about reserve funds.
- Ms. Straw questioned whether Mr. Lynn received the email she forwarded to him regarding a resident status report on her deed restriction. Mr. Shahin suggested that the resident contact Houston and have all of their documentation. Ms. Straw believes that any affidavits should be presented to the Board for approval if the Board needs to take action.
- Mr. Lynn expressed concern about how much authority Houston has on doing certain items.

NINTH ORDER OF BUSINESS

Approval of the Minutes of the March 3, 2010 Meeting

- Mr. Browne provided a copy of the minutes of the March 3, 2010 meeting to each Board member and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor the minutes of the March 3, 2010 meeting were approved.

TENTH ORDER OF BUSINESS

Other Business

There not being any,

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Shahin seconded by Mr. Lynn with all in favor the meeting was adjourned at 8:45 P.M.



Linda Straw
Chair