

**MINUTES OF MEETING
MEADOW POINTE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe Community Development District was held Thursday, August 6, 2009 at 6:30 p.m. at Clubhouse I, Meadow Pointe I Community Park, 28245 County Line Road, Wesley Chapel, Florida.

Present and constituting a quorum were:

Dennis Smith	Chairman
Lutfi Jadallah	Treasurer
Kelly Garvin Rodriguez	Assistant Secretary
Dawn Khalil	Assistant Secretary

Also Present:

John Ricciardi	District Manager
Keith Fisk	Operations Manager
Residents (4)	

The following is a summary of the discussions and actions taken at the August 6, 2009 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Smith called the meeting to order and all Supervisors identified themselves.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The pledge of allegiance was recited.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Minutes of the July 2, 2009 and July 16, 2009 Regular Meetings
- B. ARC Applications
- C. Approval of Financials and Invoices through June 30, 2009

There not being any comments or questions on the consent agenda,

On MOTION by Mr. Jadallah seconded by Ms. Rodriguez with all in favor the consent agenda was approved.
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FOURTH ORDER OF BUSINESS

Recreation Capital Improvement Project

Mr. Smith reported the following:

- On the pre-bid meeting we had about 11 general contractors show up and now we have requests for information coming in. In many cases we went back to JAH Architects to answer the RFI's. JAH told us that was not included in the scope of their original proposal and they need a scope change. This was discussed with JAH and in order to get the process moving, Mr. Smith approved a time and materials agreement with them to do the RFI's for a not to exceed amount of \$2,000. This agreement requires ratification by the Board.

On MOTION by Mr. Jadallah seconded by Ms. Rodriguez with all in favor the JAH scope change agreement with a not to exceed charge of \$2,000 was ratified.

- The site plan review is proceeding. WilsonMiller thinks we are on track to get the site plan approved by mid-September as anticipated. The County gave their first round of comments. The Chief of Permitting for the County indicated that everything looks good and she thinks approval may be possible without any changes to the site plan.
- The SWFWMD permit is proceeding as expected. There has not been any feedback on the construction permit application that was submitted by JAH on July 20th.
- We still do not have an answer from TECO on how they are going to run the electricity and there is also a question on where the transformer should be located in relation to the building.
- The bids will be opened on August 12th and we will consider them at the September 3rd meeting.

Construction Administration

- WilsonMiller submitted a proposal for Construction Management Services for \$5,000. The proposal assumes that the construction inspection services and certifying the building construction will be accomplished by another party, right now JAH. It does not include construction inspection of the site work.

Mr. Smith asked Mr. Ricciardi to get a proposal for that from Ms. Stewart.

- JAH submitted a proposal for construction administration for the building and they are asking \$7,830. They would have to do numerous inspections and process requests for changes; there are certain things the contractor will have to give a shop plan for, on how they will do certain things.
- They also included an option called Value Engineering at a cost of \$3,500.
- Both JAH and WilsonMiller assume construction will be completed on a four month schedule, which is what is called for in the bid. If it is not, JAH wants to charge \$1,551 per month beyond the four months because there will be additional inspections and more time spent.

WilsonMiller has not given us a price on this yet.

Mr. Ricciardi will get a proposal from Bracken Engineering on Construction Administration

Mr. Ricciardi will also check with Mr. Robin on what is the average penalty for behind schedule projects and will ask about reimbursement of any expenses the District may incur.

Mr. Fisk reported he has prices from several companies for the cabinets, counter tops, sink and faucets; he has photos along with the prices for the Board to review. All the proposals include materials and installation.

He also has tile samples.

Mr. Smith asked Ms. Rodriguez to take the lead in reviewing the items noted above by Mr. Fisk.

FIFTH ORDER OF BUSINESS

Audience Comments

Mr. Koryus asked if Severn Trent is billing the District for the time and the handling of the vendor requests for the new construction project?

Mr. Ricciardi responded no there is no additional cost to the District for his additional assignments.

Mr. Koryus also asked is there a line item under Capital Improvement where all the invoices and all payments that have been made are noted so that the total amount can be tracked?

Mr. Smith responded yes, it is under Parks.

Mr. Ricciardi explained once the contract is awarded, he will be reporting to the Board on

a monthly basis with a rack-up that will show what was approved for the project, from a construction point of view and where we are to date in expenditures.

Ms. Hemphill reported a new resident, who purchased a home that was in foreclosure, was moving in and received a deed violation within a few weeks of moving in. Ms. Hemphill did not think this was right.

Mr. Smith explained regarding houses in foreclosure, we are only going to do one letter and after that we will not do any more. He did not see how the property appraiser's records could have been updated so quickly.

Ms. Hemphill noted the new resident bought the house on June 30th and came to a council meeting with the deed restriction. She suggested that before deed restriction notices are sent out, a check to see when the house was bought should be done; giving a form of grace period.

Mr. Smith noted he will look at the procedures to try to avoid this situation in the future.

Ms. Asklar reported on the Newsletter and will forward all the information she has on the Newsletter to Ms. Khalil.

Ms. Asklar also discussed the mailbox supplier.

Mr. Zerbe asked about the sign advertising Avon.

Mr. Jadallah responded he has registered a complaint and will give the deed restriction notice to Mr. Fisk. The sign is still there, it was gone and now it was put back.

Mr. Fisk reported they received the restriction letter and they have until August 11th to remove it.

Mr. Koryus asked when will the Board go over the budget and Mr. Smith responded the public hearing is scheduled for September 3, 2009.

SIXTH ORDER OF BUSINESS

Deed Restriction and Architectural Review Matters

Mr. Smith noted some deed restriction items have already been discussed.

SEVENTH ORDER OF BUSINESS

Operations Manager's Report

Mr. Fisk referred to his report and offered to take questions from the Board.

He reported the Community Council asked about the signs, noting they want to purchase 11 new Crime Prevention Signs to replace some that are missing. The price for the standard signs is \$319. They still have \$1,800 in our joint account.

They are also requesting the opinion and approval of the Board on purchasing Deed Restriction signs and placing them at the entrance to each village mounting them to the brick wall.

Mr. Smith noted we will have to get a price before we consider that. He believes the signs would be over-kill.

Mr. Dennis Costa will be asked to come to the next CDD meeting to discuss the signs.

Mr. Fisk discussed an illegal dumping site issue. He would like to purchase a sign that says *No Dumping*; one would be attached to the dumpster and two would be placed on the inside of the white corral.

Pool pavers around the lap pool were discussed by Mr. Fisk. The Board was asked for approval to have the coping around the lap pool replaced. The installation could be done in two days.

On MOTION by Mr. Jadallah seconded by Ms. Khalil with all in favor replacing the coping pavers around the pool deck by Sun Pavers at a not to exceed charge of \$4,500 was approved.

Mr. Fisk will continue to shop in order to get a lower price for the pavers and installation; if he is successful he is authorized to go forward with contracting with the lower price company.

EIGHTH ORDER OF BUSINESS

District Manager's Report

Mr. Ricciardi reported on follow up items:

- Investment CD's. – The District can invest funds in CD's and they must be FDIC banks and all of our banks are.
- We are at 99.93% of assessment collection; however net collections are above because of the discounts. In terms of the net assessments, we are over 100% and in terms of the gross assessments, we are under between debt service and general fund about \$1,500.

NINTH ORDER OF BUSINESS

Chairman's Comments

Mr. Smith reported he will be out of town from August 7th thru the 17th.

He would like to have a draft budget sent to him by August 17th with the July actual figures. He will give instruction on what he wants the draft budget to look like. Hopefully the budget the Board receives in the agenda package for the September 3rd meeting will be the

budget that will be adopted. Based on what he has seen with the actuals through June and if we do not get any surprises on the building, we will be able to hold the line with last year's assessments and probably put a little more in to deed restriction assessments, which will mean we will not have to worry about possibly increasing it next year to make up for deed restrictions. Things are looking pretty good right now.

Mr. Smith noted the commercial assessments will probably go up a little bit.

It was reported the next landscape inspection will be held on August 25th at 1:00 P.M. Mr. Jadallah noted he will attend the inspection on that date.

TENTH ORDER OF BUSINESS

Supervisors' Reports, Requests and Comments

Ms. Khalil asked if the Board has heard back from Meadow Pointe II on the Joint Agreement?

Mr. Smith responded no, he will check with them at the end of the month as a decision should be made at the September meeting on what will be done.

Ms. Khalil reported she expects to take over the Newsletter for the October edition.

Mr. Jadallah asked if Meadow Pointe II will provide input on the results of their survey?

Mr. Smith responded he does not think so.

Mr. Smith reported he sent an email to the Chairman of the Meadow Pointe III Board telling them the current Joint Use Agreement is up in October. A new proposed Joint Use Agreement was also sent to them. They have not yet responded on the proposed agreement. A new agreement is not necessary for October; it can proceed on a month to month basis.

Ms. Rodriguez asked why the new treadmill was broken and Mr. Fisk responded someone pulled the emergency stop.

ELEVENTH ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Mr. Mark Foster

A motion to act on the resignation was requested.

On MOTION by Mr. Jadallah seconded by Ms. Khalil with all in favor the resignation of Mr. Mark Foster was accepted.

B. Appointment of Supervisor to Fill the Unexpired term of Office (11/2012)

Mr. Smith reported he received requests from several individuals to consider them for the appointment for the Board vacancy and other Board members have also received requests.

Obviously, only one person can be appointed however, that does not mean those not appointed cannot serve the community and the CDD in other capacities. The community council is always looking for volunteers and volunteers are needed to serve on the Deed Restriction Violation Board. Although the architectural review process is currently being handled by the Board of Supervisors, this function can be handled by a non-board member.

There are 3 people in the audience tonight who have expressed an interest in filling the board vacancy.

Mr. Smith explained the procedure for nominations and appointment.

Mr. Ricciardi noted the Board is not required to fill the seat at this meeting; the appointment can be considered at another meeting in the future. He also explained that nominations for the vacancy do not require a second.

Mr. Jadallah noted he received emails from interested residents and some of them are not at the meeting today.

The nominations to fill the board vacancy were opened.

Mr. Smith nominated Ms. Pat Asklar and stated his reasons for the nomination.

Mr. Jadallah indicated that before nominations are made he thought the Board would have a general discussion of what they feel are supervisor's duties and obligations. He noted the qualifications may change.

Mr. Smith explained the qualifications to hold office are that you must be a registered voter of the District; a qualified elector over the age of 18.

Mr. Jadallah nominated Ms. Lorraine Koryus and stated his reasons for the nomination.

Mr. Smith asked for other nominations and none were heard.

A discussion regarding the nominees ensued.

Mr. Jadallah explained his initial idea regarding the board vacancy was to announce the vacancy in a newsletter and have interested parties submit a bio about themselves explaining what they see for the future of Meadow Pointe. They would appear before the Board for consideration.

Mr. Smith noted he does not think it is appropriate to approach this appointment as a political campaign. He indicated in this particular case, it is the decision of four people who have to make a decision, not based on politics but on who they think is best qualified to do the job; it is not a popularity contest. He reiterated that the procedure is that the four remaining

members make the decision on who will be on the Board.

Ms. Rodriguez asked if this appointment could be shelved until another meeting and give any interested parties an opportunity to promote their qualifications for appointment to the Board.

Mr. Ricciardi explained that a decision does not have to be reached at this meeting.

Ms. Khalil noted she would like to hear the two nominees speak and Mr. Smith indicated both nominees would be permitted to speak for 3 minutes each.

Ms. Asklar briefly explained her position and qualifications for being considered as an appointee to the Board of Supervisors to fill the vacancy left by Mr. Foster.

Ms. Koryus briefly explained her position and qualifications for being considered as an appointee to the Board of Supervisors to fill the vacancy left by Mr. Foster.

Mr. Ricciardi commended the current Board and the last few Boards for being very one-minded as to what is good for the community. He noted regardless of how the appointment turns out he would hate to see this be a divisive board based on any decision of who joins the group.

Mr. Ricciardi called the vote asking the 4 seated Supervisors to verbally acknowledge their vote for Ms. Asklar to fill the vacant seat left by Mr. Foster.

The record will reflect 3 seated Board members voted aye for Ms. Asklar.

Mr. Ricciardi called for a vote asking the 4 seated Supervisors to verbally acknowledge their vote for Ms. Koryus to fill the vacant seat left by Mr. Foster.

The record will reflect 1 seated Board member voted aye for Ms. Koryus.

C. Oath of Office of Newly Appointed Supervisor

Mr. Ricciardi being a Notary Public of the State of Florida administered the State oath of office to Ms. Asklar; a copy of the signed oath is attached hereto and made part of the public record.

Mr. Smith noted the election of officers resolution will be discussed at the next meeting and will be the last item on the agenda.

Mr. Ricciardi explained the Board is not required to reconstitute the officer structure; you can leave all officers in the positions they currently hold.

TWELFTH ORDER OF BUSINESS

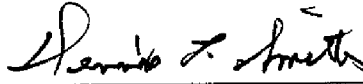
Adjournment

There being no further business,

On MOTION by Ms. Khalil seconded by Ms. Rodriguez with all in favor the meeting was adjourned.



John Ricciardi
Secretary



Dennis Smith
Chairman