
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, June 11, 2013 at 12:07 p.m.** at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd, Wesley Chapel, Florida 33543.

Present and constituting a quorum:

Sandra Bell	Board Supervisor, Chairman
Arlene Andrews	Board Supervisor, Vice Chairman
Adam Bell	Board Supervisor, Assistant Secretary
Denise Rae-Herrera	Board Supervisor, Assistant Secretary

Also present were:

Joseph Andrews	Board Supervisor, Assistant Secretary <i>(via speakerphone)</i>
Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Mark Straley	District Counsel, Straley & Robin <i>(via speakerphone)</i>
Tonja Stewart	District Engineer, WilsonMiller Stantec
Jeremy Crawford	Clubhouse Manager
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and performed the roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors' Meeting on May 14, 2013**

<p>On a Motion by Ms. Andrews, seconded by Ms. Rae-Herrera, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting on May 14, 2013 as written for Meadow Pointe IV Community Development District.</p>

THIRD ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for May**

A brief discussion ensued regarding the payment for the new circuit board installed on the Shellwood gate.

On a Motion by Mr. Andrews, seconded by Ms. Andrews, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for April totaling \$39,896.57 as presented for Meadow Pointe IV Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Recommendation of
Audit Committee Regarding the Audit
Proposal Instructions and Evaluation
Criteria**

Mr. Brizendine stated that just prior to the Board meeting the Audit Committee met and is recommending that the Board approve the proposal instructions with a due date of June 28th and the evaluation criteria with four equally weighted factors (15 points) and pricing at 40 points. He asked for authorization to submit the required advertisements and to provide the firms of Barzana & Associates, Carr, Riggs & Ingram, Grau & Associates, and McDirmit Davis with copies of the instructions as they are the three firms that handle 90% of the audits throughout the State. He noted that the next Committee meeting will be held just prior to the July Board meeting.

On a Motion by Mr. Bell, seconded by Ms. Andrews, with all in favor the Board of Supervisors approved the audit proposal instructions and evaluation criteria as discussed and authorized Staff to submit the required advertisement and provide the firms of Barzana & Associates, Carr, Riggs & Ingram, Grau & Associates, and McDirmit Davis with copies of the audit documents for Meadow Pointe IV Community Development District.

FIFTH ORDER OF BUSINESS

**Presentation of Fiscal Year 2013/2014
Proposed Budget**

Mr. Brizendine provided a brief overview of the fiscal year 2013/2014 proposed budget totaling \$617,527 touching on various line items and explaining the justification for reducing or increasing certain ones. He explained that the budget includes funding for street lights, landscaping, etc. due to new construction and touched briefly on the road reserve and debt service budgets, as well as the assessment table and the assessment comparison chart. Mr. Brizendine reviewed a few proposals associated with requests made by the Board for possible inclusion in the budget that were discussed last month, noting that none of them are included in the proposed budget. A brief discussion ensued regarding possible options to reduce gate repairs, complications with installing a cover over the playground, and whether or not it is necessary to install security cameras at the clubhouse. Mr. Crawford stated that he is aware that there is activity going on but he is not overly concerned as he is not finding any damage. The possibility of posting signs that say facility under video surveillance and adding a license plate camera at the entrance was suggested.

A lengthy discussion ensued regarding the capital improvement items discussed at last months' meeting, with the following items being moved to the top of the wish list: Security cameras at gates and clubhouse, three trash cans along Boulevard, adding a T.V. to the Fitness Center, new awnings at pool, landscape replacement and mulching, two floor cleanings a year as opposed to one, replacing the office computer, repairing pedestrian gates, adding a decorative fence where the community garden will be and at the front of the clubhouse, and installing new amenity rule signs. It was decided that the remaining items could wait until the past due assessments are received for parcels E & F. The Board emphasized the need to improve the overall appearance of the community and asked that Management include funds in the budget to complete the items discussed capping the increase at 15%. A request was made for five years of assessment history to show that the increases have been minimal and that residents be provided with the reason the assessments went up. Mr. Brizendine stated that he would bring the revised budget back to the Board next month.

Concerns were expressed with cars parking on the lawns while working in the garden and the damage it will cause. Mr. Crawford stated that he would speak with those involved with the garden.

On a Motion by Ms. Andrews seconded by Mrs. Rae-Herrera, with all in favor, the Board of Supervisors approved Resolution 2013-07 approving the fiscal year 2013/2014 proposed budget as discussed and setting the public hearing on August 13, 2013 at 12:00 p.m. at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Blvd., Wesley Chapel, FL 33543 for Meadow Pointe IV Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No report.

B. District Engineer
Ms. Stewart stated that the plat for the second phase of AA north is in process and she was asked to obtain authorization for the Chairman to execute it once finalized as it is expected to be completed prior to the next meeting. District Counsel, District Engineer, and District Management all confirmed that there is nothing out of the ordinary in the draft versions that they have seen and they will be reviewing the final version prior to its execution.

On a Motion by Ms. Andrews, seconded by Ms. Rae-Herrera, with all in favor, the Board of Supervisors authorized the Chairman to execute the plat for phase II of AA North pending final review of District Staff for Meadow Pointe IV Community Development District.

C. Amenity Management

Mr. Crawford stated that he had nothing new to present, but the spokesperson for the community garden has a few items to discuss with the Board. She stated that eight plots have been constructed thus far with Home Depot donating the wood and Busch Gardens the compost. Paint colors that the group would like to use for the plot dividers were provided and the Board asked that they consider other options that are more in line with the those approved by the HOA for the community and that would not clash with the clubhouse.

E. District Manager

Mr. Brizendine provided a brief overview of the financial status report, stating the District has collected roughly 78% of the assessments billed to fund the budget. The District has \$133,203 in its cash account and continues to run under budget. He noted that it will probably become necessary to hold back some invoices in the coming months and Rizzetta will be holding its invoices to assist with the cash flow issue.

SEVENTH ORDER OF BUSINESS

Audience Comments

There were no audience comments put forward.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

Mr. Bell asked that the Board consider granting him an easement into District property that he maintains so that he can install a pool. A brief discussion ensued regarding agreements that have been used in other Districts for this purpose and concerns with ensuring that any easements did not violate SWFWMD or Army Corp regulations. Mr. Brizendine stated that part of the agreement used in the other Districts requires that a survey be done to ensure that there are no encroachments into wetland buffer zones or conservation areas involved. The Board indicated that it would like to see a policy established that could be used for any future requests so it does not appear that any favoritism was involved in the decision. Mr. and Mrs. Bell stated that they would be abstaining from any vote on the matter. The Board asked that District Counsel provide a draft agreement for Board consideration next month.

Mr. Crawford reported on the number of Meadow Pointe I residents using the Meadow Pointe IV Pool (36) while only four Meadow Pointe IV residents used the Meadow Pointe I pool.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Bell, seconded by Ms. Bell, with all in favor, the Board of Supervisors adjourned the meeting at 1:55 p.m. for the Meadow Pointe IV Community Development District.


Assistant Secretary


Chairman/Vice Chairman