

Meadow Pointe Community Development District

Board of Supervisors

Michael Smith, Chairperson
Alicia Willis, Vice Chairperson
Alan Sourk, Assistant Secretary
Nathaniel Kirkland, Assistant Secretary
Stephanie Costa, Assistant Secretary

Staff:

David Wenck, District Manager
Kathryn "KC" Hopkinson, District Counsel
Tonja Stewart, District Engineer
Keith Fisk, Operations Manager

Meeting Agenda Thursday, October 16, 2025 – 7:00 p.m.

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Audience Comments – Three- (3) Minute Time Limit**
4. **Staff Reports**
 - A. Aquatics Report
 - B. Landscape Report
 - C. Deed Restriction and Architectural Review Matters
 - D. Community Counsel Update
 - E. Operational Matters
 - i. Brick Wall Repair
 - a. Meadowlands Village: One section of wall repair
 - b. Summerbrook: Two sections of wall repair
 - ii. Southscape Landscape
 - a. Removal of four dead trees from Southscape (Items 1, 2 and 3)
 - b. Removal of plants and replacement with sod in the east corner of CLR and Aronwood (Item 4)
 - iii. Christmas Lights Proposals
 - a. Events Done Bright
 - b. Champa Bay
 - c. American Illuminations
 - F. District Manager
 - i. Rule Change Discussion
5. **Business Administration**
 - A. Consideration of Minutes from the Meeting Held September 18, 2025.....
6. **Supervisor Requests**
7. **Audience Comments – Three- (3) Minute Time Limit**
8. **Adjournment**

The next meeting is scheduled for Thursday, November 20, 2025, at 7:00 p.m.



MEADOW POINTE I CDD

LANDSCAPE INSPECTION

October 2, 2025

ATTENDING:

KEITH FISK – MEADOW POINTE CDD

ADAM RHUM – GREENVIEW LANDSCAPING

PAUL WOODS – OLM, INC.

SCORE: 95%

**NEXT INSPECTION
NOVEMBER 6, 2025 AT 8:30 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

1. Bruce B. Downs Blvd/County Line Road intersection: Apply selective herbicides to control grassy weeds in Liriope.
2. Continue to use nonselective herbicides to establish natural areas gap between the wood line and the fence along Bruce B. Downs Blvd.
3. As drying improves increase mowables down to areas of previous standing water.
4. Aronwood Blvd: Detail the bike path and the asphalt edge, eliminating irregularities and runners.
5. Aronwood Blvd median island: Use selective herbicides to control grassy weeds in turf.
6. Aronwood Blvd: Use sharp shovels to remove palm volunteers.
7. Control Nutsedge in Asiatic Jasmine beds on the exit side of Aronwood Blvd.

COUNTY LINE ROAD

8. Prune downward growth and suckering growth from trees along the eastbound sidewalk.
9. Eliminate unserviceable grass strips along the sidewalk edge between the GTE Credit Union and the pond.
10. Reduce suckering growth at the base of Oak trees.
11. Improve St. Augustine turf along right-of-way to the east of the elementary school. Confirm no active pest pressure.
12. Stagger mow patterns near the Summerbrooke frontage to reduce repetitive tracking.
13. Prune Copperleaf and other shrubs along wall fronts for pedestrian clearance.
14. Parkland: Re-tuck mulch along sidewalk at the Elaeagnus at the entrance and frontage.

15. Remove viney growth from Crape Myrtles.
16. Parkland: Prune back wood line overgrowth and reduce viney and weedy growth on the north end of the pond in the 1700 block of Tangledvine Drive.
17. Broadlands: Maintain around the storm water inlet structure near the Distant Oaks Drive/Fallen Leaves Way intersection.

CATEGORY III: IMPROVEMENTS – PRICING

1. Clubhouse: Provide a price to install additional gravel between the basketball court and the pool cabana to eliminate the erosion. Riprap stone may be an appropriate aggregate.
2. Clubhouse: Provide a price for additional drainage or suitable groundcover near the slide and sidewalk.

CATEGORY IV: NOTES TO OWNER

NONE

CATEGORY V: NOTES TO CONTRACTOR

NONE

cc: Keith Fisk mp1@meadowpointecdd.com
David Wenck David.Wenck@inframark.com
April Duhaney april.duhaney-emanuel@inframark.com
Larry Rhum Debs@greenviewfl.com
Nathaniel Kirkland nkirkland@meadowpointecdd.com
Alan Sourk asourk@meadowpointecdd.com
msmith@meadowpointecdd.com
awillis@meadowpointecdd.com
Stephanie Costa scosta@meadowpointecdd.com

MEADOW POINTE 1 CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

<i>A. LANDSCAPE MAINTENANCE</i>	<i>VALUE</i>	DEDUCTION	REASON FOR DEDUCTION
TURF	5	-2	Line trim swale areas
TURF FERTILITY	15		
TURF EDGING	5	-2	Asphalt edges
WEED CONTROL – TURF AREAS	10	-2	Selective grassy control in act. Augustine
TURF INSECT/DISEASE CONTROL	10		
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		
PLANT INSECT/DISEASE CONTROL	10		
PRUNING	10	-2	Woodline on north side
CLEANLINESS	10		
MULCHING	5		
WATER/IRRIGATION MANAGEMENT	15		
CARRYOVERS	5		

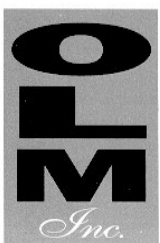
B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		

Date: 10-2-25 Score: 95% *Performance Payment™* 100%

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____



Troposa, #1 Meadowlands

3528

[illegible]

Invoice

adams 5840

ESTIMATE

**Southscapes Landscape
Maintenance Inc**
PO Box 118
Lutz, FL 33548

adamrhum@gmail.com
+1 (727) 207-5475
www.southscapesfl.com

Meadow Pointe 1 CDD**Bill to**

Keith Fisk
28245 County Line Road
Wesley Chapel, FL 33543

Ship to

Keith Fisk
28245 County Line Road
Wesley Chapel, FL 33543

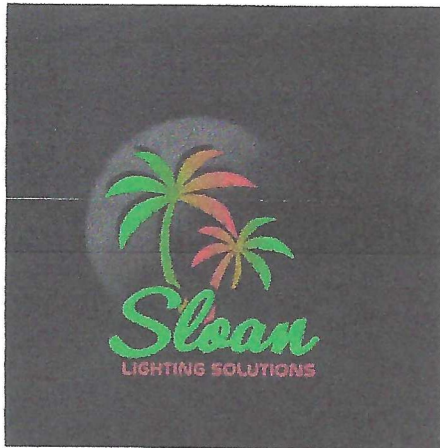
Estimate details

Estimate no.: 1115

Estimate date: 09/09/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	09/09/2025	Lawn Service	Cut down 2 dead pine trees next to the utility boxes across from the Summer Brook entrance	1	\$1,000.00	\$1,000.00
2.	09/09/2025	Lawn Service	Cut down the big dead pine tree along the pond between Summer Brook and Sand Pine	1	\$800.00	\$800.00
3.	09/09/2025	Lawn Service	Cut down the dead maple tree at the edge of the conservation area behind the pool/splash pad		\$500.00	\$500.00
4.	09/09/2025	Lawn Service	At the corner of Aron wood and County Line Road, remove the arbutus and install 500 sq feet of sod	500	\$2.00	\$1,000.00
Total						\$3,300.00

Accepted date**Accepted by**



ESTIMATE

EST-1425645

Estimate Date: Oct 07, 2025

Expiry Date: Nov 18, 2025

FROM:**Sloan lighting solutions**Email: sloanhaus1225@yahoo.comPhone: [\(407\) 635-7479](tel:(407)635-7479)**TO:****Meadow Pointe**

Attn: Keith Fisk

28245 County Line Road

Wesley Chapel, FL, 33543

Phone: [\(813\) 714-8043](tel:(813)714-8043)**JOB:**

Meadow Pointe Holiday Lights

#	Services	Qty	Price	Total
1	Meadow Pointe Holiday Decorations			
		1.00	\$11,000.00	\$11,000.00
2	C9 lights on neighborhood signs {Front}			
		1.00	\$0.00	\$0.00
3	Wrap 4 palms			

		1.00	\$0.00	\$0.00
	2 Palms on each side where signs are. Will also have uplighting on prawns			
4	Wrap Crape Myrtels center island			
		1.00	\$0.00	\$0.00
5	C9 Lights on fence at front with 8 lit wreaths and bows			
		1.00	\$0.00	\$0.00
6	Lights in bushes at each sign			
		1.00	\$0.00	\$0.00
7	Uplights on signs and fence pillars at front			
		1.00	\$0.00	\$0.00
8	C9 lights along entire fence at office			
		1.00	\$0.00	\$0.00
9	Wreaths on fence at office			
		1.00	\$0.00	\$0.00
10	Stringing C9 lights on gutter and roof peaks at clubhouse			
		1.00	\$0.00	\$0.00

Subtotal \$11,000.00

Grand Total (\$) \$11,000.00

Deposit Due \$5,500.00

Payment Schedule

Deposit (50.00%)	\$5,500.00
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Accepted payment methods

Check, Cash, Venmo, Zelle

Message

I'm looking forward to the opportunity to lighting up your holidays!

Terms

By signing a contract you are signing a legally binding contract for work to be performed. This estimate is an approximation and is not guaranteed. Actual cost may change once all project elements are finalized or negotiated. Prior to any changes of cost, the client will be notified.

Services. Upon acceptance, we will perform the services described in this estimate. Any additional services requested by you and not included in this estimate will incur additional charges.

Schedule. The services will be completed and will be made in accordance with the schedule agreed upon.

Changes. Changes in the specifications, quantities, schedule or other aspects of the services that are requested or approved by you do not become binding unless accepted in writing. Any such changes may result in additional or increased charges, and you agree to pay such increased charges.

Taxes. You will be responsible for payment of all applicable federal, state and local taxes.

Payment Terms. All invoices for services covered by the estimate are payable upon completion of work or date stated on the invoice.

Late Charges; Interest. Any invoices not paid by you on the date of completion may bear interest after the due date until the invoice is paid.

We abide to all of the statements stated on this estimate - Service Terms and Conditions.

If applicable, client agrees to authorize us on their property for the purposes of performing the services stated on this estimate. Client understands that although we try our best to provide you with an accurate timeframe, there is no set timeframe for the completion of services and several visits to the property may be required. The time stated on your appointment is just an arrival window, we will be sure to contact you when we are on our way. We also have permission to visit the property with little or no notice to assess service needs prior to the date of service, as well as to check completion after services have been rendered.

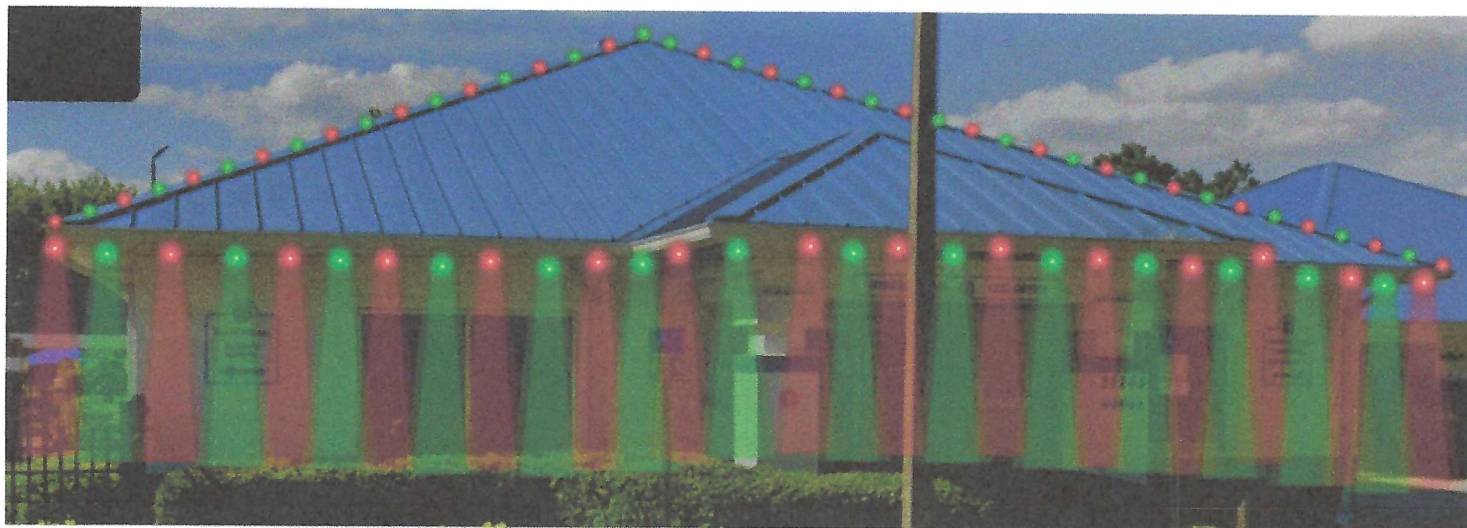
Client agrees to allow us to utilize any photos, descriptions, reviews, quotes, texts or videos of the property for marketing purposes.

By inquiring about our services or doing business with us, you are giving your consent to receive notifications and messages (e-mail or text) regarding our promotions or services.

Again, we appreciate you agreeing to these terms and conditions as we only set them in place to ensure everyone's safety and satisfaction. If you have any questions regarding these Terms and Conditions, please reach out to us.

You can be confident, that our goal is to provide you with the highest quality of service! We look forward to working with you!

Business powered by Markate.com



Holiday Lighting Invoice

Champa Bay Services LLC- Holiday Lighting

(813) 638-3357

**Customer Info:**Full Name: Keith Fisk

Phone #: _____

Address: 28245 County Line Rd. Wesley Chapel, FL 33543Email: MP1@meadowpointecdd.com**Holiday Lighting Info: Check Box's**One Story - ☐ Two Story - ☐ Oak Tree(s) - ☐ Palm Tree(s) - ☐ Bushes - ☐ Pillar(s) - ☐LED Lights Straight - ☒ Regular Lights Straight - ☐ LED Icicle Lights - ☐ Regular Icicle Lights - ☐Spot Lights - ☐ Projection Lights - ☐ Bush Lights - ☐ Blow Ups - ☐Bulb Size? Small - ☐ Medium - ☐ Large - ☒Bulb Colors? Warm White - ☒ White - ☐ Multi Color - ☐ Solid Green - ☐ Solid Red - ☐Solid Blue - ☐ Other - _____String Color? Green - ☒ White - ☐**Description of Project:****Front Office:**

- Stringing lights on gutter line as well as roof peaks
- Hanging lighted garland and (11) wreaths on fence line

40% deposit required within (3) days of scheduling installation.

Payments can be made through Zelle – Champabayservices (813) 638-3357

Cash, Check or Credit card (4.5% convenience charge)

Subtotal: \$ 1,200.00Tax: \$ exemptGrand Total: \$ 1,200.00**Removal Fee of \$ 300.00 will be due upon lighting removal.**We accept cash or check made payable to Champa Bay Services LLC. Thank You

Holiday Lighting Invoice

ACCEPTANCE OF PROPOSAL:

Payment will be paid in full upon completion of the job. We accept payment in Cash, Check, and through CashApp or Venmo. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorizing Champa Bay Services LLC to do the work as specified. Payment will be made as outlined above. We use heavy equipment and are not responsible for any damages to the yard, underground utilities, septic tanks, drain fields, irrigation, any landscaping, driveways, any concrete or pavers. We will not be responsible for any damage to house paint caused by lighting application. A \$45/hr. service fee will be charged for lighting NOT provided by Champa Bay Services. There will be a 7-day grace period for all customers with CBS supplied lights. Customers who provide their own lights must make sure lights are "install ready" (untangled and functioning correctly); if not, a service fee will be charged accordingly. Champa Bay Services is not responsible for servicing lights with water-induced shortages, a fee will be incurred to service. Any light shortages due to additions by the customer AFTER initial installation, will be charged a service fee. This proposal is only valid for 90 days from date provided.

Non-servicing days:

- Thanksgiving Day (Nov. 28th)
- Christmas Eve (Dec. 24th)
- Christmas Day (Dec. 25th)
- New Years Eve (Dec. 31st)
- New Years Day (Jan. 1st)

Signature:**Date:**

Holiday Lighting Invoice

Champa Bay Services LLC- Holiday Lighting

(813) 638-3357

**Customer Info:**Full Name: Keith Fisk

Phone #: _____

Address: 28245 County Line Rd. Wesley Chapel, FL 33543Email: MP1@meadowpointecdd.com**Holiday Lighting Info:** Check Box'sOne Story - ☐ Two Story - ☐ Oak Tree(s) - ☐ Palm Tree(s) - ☐ Bushes - ☐ Pillar(s) - ☐LED Lights Straight - ☒ Regular Lights Straight - ☐ LED Icicle Lights - ☐ Regular Icicle Lights - ☐Spot Lights - ☐ Projection Lights - ☐ Bush Lights - ☐ Blow Ups - ☐Bulb Size? Small - ☐ Medium - ☐ Large - ☒Bulb Colors? Warm White - ☒ White - ☐ Multi Color - ☐ Solid Green - ☒ Solid Red - ☒ Solid Blue - ☐String Color? Green - ☒ White - ☐**Description of Project:**

Front Entrance:

- Stringing lights on outline of (2) neighborhood signs (warm white c9 bulbs)
- Wrapping (2) medium sized oak trees (warm white small bulbs)
- Wrapping (11) Crape Myrtles (red on the bottom half, warm white on top half of trunks (small bulbs))
- Wrapping (4) palms near front entrance (warm white on trunks, green lights on fronds)
- Hanging (8) wreaths (strung with warm white lights and a red bow)
- Laying bush lights on bushes on front & back of entrance (warm white lights small bulbs)
- Wrapping (6) railings with garland & warm white lights

40% deposit required within (3) days of scheduling installation.**Payments can be made through Zelle – Champabayservices (813) 638-3357****Cash, Check or Credit card (4.5% convenience charge)**

Holiday Lighting Invoice

Subtotal: \$ 4,200.00Tax: \$ ExemptGrand Total: \$ 4,200.00**Removal Fee of \$ 1,050 will be due upon lighting removal.***We accept cash or check made payable to Champa Bay Services LLC. Thank You***ACCEPTANCE OF PROPOSAL:**

Payment will be paid in full upon completion of the job. We accept payment in Cash, Check, and through CashApp or Venmo. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorizing Champa Bay Services LLC to do the work as specified. Payment will be made as outlined above. We use heavy equipment and are not responsible for any damages to the yard, underground utilities, septic tanks, drain fields, irrigation, any landscaping, driveways, any concrete or pavers. We will not be responsible for any damage to house paint caused by lighting application. A \$45/hr. service fee will be charged for lighting NOT provided by Champa Bay Services. There will be a 7-day grace period for all customers with CBS supplied lights. Customers who provide their own lights must make sure lights are "install ready" (untangled and functioning correctly); if not, a service fee will be charged accordingly. Champa Bay Services is not responsible for servicing lights with water-induced shortages, a fee will be incurred to service. Any light shortages due to additions by the customer AFTER initial installation, will be charged a service fee. This proposal is only valid for 90 days from date provided.

Non-servicing days:

- Thanksgiving Day (Nov. 28th)
- Christmas Eve (Dec. 24th)
- Christmas Day (Dec. 25th)
- New Years Eve (Dec. 31st)
- New Years Day (Jan. 1st)

Signature:**Date:**



American Illuminations

Meadow Pointe I CDD
Meadow Pointe I CDD
28245 County Line Rd
Wesley Chapel, FL 33543

✉ MP1@meadowpointecdd.com

ESTIMATE	#436
ESTIMATE DATE	Oct 9, 2025
TOTAL	\$10,000.00

CONTACT US

8247 Westhaven Dr
Land O' Lakes, FL 34638

☎ (757) 572-3732

✉ william@american-powerwashing.com

ESTIMATE

Services	amount
3-year Premium Holiday Lighting	\$10,000.00
Clubhouse: Install Pre-lit Garland on the front gate of the playground to the left of the clubhouse. Install (10) Pre-lit Wreaths w/ Bows on front gate. Install Warm White LED C9s on the lower level roof line on the left side, front side, and front roof ridge lines to the peak.	
Aaronwood Entrance Monuments: Install MP1 owned Wreaths on the 8 pillars (4 on each side of Aaronwood). Install Pre-lit Garland on the Iron Fence (both sides of Aaronwood Blvd). Install Warm White LED C9s on the top of the brick monument wall (both sides of Aaronwood Blvd). Install MP1 owned Wreaths on the monuments (both sides of Aaronwood Blvd). Install Warm White LED Mini Lights on the shrubs in front of the monuments (both sides of Aaronwood Blvd). (2) Palm Tree Trunks wrapped with Warm White LED Mini Lights. Wrapping lower level palm fronds with Green LED Mini Lights (both sides of Aaronwood Blvd- 4 Palms total).	
Aaronwood Center Median: Install Warm White LED C9s on the top of the brick monument. Install 2 wreaths with bows on brick monument. 5 Grape Myrtles wrapped with Warm White LED Mini Lights.	

Services subtotal: \$10,000.00

Total **\$10,000.00**

- This is a 3-year Full Service agreement for the holiday season for the years 2025, 2026, & 2027.
- American Illuminations & Decor will install as proposed, maintain throughout the season, takedown all lights & decor at the end of the season, and store during the offseason.

- American Illuminations maintains ownership of all lights, equipment and decor, with the exception of wreaths and decor that are provided by Meadow Pointe I CDD.

- Installation to be completed by December 1st.

- Removal of decor by January 20th

- 50% deposit due upon approval of proposal. Remaining 50% due upon completion of installation (Net 15)

Print & Signature of Acceptance:

X _____

Acceptance Date:

X _____













**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, September 18, 2025 at 7:00 p.m. at the Meadow Pointe Community Park, Clubhouse A 28245 County Line Road, Wesley Chapel, FL 33544.

Present and constituting a quorum were:

Michael Smith	Chairperson
Alicia Willis	Vice Chairperson
Alan Sourk	Assistant Secretary
Stephanie Costa	Assistant Secretary
Nathaniel Kirkland	Assistant Secretary

Also present were:

David Wenck	District Manager
Keith Fisk	Operations Manager

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS **Call to Order and Roll Call**

- The meeting was called to order, and a quorum was established.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

- The Pledge of allegiance was recited.

THIRD ORDER OF BUSINESS **Audience Comments**

- The following comments were received from the audience:
 - Nice job on the Blue Daze at the entrances.
 - Where would I find the minutes from the meetings.
 - The new Blue Daze do not look like they are thriving.

FOURTH ORDER OF BUSINESS **Staff Reports**

A. Aquatics Report

- Mr. Fisk reported they treated Pond 37.

B. Deed Restriction and Architectural Review Matters

- Mr. Fisk reported there are three ARC violations that need to be corrected.

C. Community Counsel Update

- Santa Claus is scheduled for the holidays.

D. Operational Matters

On MOTION by Mr. Smith seconded by Ms. Costa, with all in favor, a 401A for all full-time employees for 50% match of up to 6% of gross pay was approved. 4-0

- Mr. Smith discussed with the Board the renewal of the FHP contract.

The record will reflect Mr. Kirkland joined the meeting at 7:17 p.m.

On MOTION by Ms. Willis seconded Mr. Smith, with all in favor, to renew the FHP contract for 12 months for up to 20 hours per week was approved. 5-0

- Mr. Smith would like to hire a part-time person for deed restrictions.

E. District Manager**i. Florida Insurance Alliance Proposal****ii. Workers' Compensation Proposal**

On MOTION by Ms. Willis seconded by Mr. Smith, with all in favor, the FIA Workers' Compensation and insurance proposals was approved. 5-0

iii. Rule Change Discussion

- Mr. Smith reviewed the changes he proposed for the Rules and Procedures.

FIFTH ORDER OF BUSINESS**Business Administration****A. Consideration of Minutes from Meeting Held August 21, 2025**

On MOTION by Mr. Sourk seconded by Ms. Willis, with all in favor, the minutes of the August 21, 2025 were approved. 5-0

SIXTH ORDER OF BUSINESS**Supervisor Comments**

- Ms. Willis will try to set up a meeting with the Sheriff's Department and the County Engineer for traffic control devices.
- Mr. Smith discussed the open carry situation in Florida with the Board.

SEVENTH ORDER OF BUSINESS**Audience Comments**

- The following comments were received from the audience:

- Is the 401A for full-time only. Why don't you offer mileage to the deed restriction person. \$150 for the key fob to reinstated is excessive.
- Is it feasible to include pool service in the rule changes.
- Did we get a management company to do deed restrictions. Who is responsible for reviewing deed restrictions. Are we relying on the residents to turn in violations. When people have a violation can we have someone do it and charge them.
- With the proposed rules changes there is a risk of backlash from the community like when they tried to raise fees for the patrol officer. Can you express to the residents the way the fees will benefit the residents. Can we use the existing employees to help manage deed restrictions. There are issues with the ambiguity of the rules, and it needs to be clarified.

EIGHTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Smith seconded by Ms. Willis, with all in favor, the meeting was adjourned at 8:17 p.m. 5-0</p>

David Wenck
District Manager