



Rizzetta & Company

Meadow Pointe IV Community Development District

**Board of Supervisors'
Regular Meeting
January 12, 2022**

**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	Megan McNeil Liane Sholl Susan Fischer Scott Page Michael Scanlon	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Attorney	Mark Straley/ Vivek Babbar	Straley, Robin & Vericker
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.

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

January 5, 2021

FINAL 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 12, 2022 at 5:00 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:

BOARD OF SUPERVISORS MEETING

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. STAFF REPORTS**
 - A. Deputy Report
 - B. Field Services Manager
 1. Presentation of the December Field Inspection Report.....Tab 1
 2. Consideration of Juniper Proposal for Duke Energy Project.....Tab 2
 3. Consideration of the Haven Townhome Addendum.....Tab 3
 - C. Aquatic Maintenance
 1. December Waterway Inspection.....Tab 4
 - D. District Counsel
 - E. District Engineer
 1. Consideration of Cross Creek Proposal for Erosion Repair.....Tab 5
 - F. Amenity Management
 1. Review of December Amenities Report.....Tab 6
 - G. District Manager
 1. Review of December District Manager Report
(under separate cover)
 2. Review of November Financial Statement.....Tab 7
- 5. BUSINESS ITEMS**
 - A. Consideration of Street Tree Proposal.....Tab 8
 - B. Discussion of Bonds
 - C. Discussion of Wynfield South Development Next to Windsor
 - D. Discussion of Security Cameras at Neighborhood Entrances
 - E. Discussion of Personal Email Use for CDD Business
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors Regular Meeting held on December 8, 2021.....Tab 9
 - B. Consideration of Operation and Maintenance Expenditures for November 2021.....Tab 10

- 7. **AUDIENCE COMMENTS ON OTHER ITEMS**
- 8. **SUPERVISORS FORUM**
- 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,

Matthew Huber

Matthew Huber
District Manager

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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 8, 2021 at 10:00 a.m.** held at the Meadow Pointe Clubhouse located at 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543.

Present and constituting a quorum:

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

Also present were:

Darryl Adams	District Manager, Rizzetta & Co, Inc.
Raul Anaya	Clubhouse Manager
Vivek Babbar	District Counsel, Straley, Robin, & Vericker
Tonja Stewart	District Engineer, Stantec
Craig Bramblett	CLM
Doug Agnew	Advanced Aquatics
James Roehm	Advanced Aquatics

Audience	Present
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FIRST ORDER OF BUSINESS**Call to Order**

Mr. Adams called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS**Pledge of Allegiance**

All present at the meeting joined in the Pledge of Allegiance.

THIRD ORDER OF BUSINESS**Audience Comments on Agenda Items**

The Board heard audience comments regarding developments in the community that are not gated and properties that are right next to easements that have easy access.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Deputy Report

The Board received the Deputy Report.

There was a brief discussion held regarding street side parking and blocking driveways. Ms. McNeil directed Mr. Anaya to send out an email blast reminding residents that street side parking is not allowed.

On a Motion by Ms. McNeil, seconded by Ms. Fischer, with all in favor, the Board of Supervisors approved to allow the Deputy to conduct a two-week training for the community for Meadow Pointe IV Community Development District.

B. Field Inspection Report

The Board received the Field Inspection Report from Mr. Liggett.

Mr. Liggett presented the Juniper Maintenance Addendum and the Duke Energy Project. After review, the Board approved the Juniper Addendum in the amount of \$4,560 for additional maintenance.

On a Motion by Mr. Scanlon, seconded by Ms. McNeil, with all in favor, the Board of Supervisors approved the Juniper Maintenance Addendum in the amount of \$4,560 for additional maintenance for Meadow Pointe IV Community Development District.

C. Aquatic Maintenance

The Board received the Aquatic Maintenance Report from Mr. Agnew.

Mr. Agnew informed the Board that Pond 64 will need to be treated for cat tails after a short discussion, the Board requested he provide a proposal for this treatment to be done.

The Board approved the Advanced Aquatics Plant Proposal to add ponds 90 & 91 for an additional \$85.00 a month.

On a Motion by Mr. Scanlon, seconded by Ms. McNeil, with all in favor, the Board approved the Advanced Aquatics Plant Proposal to add ponds 90 & 91 for an additional \$85.00 a month for Meadow Pointe IV Community Development District.

D. District Counsel

The Board received the District Counsel report from Mr. Babbar.

E. District Engineer Report

The Board received the District Engineer update from Ms. Stewart. Ms. Stewart updated the Board on the Wynfield South issue and presented a proposal for erosion repairs.

The Board stated that they would like the HOA & the CDD to work together on the Wynfield issue.

The Board agreed to table the Cross Creek Proposal for Erosion Repairs to the next regular meeting.

The Board requested the District Manager add Pond Erosion as a line item for the next year budget.

The Board had a lengthy discussion regarding damage that was done by an Amazon driver and damage that was done due to a paint spill in the road. Ultimately, the Board decided to send Amazon a letter informing them the CDD would be placing a claim with their insurance for the damages to be fixed and they also decided to not spend the money to clean the paint off the road.

F. Amenity Management

The Board received the Amenity Report from Mr. Anaya.

Mr. Anaya informed the Board that there will be a Christmas Party on December 11th at 12:00 p.m.

G. District Manager

The Board received the District Manager Report from Mr. Adams.

Mr. Adams reminded the Board of their next regular scheduled meeting to be held on January 12, 2022 at 5:00 p.m.

FIFTH ORDER OF BUSINESS

Discussion of Bonds

This item was tabled to the next regular meeting with the expectation that there will be a representative present to answer Board and Resident questions.

SIXTH ORDER OF BUSINESS

Update on HOA/CDD Agreement

As this was previously discussed, Ms. McNeil will be meeting with the HOA President to discuss this item and will give an updated at the next regular meeting.

SEVENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held on November 10, 2021

Mr. Adams presented the minutes of the Board of Supervisors' regular meeting held on November 10, 2021.

On a motion from Ms. McNeil, seconded by Ms. Sholl, the Board approved the Minutes of the Board of Supervisor' Regular Meeting held on November 10, 2021, as amended, for the Meadow Pointe IV Community Development District.

EIGHTH ORDER OF BUSINESS**Consideration
Maintenance
October 2021****Operations
Expenditures
&
for**

The Board received the Operation and Maintenance Expenditures for October 2021 in the amount of \$104,337.73.

On a motion from Ms. Fischer, seconded by Ms. McNeil, with all in favor, the Board approved the O&M Expenditures for October 2021 in the amount of \$104,337.73 for the Meadow Pointe IV Community Development District.

NINTH ORDER OF BUSINESS**Audience Comments on Other Items**

There were no audience comments presented at this time.

TENTH ORDER OF BUSINESS**Supervisor Forum**

During the Supervisor Forum, the Board approved Holiday Gift Cards in the amount of \$200 for the Clubhouse Manager, \$150 for the Assistant Clubhouse Manager, and \$50 for each staff member. The total amount is \$450.

On a motion from Mr. Scanlon, seconded by Ms. Fischer, the Board approved the Holiday Gift Cards in the amount of \$200 for the Clubhouse Manager, \$150 for the Assistant Clubhouse Manager and \$50 for each staff member making the total amount \$450 for the Meadow Pointe IV Community Development District.

The Board approved for Megan McNeil to get reimbursed \$300 for giving out gift cards to the Clubhouse staff in 2020.

The Board requested the District Manager put Clubhouse Gift Cards as a line item in the next year budget.

ELEVENTH ORDER OF BUSINESS**Adjournment**

On a motion from Ms. McNeil, seconded by Ms. Fischer, with all in favor, the Board approved to adjourn the meeting at 12:19 p.m. for the Meadow Pointe IV Community Development District.

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**MEADOW POINTE IV
COMMUNITY DEVELOPMENT DISTRICT**

3434 Colwell Ave, Suite 200, Tampa, FL 33614 - 813-994-1001
Meadowpointe4cdd.org

**Operations and Maintenance Expenditures
November 2021
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2021 through November 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$109,676.79**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT

Liane Sholl
Chairman

Megan McNeil
Vice Chairman

Scott Page
Supervisor

Michael Scanlon
Supervisor

Susan A. Fischer
Supervisor

Darryl Adams
District Manager

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Advanced Aquatic Services, Inc.	004923	10541973	Monthly Aquatic Maintenance 11/21	\$ 4,300.00
Asphalt & Concrete Parking Lot Maintenance	004905	2021413	Asphalt Repairs - Meridian 10/21	\$ 2,862.00
Asphalt & Concrete Parking Lot Maintenance	004905	2021414	Asphalt Repairs - Enclave 10/21	\$ 2,862.00
Asphalt & Concrete Parking Lot Maintenance	004922	2021436	Provence Paving 11/21	\$ 21,253.00
Board of County Commissioners	004910	21173546	Solid Waste Assessment 22-26-20-0000-00100-0031 2021	\$ 1,236.27
Capital Land Management Corp.	004924	211947	Monthly Grounds Maintenance & Irrigation 11/21	\$ 14,583.00
Clean Sweep Supply Co., Inc.	004907	2034	Supplies 11/21	\$ 203.28
Costena Services, LLC	004884	Job #102121-2	Replaced GFCI's at Parkmonte & Whinsenton 10/21	\$ 618.66
Cover Up Awning Company	004908	16227	Balance Due Install Recovers - Pool 10/21	\$ 4,613.75
Ecological Consultants, Inc.	004925	12022	6th Semi-Annual Monitoring Enclave M7 43021274.038 10/21	\$ 1,100.00
Fitness Logic, Inc.	004897	104017	Biannual General Maintenance & Cleaning of Equipment 10/21	\$ 155.00
Florida Department of Economic Opportunity	004896	84749	Special District Fee FY 21/22	\$ 175.00
Florida Department of Revenue	004898	61-8015577602-6 10/21	Sales & Use Tax 10/21	\$ 52.08

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Frontier Communications of Florida	004899	813-973-3003-101308-5	Clubhouse FIOS Service 11/21	\$ 417.68
Frontier Communications of Florida	004885	813-994-0164-071921-5	Meridia Internet 11/21	\$ 60.99
Frontier Communications of Florida	004886	813-994-1603-072021-5	Whinsenton Internet 11/21	\$ 60.99
Frontier Communications of Florida	004887	813-994-1915-011921-5	Shellwood Sub Division Gate Phone 11/21	\$ 60.99
Frontier Communications of Florida	004895	813-994-4726-101321-5	Parkmont Internet 10/21	\$ 60.99
Frontier Communications of Florida	004926	813-994-4726-101321-5	Parkmont Internet 11/21	\$ 60.99
Frontier Communications of Florida	004914	813-994-4731-080621-5	Enclave Sub Division Fiber Optic Internet 11/21	\$ 60.99
Jennifer L. Sholl	004919	LS111021	Board of Supervisors Meeting 11/10/21	\$ 200.00
Jerry Richardson	004930	1560	Monthly Hog Removal Service 11/21	\$ 1,200.00
LLS Tax Solutions, Inc.	004909	002478	Arbitrage Calculation Series 2004A - PE 09/14/21 10/21	\$ 500.00
Lorraine M. Brown	004906	111021-Brown	Rental Cancellation 11/21	\$ 100.00
Meadow Pointe IV CDD	CD277	CD277	DC Replenishment	\$ 755.92
Megan McNeil	004915	MM111021	Board of Supervisors Meeting 11/10/21	\$ 200.00

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Michael J Scanlon	004918	MS111021	Board of Supervisors Meeting 11/10/21	\$ 200.00
Mike Fasano, Tax Collector	004903	22-26-20-0000-00100-0031 2021	2021 County Stormwater Assessments	\$ 2,444.16
Outsmart Pest Management Inc.	004927	31732	Pest Control Service 11/21	\$ 51.00
Pasco County Utilities	004888	15676360	#0514195 - 3900 Meadow Pointe Blvd 09/21	\$ 780.01
Pasco County Utilities	004928	15809158	#0514195 - 3900 Meadow Pointe Blvd 10/21	\$ 824.68
Rizzetta & Company, Inc.	004889	INV00000062583	District Management Fees 11/21	\$ 6,092.75
Rizzetta Amenity Services, Inc.	004900	INV00000000009257	Amenity Management Services 10/29/21	\$ 5,164.86
Rizzetta Amenity Services, Inc.	004917	INV00000000009283	Out Of Pocket Expenses 10/21	\$ 196.36
Rizzetta Amenity Services, Inc.	004917	INV00000000009306	General Management & Oversight 11/12/21	\$ 6,921.20
Rizzetta Technology Services, LLC	004890	INV0000008203	Website Hosting Services 11/21	\$ 100.00
Romaner Graphics	004902	20827	Sidewalk Repairs - Pavers Pool Area 10/21	\$ 375.00
Rust-Off Inc.	004929	32838	Monthly Rust Prevention - Maintenance 11/21	\$ 195.00
Scott W Page	004916	SP111021	Board of Supervisors Meeting 11/10/21	\$ 200.00

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Southern Automated Access Services LLC	004901	10257	Gate Repairs Provence 11/21	\$ 253.00
Southern Automated Access Services LLC	004911	10265	Gate Repairs Meridian 11/21	\$ 105.00
Southern Automated Access Services LLC	004911	10274	Gate Repairs Meridian 11/21	\$ 85.00
Southern Automated Access Services LLC	004911	10275	Gate Repairs Enclave 11/21	\$ 105.00
Southern Automated Access Services LLC	004911	10276	Gate Repairs Windsor 11/21	\$ 85.00
Southern Automated Access Services LLC	004911	10277	Gate Repairs MP North 11/21	\$ 265.00
Southern Automated Access Services LLC	004911	10285	CAPXL Cloud - Shellwood 11/21	\$ 75.50
Southern Automated Access Services LLC	004891	Southern Phone Summary 09/21	Southern Phone Summary 09/21	\$ 343.65
Stantec Consulting Services Inc.	004912	1851090	Engineering Services 10/21	\$ 4,084.75
Straley Robin Vericker	004892	20477	General Legal Services 10/21	\$ 4,161.50
Suncoast Pool Service	004931	7742	Pool Supplies Maintenance 11/21	\$ 1,145.00
Susan A. Fischer	004913	SF111021	Board of Supervisors Meeting 11/10/21	\$ 200.00
TECO	004893	221006228235 09/21	Oldwoods Ave Street Light Service 09/21	\$ 1,141.68

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
TECO	004932	221006228235 10/21	Oldwoods Ave Street Light Service 10/21	\$ 1,141.68
U.S. Water Services Corporation	004933	SI38520	Monthly Lift Station Inspection 11/21	\$ 83.69
Waste Connections Of Florida	004894	1036418	Waste Disposal Recreation Center 11/21	\$ 70.00
Waste Connections Of Florida	004894	1036593	Waste Disposal Meadow Pointe North 11/21	\$ 447.00
Waste Connections Of Florida	004934	1053891	Waste Disposal Recreation Center 12/21	\$ 70.00
Waste Connections Of Florida	004934	1054065	Waste Disposal Meadow Pointe North 12/21	\$ 447.00
Waste Connections Of Florida	004904	5639597	Waste Disposal Residential Services 10/21	\$ 6,625.92
Withlacoochee River Electric Cooperative, Inc.	004920	2185385 11/21	Public Lighting 11/21	\$ 249.88
Withlacoochee River Electric Cooperative, Inc.	004921	Summary 10/21	Summary Bill 10/21	<u>\$ 7,192.94</u>
Report Total				<u>\$ 109,676.79</u>