

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

**MEADOW POINTE IV
COMMUNITY
DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS
MEETING
DECEMBER 9, 2014**

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT AGENDA DECEMBER 9, 2014 at 12:00 p.m.

To be held at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543.

District Board of Supervisors	Arlene Andrews Joseph Andrews Denise Rae-Herrera William Horner Liane Sholl	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Kristen Suit	Rizzetta & Company, Inc.
District Attorney	Mark Straley	Straley & Robin
District Engineer	Tonja Stewart	Stantec Consulting Services Inc

All Cellular phones and pagers must be turned off while in the clubhouse.

The District Agenda is comprised of six different sections:

The meeting will begin promptly at **12:00 p.m.** with the first section which is called **Audience Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 994-1001 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fifth section which is called **Audience Comments on Other Items** provides members of the audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 994-1001, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL 33544

December 1, 2014

Board of Supervisors
**Meadow Pointe IV Community
Development District**

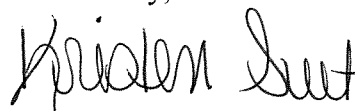
Dear Board Members:

The regular meeting of the Board of Supervisors of the Meadow Pointe IV Community Development District will be held on **Tuesday, December 9, 2014 at 12:00 p.m.** at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543. The following is the advance agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Administer Oath of Office to Newly Appointed Officers.....Tab 1
 - B. Consideration of Minutes of the Board of Supervisors' Meeting held on November 11, 2014.....Tab 2
 - C. Consideration of Operation and Maintenance Expenditures for November 2014 (under separate cover)
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2015-02, Designating Officers of the District.....Tab 3
 - B. Consideration of MBS Capital Markets Agreement.....Tab 4
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Amenity Management
 1. Presentation of Monthly Report.....Tab 5
 - D. District Manager
 1. Review of Financial Status Report (under separate cover)
- 6. AUDIENCE COMMENTS ON OTHER ITEMS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

I 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) 994-1001.

Sincerely,



Kristen Suit
District Manager

cc. Tonja Stewart, WilsonMiller, Inc.
Mark Straley, Straley & Robin
Kelly Evans, Rizzetta Amenity Services

Tab 1

**MEADOW POINTE IV
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISOR
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF PASCO

On this _____ day of _____, 2014, before me, personally appeared _____ to me well known and known to me to be the person described in and who took the aforementioned oath as a Board Member of the Board of Supervisors of Meadow Pointe IV Community Development District and acknowledged to and before me that they took said oath for the purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

Notary Public
STATE OF FLORIDA

My commission expires on: _____

Tab 2

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 **Tuesday, November 11, 2014 at 12:00 p.m.** at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd, Wesley Chapel, Florida 33543.

Present and constituting a quorum:

Arlene Andrews	Board Supervisor, Chairman
Denise Rae-Herrera	Board Supervisor, Assistant Secretary
William Horner	Board Supervisor, Assistant Secretary
Liane Sholl	Board Supervisor, Assistant Secretary

Also present were:

Joseph Andrews	Board Supervisor, Vice Chairman <i>(via conference call)</i>
Kristen Suit	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley & Robin <i>(via conference call)</i>
Tonja Stewart	District Engineer, Stantec <i>(via conference call)</i>
Jeremy Crawford	Club Manager

FIRST ORDER OF BUSINESS **Call to Order**

Ms. Suit called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS **Audience Comments on Agenda Items**

Ms. Suit stated for the record that there were no members of the general audience present.

THIRD ORDER OF BUSINESS **Consideration of Minutes of the Board of Supervisors' Meeting held on October 14, 2014**

There were no changes to the minutes.

On a Motion by Ms. Andrews, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 14, 2014 as presented for Meadow Pointe IV Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for October
2014**

There were no questions.

On a Motion by Mr. Horner, seconded by Ms. Rae-Herrera, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for October 2014 totaling \$71,323.67 as presented for Meadow Pointe IV Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Babar presented and reviewed the plat for Meadow Pointe IV Parcel "AA" South Meridian.

On a Motion by Ms. Rae-Herrera, seconded by Mr. Andrews, with all in favor, the Board of Supervisors authorized District Chairman to execute the Plat for Meadow Pointe IV Parcel "AA" South Meridian (subject to final review by District Counsel) for Meadow Pointe IV Community Development District.

B. District Engineer

Ms. Stewart presented and reviewed the Special Warranty Deed for Meadow Pointe IV Parcel "AA" South Common Property. She stated that the deed is conveying over the drainage tracts.

On a Motion by Ms. Rae-Herrera, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the Special Warranty Deed for Meadow Pointe IV Parcel "AA" South Common Property (subject to final review by District Counsel) for Meadow Pointe IV Community Development District.

C. Amenity Management

Mr. Crawford presented his Amenity Management Report for October 2014. He reviewed completed and ongoing items.

On a Motion by Ms. Andrews, seconded by Ms. Sholl, with all in favor, the Board of Supervisors approved UPS placing a pod at the back of the clubhouse for holiday deliveries for Meadow Pointe IV Community Development District.

On a Motion by Ms. Rae-Herrera, seconded by Ms. Sholl, with all in favor, the Board of Supervisors approved Mr. Crawford's request for an additional \$500.00 to be added to his debit card for the purchase of a television for the clubhouse for Meadow Pointe IV Community Development District.

74 D. District Manager
75 Ms. Suit presented the Financial Status Report dated October 31, 2014.
76
77 Ms. Suit stated that there were issues with the District's auditor missing the deadline
78 for the 2013 audit. She asked the Board if they would like to consider going out to bid
79 for the District's auditing services. Discussion ensued.
80

On a Motion by Ms. Andrews, seconded by Mr. Horner, with all in favor, the Board of Supervisors authorized District staff to advertise for a Request for Proposals for auditing services, to advertise for an audit committee meeting to be held prior to their next scheduled Board meeting, and appointed the Board members as the audit committee for Meadow Pointe IV Community Development District.

81
82 Ms. Suit reminded the Board that their next Board meeting is scheduled for
83 December 9, 2014 at 12:00 p.m.
84

85 **SIXTH ORDER OF BUSINESS** **Audience Comments**

86
87 Ms. Suit stated that there were no audience members present to comment.
88

89 **SEVENTH ORDER OF BUSINESS** **Supervisor Requests**

90
91 Ms. Suit asked if there were any Supervisor requests. There were none.
92

93 **EIGHTH ORDER OF BUSINESS** **Adjournment**

94
95 Ms. Suit stated that there was no further business to come before the Board and asked for
96 a motion to adjourn the meeting.
97

On a Motion by Mr. Horner, seconded by Ms. Rae-Herrera, with all in favor, the Board of Supervisors adjourned the meeting at 12:32 p.m. for the Meadow Pointe IV Community Development District.

98
99
100
101 _____
102 Assistant Secretary Chairman/Vice Chairman

Tab 3

RESOLUTION 2015-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MEADOW
POINTE IV COMMUNITY DEVELOPMENT DISTRICT DESIGNATING
THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, Meadow Pointe IV Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 9TH DAY OF DECEMBER, 2014.

**MEADOW POINTE IV COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 4



MBS CAPITAL MARKETS, LLC

UNDERWRITING AGREEMENT MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT

November 25, 2014

Board of Supervisors
Meadow Pointe IV
Community Development District

Dear Supervisors:

MBS Capital Markets, LLC (the “Underwriter”) offers to enter into this agreement (the “Agreement”) with the Meadow Pointe IV Community Development District (the “District”) which, upon your acceptance of this offer, will be binding on the District and the Underwriter. This agreement relates to the proposed issuance of the District’s Series 2015 Bonds (the “Bonds”) for the purpose of refunding the District’s outstanding Series 2003A Bonds (the “Prior Bonds”).

1. **Scope of Services:** The scope of services to be provided in a non-fiduciary capacity by the Underwriter for this transaction will include those listed below.
 - o Advice regarding the structure, timing, terms, and other similar matters concerning the particular of municipal securities described above.
 - o Preparation of rating strategies and presentations related to the issue being underwritten.
 - o Preparations for and assistance with investor “road shows,” if any, and investor discussions related to the issue being underwritten.
 - o Advice regarding retail order periods and institutional marketing if the District decides to engage in a negotiated sale.
 - o Assistance in the preparation of the Preliminary Official Statement, if any, and the final Official Statement.
 - o Assistance with the closing of the issue, including negotiation and discussion with respect to all documents, certificates, and opinions needed for the closing.
 - o Coordination with respect to obtaining CUSIP numbers and the registration with the Depository Trust Company.
 - o Preparation of post-sale reports for the issue, if any.

4890 WEST KENNEDY BLVD. SUITE 288
TAMPA, FLORIDA 33609
PHONE: 813.281.2700

152 LINCOLN AVENUE,
WINTER PARK, FLORIDA 32789
PHONE: 407.622.0130

8583 STRAWBERRY LANE
LONGMONT, COLORADO 80503
PHONE: 303.652.0205

1005 BRADFORD WAY
KINGSTON, TENNESSEE 37763
PHONE: 865.717.0303



MBS CAPITAL MARKETS, LLC

- o Structuring of refunding escrow cash flow requirements, but not the recommendation of and brokerage of particular municipal escrow investments.
- 2. **Fees:** No fees will be incurred with the execution of this Agreement. The underwriting fee for the sale or placement of Bonds is 1.5% of the principal amount of the Bonds. The Underwriter will be responsible for its own out-of-pocket expenses with the exception of underwriter's or disclosure counsel which fee will not exceed \$20,000 and will be paid from the costs of issuance account. Such fee as well as any fees payable to the Underwriter will be entirely contingent upon the successful sale and delivery or placement of the Bonds.
- 3. **Termination:** Both the District and the Underwriter will have the right to terminate this Agreement without cause upon written notice to the non-terminating party.
- 4. **Purchase Contract:** At or before such time as the District gives its final authorization for the Bonds, the Underwriter and its counsel, if any, will deliver to the District a purchase or placement contract setting forth its rights and duties in connection with such purchase or placement as well as detailing the terms of the Bonds.
- 5. **Notice of Meetings:** The District shall provide timely notice to the Underwriter for all regular and special meetings of the District. The District will provide, in writing, to the Underwriter, at least one week prior to any meeting, except in the case of an emergency meeting for which the notice time shall be the same as that required by law for the meeting itself, of matters and items for which it desires the Underwriter's input.
- 6. **Disclosures Concerning the Underwriter's Role Required by MSRB Rule G-17.** The Municipal Securities Rulemaking Board's Rule G-17 requires underwriters to make certain disclosures to issuers in connection with the issuance of municipal securities. Those disclosures are attached hereto as "Exhibit A." By execution of this Agreement you are acknowledging receipt of the same.



MBS CAPITAL MARKETS, LLC

This Agreement shall be effective upon your acceptance hereof and shall remain effective until such time as the Agreement has been terminated in accordance with Section 3 hereof.

By execution of this Agreement, you are acknowledging receipt of the MSRB Rule G-17 required disclosures attached hereto as Exhibit A.

Sincerely,
MBS Capital Markets, LLC

Brett Sealy
Managing Partner

Approved and Accepted By: _____

Title: _____

Date: _____



MBS CAPITAL MARKETS, LLC

EXHIBIT A

Disclosures Concerning the Underwriter's Role

- (i) Municipal Securities Rulemaking Board Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers and investors;
- (ii) The Underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the District and it has financial and other interests that differ from those of the District;
- (iii) Unlike a municipal advisor, the Underwriter does not have a fiduciary duty to the District under the federal securities laws and is, therefore, not required by federal law to act in the best interests of the District without regard to its own financial or other interests;
- (iv) The Underwriter has a duty to purchase securities from the District at a fair and reasonable price, but must balance that duty with its duty to sell municipal securities to investors at prices that are fair and reasonable; and
- (v) The Underwriter will review the official statement for the District's securities in accordance with, and as part of, its responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

Disclosure Concerning the Underwriter's Compensation

Underwriter's compensation that is contingent on the closing of a transaction or the size of a transaction presents a conflict of interest, because it may cause the Underwriter to recommend a transaction that it is unnecessary or to recommend that the size of the transaction be larger than is necessary.

Conflicts of Interest

Payments to or from Third Parties. There are no undisclosed payments, values, or credits to be received by the Underwriter in connection with its underwriting of this new issue from parties other than the District, and there are no undisclosed payments to be made by the Underwriter in connection with this new issue to parties other than the District (in either case including payments, values, or credits that relate directly or indirectly to collateral transactions integrally related to the issue being underwritten). In addition, there are no third-party arrangements for the marketing of the District's securities.

Profit-Sharing with Investors. There are no arrangements between the Underwriter and an investor purchasing new issue securities from the Underwriter (including purchases that are contingent upon the delivery by the District to the Underwriter of the securities) according to which profits realized from the resale by such investor of the securities are directly or indirectly split or otherwise shared with the Underwriter.



MBS CAPITAL MARKETS, LLC

Credit Default Swaps. There will be no issuance or purchase by the Underwriter of credit default swaps for which the reference is the District for which the Underwriter is serving as underwriter, or an obligation of that District.

Retail Order Periods. For new issues in which there is a retail order period, the Underwriter will honor such agreement to provide the retail order period. No allocation of securities in a manner that is inconsistent with a District's requirements will be made without the District's consent. In addition, when the Underwriter has agreed to underwrite a transaction with a retail order period, it will take reasonable measures to ensure that retail clients are bona fide.

Dealer Payments to District Personnel. Reimbursements, if any, made to personnel of the District will be made in compliance with MSRB Rule G-20, on gifts, gratuities, and non-cash compensation, and Rule G-17, in connection with certain payments made to, and expenses reimbursed for, District personnel during the municipal bond issuance process.

Tab 5



Meadow Pointe IV CDD
November 2014
OPERATIONS REPORT

Clubhouse Manager: Jeremy T Crawford
Email: mpivclub@live.com

CLUBHOUSE MAINTENANCE AND IMPROVEMENTS

11/01 – County continues to install reclaimed pipes along Meadow Pointe Blvd, but have started to replace sod in finished areas.
11/11 - Aquagenix bi-monthly maintenance of all pond areas for unwanted algae growth.
11/13 – John Deere delivered fertilizer to the clubhouse. Complete Landcare to apply to necessary areas throughout community.
11/14 – Staff contacted gate technician about pricing out barcode readers for the remainder of the community subdivisions per Board of Supervisors request.
11/17 – Pressure washing continues throughout the community and clubhouse areas. Currently waiting for landscaper to cut back palms from the wall to continue.
11/17 – Staff started painting the parking lot lines at the clubhouse.
11/20 - Aquagenix bi-monthly maintenance of all pond areas for unwanted algae growth.
11/23 – Staff met with Landscaper to go over areas that needed attention prior to the Thanksgiving Holiday

PRIVATE EVENT RENTALS

11/01 – Party
11/02 – Party
11/04 – Odyssey of the mind
11/06 – Girl Scouts
11/09 – Party
11/11 – Party
11/13 – Girl Scouts
11/20 – Girl Scouts

GATE REPORT

11/07 – DSCI reports received, Bushes need to be trimmed at Parkmonte entrance and an internal battery needs to be replaced at Whinsenton.