
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, December 10, 2013 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, Vice 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>(joined the meeting in progress via conference call)</i>
Cordell Matthews	District Manager, Rizzetta & Company, Inc.
Tracy Robin	District Counsel, Straley & Robin <i>(via conference call)</i>
Tonja Stewart	District Engineer, Stantec Consulting <i>(via conference call)</i>
Jeremy Crawford	Club Manager
Edward Evans	Representative, Complete Landcare

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Matthews stated that there were no members of the audience present.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on November 22, 2013

On a Motion by Ms. Rae-Herrera, seconded by Mr. Horner, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on November 22, 2013 as presented for Meadow Pointe IV Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for November
2013**

A brief discussion ensued regarding various invoices and the services they represent.

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 November 2013 totaling \$14,017.77 as presented for Meadow Pointe IV Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Public Hearing on
Updated Rules of Procedure**

Mr. Matthews stated that the District needs to update its rules of procedure due to some recent changes to some of the Florida Statutes. He stated that a notice in the paper would need to run 29 days prior to the public hearing. Mr. Robin briefly reviewed the changes with the Board. Mr. Robin entertained the Board member's questions.

(Mr. Andrews joined the meeting in progress)

On a Motion by Ms. Andrews, seconded by Ms. Rae-Herrera, with all in favor, the Board of Supervisors approved setting the Public Hearing on Rules of Procedure for January 14, 2013 at 12:00 p.m. at the Meadow Pointe IV Clubhouse, 3902 Meadow Pointe Blvd., Wesley Chapel, FL 33543 for Meadow Pointe IV Community Development District.

SIXTH ORDER OF BUSINESS

**District Counsel and District Engineer
Reports**

A. District Counsel
No report.

B. District Engineer

Ms. Stewart gave the Board an update on the legal description for the property owner who wants to purchase some surplus land. She stated that she will have it ready by the end of the day on Friday. Mr. Robin stated that his office would like to review the deed.

Ms. Stewart stated that Stantec acquired Wilson Miller and is now ready to transition the engineering services contract and she stated that she has a contract assignment form. She stated that she will forward it to Mr. Robin for his review so that Mr. Matthews can execute it. Ms. Stewart stated that then the current Wilson Miller contract can be assigned to Stantec Consulting Services, Inc.

Ms. Andrews inquired whether a letter had been sent to the affected homeowners regarding the purchase of the surplus land and it being a one time opportunity. Mr. Matthews gave the Board an update regarding the one time opportunity to purchase the surplus land.

He stated that because each parcel has to be set at a certain price he had to get back with District Counsel and District Engineer. Mr. Matthews stated that once he has the required documents he will contact the homeowners to let them know the costs to purchase the property. He stated that District Counsel will draft an agreement for the purchases. Mr. Matthews stated that only one homeowner was interested at this time. Discussion ensued regarding the verbiage to be used in the letter sent to the homeowners. Mr. Matthews and Mr. Robin entertained the Board member's questions.

C. Amenity Management

Mr. Crawford briefly reviewed his report for the Board.

Mr. Crawford stated that he had received a complaint last month from the HOA regarding a resident possibly encroaching into a wetland area. He stated that he was not able to gain access to the backyard on his first attempt to check the area. Mr. Crawford stated that yesterday he went back out and was able to talk with the homeowner and inspect the area. He stated that it was his opinion that the resident is not encroaching into the wetland area. Mr. Crawford stated that the resident's fence is behind their pool area but is still on their property. He stated that the wetland is further back and there is no encroachment. Mr. Crawford entertained the Board member's questions.

Mr. Crawford stated that he would like to publicly acknowledge the HOA for helping with the holiday lights this year as it has really made a difference. Ms. Andrews directed Mr. Crawford to draft a thank you letter and include it in the next newsletter.

Mr. Crawford stated that doing the winter months with the District's fund situation being the way it is he is closing the clubhouse at 8:00 p.m. He stated that with it getting dark so early no one is using the pool. Mr. Crawford stated that on Sundays he is not opening until noon. He stated that once it starts getting into the warmer months the clubhouse will be open its regular business hours. Ms. Andrews stated that Dennis Smith, Chairman from Meadow Point I CDD was present at the last meeting and asked to be kept informed of the clubhouse hours. He stated that effective December 1st the clubhouse hours are 9 a.m. to 8:00 p.m. Monday through Saturday and noon to 8:00 p.m. on Sunday. Ms. Andrews requested that the clubhouse hours be put into the newsletter.

D. District Manager

Mr. Matthews introduced Edward Evans from Complete Landcare to the Board. Mr. Matthews presented a proposal from Complete Landcare for the landscape maintenance for Windsor I and II that are coming online. Mr. Matthews and Mr. Edwards entertained the Board member's questions. Mr. Edwards stated that the price includes the irrigation, mulch, and annual rotation. Discussion ensued regarding warranties that Cornerstone would still be responsible for. Mr. Crawford stated that there was an issue with the trees falling down in Windsor over the last year and Cornerstone had been warrantied to replace the trees. He stated that some of them had been replaced.

Discussion ensued regarding Cornerstone being held responsible for the damaged trees down the road as the trees have been stressed from lying down for so long. Mr. Evans stated that the trees will be more susceptible to disease and insects. He stated that he would do a walk through of the areas.

On a Motion by Ms. Andrews, seconded by Mr. Horner, with all in favor, the Board of Supervisors approved Complete Landcare's proposal for landscape maintenance for Windsor I and II (contingent on the results of Edward Evan's walk through and communication with Cornerstone regarding their warranty) for Meadow Pointe IV Community Development District.

SEVENTH ORDER OF BUSINESS

Audience Comments

Mr. Matthews stated for the record that there were no audience members present.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

Mr. Matthews asked if there were any Supervisor requests. Ms. Andrews asked if there was follow-up from the last meeting on how many units are scheduled to be built in Meadow Pointe IV and how many there are currently. Mr. Matthews stated that he didn't have this information yet. Ms. Andrews requested that management reach out to Meadow Pointe I CDD Board and let them know that the information has not been obtained yet but the Board hopes to have it by the next meeting. She stated that this is regarding Meadow Pointe I CDD's request to keep open lines of communication. Ms. Andrews also requested that management let Meadow Pointe I CDD Board know what the new clubhouse hours are as of December 1st. Mr. Matthews stated that he would follow-up on Ms. Andrews' requests.

Ms. Rae-Herrera asked why there was no financial status summary report in today's meeting agenda. Mr. Matthews stated that it was fiscal year end and the report was not ready at the time of the meeting. He stated that he should have the annual financial status report for the January meeting.

Ms. Sholl inquired as to what was being done to the pond at the end of SR 56. Mr. Crawford stated that there is going to be development on that corner but he is not sure if it is a homebuilder or a private resident that is doing the work.

Ms. Sholl asked why the District doesn't have informational signage regarding the meetings, etc. Mr. Crawford stated it was a cost factor. He stated that there is one sign for activities at the clubhouse. A brief discussion ensued regarding Standard Pacific's new development in the community. Ms. Rae-Herrera requested that the builder be notified to close the gate when they are done working for the day.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Andrews, seconded by Mr. Andrews, with all in favor, the Board of Supervisors adjourned the meeting at 12:45 p.m. for the Meadow Pointe IV Community Development District.



Assistant Secretary



Chairman/Vice Chairman