



Rizzetta & Company

Meadow Pointe IV Community Development District

Board of Supervisors' Meeting December 12, 2018

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1615**

www.meadowpointe4cdd.org

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT AGENDA

To be held at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd,
Wesley Chapel, FL 33543.

District Board of Supervisors	Liane Sholl Denise Rae William Horner Susan Fischer Megan McNeil	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Christine Perkins	Rizzetta & Company, Inc.
District Attorney	Mark Straley/ Vivek Babbar	Straley & Robin
District Engineer	Tonja Stewart	Stantec Consulting Services Inc

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at 813-933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT

5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

www.meadowpointe4cdd.org

**Board of Supervisors
Meadow Pointe IV Community
Development District**

December 4, 2018

AGENDA

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Meadow Pointe IV Community Development District will be held on **Wednesday, December 12, 2018 at 12:00 p.m.** at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ADMINISTRATION**
 - A. Administer Oath of Office to Newly Elected Supervisors
 1. Consideration of Compensation
 2. Review of Chapter 190 FL Statues.....Tab 1
 3. Review of Sunshine Laws and Code of Ethics for Public Officers and Employees.....Tab 2
 - B. Consideration of Resolution 2019-03, Designating Officers of the District.....Tab 3
 - C. Consideration of Minutes of the Board of Supervisors' Meeting held on November 14, 2018Tab 4
 - D. Consideration of Operation and Maintenance Expenditures for October 2018Tab 5
- 5. BUSINESS ITEMS**
 - A. Consideration of Audit Committee Recommendation
 - B. Consideration of Proposal from Cardno for Wet/Dry Season MonitoringTab 6
 - C. Consideration of Proposal from Ecological Consultants for Pond M7 Plantings.....Tab 7
 - D. Consideration of Proposal from Fitness320 for Active Aging Boot CampTab 8
 - E. Consideration of Proposals for Community Email BlastsTab 9
 - F. Consideration of Proposals for Ancillary Trash Clean-UpTab 10
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Review of Pavement Preservation Report.....Tab 11
 - C. Field Services Manager
 1. Presentation of the November 2018 Field Inspection ReportTab 12
 - D. Aquatic Systems
 1. Presentation of the November 2018 Waterway Inspection ReportTab 13
 - E. Amenity Management
 1. Review of Amenities ReportTab 14
 - F. District Manager

7. **AUDIENCE COMMENTS ON OTHER ITEMS**
8. **SUPERVISOR REQUESTS**
9. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 533-2950.

With Warm Regards,

Christine Perkins

Christine Perkins
District Manager

Tab 4

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**MEADOW POINTE IV
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe IV Community Development District was held on **Wednesday, November 14, 2018 at 5:00 p.m.** at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd, Wesley Chapel, Florida 33543.

Present and constituting a quorum:

Liane Sholl	Board Supervisor, Chairman
Denise Rae	Board Supervisor, Vice Chairman
Bill Horner	Board Supervisor, Assistant Secretary
Susan Fischer	Board Supervisor, Assistant Secretary
Megan McNeil	Board Supervisor, Assistant Secretary (via phone)

Also present were:

Christine Perkins	District Manager, Rizzetta & Company, Inc.
Greg Cox	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley, Robin, & Vericker
Tonja Stewart	District Engineer, Stantec
Raul Anaya	Clubhouse Manager
Jimmy Taylor	Aquatic Systems, Inc.
Morgan Melatti	Aquatic Systems, Inc.
Robert Saliva	Southern Access Services

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Perkins called the meeting to order and performed roll call confirming a quorum for the meeting. The Pledge of Allegiance was recited by those present.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Scott Page expressed his support of locks on the pedestrian gates, as well as communicated concerns pertaining to the pricing within proposals.

51 Mr. Nathaniel Jones inquired about the cost structure of security operations within
52 the District's budget. Ms. Scholl provided some historical context of the previous cost-
53 share agreement with Country Walk, and Ms. Rae spoke on the challenges of the limited
54 officer availability within Pasco County. Discussion ensued about previous explorations
55 for retaining private security, the request for additional presence from residents, as well
56 as ensuring there was language on the website alerting residents to call the non-
57 emergency number when concerns arise that are not a true emergency.

58
59 A resident communicated concerns about security presence, and additionally
60 expressed support for locks on pedestrian gates.

61
62 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board
of Supervisors' Meeting held on
October 10, 2018**

63 On a Motion by Ms. Rae, seconded by Ms. Sholl, with all in favor, the Board of
64 Supervisors approved the minutes of the Board of Supervisors' meeting held on
65 October 10, 2018, for Meadow Pointe IV Community Development District.

66
67 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for
September 2018**

68
69
70
71 Ms. Scholl inquired about the addition of infrastructure to the District's insurance
72 property schedule. Ms. Perkins expressed that the property schedule was being
73 reviewed by staff and that anything that is pertinent to be added will be included, as well
74 as updated when appropriate. Discussion ensued about the differences in electric
75 pricing for the Gate on Fennwood Ct. compared to other similar gates, to which Ms.
76 Stewart estimated that the invoice included the lift station. Ms. Perkins communicated
77 she would reach out to confirm with Withlacoochee River Electric Cooperative.

78 On a Motion by Mr. Horner, seconded by Ms. Sholl, with all in favor, the Board of
79 Supervisors ratified the payment of operations and maintenance expenditures for
80 September 2018 (\$94,570.02) for Meadow Pointe IV Community Development District.

81
82 **FIFTH ORDER OF BUSINESS**

Discussion Regarding Gate Locks

83 Mr. Cox reviewed the meeting decorum for audience members that were present,
84 as residents were reminded that they are provided the opportunity to speak during the
85 designated audience comment periods at the beginning and end of the Board meeting.

86 Mr. Saliva from Southern Automated Access Services reviewed each of the
87 proposals within the Board's agenda, first discussing the option of remediating pedestrian
88 gate closers (Proposal #961 for \$1,140.00). The consensus of the Board was to replace
89 these as needed, as these would hold up much better over multi-year use vs. consistently
90 replacing hinges that perhaps would need to be replaced annually, and thus would be a
91 cost-saving to the District.

94 Discussion ensued regarding Proposal #963 (\$22,500.00), and Proposal #964
95 (\$20,000.00), including the pros/cons of each option, additional ongoing maintenance
96 concerns over the long-term, the estimated foot traffic through the pedestrian gates, current
97 construction traffic, as well as the minimal feedback received some several communities
98 specifically requesting the gate locks. The Board's consensus was to not take action at this
99 current time, given that the District did not have these expenses currently budgeted.
100 Therefore, this topic would be tabled until budgetary discussions took place for the following
101 fiscal year, so the situation overall could be additionally monitored to obtain supplementary
102 data from incidents that arise, entertain additional proposals, as well as gauge resident's
103 continued feedback on this subject.

104
105 **SIXTH ORDER OF BUSINESS**

105 **Presentation of Amended Fiscal year**
106 **2017/2018 Budget**

107
108 Mr. Cox presented the amended fiscal year 2017/2018 budget for the Board's
109 review, as the District went overbudget in their Reserve Fund, however was
110 underbudget in their General Fund. Ms. Perkins communicated that the District needs
111 to approve an amended budget within 60-days of the fiscal year ending if the District
112 goes over budget, and Mr. Cox additionally mentioned this was important for audit
113 purposes.

- 114
115 1. Consideration of Resolution 2019-02, Amending the Fiscal Year 2017/2018
116 Budget
117

118 On a Motion by Mr. Horner, seconded by Ms. Rae, with all in favor, the Board of
119 Supervisors adopted Resolution 2019-02, Amending the Fiscal Year 2017/2018
120 Budget for Meadow Pointe IV Community Development District.

121
122 **SEVENTH ORDER OF BUSINESS**

122 **Presentation of Arbitrage Report for**
123 **Series 2004A from LLS Tax Solutions**

124 Ms. Perkins presented the Series 2004A Arbitrage Report from LLS Tax
Solutions, and indicated that the District had no arbitrage liability at this time.

125 On a Motion by Ms. Rae, seconded by Ms. Fischer, with all in favor, the Board of
126 Supervisors approved the Arbitrage Report for Series 2004A from LLS Tax Solutions
127 for Meadow Pointe IV Community Development District.

128
129 **EIGHTH ORDER OF BUSINESS**

129 **Consideration of Proposal from**
130 **Cardno for Wet/Dry Season**
131 **Monitoring**

132 This item was tabled and will be brought back for the December meeting, as Ms.
133 Stewart indicated that additional information would need to be received by Lennar.
134
135

136 **NINTH ORDER OF BUSINESS**

**Consideration of Proposal from
Ecological Consultants for Pond M7
Plantings Wetland Mitigation**

137
138
139
140 This item was tabled and will be brought back for the December meeting, as
141 additional information would be requested from Lennar for this as well.

142
143 **TENTH ORDER OF BUSINESS**

**Discussion of Wildlife Trapping
Services**

144
145
146 Discussion ensued about the pros/cons to continuing with wildlife trapping
147 services. The general consensus of the Board was to continue with trapping services to
148 mitigate prospective property damage at this time. Ms. Rae expressed her disapproval
149 pertaining to this service.

150
151 **ELEVENTH ORDER OF BUSINESS**

Staff Reports

152
153 A. District Counsel

154
155 Mr. Babbar had no report.

156
157 B. District Engineer

158
159 Ms. Stewart distributed her "Pavement Preservation Rainy Season
160 Observations- Year 1" report (Exhibit A), which would additionally be added
161 to the December Board agenda for further review and discussion. While
162 reviewing her report, Ms. Stewart indicated that the HA5 Product has shown
163 improvement over time, was protecting the areas of asphalt that it needed
164 to, and the contractor would revisit in February to provide additional upkeep
165 and maintenance. Ms. Stewart additionally communicated that this product
166 would best be applied to new roadways, as Ms. Sholl inquired about the
167 ideal timing of application in the newer neighborhoods. Ms. Stewart
168 additionally communicated about her experience with the vendor, various
169 aesthetic issues and/or challenges, consideration of timing and the District
170 financials when consideration future paving projects, polishing variations,
171 as well as impact of weather and garbage truck maintenance on conditions.

172
173 C. Field Operations Manager

174 1. Presentation of the October 2018 Field Inspection Report, Inclusive of the
175 LMP response.

176
177 Ms. Perkins presented the October 2018 Field Inspection Report to the Board,
178 along with the response from LMP for review.

179
180 2. Presentation of LMP Proposals for Landscape Enhancement

181 I.) Parkmont Entrance

182 II.) Shellwood Entrance

183
184
185

186 Discussion ensued about the location of sod replacements proposed by LMP
187 as well as the availability of irrigation to support the health of replaced sod
188 during the non-rainy season in these specific areas of inquiry. Ms. Perkins
189 communicated she would follow-up with LMP as these proposals additionally
190 could be approved by the Chairman outside the meeting when both inquiries
191 were appropriately addressed. Ms. Sholl additionally expressed some
192 concerns about the increased presence of trash in common areas, and
193 inquired about additional trash pick-up services. Ms. Perkins communicated
194 that proposals could be entertained at the last meeting for trash pick-up
195 services that were out of the current scope of LMP's maintenance contract.

196
197 D. Aquatic Systems

198 1. Presentation of the October 2018 Waterway Inspection Report

199
200 Ms. Melatti presented the October 2018 Waterway Inspection Report to the
201 Board. Ms. Rae inquired about the brown appearance of some brush that Mr.
202 Taylor confirmed was in the process of decomposing. Discussion ensued
203 about the prioritization of proposals that were presented in the agenda.

204
205 2. Consideration of Proposals for Littoral Shelf Plantings and Vegetative
206 Cutbacks

207
208 Mr. Taylor communicated that Pond #20 was a great candidate to showcase
209 their Mobitrac equipment, and thus would remove the invasive vegetation at
210 no cost to the District, at a cost-savings of \$1980.00. Therefore, the District
211 would host a demonstration and invite other Managers to attend on a
212 forthcoming date. The proposal for Pond #64 was recommended to be able
213 to clear a pathway to the pond, and the proposal for Pond #17 would allow for
214 treatment of a littoral shelf that was showcasing a lot of invasive vegetation
215 and would be recommend to be cut back.

216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232

On a Motion by Ms. Rae, seconded by Ms. Sholl, with all in favor, the Board of Supervisors approved the Proposals for Vegetative Cutbacks in Pond #17 (\$5,130.00), and Pond # 64 (\$1,620.00) for Meadow Pointe IV Community Development District.

217
218 Proposals for Ponds #9 (\$3,250.00), and Ponds #59, #60, & #61 (\$10,440.00)
219 were discussed as being of a lower priority and thus were tabled.

220
221 E. Amenity Management

222 1. Presentation of Amenity Report

223
224 Mr. Anaya provided an Amenity Management update, reminding the Board of
225 the upcoming holiday party on December 15th, and communicated that on
226 Thanksgiving Day, the Clubhouse would be closed, and on Friday after
227 Thanksgiving the Clubhouse hours would be from 3:00 PM-9:00 PM. Positive
228 feedback was expressed about the recent flag pole installation, as well as the
229 state of cleanliness of the Clubhouse. Mr. Anaya additionally communicated
230 that the shade structure would be pressure washed as it was previously
231 missed by the vendor.

233 F. District Manager
234

235 Ms. Perkins reminded the Board that the next regular meeting is scheduled
236 for December 12, 2018 at 12:00 p.m.
237

238 Ms. Perkins also passed out the CDD 101 Flyer to the Board members, which
239 was being hosted by Rizzetta & Co.
240

241 Mr. Cox reviewed the process of submitting and taking Oaths of Office for
242 newly-elected Board Supervisors.
243

244 **TWELFTH ORDER OF BUSINESS**

Audience Comments

245
246 A resident communicated that he had spoken to Mr. Silva during the meeting, and
247 recommended a revision of scope to bring the pricing of pedestrian gate locks down.
248

249 A resident inquired about the possibility of putting some locks on specific gates
250 and not all.
251

252 Discussion ensued about the back gate near the dog park, its need for remediation,
253 and ownership (CDD or HOA).
254

255 A resident inquired about parking enforcement on the streets, as well as general
256 parking policies, which are both posted on the website.
257

258 A resident suggested to develop supplementary resources for residents to
259 determine what is the responsibility of the District vs. the HOA.
260

261 A resident inquired about the process of obtaining proposals and how quotes are
262 itemized.
263

264 A resident asked about how he could learn more about CDDs and what is involved.
265 Ms. Perkins reminded the audience that many resources can be located on the District's
266 website, as well as recommended reviewing thoroughly Florida Statute 190 for
267 Community Development Districts.
268

269 **THIRTEENTH ORDER OF BUSINESS**

Supervisor Requests

270
271 Ms. Rae inquired about the tax collector letter received from Pasco County, to
272 which Ms. Perkins clarified that it was in reference to the additional tax monies collected
273 due to residents paying their taxes late.
274

275 Ms. Rae questioned about the railing that was down, to which Mr. Anaya provided
276 an update that this was under the purview of the County and was anticipated to be
277 remedied within the next 10-12 days.
278

279 Ms. Rae asked about the option of moving meetings back to Tuesdays. Ms.
280 Perkins communicated that wouldn't be able to accommodate the move at this time,
281 however would alert the Board if and when her schedule changed to accommodate this
282 request.

283 Ms. Rae communicated concern over the state of the lifted sidewalks within
284 Shellwood. Ms. Perkins expressed that she would coordinate with Ms. Stewart and Mr.
285 Brown to assess this issue.

286
287 Ms. Rae queried about the vacant land behind Shellwood and prospective future
288 uses that would benefit the residents.

289
290 Ms. Fischer communicated that the monument light for Parkmonte on the left-hand
291 side was not operable. Mr. Anaya communicated that he would investigate this further.

292 **FOURTEENTH ORDER OF BUSINESS**

Adjournment

293
294

On a Motion by Ms. Sholl, seconded by Ms. Fischer, with all in favor, the Board of Supervisors adjourned the meeting at 6:57 p.m. for the Meadow Pointe IV Community Development District.
--

295
296
297 _____
298 Assistant Secretary
299

Chairman/Vice Chairman

