

**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, January 16, 2013 at 6:30 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida 33543.

Present and constituting a quorum were:

Michael Cline	Chairman
Brian Shahin	Vice Chairman
Renee Glassman	Assistant Treasurer
Glen Aleo	Assistant Secretary
James Bovis	Assistant Secretary

Also present were:

Andrew Mendenhall	District Manager
Kelly Martinson Fernandez	District Counsel
Joseph Payne	District Engineer
David Starkey	Acting Property Manager
Yolanda Bush	ARC/DRC
Numerous Residents	

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Mr. Cline called the meeting to order.

Call to Order

SECOND ORDER OF BUSINESS

Supervisors introduced themselves.

Roll Call

THIRD ORDER OF BUSINESS

The Pledge of Allegiance was recited.

Pledge of Allegiance

FOURTH ORDER OF BUSINESS

There being no guest speakers present, the next item followed.

Guest Speakers

FIFTH ORDER OF BUSINESS

Audience Comments

Hearing no comments from audience members, the next item followed.

SIXTH ORDER OF BUSINESS

**Approval of the Minutes of the
December 19, 2012 Meeting**

Mr. Shahin MOVED to approve the Minutes of the December 19, 2012 Meeting; and Mr. Aleo seconded the motion.

- Minor changes from Mr. Cohen will be made which will be reflected on the amended document.

There being no further discussion,

On VOICE vote with all in favor, the prior motion was approved as amended.

SEVENTH ORDER OF BUSINESS

**Approval of the December 31, 2012
Financial Statements**

On MOTION by Mr. Shahin seconded by Mrs. Glassman with all in favor, the December 31, 2012 Financial Statements were approved.

EIGHTH ORDER OF BUSINESS

Committee Reports

a. Sheriff's Department

There being no Sheriff's Department representative present, the next item followed.

b. Architectural Review

- 2013-01 – Re-painting of home in unapproved scheme – Recommend tabling pending further investigation.
- 2013-02 – Painting of home in Scheme 62 – Recommend approval.
- 2013-03 – New roof – Recommend approval.
- 2013-04 – Replacing front door in same color – Recommend approval.
- 2013-05 – Completion of fencing and addition of two gates – Recommend approval.

- 2013-06 – Painting of home in Scheme 85 – Recommend approval.

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

c. Deed Restrictions

There being no deed restrictions to report, the next item followed.

d. Publications

- Mr. Aleo discussed the Kinnen/Mansfield road connection.
 - Residents would like to start a petition in opposition to this.
 - The District Attorney indicated the CDD may endorse this effort, but should not organize or disseminate it.
 - A resident volunteered to draw up a petition.
- Dissemination of articles for the newsletter was discussed.

e. Utilities

- Mr. Bovis discussed rate increases.

NINTH ORDER OF BUSINESS

Staff Reports

a. District Attorney

- Mr. Cohen forwarded a draft Employee Manual to the Board.
- Deed Restriction cases are ongoing.

1. Discussion of Adoption of Fining Resolution

- The Resolution is necessary if the District wants to levy fines.

On MOTION by Mr. Shahin seconded by Mr. Aleo with all in favor, discussion of the Operating Rules and Fining Resolution was tabled to the next meeting.

- Mr. Hanner has not made a payment regarding his Settlement Agreement for the past two months.
 - A letter will be sent to Mr. Hanner reminding him of his obligation and an update will be provided at the next meeting.

- Letters are being sent requesting the OPC and Trout Creek property owners to deed the property or provide the CDD with an easement.
- The plats will be provided to determine the manner in which the property was dedicated in order to make a decision regarding general public access to the Wrencrest Gate.
- Mr. Glassman was advised to resign from the committee he was appointed to since a relative is serving on the Board.
 - Ms. Fernandez will e-mail Mr. Cline any documents Mr. Cohen referred to in order to give an opinion in this regard.

EIGHTH ORDER OF BUSINESS

Committee Reports (Continued)

b. Architectural Review (Continued)

- 2013-01 – Investigation revealed there are no similar color schemes to the requested color; and another resident has their house painted this same color – Recommend rejection.

Mrs. Glassman MOVED to accept the recommendation of Architectural Review Item 2013-01; and Mr. Shahin seconded the motion.

- Mr. Aleo is in favor of the color.

Mr. Cline called for an individual roll call vote.

Mr. Bovis VOTED aye.

Mr. Shahin VOTED nay.

Mr. Aleo VOTED nay.
Mrs. Glassman VOTED aye.

Mr. Cline VOTED aye.

There being no further discussion,

On VOICE vote with Mr. Cline, Mrs. Glassman and Mr. Bovis voting aye; and Mr. Shahin and Mr. Aleo voting nay, the recommendation made for Architectural Review Item 2013-01 was accepted.

- A letter will be sent to the other homeowner indicating their home is not painted in an appropriate color scheme and they need to submit a request to the Architectural Review Committee.

NINTH ORDER OF BUSINESS

Staff Reports (Continued)

b. District Engineer

- The pool was discussed.
 - Mr. Payne will send Riviera Pools a letter indicating the CDD will extend the timeframe to address punch list items to the end of January; at which time the attorney will send a letter if the items have not been addressed.
 - The gutters and drains were addressed.
 - Funds may be withdrawn from Reserves to pay for the repairs.
 - The estimate is approximately \$7,500 to \$8,000.
 - The contractor who laid down the pavers should be responsible for removal.

Mr. Bovis MOVED to proceed with making repairs to the drainage and gutters based on the District Engineer’s most feasible and economic recommendations as discussed; and Mr. Shahin seconded the motion.

- Mr. Aleo indicated a company should be contacted which does this type of work as another option.
- Mr. Payne will contact the county to determine whether or not there is any code enforcement in this regard.

There being no further discussion,

On MOTION by Mr. Bovis seconded by Mr. Shahin with all in favor, to amend the prior motion and authorize the District Engineer to determine the most feasible and economic way to proceed with getting the drainage off of the roof and into some type of drainage system in an amount not to exceed \$8,000; and authorize the Chairman to make a final decision in this regard and move forward while the contractor is still available.

- Discussion continued regarding punch list items.
 - Mr. Aleo volunteered to take photos of the cracks at the bottom of the pool.
- Mr. Payne discussed the need for a schematic plan of the structures containing the pool treatment system in which all parts of the system are identified for insurance purposes.
 - The insurance policy will be checked to determine whether or not the structures are already included.
- Mr. Payne recommended the CDD get the two required pond treatment inspections done during the dry season as opposed to waiting until July and August.
- There should be a plan for previously-identified ADA sidewalk improvements.
- The Board may want to move forward on a pond evaluation study as part of the reserve study for the annual budget.
- Mr. Aleo suggested a construction manager should be assigned to oversee any projects amounting to \$200,000 or more.
- c. **District Manager**
 - Mr. Mendenhall suggested allowing each Board member approximately two minutes to speak to each item at the continued meeting.

TENTH ORDER OF BUSINESS

Old Business

The Mansfield project was discussed.

- Mr. Cline discussed the meeting he held with the County Engineer, three District Engineers and Mr. Dennis Smith of Meadow Pointe I.
 - Mr. Aleo will draft a letter to residents to be reviewed at the next meeting.

- The Board will schedule a meeting with the county engineers regarding this issue.

NINTH ORDER OF BUSINESS

Staff Reports (Continued)

c. District Manager (Continued)

- Mr. Bovis discussed further changes to the Minutes of the December 5, 2012 meeting.
 - The audio will be reviewed to ensure everything is correct.

d. Acting Property Manager

- Assessment of ponds with plants was discussed.
 - The Board viewed photos of the ponds and expressed concern with the overgrowth of algae and grasses.
 - Mr. Mendenhall suggested Tony of American Ecosystems submit a report on the condition of the ponds over the past several years and make a presentation to the Board.
- Office staff will be moved around in the clubhouse.
- The twitter information was posted.
- The clubhouse painting is almost done.
- Office computers will be purchased.
- A street light maintenance schedule is in place.
- Tennis courts two and three are being refurbished.

TENTH ORDER OF BUSINESS

Old Business

Brian Shahin

- Discussion ensued regarding the new television in the main lobby of the clubhouse.

Glen Aleo

- Conservation areas should be thoroughly inspected.
 - Dr. Don monitors the area to ensure the CDD is in full compliance.
 - Mr. Starkey was directed to date stamp the photos he took of the ponds; and to monitor the ponds for any problems.

ELEVENTH ORDER OF BUSINESS

New Business

Renee Glassman

- Issues regarding Mr. Starkey’s cell phone were discussed.
- All invoices should be checked by Ms. Diaz and Mr. Starkey before sending to Severn Trent Services.
- Telephone bills should not be paid with the credit card.

Michael Cline

- Personnel issues regarding Mr. Starkey were addressed.

Mr. Aleo MOVED to terminate employment of Mr. David Starkey as Property Manager with two weeks of salary and dissolve the Property Manager position; and Mrs. Glassman seconded the motion.

Mr. Cline called for an individual roll call vote.

Mr. Shahin VOTED nay.

Mr. Bovis VOTED nay.

Mr. Aleo VOTED aye.

Mrs. Glassman VOTED aye.
Mr. Cline VOTED aye.

There being no further discussion,

On VOICE vote with Mr. Cline, Mrs. Glassman and Mr. Aleo voting aye; and Mr. Shahin and Mr. Bovis voting nay; the employment of Mr. David Starkey as Property Manager was terminated with two weeks of salary and the Property Manager Position was dissolved as discussed.

- Mr. Shahin voiced his disagreement for the record.

TWELFTH ORDER OF BUSINESS

Audience Comments

There being no audience members present, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mrs. Glassman seconded by Mr. Cline with all in favor, this meeting was recessed and will reconvene on Saturday, January 19, 2013 at 9:00 a.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida 33543 to discuss General and Procedural Rules, Policies and Procedures, the Fining Resolution and the Employee Manual.



Michael Cline
Chairman