



Rizzetta & Company

Meadow Pointe IV Community Development District

Board of Supervisors' Meeting December 9, 2020

**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 Megan McNeil Susan Fischer Scott Page Michael Scanlon	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Aimee Brandon	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

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

December 1, 2020

REVISED 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 9, 2020 at 10:00 a.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 Board of Supervisors Regular Meeting held on November 17, 2020..... Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for October 2020 Tab 2
- 5. BUSINESS ITEMS**
 - A. Discussion of Appointment to Vacant Board Seat 3
 - B. Consideration of Resolution 2021-03, Designating Officers.....Tab 3
 - C. **Consideration of WREC Agreement for Street Lights in the Townhomes.....Tab 4**
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Update on Sidewalk/Gutter Repairs Project
 - C. Field Services Manager
 1. Presentation of the Field Inspection Report..... Tab 5
 - D. Aquatic Maintenance
 1. Waterway Inspection Report.....Tab 6
 - E. Amenity Management
 1. Review of Amenities Report..... Tab 7
 - 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) 933-5571.

Sincerely,

Aimee Brandon

Aimee Brandon
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 continued meeting of the Board of Supervisors' of the Meadow Pointe IV Community Development District was held on **Tuesday, November 17, 2020 at 10:00 a.m.** and was held at the Meadow Pointe Clubhouse, located at 3902 Meadow Pointe Blvd., Wesley Chapel, FL 33543.

Present and constituting a quorum:

Liane Sholl	Board Supervisor, Chairman
Megan McNeil	Board Supervisor, Vice-Chairman
Susan Fischer	Board Supervisor, Assistant Secretary
Scott Page	Board Supervisor, Assistant Secretary
Michael Scanlon	Board Supervisor, Assistant Secretary (call in)

Also present were:

Greg Cox	District Manager, Rizzetta & Company, Inc.
Aimee Brandon	District Manager, Rizzetta & Company, Inc.
Raul Anaya	Clubhouse Manager
Lorie Stanger	Assistant Clubhouse Manager
Vivek Babbar	District Counsel, Straley, Robin, & Vericker
Tonja Stewart	District Engineer, Stantec (call in)
Greg Gruhl	Amenity Services Coordinator, RASI
Bryan Schaub	Field Services Manager, Rizzetta & Company, Inc.
Kelly Evans	Representative, Lennar (call in)
Tyree Brown	Representative, LMP
Jonathan Maceiera	Representative, LMP

Audience Present

FIRST ORDER OF BUSINESS

Call to Order

Ms. Brandon called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

The Board heard audience member comments regarding; Shellwood trees, a question regarding HOA fees. Ms. Liane Sholl addressed the HOA fees and informed the resident that it was an agenda item for the HOA meeting, not CDD meeting.

52 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board
of Supervisors' Regular Meeting held
on October 14, 2020**

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56 Ms. Aimee Brandon presented the Board with the Minutes of the regular Board of
57 Supervisors meeting held on October 14th, 2020.
58

On a motion from Ms. Sholl, seconded by Ms. Megan McNeil, the Board approved the amended Minutes of the October 14th, 2020 Board of Supervisors' meeting, for the Meadow Pointe IV Community Development District.

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60 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for
September 2020**

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64 Ms. Aimee Brandon presented the September 2020 Operation and Maintenance
65 Expenditure Report to the Board in the amount of \$154,159.79.
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On a motion from Ms. Sholl, seconded by Ms. McNeil, the Board approved to ratify the payment of the invoices of the September 2020 O&M Expenditures Report for \$154,159.79 for the Meadow Pointe IV Community Development District.

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68 **FIFTH ORDER OF BUSINESS**

**Consideration of Standard Pacific
Parcel N Plat**

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71 The Board agreed to move up in the agenda the discussion of the Standard
72 Pacific's Parcel N Plat. The Board received an update on this matter from Ms. Kelley
73 Evans with Lennar and Mr. Vivek Babbar.
74

On a motion from Ms. Sholl, seconded by Ms. Fischer, the Board approved to authorize the execution of the CDD's signature block of the Meadow Pointe IV Parcel N Townhomes Haven subdivision plat subject to final review by District Counsel and District Engineer, for the Meadow Pointe IV Community Development District.

75
76 **SIXTH ORDER OF BUSINESS**

Presentation of Arbitrage Report

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78 The Board received the Arbitrage Report from Ms. Brandon. Ms. Brandon advised
79 the Board that no action was needed other than approval to file the report.
80

On a motion from Ms. Susan Fischer, seconded by Ms. McNeil, the Board approved to accept and file the arbitrage calculation report for the Meadow Pointe IV Community Development District.

81
82 **SEVENTH ORDER OF BUSINESS**

**Consideration of Pressure Washing
Proposals**

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84
85 The Board discussed the proposals for annual Pressure Washing.
86

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

The Board received a District Counsel update from Mr. Vivek Babbar. Mr. Vivek stated that he was not currently working on anything to report.

B. District Engineer

The Board received a District Engineer update from Ms. Tonja Stewart. Ms. Stewart presented for the Boards consideration, the proposal from Romaner Graphics for sidewalk repairs to also include Fenwood for a total of \$20,000.00.

On a motion from Ms. McNeil, seconded by Ms. Sholl, the Board approved the Romaner Graphics proposal for sidewalk repairs for \$20,000.00. for the Meadow Pointe IV Community Development District.

C. Field Inspection Report

Ms. Brandon presented the Board with the Field Inspection Report for Board discussion. Ms. Sholl requested that LMP take care of the overgrown vines in Shellwood and Parkmonte. Ms. Fischer asked that the Crape Myrtles be trimmed in MPN.

D. Aquatic Maintenance

The Board had no discussion on the Aquatics Maintenance Report.

E. Amenity Management

The Board received the Amenity Report update from Mr. Raul Anaya. Mr. Anaya introduced the new Assistant Clubhouse Manager, Lorie Stanger to the Board.

F. District Manager

The Board received District Manager update from Ms. Brandon. Ms. Brandon reminded the Board of the next scheduled Board of Supervisors meeting on December 9th, 2020 at 12:00 p.m. Ms. Brandon also gave the Board an update on financials.

TWELVETH ORDER OF BUSINESS

Audience Comments

The Board received an audience comment thanking the Board for the action taken regarding the five street trees.

174 **THIRTEENTH ORDER OF BUSINESS** **Supervisor Requests**
175

176 During Supervisor Requests, Ms. Fischer requested that the future Board of
177 Supervisor meeting times be changed from 12:00 p.m. to 10:00 a.m. beginning with the
178 December 9th, 2020 meeting.
179

On a motion from Ms. Sholl, seconded by Ms. Fischer, the Board approved changing the 12:00 p.m. Board of Supervisor meetings to 10:00 a.m. beginning with the December 9th, 2020 meeting for the Meadow Pointe IV Community Development District.

180
181 During Supervisor Requests, Mr. Scanlon addressed the residents who are
182 disturbing the conservation areas behind their homes in Meridian and suggested that a
183 letter be sent to the residents informing them that the conservation area should not be
184 disturbed. The Board agreed that the HOA would send a letter. Mr. Page requested the
185 following; he asked for a yearly comparison on gate maintenance charges to see if there
186 is a savings of cost by having the maintenance agreement in place, he informed the Board
187 that the HOA management company has recently changed to Greenacre, he addressed
188 the issue with unauthorized vehicles parking in a handicap space located near the kiosk
189 in Provence, and he requested that the minutes of the Board of Supervisor meetings be
190 added to the CDD website.
191

On a motion from Mr. Page, seconded by Ms. Fischer, the Board approved to add the Minutes of the Board of Supervisor meetings to the CDD website. for the Meadow Pointe IV Community Development District.

192 **FOURTEENTH ORDER OF BUSINESS** **Adjournment**
193
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On a Motion by Ms. Fisher, seconded by Ms. Sholl, with all in favor, the Board of Supervisors adjourned the meeting at 12:22 p.m. for the Meadow Pointe IV Community Development District.

195
196
197 _____
198 Assistant Secretary
199

Chairman/Vice Chairman

Tab 2

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operations and Maintenance Expenditures October 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2020 through October 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$79,981.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
CRT Services Inc.	004330	133305	Replace Wifi Device 08/20	\$ 529.00
DCSI, Inc.	004337	27653	Gate CCTV Warranty- Shellwood, Parkmonte, Whinsenton 10/20	\$ 98.97
DCSI, Inc.	004337	27679	Gate Warranty Windsor, Meridian, Provence, MPN Enclave 10/20	\$ 545.00
DCSI, Inc.	004364	27728	Qrtly Monit/Digital Backup/ Cellular Svc/Log Svc 10/20	\$ 152.97
Envera	004338	695366	Clubhouse Video Monitoring 11/01/20-01/31/21	\$ 3,666.00
Florida Department of Revenue	004340	61-8015577602-6 09/20	Sales & Use Tax 09/20	\$ 31.08
Frontier Communications of Florida	004341	813-973-3003-101308-5 09/20	Clubhouse FIOS Service 09/20	\$ 466.04
Innersync Studio, Ltd	004342	18878	Quarterly Website Services 10/20	\$ 384.38
Jennifer L. Sholl	004350	LS100720	Board of Supervisors Meeting 10/07/20	\$ 200.00
Jennifer L. Sholl	004361	LS101420	Board of Supervisors Meeting 10/14/20	\$ 200.00
Jerry Richardson	004369	1424	Monthly Hog Removal Service 10/20	\$ 1,200.00
Landscape Maintenance Professionals, Inc.	004365	155349	Monthly Grounds Maintenance & Addendum 1 10/20	\$ 12,997.34
Landscape Maintenance Professionals, Inc.	004343	155505	Palm Fertilizer 09/20	\$ 315.00
Landscape Maintenance Professionals, Inc.	004343	155506	Pest Control 09/20	\$ 335.00
LLS Tax Solutions, Inc.	004354	002084	Arbitrage Services on Series 2012 A 1&2 2012B-1 06/04/20	\$ 500.00
LLS Tax Solutions, Inc.	004354	002085	Arbitrage Calculation Series 2007 A and B - PE 07/31/20	\$ 500.00
Megan McNeil	004344	MM100720	Board of Supervisors Meeting 10/07/20	\$ 200.00
Megan McNeil	004355	MM101420	Board of Supervisors Meeting 10/14/20	\$ 200.00
Michael J Scanlon	004349	MS100720	Board of Supervisors Meeting 10/07/20	\$ 200.00
Michael J Scanlon	004360	MS101420	Board of Supervisors Meeting 10/14/20	\$ 200.00

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Navitas Credit Corporation	004345	40257864 10/20	Security Systems 10/20	\$ 977.54
Outsmart Pest Management Inc.	004331	28258	Pest Control Service 10/20	\$ 51.00
Rizzetta & Company, Inc.	004332	INV0000053394	District Management Fees 10/20	\$ 5,987.50
Rizzetta & Company, Inc.	004332	INV0000053649	Assessment Roll Preparation FY 20/21	\$ 5,000.00
Rizzetta & Company, Inc.	004366	INV0000054139	Excess Meeting Time 10/20	\$ 218.75
Rizzetta Amenity Services, Inc.	004347	INV00000000007993	Amenity Management Services 10/20	\$ 8,666.78
Rizzetta Amenity Services, Inc.	004358	INV00000000008024	Out Of Pocket Expenses 09/20	\$ 159.16
Rizzetta Amenity Services, Inc.	004358	INV00000000008052	Amenity Management Services 10/20	\$ 6,226.35
Rizzetta Technology Services, LLC	004357	INV0000006441	Website Hosting Services 10/20	\$ 100.00
Romaner Graphics	004333	20188	Volleyball Net Repair 09/20	\$ 60.00
Rust-Off Inc.	004359	27837	Monthly Rust Prevention - Maintenance 10/20	\$ 195.00
Scott W Page	004346	SP100720	Board of Supervisors Meeting 10/07/20	\$ 200.00
Scott W Page	004356	SP101420	Board of Supervisors Meeting 10/14/20	\$ 200.00
Solitude Lake Management LLC	004368	PI-A00488977	Monthly Aquatic Maintenance 10/20	\$ 4,340.00
Southern Automated Access Services LLC	004348	8517	Gate Repairs Provence 10/20	\$ 190.00
Southern Automated Access Services LLC	004367	8565	Gate Repairs Provence 10/20	\$ 95.00
Stantec Consulting Services Inc.	004334	1709678	Engineering Services 09/20	\$ 2,294.75
Suncoast Pool Service	004370	6647	Pool Supplies Maintenance 10/20	\$ 1,145.00
Susan A. Fischer	004339	SF100720	Board of Supervisors Meeting 10/07/20	\$ 200.00
Susan A. Fischer	004353	SF101420	Board of Supervisors Meeting 10/14/20	\$ 200.00

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	004371	221006228235 09/20	Oldwoods Ave Street Light Service 09/20	\$ 1,118.01
Times Publishing Company	004335	0000110179 09/20/20	Account #107010 Legal Advertising 09/20	\$ 172.00
U.S. Water Services Corporation	004362	SI17103	Monthly Lift Station Inspection 09/20	\$ 81.02
US Bank	004351	100620	Trustee Fees Series 2014A 07/01/20- 06/30/21	\$ 5,387.50
Waste Connections Of Florida	004352	4887962	Waste Disposal Residential Services 09/20	\$ 6,397.44
Waste Connections Of Florida	004336	804977	Waste Disposal Recreation Center 10/20	\$ 70.00
Waste Connections Of Florida	004352	805167	Waste Disposal Meadow Pointe North 10/20	\$ 447.00
Withlacoochee River Electric Cooperative, Inc.	004363	Summary 09/20	Summary Bill 09/20	<u>\$ 6,881.05</u>
Report Total				<u>\$ 79,981.63</u>

Tab 3

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT DESIGNATING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Meadow Pointe IV Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District desires to designate the officers of the District pursuant to Section 190.006(6), Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons are elected to the offices shown below:

_____	Chair
_____	Vice-Chair
<u>Scott Brizendine</u>	Treasurer
<u>Bob Schleifer</u>	Secretary
<u>Aimee Brandon</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

2. This Resolution shall supersede all prior resolutions designating officers of the District.

3. This Resolution shall become effective immediately upon its adoption.

Passed and adopted on December 9, 2020.

Attest:

**Meadow Pointe IV
Community Development District**

Aimee Brandon
Assistant Secretary

Chair of the Board of Supervisors