

**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, September 1, 2010 and called to order at 6:33 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Linda Straw
Mark Glassman
Brian Shahin
Gerald Lynn

Chairperson
Vice Chairman
Secretary
Assistant Secretary

Also present were:

William Snyder
Yolanda Bush
Renee Glassman
Christopher Brant Longley
Paul Woods

Property Manager
ARC/DRC
ARC/DRC
Resident
OLM, Inc.

The following is a summary of the discussions and actions taken at the September 1, 2010 Meadow Pointe II Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Straw called the meeting to order and Supervisors and staff identified themselves.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Guest Speakers

- Mr. Christopher Brant Longley wanted to know if the CDD hired a new District Attorney.
 - Mr. Rolando Santiago is the District's attorney.

- The District Attorney usually attends the second meeting of the month.

FOURTH ORDER OF BUSINESS

Resident Council Representative

There being no issues for discussion, the next item followed.

SIXTH ORDER OF BUSINESS

New Business

Mr. Paul Woods from OLM, Inc. addressed results from the bids submitted for landscaping services.

- Six bids were received on August 25, 2010; all of which satisfied the submittal requirements.
- Five of the six bidders are currently under other OLM agreements throughout Southwest Florida.
- The pre-bid meeting was attended by Mr. Mendenhall, Mr. Glassman and Mr. Snyder.
- The low bid in the amount of \$113,700 was submitted by LMP, Inc.
 - Mr. Scott Carlson and Mr. Orlando Castillo of LMP drove through the property and determined they would be able to serve the contract to its specifications at their bid price.
 - LMP was extremely thorough and detailed on the itemized pricing sheet.
- The total contract with all of the supplemental items is \$153,532.50.
- Ms. Straw wants to know how the CDD can ensure the new landscaper resolves the current deficiencies.
 - The inspection will help the contractor identify the deficiencies.
 - Everything requiring new sod due to insect and disease damage is considered a warranty item; and if this is not properly done by September 24th, the cost to mitigate the existing damage would be deducted from the old contractor's terminal pay.
 - LMP included labor costs to correct all of the deficiencies.
- Ms. Straw wants to know how OLM determines whether or not a deficiency has been handled correctly and detect any potential problems before they escalate.

- OLM will be on the property at the beginning of the new landscape contract to ensure all of the damage caused by the former landscaper is taken care of.
- The landscaper is held accountable by OLM for their work.
- The contractor must be focused on identifying any landscape deficiencies, as their performance will be rated.
- Mr. Lynn wants to know why OLM has not taken any action to correct the discrepancies found with the other contractors.
 - The contractor is responsible for their actions.
 - OLM will deduct points from carry-overs if there is a deficiency which is not rectified.
- Mr. Glassman does not believe the current contractor should install the new sod since they may not do a good job in light of the fact their contract is terminating.
 - The new contractor should do the installation in order for them to be responsible for the sod from the beginning.
- Mr. Lynn wants to know how long it takes for the grass to establish once the sod is laid.
 - Staff will be able to determine within two weeks of the date the sod was installed whether or not it will grow properly.
 - Mr. Woods indicated the sod fields have been extremely wet due to the heavy rains; and September 14th was chosen to ensure the CDD received high quality sod.
- Mr. Lynn wants to ensure the CDD can recover payment from Vila & Sons if they install the sod and there is damage in the meantime.
 - Mr. Woods assured Mr. Lynn the CDD can take the job out to bid; and withhold Vila & Sons' terminal payment for any damage.
 - Mr. Woods also recommended the Board defer to Mr. Mendenhall as the District Manager over the District's finances to ensure the process runs smoothly.

- Mr. Lynn is not confident in Vila & Sons' ability to do a good job and would rather let the new contractor install the sod since they will be with the District for at least the next year.
 - Ms. Straw has not seen Vila & Sons prepping the area for the sod installation and does not believe they plan to spend their resources to get the job done properly.
- Ms. Straw does not believe their last day of service is September 24th because it was based on the date of the e-mail, as opposed to the date of receipt of the certified letter, as required by their contract; and it was received several days later.
 - The CDD will have recourse with Vila & Sons to seek restitution if there are problems with the new sod.
 - Their final invoice is subject to the termination clause in the contract.
- The Board discussed technical details of the contract.
- LMP is the landscaping contractor for various CDDs in the area:
 - Heritage Isles CDD;
 - Reflections of Hillsborough County;
 - Live Oak No. 1;
 - Live Oak No. 2
- Greenview Landscaping is the contractor for the following communities:
 - Meadow Pointe I;
 - Arbor Green;
 - Cheval West
- OLM does not work with Green Band.
- Greenbriar Landscaping is the contractor for the following communities:
 - Oakstead CDD;
 - The golf course community in Carrollwood
- ValleyCrest Landscape Maintenance is the contractor in a number of locations:
 - Kings Point Federation in Sun City Center;
 - Gulf Coast Town Center
- Raymow Enterprises is well known in some of the following communities:

- Innisbrook Resort;
- Panther Trace 1 and 2
- LMP is sufficiently equipped to handle the District.
- Board members can visit their landscaping facility.
- Mr. Lynn indicated the CDD is over budget on landscaping and will have to take the balance out of contingency in order to proceed with the lowest bidder.
- Mr. Glassman would like to know the specific plants to be installed.
 - Mr. Woods reminded Mr. Glassman that LMP was specific in the work they are going to do, which is more critical than plant colors.
- Ms. Glassman commented the plantings in front of the signs are not being trimmed enough because they are hiding shrubs which should be seen.
- Mr. Woods confirmed that LMP understands what needs to be done at the back side of the lake.
- Mr. Shahin commented the new landscaper needs to pay particular attention to the mitigation areas.
 - The area is extremely overgrown.
 - The Board needs to know if landscaping of the mitigation areas is going to be extensive; in which case the new contractor may charge more for this work.

On MOTION by Mr. Glassman seconded by Mr. Shahin with all in favor, LMP, Inc. replacing Vila & Sons as the District's landscape contractor as recommended by OLM, Inc., was approved.

- The Board agreed to defer transfer of funds in the budget for this contract to the next meeting.

FIFTH ORDER OF BUSINESS

Committee Reports

A. Architectural Review

Ms. Bush distributed the Architectural Review Report for the Board's review and approval; a copy of which is attached hereto and made part of the public record.

- 2010-38 – fence installation – recommend approval.

- 2010-39 – replacement of pool screen and frame with bronze finish and new floor decking – recommend approval.
- 2010-40 – install screen door and enclosure at entryway – recommend sending back until necessary documents are sent.

There being no further discussion,

On MOTION by Mr. Lynn seconded by Mr. Shahin with all in favor, the recommendations from the Architectural Review Report were approved as presented.

B. Deed Restrictions

Ms. Glassman distributed the Deed Restrictions Report for the Board's review and approval; a copy of which is attached hereto and made part of the public record.

- Mr. Shahin discussed an e-mail communication from Pasco County.
 - Mr. Bob Prather from the School Board corroborates any complaints regarding shrubbery blocking signs.
 - He is referring to specific locations.
 - Mr. Shahin indicated approval of the deed restrictions with this issue may or may not satisfy the School Board, as there may be additional issues with Pasco County.
 - The deed restriction mandates shrubbery must be trimmed and maintained.
 - This is becoming an issue with the school buses.
 - The CDD is not responsible for maintenance of the sidewalks.
 - Ms. Straw indicated the CDD does not have a deed restriction to cite any items on the list regarding trees.
- The Board discussed the restrictions regarding trash and the water softener.
 - The photographs are not dated.
 - They do not have a photograph of the water softener.
 - The report is dated August 17th; at which time the garbage cans are in front of the homes for pickup.
 - Ms. Glassman and Ms. Bush recommend that the photographs be taken again on a day in which trash will not be picked up.

- The Board is in agreement and directed Mary to be aware that the dated photographs are urgent to validate the offense.
- 2010-80 – Oak Tree at sidewalk in need of trimming; yard overgrowth; trees need trimming – N/A.
 - The grass is also dead in many sections.
 - The Board looked at the photographs and discussed further.
- 2010-81 – Oak Tree at sidewalk in need of trimming; water softener visible from street; weeds and oil in driveway – N/A.
 - Photograph is not conclusive.
 - Another photograph will be taken.
 - The water softener should be re-inspected.
- 2010-82 – Oak Tree at sidewalk in need of trimming; lawn needs edging; bushes need trimming – DR-14.
 - There is no issue with the Oak Trees.
- 2010-83 – Oak Tree at sidewalk in need of trimming; Lawn overgrowth in need of edging and trimming – DR 14.
 - The Oak Tree issue was omitted.
- 2010-84 – Oak Tree at sidewalk in need of trimming; trash can in front of garage; crooked window treatments; eaves at entrance and fence rotted –DR-19.
 - There was no trash can there.
 - The Oak Tree issue was omitted.
 - Deed restrictions do not cover window treatments.
 - There is no dated photograph of the trash can.
 - The eaves will be re-inspected.
- 2010-85 – Oak Tree at sidewalk in need of trimming; trash cans in front of garage – DR-14.
 - Ms. Glassman reminded Ms. Bush DR-10 cannot be indicated since the photographs must be re-taken.
 - Ms. Bush believes she should take the photographs, but the item should not have to come back before the Board.
 - Staff discussed and it was determined that DR-10 should be omitted.

- The garbage can issue will have to be re-inspected.
- The Oak Tree issue was omitted.
- 2010-86 – Oak Tree at sidewalk needs trimming; trash can in front of garage – N/A.
 - The Oak Tree issue was omitted.
 - There was no trash can in the photograph.
- 2010-87 – Oak Tree at sidewalk in need of trimming; yard needs trimming and mowing – DR-14.
 - The Oak Tree issue was omitted.
- 2010-88 – Oak Tree at sidewalk in need of trimming; trash cans in front of garage – DR-14.
 - The Oak Tree issue was omitted.
 - DR-10 is not being recommended because the photograph does not show the entire property, only the tree.
 - It will be re-inspected.
- 2010-89 – Oak Tree at sidewalk in need of trimming; trash cans in front of garage – DR-10.
 - The Oak Tree issue was omitted.
 - The property will be re-inspected for the trash cans.
- 2010-90 – Oak Tree at sidewalk in need of trimming; Christmas decorations still up; yard waste not bundled for waste company; ropes and swing hanging from tree limbs – DR-14.
 - The Oak Tree issue was omitted.
 - The Christmas decorations are being omitted since there is no specific deed restriction against them.
 - There is no deed restriction regarding ropes and swings hanging from tree limbs.
- 2010-91 – Oak Tree at sidewalk in need of trimming; mailbox needs cleaning; trash cans visible from street; yard and shrubs overgrown and in need of edging; bushes in need of trimming – DR-10, DR-14 and DR-18.
 - The Oak Tree issue was omitted.

- The mailbox will be re-inspected for DR-18.
- One letter will be sent for all three deed restrictions.
- 2010-92 – burnt out trailer in driveway – N/A.
 - The trailer is gone.
- 2010-93 – Trailer always parked in driveway – DR-17.
- 2010-94 – Oak Tree at sidewalk in need of trimming; landscape overgrown; weeds growing over sidewalk; mailbox needs cleaning – DR-14 and DR-18.
 - The Oak Tree issue was omitted.
- 2010-95 – Lawn needs mowing, trimming and edging – N/A.
 - The lawn has since been mowed.
- 2010-96 – Abandoned house with grass two inches high – DR-14.
 - The conditions probably warrant a call to the county.
 - Ms. Bush commented the area is cleaned up each time a letter is sent.
- 2010-97 – Tree limb blocking sidewalk – DR-6 and DR-14.
 - A line of site photograph needs to be taken from the sidewalk.
- 2010-98 – Tree limb blocking sidewalk – DR-6 and DR-14.
 - A line of site photograph needs to be taken from the sidewalk.
- 2010-99 – Oak tree at sidewalk in need of trimming at various addresses in Iverson – DR-14.
 - DR-14 is recommended for all addresses with the exception of 1508 because the tree was trimmed neatly.
 - A total of 16 properties are being cited.

There being no further discussion,

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

- The items under 2010-99 need to be separate deed restriction violations.
The Board proceeded to discuss the e-mail from the Pasco County School Board regarding the issue with properties in which the Oak Trees at the sidewalks are blocking school buses.

- Ms. Straw spoke to Mr. Mendenhall because she specifically recalls this issue being discussed approximately two years ago at one of the Board meetings.
 - This was discussed at the August 20, 2008 meeting and Ms. Straw proceeded to read an excerpt from those minutes; a copy of which is attached hereto and made part of the public record.
 - Ms. Straw called Mr. Santiago; and his response is as follows:
 - *The School Board has written us. They have pulled the trigger. They have specifically indicated that there is a safety health concern and based on that, the Board certainly has the authority to act; go in and ask for an estimate with respect to the trees on Burleigh Drive between Lunum and Iverson because those are the ones that have been cited by the county. We are certainly within our right to go in and trim those trees as a result of health and safety of the residents of the community. We need to look into what we did in 2008.*
 - Ms. Straw asked Mr. Snyder if he recalls sending letters to the residents.
 - They told the School Board to send a notice with the students in the area advising the parents the trees in front of their homes need to be trimmed.
 - The Board made a decision at the time in discussion with the attorneys.
 - When staff followed up with the School Board, the subject was dropped and not mentioned again over the past three years.
- Ms. Straw indicated the CDD must be concerned with the trees between Lunum Court and Iverson on Burleigh Drive, as the School Board cited them as a safety and health issue.
 - She suggested the CDD send a letter to the affected homeowners notifying them they must trim the limbs.
- Mr. Shahin elaborated further.
 - The School Board instructed their drivers to drive adjacent to the curb and not down the center of the road.

- The bus will have to go around any parked vehicles.
- Mr. Santiago spoke to Ms. Straw about how this issue should be handled.
 - The District may legally proceed to trim the trees at its own cost if there is a health, safety and welfare concern related to the trees and their obstruction of the bus route.
 - All county requirements for trimming must be followed.
 - If the tree is protected, a tree trimming company with a certified arborist should be able to provide the service and obtain all necessary permitting.
- Mr. Shahin suggested a letter go out to the affected homeowners with a deadline to do this trimming; and if it is not done, the CDD will do so and impose a special assessment.
- Mr. Lynn indicated the county is pursuing multiple CDDs over this issue because the Oak Trees in the areas of concern were a county requirement.
 - A task force was set up comprised of county personnel and citizens to determine how to resolve the issue of sidewalks and tree maintenance.
 - The county already permitted and gave the Grove permission to remove every tree along the sidewalks in the community.
- If the CDD hires an arborist to trim the trees and something happens to the tree, the responsible party must be determined.
 - The homeowners actually put in the trees because the developer included them in the building plans for the homes.
- Ms. Straw believes the School Board is looking to the CDD because it is District property.
 - Ms. Straw asked Mr. Snyder to go back to the School Board to let them know there are legalities which must be determined; and the Board needs to speak to the District Attorney before making a final decision.
- The Board discussed the deed restriction complaints regarding this issue.
 - Mr. Lynn recommends a letter be sent to all residents identified with this issue on the deed restriction list and by the School Board that the School Board determined the trees are a safety hazard for the school buses in the morning and they must be trimmed.

- Ms. Straw recommends deferring this entire issue until such time as they speak to the District Attorney.
- Ms. Straw wants to know if the Board is comfortable citing the homes on Baythorn Drive which have deed restriction violations regarding this issue.
 - Mr. Lynn believes the CDD has the right to do so if the issue involves the sidewalk.
 - Mr. Shahin suggested the Board look at the new photographs after they are taken to ensure each property represents a line of site issue and resolve at the next meeting.
 - Mr. Shahin will speak to Mary as to how she should handle this.
- Mr. Shahin wants the Board to think about what should be done to allocate Mary's time to handle the large number of violations coming all at one time.
 - Mr. Snyder indicated ARC is her priority.
 - Ms. Straw recommends Mary take the photographs and get the violations validated as quickly as possible without working overtime.
 - Mr. Lynn commented that a process needs to be put into place in which another individual assists Mary with some of the other tasks if she cannot take care of them.
 - An example is activation of ID cards which must be taken care of right away.
 - Mr. Snyder indicated she does this on Mondays and Fridays; and handles deed restrictions the rest of the week.
 - Mary does not like to tell staff that she is overwhelmed with work.
 - Ms. Straw asked Mr. Snyder to speak to her.
- Mr. Lynn reminded the Board there are statutory timelines associated with Architectural Review items, but not with deed restriction violations.

SIXTH ORDER OF BUSINESS

New Business (Continued)

Ms. Straw discussed an e-mail from Mary in which she received a call from the Relay for Life Supervisor, who is requesting to have their planning meetings here on the second Thursday of each month.

- Mary will ask them for an insurance certificate once the Board approves.

- This is a non-profit organization.
- Many Meadow Pointe residents participate with this organization.
- The Board is in favor subject to the number of people attending this meeting; number of rooms needed, and availability of the rooms.

Ms. Straw discussed revisions to the employee handbook.

- Mr. Mendenhall will address staff on September 7th.
- Mr. Mendenhall sent a draft to the Board on August 30th.
- Ms. Straw would like to get the updates approved and adopted this evening.
- She briefly summarized the Board on some of the modifications.
 - Severn Trent's name was changed at the beginning of the document.
 - In the statement under Code of Conduct; *or District Manager* was added *after Property Manager*.
 - In the statement which reads; *Employees found to be conducting themselves in an unethical manner may be subject to disciplinary action; irresponsible, unprofessional or* was inserted before *unethical*.
 - The following statement regarding hiring of family members previously read as follows: *Meadow Pointe II does not allow family members or relatives of employees to be considered for employment providing they are qualified for the position and no other conflicts of interest exist.* The portion of the statement, *providing they are qualified for the position and no other conflicts of interest exist* should be deleted, as it does not make sense.
 - *Background Check Policy* was changed to *Drug Screening and Background Check Policy*.
 - In the final sentence under *Personnel File*, a spelling error was corrected; and a note was added which states; *Social Security Numbers of all current and former employees are exempt from public records as provided by both the Public Records Law of Florida and the federal regulations of the Social Security Administration. Therefore, Social Security Numbers are kept confidential and are never subject to disclosure unless specifically required by law.*

- Under *Attendance*, the portion of the statement; *requiring employees to be functional; notify the Property Manager as soon as reasonably possible, preferably at least one hour in advance of your time to work;* was changed to read as follows: *notify the Property Manager at least one hour in advance of the time you are scheduled to work or as soon as reasonably possible if an unscheduled event should occur.*
 - There may be exceptions in the event of an emergency.
- The second sentence under *Work Schedule Requirements* reads as follows: *As a result, you may be required to work overtime be it planned or spontaneous.* The sentence was changed as follows: *As a result, work schedules may vary from one payroll period to another and you may be required to work hours that exceed what is scheduled. When required, these hours are mandatory and a condition of employment. When eligible, these hours may be considered overtime and compensated as provided herein.*
 - Only employees who work 40 hours are considered for overtime.
 - Mr. Glassman expressed concern about making the hours mandatory in the event an employee is faced with an emergency; and an exception should be made.
 - Ms. Straw does not believe an exception should be made as a precedent may be set in which other employees may believe their individual situations are considered emergencies.
 - Mr. Lynn believes this issue should be discussed with the attorney.
- The following statement should be added: *Work schedules will be created, approved and posted by the Property Manager. All changes to the posted schedule must be submitted in writing and approved by the Property Manager. Unauthorized changes to schedules are subject to disciplinary action, including termination. Copies of all posted work schedules will be kept on file at the Office of the District Manager.*
- A paragraph on employee parking was added, which states: *Employee parking is permitted in the parking lot off of Mansfield Boulevard and*

must be used in all instances except for when an employee is scheduled for the evening shift after 4:00 p.m. For safety reasons, employees scheduled to work the evening shift may use spaces in the front lot.

- There are seven daytime employees.
- The designated parking spots in the front are for the truck and Mr. Snyder.
- In the paragraph regarding medical attention, *Property Manager or immediate Supervisor* should replace a *Supervisor*.
- After the statement; *Employees requiring transportation to a medical facility must be taken by trained medical personnel*; the following sentence was added: *In all cases an accident report must be filed by the shift Supervisor or Property Manager.*
- Under *Compensation*; the following statement should be added; *Compensation rates are established by the Board of Supervisors. Increases shall be established by the Board of Supervisors or its designee. Employment is at will.*
- The entire paragraph under *Performance and Evaluation Reviews* was deleted and replaced with the following: *Generally, a performance evaluation will be conducted by the Property Manager or your immediate Supervisor typically during the anniversary month of your employment. Your performance will be evaluated both by you (self evaluation) and by the Property Manager against the skills and competencies required to successfully perform your job functions. Together you will establish plans for your growth and development. All performance evaluations will become a permanent part of your personnel file. Performance evaluations are conducted for continued employment and for personal growth and improvement purposes. Under no circumstances do the results guarantee compensation increases.*
- The statement under *CDD Vehicles* was changed as follows: *An employee operating a CDD vehicle must do so in accordance to Florida laws, including but not limited to having a valid drivers' license and obeying*

seat belt laws. Smoking is prohibited in CDD vehicles. Use of cell phones while operating a CDD vehicle is also prohibited. Use of CDD vehicles for personal purposes is prohibited. Employees found to be using CDD vehicles for personal use or failing to obey the Florida law may be subject to appropriate disciplinary action, including termination.

- Mr. Lynn suggested a statement mandating use of appropriate emergency lighting when operating a CDD vehicle is included.
- Employees may pull over to the side of the road to answer a call on the cell phone.
- The statement under *Personal Days and Floating Holiday* was changed as follows: *Meadow Pointe II CDD also provides regular full-time employees regular paid personal days and one paid floating holiday. Personal time is intended to provide the employee paid time off for personal reasons including, but not limited to, illness and may be taken in one hour increments. For time off to be considered as paid personal time, an employee must notify the Property Manager at least one hour in advance of the time they are scheduled to work or the time they intend to leave work. Exceptions may be considered in cases of sudden illness while at work.*
 - If Mr. Snyder is going to take time off, he should let one of the Board members know, but these rules do not apply to him, as he is a salaried employee.
 - There are provisions for sudden illnesses.
 - Mr. Lynn believes a statement should be included which separates salaried employees from hourly employees; and should state: *Any salaried employees' vacation and sick time will be determined by the Board of Supervisors.*
- Ms. Straw prepared an Exit Interview form to be used and distributed to the Board.
 - Mr. Lynn suggested a box indicated *Terminated* be added.
 - A signature line for Severn Trent will be added.

- Ms. Straw will add a notation regarding the exit interview to the Employee Handbook.
- The Disclaimer on Page 4 was discussed.
 - Mr. Lynn suggested the disclaimer include a reference to hourly employees; to which the Board was in agreement.
 - Mr. Shahin asked Ms. Straw to go through the handbook and make any necessary references to Mr. Snyder's position.
 - Ms. Straw suggests a job description for Mr. Snyder's position be created; to which the Board was in agreement.
- The mandatory overtime issue was discussed.

There being no further discussion,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor, the Employee Handbook was approved as amended subject to discussion with the District Attorney regarding the mandatory overtime issue.

A Resident discussed the flag pole.

- He can send a request to the CDD for a flag pole.
- The flag pole must be lit at night.
- The request should come from the HOA as opposed to an individual resident.

Mr. Lynn discussed three different job descriptions.

- One is for the Property Manager.
- One is used by Meadow Pointe I.
- One is used for life guards and office personnel.
- He will send them to Ms. Straw for revisions.

Mr. Lynn presented for the Board's review and approval, the new contract for the sheriff's office for next year; a copy of which is attached hereto and made part of the public record.

- The cost is the same as the budget amount.
- Mr. Lynn is asking for authorization to execute the contract.

There being no further discussion,

On MOTION by Ms. Straw seconded by Mr. Shahin with all in favor, Mr. Lynn was authorized to execute the Contract for General Law Enforcement Services between the District and Mr. Bob White of the Pasco County Sheriff's Office.

Ms. Straw announced an offer from CVS Pharmacy.

- They are offering companies flu shots.
- She does not recommend the CDD offer to pay for this, since anyone can walk into the pharmacy and get the shot.
- The Board determined this offer is irrelevant since it is offered to a company with 15 or more employees.

Mr. Shahin brought up the changing healthcare issue.

- He wants to know if Severn Trent is going to cover this and discuss further.
- Ms. Straw will find out.

SEVENTH ORDER OF BUSINESS

Property Manager

- Ms. Straw asked Mr. Snyder for the status of the letter to be sent to Meadow Pointe III and IV regarding a reciprocal agreement.
 - Mr. Snyder received a response from Mr. Glen Johnston, Property Manager for Meadow Pointe III.
 - The residents from Meadow Pointe II are welcome to the Meadow Pointe III clubhouse.
 - They will be installing a security system which will work via key card access in the future.
 - Ms. Straw would like an e-mail to be sent to Otis regarding this conversation with a request for them to respond in writing.
- Mr. Shahin asked about the orange pylons.
 - The pylons are gone and the curb was installed today, which increased the diameter of the roadways.
 - They are waiting for the cement to dry.
- The plants will be installed next week.
- Mr. Glassman discontinued the on-line newsletter and wants to know who will be responsible for submitting items to the Meadow Pointe News.

- They should be sent to Ms. Cindy Matter.
- Ms. Straw still needs to speak to Ms. Matter about including a disclaimer in the newsletter, which indicates the article does not reflect the opinion of the CDD, unless otherwise noted.
- The possibility of a Movie Night was discussed.
 - Certain lighting is required around the pool.
 - The necessary lighting is in excess of what the CDD wanted to pay.
 - Mr. Snyder is continuing to look into this.
- Certain areas of the parking lot still need to be filled in before it is sealed.
- Nothing was received from the attorney regarding transfer of the pond.
 - Mr. Shahin received a response indicating the District's attorney would deal with this issue separately.
 - Ms. Straw will follow up with Mr. Santiago.
- Ms. Straw followed up with Mr. Santiago regarding the status of the Aqua Pool settlement.
 - Ms. Straw recalls the District signed a repayment agreement.
 - Mr. Santiago did not know whether or not the payment was received and was supposed to check into it.
- Mr. Glassman received a quote from a gunite company to repair the pool.
 - It appears the marcite is visibly puckered.
 - The cost is approximately \$750.
 - The pool must be drained.
 - The pool will be inspected for any other possible areas, which will cost \$150 per item to be repaired.
 - Some areas at the bottom need to be acid-washed to get rid of the algae stains.
 - The drains need to be replaced.
 - Mr. Glassman proposed that this be done in October.
 - The glass lenses on the lights will be replaced with plastic.

- The cost to re-fill the pool is \$900, but the District will receive a credit of a little more than \$400.

There being no further discussion,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor, the pool repairs in an amount not to exceed \$2,500 were approved as discussed.

- Ms. Straw authorized Mr. Snyder to proceed and ensure they provide their insurance certificate.
- Mr. Lynn suggested the work be done toward the end of October.

EIGHTH ORDER OF BUSINESS

Supervisor Areas of Specialization and Comments

Mr. Lynn

- Mr. Lynn discussed an article from the neighborhood news about cross-connections in the community.
 - The county will only allow connections from Kinnins to Meadow Pointe Boulevard.
- Mr. Lynn contacted the county regarding the sidewalk in Vermillion.
 - They are investigating the source which gave him the information.
 - A county official indicated the funds were available from the county.
- Mr. Lynn attended a workshop last month and asked Mr. Santiago to send a revised update.
 - He has not received this.

Mr. Glassman

- Mr. Glassman and Mr. Snyder are going to start restoration and painting of all of the gates in and out of the villages in the next couple of weeks.
 - They are going to put glass beads into the paint on the bottom section to alleviate the yellow stripes which a resident in Wrencrest did not like.

NINTH ORDER OF BUSINESS

**Approval of the Minutes of the
August 4, 2010 Meeting**

Ms. Straw stated each Board member received a copy of the Minutes of the August 4, 2010 Meeting and requested any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor, the Minutes of the August 4, 2010 Meeting were approved.

TENTH ORDER OF BUSINESS

Other Business

- The towing bill in the amount of \$40 should be paid.

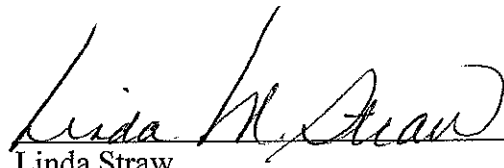
There is money in the contingency fund to take care of the mitigation areas.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Lynn seconded by Mr. Glassman with all in favor, the meeting was adjourned.



Linda Straw
Chairperson