

**MEADOW POINTE
COMMUNITY DEVELOPMENT
DISTRICT**

SEPTEMBER 19, 2019

AGENDA PACKAGE

Meadow Pointe Community Development District

Inframark – Infrastructure Management Services

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September 12, 2019

Board of Supervisors
Meadow Pointe
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Meadow Pointe Community Development District will be held on **Thursday, September 19, 2019 at 6:30 p.m.** in Clubhouse C of the Meadow Pointe I Community Park, 28245 County Line Road in Wesley Chapel, Florida. Following is the advance agenda for the meeting:

PUBLIC/AUDIENCE COMMENTS:

There are two opportunities for audience comments on any CDD matter during the course of the meeting as noted in the agenda. Additionally, audience comments are permitted on any matter being discussed by the Board. In order to maintain order and in the interest of time and fairness to other speakers, each speaker must be recognized by the Chair and comments are limited to three minutes per person. This time may be extended at the discretion of the Chair. Only one person may speak at a time. Although Supervisors may not necessarily respond to the comments, they will be taken into consideration by the Supervisors.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Audience Comments
4. Consent Agenda
 - A. Minutes of the August 1, 2019 Meeting
 - B. Minutes of the August 15, 2019 Meeting
 - C. ARC Applications
5. Deed Restriction and Architectural Review Matters
6. District Manager's Report
7. Operations Manager's Report
8. Chairman's Comments
9. Supervisors' Reports, Requests and Comments
10. Audience Comments
11. Adjournment

Sincerely,
Mark Vega/mm
District Manager

Fourth Order of Business

4A.

**MINUTES OF MEETING
MEADOW POINTE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe Community Development District was held Thursday, August 1, 2019 at 6:30 PM at the Meadow Pointe Community Center, 28245 County Line Road, Wesley Chapel, Florida.

Present and constituting a quorum were:

Dennis Smith, Chair
Patricia Asklar, Vice Chair
Lutfi Jadallah, Treasurer
Dawn Khalil, Assistant Secretary
Kelly Garvin, Assistant Secretary

Also present was:

Pavel Bezdek, Resident

The following is a summary of the discussions and actions taken at the August 1, 2019 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS Call to Order

Mr. Smith called the meeting to order and all Supervisors identified themselves.

SECOND ORDER OF BUSINESS Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS Audience Comments

Ms. Bezdek asked if it would be possible to install Wi-Fi in Building B. He was informed that there is Wi-Fi available for guests in Building B and to check with staff for assistance in connecting.

FOURTH ORDER OF BUSINESS Deed Restriction & Architectural Review Matters

There being none the next item followed.

August 1, 2019

Meadow Pointe CDD

FIFTH ORDER OF BUSINESS

Approval of Financials & Invoices through June 2019

On MOTION by Ms. Asklar seconded by Ms. Garvin with all in favor, Financials and Invoices for June 2019 were approved.

SIXTH ORDER OF BUSINESS

Vacation Policy

Mr. Smith explained that during the FY 2019 audit it was discovered that the CDD does not have a written policy dealing with paid time off, and indicated that the CDD had a non-current liability of \$32,134 for accrued compensated absences. It was later discovered that vacation and sick time was not being deducted since 2015. A proposed policy which represents the current undocumented policy of the CDD is presented for the approval of the Board. Mr. Fisk has reviewed the proposed policy and concurs.

On MOTION by Ms. Asklar seconded by Ms. Garvin with all in favor the proposed Vacation, Sick Leave and Holiday Policy was approved.

SEVENTH ORDER OF BUSINESS

Operational Matters

Mr. Smith informed the Board that there was an incident at the pool entrance on July 29th involving a student from Wesley Chapel High School (WHSC) and two women who identified themselves as the mother and grandmother of the student, one of which claimed to be a resident of the District. Access was denied because although there is a use agreement between the District and WCHS for use of the lap pool for practices 5AM to 7AM, that is the only times that the students, under the supervision of their coach, may use the pool. The one woman challenged that and insisted that they be allowed to enter. She used vulgar language and a vulgar gesture. The coach has been contacted, and she sent an email to all the team parents clarifying our agreement. The one woman left a message for staff while our office was closed and that message was returned. However, no further contact has been made. It appears that the situation has been resolved. Unfortunately, Ms. Carmen Vargas submitted her resignation as a result of this and previous incidents.

Ms. Khalil informed the Board that a Raymon Colon, Jr. commented on our Facebook page that the CDD staff is racist because persons of color are being reprimanded for various things but white persons are not. The chairman pointed out that the incident described in the previous paragraph involved white persons. Staff is merely trying to maintain good order to protect the guests and CDD property. Unfortunately, too many parents are not properly supervising their children or they themselves are violating the rules for use of the facilities.

August 1, 2019

Meadow Pointe CDD

Ms. Khalil wanted to know if our Face Book Page was going to be eliminated and what has to be done to meet our public records requirements. The Board will discuss this at the next meeting when the District Manager will be present.

Ms. Khalil asked for suggests for the next newsletter.

EIGHTH ORDER OF BUSINESS

Audience Comments

There being none the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Garvin seconded by Ms. Asklar with all in favor the meeting was adjourned.

Dennis L. Smith, Chair

4B

**MINUTES OF MEETING
MEADOW POINTE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe Community Development District was held Thursday, August 15, 2019 at 6:30 p.m. at Clubhouse C, Meadow Pointe I Community Park, 28245 County Line Road, Wesley Chapel, Florida.

Present and constituting a quorum were:

Dennis Smith	Chairman
Patricia Asklar	Vice Chair
Lutfi Jadallah	Treasurer
Kelly Garvin	Assistant Secretary
Dawn Khalil	Assistant Secretary

Also Present:

Mark Vega	District Manager
Keith Fisk	Operations Manager

The following is a summary of the discussions and actions taken at the August 15, 2019 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Smith called the meeting to order and a quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The pledge was recited.

THIRD ORDER OF BUSINESS

Audience Comments

None

FOURTH ORDER OF BUSINESS

Consent Agenda

- A. Minutes of July 2, 2019 Meeting
- B. Minutes of July 18, 2019 Meeting
- C. ARC Applications – None

On MOTION by Ms. Asklar seconded by Ms. Garvin with all in favor, the consent agenda items were approved.

FIFTH ORDER OF BUSINESS

Deed Restriction and Architectural Review Matters

None.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of the Budget for FY 2020 (Resolution 2019-3) and Levy of Non-Ad Valorem Assessments (Resolution 2019-4)

Mr. Smith briefly summarized the budget and noted it maintains the same assessment for residential properties and it increases the commercial properties assessment by approximately 5.24%. The expenditures and revenues look the same; a few were increased to compensate for some of the increases in expenditures. The budget is much like the budgets of years past.

The public comment portion of the budget public hearing was opened at 6:36 P.M.

An audience member asked if there is still a surplus and Mr. Smith responded we will gradually work that down to approximately \$45,000 in reserves, which we want to maintain in case we have legal issues with deed restriction enforcement.

The audience member also asked about paying a residential trash collection fee and Mr. Smith responded the trash collection is covered completely by your assessment from the CDD. Residents pay a trash tax on their tax bill, which is for operating the trash facilities.

The public comment portion of the budget public hearing was closed at 6:39 P.M.

Ms. Asklar discussed pay guidance and the need to create a tier pay schedule to hire staff, which includes office, maintenance and pool staff. We need to compensate our valued staff accordingly.

Mr. Smith noted we usually discuss pay raises effective October 1st and we will deal with the part-timers at that time.

Ms. Khalil inquired about the new updated website being included in the 2020 budget and Mr. Smith responded it is under General Fund, Parks and Recreation, Miscellaneous Newsletter, which will be changed to Newsletter/Website.

Mr. Smith discussed Capital Outlay and noted he intended to charge the pool resurfacing for the lap pool to Capital Outlay, but we can't do that as it is not a new project, only maintenance. Therefore, under R&M General, it has \$39,500 in the FY 20 column and we will spend \$55,000 on the resurfacing of the lap pool and we will add that much to that line item and we will decrease the Capital Outlay by the same amount.

Mr. Smith added the budget totals won't change at all; we're only taking it from one-line

item to another. After this is done, we will have in Undesignated Cash approximately \$281,000.

He continued, on the Residential Fund, it is the same as last year.

The commercial properties assessment is paid by the acre and is going up from \$64.53 per acre to \$67.91 per acre and the residential assessment is staying the same as it has been for the last six or seven years. Letters have been mailed to all the commercial property owners regarding the assessment raise.

On MOTION by Ms. Garvin seconded by Ms. Asklar with all in favor Resolution 2019-3 relating to the annual appropriations of the District and adopting the budget for fiscal year 2020 budget was adopted.

On MOTION by Ms. Garvin seconded by Ms. Asklar with all in favor Resolution 2019-4 levying and imposing special assessments; providing for collection and enforcement of special assessments; approving an assessment roll; providing for amendment of the assessment roll; providing a severability clause and providing an effective date was adopted.

SEVENTH ORDER OF BUSINESS District Manager

A. Approval of the Annual Meeting Schedule for Fiscal Year 2020

Consensus of the Board was to accept the fiscal year 2020 meeting schedule as presented.

EIGHTH ORDER OF BUSINESS Operations Manager’s Report

Mr. Fisk discussed a proposal from Wentra Construction for sidewalk replacement in the amount of \$11,100.

On MOTION by Ms. Asklar seconded by Ms. Garvin with all in favor the proposal from Wentra Construction for sidewalk replacement in the amount of \$11,100 was accepted.

NINTH ORDER OF BUSINESS Chairman’s Comments

None.

TENTH ORDER OF BUSINESS Supervisors’ Reports, Requests and Comments

Ms. Khalil asked for information to be put in the Newsletter regarding sidewalks and the garage sale. She will also include a note regarding the Facebook page being taken down and a note regarding the new website.

ELEVENTH ORDER OF BUSINESS

Audience Comments

An audience member complimented Mr. Fisk on the exceptional job he does for the District.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Khalil seconded by Ms. Garvin with all in favor the meeting adjourned at 7:25 P.M.

Dennis Smith, Chairman