

## Meadow Pointe Community Development District

### Board of Supervisors

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

Mark Vega, District Manager  
Tracy Robin, District Counsel  
Tonja Stewart, District Engineer  
Keith Fisk, Operations Manager

### Regular Meeting Agenda

Thursday, June 18, 2020 6:30 P.M.

**Meeting URL:** <http://us02web.zoom.us/j/81171933526>

Meeting ID: 811 7193 3526

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 May 7, 2020 Meeting *Page 2*
    - B. Minutes of the May 21, 2020 Meeting *Page 4*
    - C. Resolution 2020-3 Election of Officers *Page 8*
  4. Deed Restriction and Architectural Review Matters
  5. District Manager's Report
  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 July 2, 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, May 7, 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  
Three residents

*The following is a summary of the discussions and actions taken at the May 7, 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                      Audience Comments**

Ms. Fisher asked about what was being done about the deed restriction violations at 1319 Big Sky Drive. Mr. Smith and Mr. Fisk updated the status of the case. The district was finally able to deliver notice about the fines that were levied against the property owner. Mr. Smith will be talking to the attorney about the next steps to be taken.

Ms. Pangborn asked when the pool was going to open. Mr. Smith stated that the topic would be discussed after the other items on the agenda.

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

There being none the next item followed.

May 7, 2020

Meadow Pointe CDD

**FOURTH ORDER OF BUSINESS**

**Approval of Financials and Invoices Through March 2020**

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

**FIFTH ORDER OF BUSINESS**

**Discussion of FY 2021 Budget**

There was a discussion about the draft FY 2021 Budget. The Proposed Budget will be approved during the June 4, 2020 meeting.

**SIXTH ORDER OF BUSINESS**

**Operational Matters**

There was a lengthy discussion by the Board and audience members about when and under what restrictions the recreation facilities should be reopened. Mr. Fisk briefed the Board on what some of the other Districts in the area are doing and recommended that the facilities remain closed through the month of May as seems to be the pattern. Mr. Smith asked that the Board members review the recommendations by Hopping Green & Sams attorneys with a view toward how the CDD could apply and implement the recommendations. Mr. Smith also stated that the county is proceeding carefully in opening its facilities. The Board will discuss the matter at the next meeting on May 21. In the meantime, the facilities will remain closed.

**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, May 21, 2020 at 6:37 p.m. via Zoom at <http://zoom.us02web.zoom.us/j/83872913917>, 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: 8 Residents

Mark Vega	District Manager
Keith Fisk	Operations Manager

*The following is a summary of the discussions and actions taken at the May 21, 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-Remote**

Mr. Smith read the following for the record:

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.

Resident comments were received.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Minutes of April 2, 2020 Meeting
- B. Minutes of April 16, 2020 Meeting

On MOTION by Ms. Asklar seconded by Ms. Khalil with all in favor, the consent agenda items A & B were approved. 5/0
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**FOURTH ORDER OF BUSINESS**

**Deed Restriction and Architectural  
Review Matters**

None.

**FIFTH ORDER OF BUSINESS**

**District Manager's Report**

- Notice from Pasco County SOE-Number of Registered Voters – 3,034
- Mr. Vega commented on information he sent to the Board regarding insurance guidelines concerning opening the facility.
- It was noted by Mr. Smith that future meeting methods, whether in-person or by virtual meetings, will be posted on the District's website.
- Mr. Vega commented on other District's amenities openings.
- Mr. Smith noted Meadow Pointe II decided to put off their opening until their next meeting, which could be June 3<sup>rd</sup>. They are having an issue with cleaning supplies availability. Our District may have the same issue.
- Mr. Smith commented on discussions he had with Mr. Fisk regarding opening the community pool. The following was noted:
- Keep in mind we have been paying attention to what other jurisdictions in this area are doing; we paid attention to Pasco County.
- Pasco County published they were to open a pool at Veterans Park this weekend but changed their minds and said they will not open until further notice.
- The City of Tampa opened their pool for lap swimming only, with appointments.
- Assume all other Pasco County pools are closed.
- Our proposal was to start on June 1<sup>st</sup> with general rules.
- Not all facilities would open at the same time, check website for details.
- Only residents of MPCDD can use the facilities, no guests due to limited capacity.
- Residents must be 18 years or older or accompanied by legal guardian.
- Everyone must always comply with social distancing guidelines. Only members of the same household may gather in groups of 10 or less.
- All face covering when dealing with staff.
- Residents are encouraged to bring sanitizing wipes to sanitize the areas used before and after use.
- Facilities and office hours will be reduced to provide for cleaning and sanitizing

- and double up of staffing during hours of operation.
- Only those facilities will be open that lend themselves to social distancing are permitted by Executive Order and other directives.
  - Hours of operation: office open for all business from 9 to 5, Monday through Friday, 5 PM to 7 PM on evenings for limited business and Saturday and Sunday from 9 am to 7 pm for limited business and unless otherwise stated hours of operation for facilities would be 9 to 7, Monday through Sunday.
  - Swimming, water facilities, lap pool would be open at a reduced capacity of 35. Waterslide, splashpad and slide would be closed, no toys, floats, etc. are permitted aside from the individual safety floatation devices for children. Sun bathing is not permitted. Hours for pool would be 10 am to 12 pm, 1 pm to 3 pm and 4 pm to 7 pm. Pool area would be closed and cleared between the hours of operation, giving staff opportunity to clean. Residents would be screened for re-entry. Deck furniture has been removed to encourage social distancing; do not attempt to use furniture that has been stacked.
  - Tennis and pickleball courts only for members of the same household, no more than four people per court. No pickleball equipment will be available for loan. Basketball court open for shooting hoops while social distancing; no games.
  - Shuffleboard courts, playgrounds, barbeque pits, fitness facility all closed.
  - Racquetball courts, single play only by reservation.
  - Activity rooms would continue to be closed and cabana would be closed due to limited space.

With the problem of cleaning supplies and other problems, we don't think it is wise to do this right now. We have not been processing requests for key fobs and key fobs expire after two years. We recommend at this time we don't follow the guidelines I just mentioned, but we will post on the website that people need to come in to get their key fobs and either come in or call in making sure your current key fobs are working. This can be done over the next two weeks in anticipation of opening after that. Many issues are anticipated with the proposed opening schedule guidelines.

Mr. Fisk agreed with Mr. Smith's proposed plan regarding delaying the facilities opening and noted we are just not ready to reopen, we don't have the needed cleaning supplies, staffing is

not up to par, we would be putting staff and myself in a bad situation. We need to look after staff and residents of Meadow Pointe.

A discussion ensued on the proposed guidelines noted above.

After extensive discussion, there was a consensus of the Board to schedule a June 1<sup>st</sup> soft-opening of courts for limited, reduced hours.

- o Audience members were encouraged to make comments at this time.

Board members continued to discuss this issue at length.

On MOTION by Ms. Asklar seconded by Ms. Garvin with all in favor, beginning on June 1, 2020 proceeding with a soft opening of outside courts (tennis, pickleball and basketball for shooting only) using sign-up genius was approved. 5/0

Mr. Smith commented on his concerns about opening the fitness center and a discussion ensued.

**SEVENTH ORDER OF BUSINESS**

**Chairman’s Comments**

Mr. Smith noted he has been in communication with the county regarding paving Countyline Road. They will be ready to begin in approximately two months.

Mr. Smith also reported he received the proposed fiscal year 2021 budget and the financials, and he will work on the budget tomorrow.

**EIGHTH ORDER OF BUSINESS**

**Supervisors’ Reports, Requests and Comments**

None.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

None.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Khalil seconded by Ms. Garvin with all in favor, the meeting was adjourned at 8:30 P.M. 5/0

**RESOLUTION 2020-3**

**A RESOLUTION DESIGNATING OFFICERS OF THE  
MEADOW POINTE COMMUNITY DEVELOPMENT  
DISTRICT**

WHEREAS, the Board of Supervisors of the Meadow Pointe Community Development District at a regular business meeting desires to appoint the below recited persons to the offices specified.

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

- 1. The following persons were appointed to the offices shown, to wit:

<u>Kelly Garvin</u>	Chairman
<u>Patricia J. Asklar</u>	Vice Chairman
<u>Mark Vega</u>	Secretary
<u>Lutfi Jadallah</u>	Treasurer
<u>Stephen Bloom</u>	Co-Treasurer
<u>Alan Baldwin</u>	Assistant Treasurer
<u>Dawn Khalil</u>	Assistant Secretary
<u>Dennis Smith</u>	Assistant Secretary

PASSED AND ADOPTED THIS 18th DAY OF JUNE 2020

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Chairman

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Mark Vega  
Secretary