



Rizzetta & Company

Meadow Pointe IV Community Development District

Board of Supervisors' Meeting January 9, 2019

**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**

January 2, 2019

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, January 9, 2019 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. Consideration of Minutes of the Audit Committee Meeting held on December 12, 2018 Tab 1
 - B. Consideration of Minutes of the Board of Supervisors Regular Meeting held on December 12, 2018 Tab 2
 - C. Consideration of Operation and Maintenance Expenditures for November 2018 Tab 3
- 5. BUSINESS ITEMS**
 - A. Presentation of Arbitrage Report for Series 2005 from LLS Tax Solutions..... Tab 4
 - B. Consideration of Proposals for Ancillary Trash Clean-Up Tab 5
 - C. Consideration of Proposals for Pressure Washing Tab 6
 - D. Consideration of Proposal for Replacement of Gate Hinges..... Tab 7
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Field Services Manager
 1. Presentation of the December 2018 Field Inspection Report Tab 8
 2. Consideration of Proposal for Landscape Enhancement..... Tab 9
 - D. Aquatic Systems
 1. Presentation of the December 2018 Waterway Inspection Report..... Tab 10
 2. Presentation of Aquatic Systems Fee Increase Tab 11
 - E. Amenity Management
 1. Review of Amenities Report..... Tab 12
 - F. District Manager
- 7. AUDIENCE COMMENTS ON OTHER ITEMS**
- 8. SUPERVISOR REQUESTS**
- 9. ADJOURNMENT**

Meadow Pointe IV Community Development District
Final Agenda January 9, 2019

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 1

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 *audit committee* meeting of the Meadow Pointe IV Community Development District was held on **Wednesday, December 12, 2018 at 12:03 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, Committee Member
Denise Rae	Board Supervisor, Committee Member
Bill Horner	Board Supervisor, Committee Member
Susan Fischer	Board Supervisor, Committee Member
Megan McNeil	Board Supervisor, Committee Member

Also present were:

Christine Perkins	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley, Robin, & Vericker <i>(via phone)</i>
Tonja Stewart	District Engineer, Stantec <i>(via phone)</i>
Raul Anaya	Clubhouse Manager
Kelly Klukowski	Clubhouse

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

Ranking of Proposals

Ms. Perkins presented the two proposals received for the annual audit services to the Audit Committee and collected scoring sheets from each Committee member. Berger, Toombs, Elam, Gaines, & Frank was the highest-ranked bidder with a total of 500 points provided by all physically-present Committee members. Grau & Associates received a total of 360 points and therefore was the lowest-ranked bidder.

51 **THIRD ORDER OF BUSINESS**

Adjournment

52

On a Motion by Ms. Rae, seconded by Ms. Fischer, with all in favor, the Board of Supervisors adjourned the meeting at 12:05 p.m. for the Meadow Pointe IV Community Development District.

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Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 2

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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, December 12, 2018 at 12:06 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

Also present were:

Christine Perkins	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley, Robin, & Vericker <i>(via phone)</i>
Tonja Stewart	District Engineer, Stantec <i>(via phone)</i>
Raul Anaya	Clubhouse Manager
Kelly Klukowski	Clubhouse

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.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

A resident remarked about the high volume of lights emitting from vehicular traffic from Chancy Road. Discussion ensued about the prospect of planting Cypress trees to combat the issue, to which Ms. Perkins would follow-up with Mr. Brown to revisit prior discussions and obtain a proposal from LMP for the Board's consideration.

A resident inquired about which sub-community that each of the Board Supervisors reside within, as well as the process of being elected to the Board. Discussion ensued about the two recent Board vacancies during the 2018 General Election to which two

51 current Board Supervisors ran unopposed. The next General Election would take place
52 in 2020, to which three seats would become available for residents to submit their
53 qualification materials to the Pasco County Supervisor of Elections.

54
55 A resident inquired about the ownership of the irrigation within the dog park in the
56 Enclave. This irrigation area is under the purview of the HOA.

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59 **THIRD ORDER OF BUSINESS** **Administer Oath of Office to Newly**
60 **Elected Supervisors**

- 61
62 1. Consideration of Compensation
63 2. Review of Chapter 190 FL Statues
64 3. Review of Sunshine Laws and Code of Ethics for Public Officers
65 and Employees

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67 Ms. Perkins, a Notary of the State of Florida, administered the Oath of Office to
68 Ms. McNeil and Ms. Fischer, who both also responded in the affirmative to receiving
69 compensation for their roles. Mr. Babbar reviewed some highlights about the Sunshine
70 Laws and Code of Ethics for Public Officers and Employees, and also communicated that
71 he would be providing any legislative updates as appropriate when the next State
72 legislative cycle would begin in the Spring.

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75 **FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2019-03,**
76 **Designating Officers of the District**

77
78 The consensus of the Board was to leave all Officer roles as-is at this present time.

79 On a Motion by Ms. Rae, seconded by Ms. McNeil, with all in favor, the Board of
Supervisors adopted Resolution 2019-03, Designating Officers of the District for
Meadow Pointe IV Community Development District.

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81 **FIFTH ORDER OF BUSINESS** **Consideration of Minutes of the Board**
82 **of Supervisors' Meeting held on**
83 **November 14, 2018**

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85 Items on lines #52, #71, and #290 were requested to be modified.

86 On a Motion by Ms. Fischer, seconded by Ms. McNeil, with all in favor, the Board of
Supervisors approved the minutes of the Board of Supervisors' meeting held on
November 14, 2018 as amended for Meadow Pointe IV Community Development
District.

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93 **SIXTH ORDER OF BUSINESS** **Consideration of Operation and**
94 **Maintenance Expenditures for**
95 **October 2018**
96

97 Ms. Perkins communicated that she was unable to confirm from Withlacoochee
98 Electric that the difference in electricity readings at the Fennwood Ct. Gate was due to
99 the lift station. Ms. Stewart confirmed after review of readings at Meadow Pointe III that
100 the difference seemed to be appropriate based on the power readings at the lift station,
101 however she would confirm there was a second meter at the gate's location for the lift
102 station during her next site visit.

103
104 Ms. McNeil expressed concern over recent rabid racoon sightings within Meadow
105 Pointe III, and inquired if the wildlife trapper had encountered any issues. Ms. Perkins
106 communicated she would follow up with Mr. Richardson to inquire accordingly.
107

On a Motion by Ms. Sholl, seconded by Ms. McNeil, with all in favor, the Board of Supervisors ratified the payment of operations and maintenance expenditures for October 2018 (\$83,087.49) for Meadow Pointe IV Community Development District.

108
109 **SEVENTH ORDER OF BUSINESS** **Consideration of Audit Committee**
110 **Recommendation**
111

On a Motion by Ms. Rae, seconded by Ms. McNeil, with all in favor, the Board of Supervisors accepted the Audit Committee's recommendation to move forward to contract with Berger, Toombs, Elam, Gaines, & Frank for providing auditing services for Fiscal Years ending in 2019/2020/2021 for the Meadow Pointe IV Community Development District.

112
113 **EIGHTH ORDER OF BUSINESS** **Consideration of Proposal from**
114 **Cardno for Wet/ Dry Season**
115 **Monitoring**
116

117 Ms. Stewart communicated that she had a discussion with Lennar, as they were
118 going to retain performing this work for now as it's connected to their DRI entitlements.
119

120 **NINTH ORDER OF BUSINESS** **Consideration of Proposal from**
121 **Ecological Consultants for Pond M7**
122 **Plantings**
123

124 Ms. Stewart mentioned that Lennar will replace these plants at their cost, as the
125 plants had died.
126

127 **TENTH ORDER OF BUSINESS** **Consideration of Proposal from**
128 **Fitness320 for Active Aging Boot**
129 **Camp**
130

131 This proposal was removed for consideration due to a conflict of interest with a
132 RASI staff member being employed by the Clubhouse. The Board expressed their
133 overall support for this type of programming, as well as other prospective fitness
134 activities within the community.

ELEVENTH ORDER OF BUSINESS

**Consideration of Proposals for
Community Email Blast**

Discussion ensued pertaining to the District's potential utilization of e-blast services, the type, frequency, and scope of communications, as well as public records requests concerns. Mr. Babbar reviewed the legal requirements that e-mail addresses that are managed and stored by the District are subject to public records requests. The Board provided direction to include a disclaimer to alert residents to this information, as well as provide the ability to opt-out of e-blasts if desired. Mr. Anaya communicated that e-mails would only be sent pertaining to upcoming meetings, planned events, or emergencies.

On a Motion by Ms. McNeil, seconded by Ms. Sholl, with all in favor, the Board of Supervisors approved the proposal from Mail Chimp, to include a clear disclaimer added to e-mail communications relating to e-mail addresses being subject to public records requests, as well as the clear ability to opt-out of e-blast communications for Meadow Pointe IV Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Proposals from
Ancillary Trash Clean-up**

This item was tabled and would be discussed at the January meeting pending the receipt of additional proposals. Discussion ensued on reducing the scope to include Meadow Pointe Blvd. between 56 & 54, as well as Oldwoods only.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Babbar had no report.

B. District Engineer

1. Review of Pavement Preservation Report

Ms. Stewart reiterated that some follow-up road maintenance would be taking place in the early spring. Discussion ensued on the recent installation of "No Parking" signage within the inside entrance of the Enclave and Lennar's responsibility to be in compliance with any signage plans. Ms. Stewart communicated that she would perform a signage review, as there was also a broken stop sign located on Gwynhurst Blvd. & Mardelle Place.

C. Field Operations Manager

1. Presentation of the November 2018 Field Inspection Report

Ms. Perkins presented the November 2018 Field Inspection Report to the Board, and presented an addendum from LMP for mowing around two additional ponds within the Enclave that were ready for maintenance by the District. Discussion ensued about coordinating with District Staff, LMP,

180 Aquatic Systems, and the HOA as it pertained to master maintenance maps.
181 Ms. Stewart remarked that she would review and provide updates
182 accordingly. Ms. Rae inquired about LMP watering her recently-replaced tree
183 as she was following the irrigation guidelines properly. Ms. Perkins
184 communicated that she would consult with LMP.

185
186 2. Presentation of LMP Addendum
187

On a Motion by Ms. McNeil, seconded by Ms. Rae, with all in favor, the Board of Supervisors approved the LMP Addendum for the mowing maintenance of two additional ponds inside the Enclave Meadow Pointe IV Community Development District.

188
189 D. Aquatic Systems

190 1. Presentation of the November 2018 Waterway Inspection Report
191

192 Ms. Perkins presented the November 2018 Waterway Inspection Report to
193 the Board. Discussion ensued pertaining to properly defining sites within the
194 first page of the report.

195
196 E. Amenity Management

197 1. Presentation of Amenity Report
198

199 Mr. Anaya reviewed his amenity report with the Board, communicating that
200 Ms. Klukowski did an excellent job decorating the Clubhouse for the
201 holidays. Mr. Anaya also discussed items pertaining to parking
202 enforcement, deputies appearing more visible, and also reminded those
203 present about the upcoming holiday party.
204

205 F. District Manager
206

207 Ms. Perkins reminded the Board that the next regular meeting is scheduled
208 for January 9, 2019 at 12:00 p.m.
209

210 **FOURTEENTH ORDER OF BUSINESS**

Audience Comments

211
212 Mr. Page inquired about the paving report, timing of future repaving, as well as the
213 Lennar's responsibilities to repave prior to exiting the development. Discussion ensued
214 about Ms. Stewart's review of the roads and providing a recommendation on future
215 repaving projects that will also incorporate the District's budget planning. Mr. Page
216 additionally communicated his support for the Adult Aging Bootcamp.
217

218 A resident communicated that Lennar was not performing adequate street
219 sweeping. He additionally expressed concern pertaining to construction trash, as well as
220 voiced support for pedestrian gate locks. Discussion ensued pertaining to the gate locks,
221 as this topic has been reviewed thoroughly at recent meetings, and the Board expressed
222 their roles in being best stewards of the District's budget and priorities that best
223 represented and benefitted all residents as a whole in lieu of specific communities.
224
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226 **FIFTEENTH ORDER OF BUSINESS** **Supervisor Requests**
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229 Ms. McNeil inquired about pressure washing proposals, which would be brought
230 before the Board at the January meeting for consideration from multiple vendors.
231

232 *(Ms. Rae left the meeting at 1:45 p.m.)*
233

234 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**
235

On a Motion by Ms. Sholl, seconded by Ms. McNeil, with all in favor, the Board of Supervisors adjourned the meeting at 1:48 p.m. for the Meadow Pointe IV Community Development District.

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Assistant Secretary

Chairman/Vice Chairman

DRAFT