



Rizzetta & Company

Meadow Pointe IV Community Development District

**Board of Supervisors'
Regular Meeting
February 9, 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**

February 1, 2022

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, February 9, 2022 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:

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 January Field Inspection Report.....Tab 1
 2. Consideration of Haven Townhomes Addendum.....Tab 2
 - C. Aquatic Maintenance
 1. January Waterway Inspection.....Tab 3
 - D. District Counsel
 - E. District Engineer
 1. Consideration of Enclave Roadway Sign Observation Plan (**under separate cover**)
 - F. Amenity Management
 1. Review of January Amenities Report.....Tab 4
 - G. District Manager
 1. Review of January District Manager Report.....Tab 5
 2. Review of December Financial Statement.....Tab 6
- 5. BUSINESS ITEMS**
 - A. Consideration of Street Tree Proposal.....Tab 7
 - B. Consideration of SAAS Proposals for MP North And Provence.....Tab 8
 - C. Consideration of Series 2005 Arbitrage Report.....Tab 9
 - D. Consideration of Gate Cameras and Clubhouse Camera Monitoring Proposals (**under separate cover**)
 - E. Continued Discussion of HOA/CDD Agreement
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors Regular Meeting held on January 12, 2022.....Tab 10
 - B. Consideration of Operation and Maintenance Expenditures for December 2021.....Tab 11

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

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, January 12, 2022 at 5:01 p.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
Jason Liggett	Field Operations Manager (via conference call)
Doug Agnew	Advanced Aquatics
Bill Johnson	District Financial Manager, Rizzetta & Co. Inc.
Kayla Connell	Financial Associate, Rizzetta & Co. Inc.
Sara Zare	MBS Capital Markets
Chuck Bellissimo	HPI Security

Audience Present

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 missing signs for speeding and parking and the Duke Energy proposal missing landscaping.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Deputy Report

Not Present

B. Field Inspection Report

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

Mr. Liggett presented the Duke Energy Project Proposal in the amount of \$581,326.33.

On a Motion by Mr. Scanlon, seconded by Ms. Fischer, with all in favor, the Board of Supervisors approved the Duke Energy Project Proposal in the amount of \$581,326.33 for Meadow Pointe IV Community Development District.

Mr. Liggett also presented the Haven Townhome Proposal from Juniper Landscaping in the amount of \$43,596. After a brief discussion, the Board requested Mr. Liggett to get a break down of all the charges and present it at the next meeting.

The Board made a motion stating the CDD will accept ownership of Haven Townhomes common area if Lennar provides an acceptable answer on HOA/CDD responsibilities for that area.

On a Motion by Mr. Scanlon, seconded by Ms. McNeil, with all in favor, the Board of Supervisors will accept ownership of Haven Townhomes common area if Lennar provides an acceptable answer on HOA/CDD responsibilities for that area for Meadow Pointe IV Community Development District.

C. Aquatic Maintenance

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

The Board directed the District Engineer to investigate erosion on pond 78 and pond 79

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 presented the Cross Creek Environmental Erosion Proposal for Pond #1 and Pond #2 in the amount of \$41,140.00.

92 After a brief discussion the Board agreed to approve Pond #2 in the amount
93 of \$23,100.00. The Board will budget \$18,040 for erosion repair on pond #1
94 for next year's budget.
95

On a Motion by Ms. McNeil, seconded by Mr. Scanlon, with all in favor, the Board of Supervisors approved the Cross Creek Proposal for Pond #2 in the amount of \$23,100.00 for Meadow Pointe IV Community Development District.

96 The Board directed Ms. Stewart to work on replacing the missing "No
97 Parking Signs" and "Speeding Signs" for the District.
98
99

100 **F. Amenity Management**

101 The Board received the Amenity Report from Mr. Anaya.

102
103 Mr. Anaya presented two SAAS Proposals, one for Meadow Pointe North
104 and the other for Provence's CAPXLV. The Board would like to table these
105 proposals to the next meeting.
106

107 Mr. Anaya also presented a proposal for Holbrook's HA5 Clubhouse in the
108 amount of \$11,752.40.
109

On a Motion by Ms. McNeil, seconded by Ms. Sholl, with all in favor, the Board of Supervisors approved the Holbrook HA5 Clubhouse proposal in the amount of \$11,752.40 for Meadow Pointe IV Community Development District.

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111 **G. District Manager**

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

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114 Mr. Adams reminded the Board of their next regular scheduled meeting to
115 be held on February 9, 2022 at 10:00 a.m.
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117 **FIFTH ORDER OF BUSINESS**

117 **Consideration of Street Tree Proposal**

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119 This item was tabled to the next regular meeting.
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121 **SIXTH ORDER OF BUSINESS**

121 **Discussion of Bonds**

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123 Ms. Zare from MBS Capital Market, LLC presented a bond refunding agreement
124 for underwriting services with MBS Capital Markets, LLC to the Board. After a brief
125 discussion, the Board agreed to approve the agreement and requested that MBS be
126 present at the next regular meeting.
127

On a Motion by Ms. McNeil, seconded by Ms. Sholl, with all in favor, the Board of Supervisors approved the MBS Capital Market, LLC bond refunding agreement for underwriting services for Meadow Pointe IV Community Development District.

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131 **SEVENTH ORDER OF BUSINESS** **Discussion of Wynfield South**
132 **Development next to Windsor**
133

134 The Board discussed this issue and agreed that the CDD is limited to what it can
135 do. There was no direction or decisions made at this time.
136

137 **EIGHTH ORDER OF BUSINESS** **Discussion of Security Cameras at**
138 **Neighborhood Entrances**
139

140 The Board directed Mr. Anaya to get proposals for security cameras for all
141 neighborhoods. The proposals should include video surveillance for the clubhouse (inside
142 and outside), entrance ways, and pools.
143

144 **NINTH ORDER OF BUSINESS** **Discussion of Personal Email Use for**
145 **CDD Business**
146

147 A discussion ensued and it was noted that all Board of Supervisors emails are
148 being used for CDD Business only.
149

150 **TENTH ORDER OF BUSINESS** **Consideration of Minutes of the Board**
151 **of Supervisors' Regular Meeting held**
152 **on December 8, 2021**
153

154 Mr. Adams presented the minutes of the Board of Supervisors' regular meeting held
155 on December 8, 2021.
156

On a motion from Ms. Sholl, seconded by Ms. McNeil, the Board approved the Minutes of the Board of Supervisor' Regular Meeting held on December 8, 2021, as amended, for the Meadow Pointe IV Community Development District.

157 **ELEVENTH ORDER OF BUSINESS** **Consideration Operations &**
158 **Maintenance Expenditures for**
159 **November 2021**
160
161

162 The Board received the Operation and Maintenance Expenditures for November
163 2021 in the amount of \$109,676.79.
164

On a motion from Ms. Fischer, seconded by Mr. Scanlon, with all in favor, the Board approved the O&M Expenditures for November 2021 in the amount of \$109,676.79 for the Meadow Pointe IV Community Development District.

165 **TWELFTH OF BUSINESS** **Audience Comments on Other Items**
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168 There were no audience comments presented at this time.
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174 **THIRTEENTH ORDER OF BUSINESS** **Supervisor Forum**

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176 The only request at this time was to add Mr. Matthew Huber's email address to
177 the District Website.

178 **FOURTEENTH ORDER OF BUSINESS** **Adjournment**

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On a motion from Ms. Fischer, seconded by Mr. Page, with all in favor, the Board approved to adjourn the meeting at 8:03 p.m. for the Meadow Pointe IV Community Development District.

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DRAFT



**MEADOW POINTE IV
COMMUNITY DEVELOPMENT DISTRICT**

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

Meadowpointe4cdd.org

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

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2021 through December 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$87,584.77**

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

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Advanced Aquatic Services, Inc.	004935	10541619	Monthly Aquatic Maintenance 10/21	\$ 4,300.00
Advanced Aquatic Services, Inc.	004951	10542373	Monthly Aquatic Maintenance 12/21	\$ 4,300.00
Advanced Aquatic Services, Inc.	004951	10542407	Aquatic Plant Installation 12/21	\$ 4,575.00
Capital Land Management Corp.	004936	211997	Fertilization 11/21	\$ 105.00
Capital Land Management Corp.	004952	212007	Volleyball Court Renovation 11/21	\$ 2,730.00
Capital Land Management Corp.	004952	212010	Install December Annuals 11/21	\$ 2,571.37
Clean Sweep Supply Co., Inc.	004953	2273	Supplies 12/21	\$ 195.26
Decorating Elves, Inc	004937	21603	Balance Due - Holiday Decorations 11/21	\$ 6,812.65
Envera	004938	707529	Clubhouse Video Monitoring 11/01/21 - 01/31/22	\$ 3,666.00
Florida Department of Revenue	004955	61-8015577602-6 11/21	Sales & Use Tax 11/21	\$ 51.16
Fountain Design Group, Inc.	004956	25216A	Quarterly Fountain Cleaning Service 10/21	\$ 175.00
Frontier Communications of Florida	004939	813-973-3003-101308-5 12/21	Clubhouse FIOS Service 12/21	\$ 417.68
Frontier Communications of Florida	004969	813-994-0164-071921-5 01/22	Meridia Internet 01/22	\$ 60.99

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Frontier Communications of Florida	004940	813-994-0164-071921-5	Meridia Internet 12/21	\$ 60.99
Frontier Communications of Florida	004970	813-994-1603-072021-5	Whinsenton Internet 01/22	\$ 60.99
Frontier Communications of Florida	004941	813-994-1603-072021-5	Whinsenton Internet 12/21	\$ 60.99
Frontier Communications of Florida	004971	813-994-1915-011921-5	Shellwood Sub Division Gate Phone 01/22	\$ 60.99
Frontier Communications of Florida	004942	813-994-1915-011921-5	Shellwood Sub Division Gate Phone 12/21	\$ 60.99
Frontier Communications of Florida	004972	813-994-4726-101321-5	Parkmont Internet 12/21	\$ 60.99
Frontier Communications of Florida	004965	813-994-4731-080621-5	Enclave Sub Division Fiber Optic Internet 12/21	\$ 60.99
Jennifer L. Sholl	004961	LS120821	Board of Supervisors Meeting 12/08/21	\$ 200.00
Krueger Contracting Inc.	004943	000549	Sidewalk Grinds 11/21	\$ 13,573.00
Meadow Pointe IV CDD	CD278	CD278	DC Replenishment	\$ 1,747.44
Megan McNeil	004973	122021-McNeil	Reimburse for Gift Cards 12/20	\$ 300.00
Megan McNeil	004957	MM120821	Board of Supervisors Meeting 12/08/21	\$ 200.00
Michael J Scanlon	004960	MS120821	Board of Supervisors Meeting 12/08/21	\$ 200.00

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Outsmart Pest Management Inc.	004958	32030	Pest Control Service 12/21	\$ 51.00
Pasco County Utilities	004974	15940430	#0514195 - 3900 Meadow Pointe Blvd 11/21	\$ 973.58
Rizzetta & Company, Inc.	004944	INV0000063165	District Management Fees 12/21	\$ 6,092.75
Rizzetta Amenity Services, Inc.	004946	INV0000000009332	Personnel 11/21	\$ 5,116.00
Rizzetta Amenity Services, Inc.	004966	INV0000000009357	Out Of Pocket Expenses 11/21	\$ 229.46
Rizzetta Amenity Services, Inc.	004966	INV0000000009377	General Management & Oversight/Personnel 12/21	\$ 6,878.24
Rizzetta Technology Services, LLC	004945	INV0000008294	Website Hosting Services 12/21	\$ 100.00
Romaner Graphics	004948	20852	Install Garage Sale Banners 11/21	\$ 270.00
Romaner Graphics	004948	20853	Repaired Doors on Dumpster 11/21	\$ 300.00
Romaner Graphics	004948	20862	No Trespassing Signs 11/21	\$ 70.00
Scott W Page	004959	SP120821	Board of Supervisors Meeting 12/08/21	\$ 200.00
Southern Automated Access Services LLC	004947	10373	Gate Repairs Provence 11/21	\$ 1,300.00
Stantec Consulting Services Inc.	004962	1863576	Engineering Services 11/21	\$ 1,285.75

Meadow Pointe IV Community Development District

Paid Operation & Maintenance Expenses

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Straley Robin Vericker	004949	20698	General Legal Services 11/21	\$ 1,182.50
Suncoast Pool Service	004963	7824	Pool Supplies Maintenance 12/21	\$ 1,145.00
Susan A. Fischer	004954	SF120821	Board of Supervisors Meeting 12/08/21	\$ 200.00
TECO	004975	221006228235 11/21	Oldwoods Ave Street Light Service 11/21	\$ 1,141.68
Waste Connections Of Florida	004950	5697743	Waste Disposal Bellmeade Court 11/21	\$ 290.65
Waste Connections Of Florida	004964	5697772	Waste Disposal Residential Services 11/21	\$ 6,625.92
Withlacoochee River Electric Cooperative, Inc.	004967	2185385 12/21	Public Lighting 12/21	\$ 249.88
Withlacoochee River Electric Cooperative, Inc.	004968	Summary 11/21	Summary Bill 11/21	<u>\$ 7,274.88</u>
Report Total				<u>\$ 87,584.77</u>