

## Meadow Pointe Community Development District

### Board of Supervisors

Dennis Smith, Chairperson

Patricia J. Asklar, Vice Chairman

Lutfi Jadallah, Treasurer

Dawn Khalil, Assistant Secretary

Kelly L. Garvin, Assistant Secretary

Mark Vega, District Manager

Tracy Robin, District Counsel

Tonja Stewart, District Engineer

Keith Fisk, Operations Manager

### Regular Meeting Agenda

Thursday, May 21, 2020 6:30 P.M.

**Meeting URL:** <http://us02web.zoom.us/j/83872913917>

Meeting ID: 838 7291 3917

Phone in number: 1-929-205-6099

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1. Call to Order and Roll Call
  2. 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.
  3. Consent Agenda
    - A. Minutes of the April 2, 2020 Meeting *Page 2*
    - B. Minutes of the April 16, 2020 Meeting *Page 5*
  4. Deed Restriction and Architectural Review Matters
  5. District Manager's Report
    - o Notice from Pasco County SOE-Number of Registered Voters-3,034 *Page 7*
  6. Operations Manager's Report
  7. Chairman's Comments
  8. Supervisors' Reports, Requests and Comments
  9. Audience Comments
  10. Adjournment

**Note:** The next meeting is scheduled for June 4, 2020

#### District Office:

2654 Cypress Ridge Boulevard, Suite 101  
Wesley Chapel, FL 33544

#### Meeting Location:

via Zoom

**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, April 2, 2020 at 6:30 PM via Zoom.

Participating and constituting a quorum were:

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

Also participating were the following:

Keith Fisk, Operations Manager  
Deanna Sourk, Administrative Assistant  
One resident

*The following is a summary of the discussions and actions taken at the April 2, 2020 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 not recited due to the manner in which the meeting was conducted.

**THIRD ORDER OF BUSINESS                      Audience Comments**

There being none the next item followed.

**FOURTH ORDER OF BUSINESS                      Deed Restriction & Architectural Review Matters**

April 2, 2020

Meadow Pointe CDD

On MOTION by Ms. Khalil seconded by Ms. Asklar with all in favor, the Architectural Review consent agenda was approved.

**FIFTH ORDER OF BUSINESS****Approval of Financials & Invoices through February 2020**

On MOTION by Mr. Jadallah seconded by Ms. Asklar with all in favor, Financials and Invoices for February 2020 were approved.

**SIXTH ORDER OF BUSINESS****Operational Matters**

Mr. Fisk informed the Board that he found a company to do a thorough cleaning of the fitness room for \$300. Staff will assist with moving the equipment.

Mr. Fisk presented a proposal by ACCI, Inc. to provide and install a new server with 2 terabytes of storage for the camera and access system at a cost of \$3,321.00. The current equipment has reached its capacity and has become problematic.

On MOTION by Ms. Asklar seconded by Mr. Jadallah with all in favor, the proposal from ACCI, Inc. in the amount of \$3,321.00 to provide and install a new server for the camera and access system was approved.

Mr. Smith proposed that the CDD continue to pay part time staff for the average number of hours they have worked during the pay periods in calendar year 2020 until such time as the facilities reopen. This would be at the option of each employee who would have to agree not to file for unemployment for the hours they lose as a result of the reduced CDD operations and would be available for any work that may be required of them during this period. At the present time there are only four employees who are working normal hours.

On MOTION by Ms. Asklar seconded by Ms. Khalil with all in favor, the proposal by Mr. Smith to continue to pay part time employees during the time that the facilities are closed was approved.

April 2, 2020

Meadow Pointe CDD

There was a discussion about the decision made to cancel the community garage sale scheduled for Saturday, April 4.

There was a discussion about the method of operation by office staff and maintenance workers. Staff is comfortable with the operations. There are almost no occasions when people are permitted into the building. Most business is being conducted by phone or through the window at the side of the office.

**SEVENTH ORDER OF BUSINESS      Audience Comments**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS      Adjournment**

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

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Dennis L. Smith, Chair

**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, April 16, 2020 at 6:30 p.m. via Zoom at <http://zoom.us/j/591086338>, phone in #1 929-205-6099.

Present remotely and constituting a quorum were:

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

Also Present Remotely:

Mark Vega	District Manager
Keith Fisk	Operations Manager

One Resident

*The following is a summary of the discussions and actions taken at the April 16, 2020 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**

**Audience Comments**

None

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Minutes of March 5, 2020 Meeting
- B. Minutes of March 19, 2020 Meeting
- C. ARC Applications – None

On MOTION by Mr. Jadallah seconded by Ms. Asklar with all in favor, the consent agenda items A through C were approved. 5/0
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**FOURTH ORDER OF BUSINESS**

**Deed Restriction and Architectural  
Review Matters**

None at this time.

**FIFTH ORDER OF BUSINESS**

**District Manager’s Report**

Mr. Vega reported the first Board meeting in May will be held via Zoom. It is not certain whether the second May meeting will also be held via Zoom. The Board will be kept informed.

**SIXTH ORDER OF BUSINESS**

**Operations Manager’s Report**

**A. Discussion of the Proposed FY2021 Budget**

This item was addressed by Mr. Smith  
Mr. Fisk had no items to report.

**SEVENTH ORDER OF BUSINESS**

**Chairman’s Comments**

Mr. Smith reported he distributed the proposed budget for fiscal year 2021 to the Board today. It does not include the breakdown of the assessment however the assessment will stay the same for both residential and commercial properties in the 2021 proposed budget. Between now and the May 7<sup>th</sup> meeting Supervisors should look it over.

Facility operations should remain as they are now. To be discussed at the May 7<sup>th</sup> meeting.

Mr. Smith suggested including the following verbiage in the newsletter: Stay informed on our website above and then list the Pasco website.

**EIGHTH ORDER OF BUSINESS**

**Supervisors’ Reports, Requests and Comments**

Mr. Jadallah complimented the staff for the wonderful job they have done keeping the exercise rooms clean.

Ms. Asklar noted the community landscapers are continuing to do a good job.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

There were no audience members who identified themselves.

**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Khalil seconded by Ms. Garvin with all in favor, the meeting was adjourned. 5/0

**Brian E. Corley**  
Supervisor of Elections  
Post Office Box 300  
Dade City, FL 33526-0300



★★★ **FREEDOM**  
Requires Responsibility  
**VOTE PASCO**

April 16, 2020

Sandra H. Demarco, Recording Manager  
Inframark  
210 N University Drive Suite 702  
Coral Springs FL 33071

Dear Ms. Demarco:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2020.

- Estancia at Wiregrass Community Development District 1,109
- Heritage Springs Community Development District 2,175
- Lake Bernadette Community Development District 1,535
- Lexington Oaks Community Development District 2,996
- **Meadow Pointe I Community Development District 3,034**
- Meadow Pointe II Community Development District 3,636
- Oakstead Community Development District 2,196
- Oak Creek Community Development District 1,084
- Watergrass II Community Development District 793

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood  
Chief Administrative Officer