

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 11, 2012**

MEADOW POINTE IV COMMUNITY DEVELOPMENT DISTRICT AGENDA DECEMBER 11, 2012 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	Sandra Bell John Blakley Joseph Andrews Adam Bell Arlene Andrews	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Scott Brizendine	Rizzetta & Company, Inc.
District Attorney	Mark Straley	Straley & Robin
District Engineer	Tonja Stewart	WilsonMiller Stantec

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

The District Agenda is comprised of four different sections:

The meeting will begin promptly at **12:00 p.m.** with the first section which is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second 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. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. 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, 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 Administrator's office at (813) 994-1001 at least seven days in advance of the scheduled meeting. Requests to address items that are not on this agenda must be submitted in writing with an explanation to the District Administrator at least fourteen (14) days prior to the date of the meeting and will be heard under "Public Comments". The third section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. 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 IS A MAINTENANCE-RELATED ITEM, THESE ITEMS WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINISTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

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 3, 2012

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 11, 2012 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. BUSINESS ADMINISTRATION**
 - A. Administration of Oath of Office to Newly Elected Supervisors..... Tab 1
 - B. Consideration of Minutes of the Board of Supervisors' Meeting on November 13, 2012..... Tab 2
 - C. Consideration of Operation and Maintenance Expenditures for November (under separate cover)
 - D. Consideration of S.R. 56 Pay Applications (if any)
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2013-02, Designating Officers..... Tab 3
 - B. Consideration of Resolution 2013-03, Re-Appointing an Assistant Treasurer..... Tab 4
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Discussion Regarding Scaling Back Number of Inspections by Ecological Consultants
 - C. Amenity Management
 1. Presentation or Monthly Report..... Tab 5
 - D. District Manager
- 5. AUDIENCE COMMENTS**
- 6. SUPERVISOR COMMENTS**
- 7. 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,


Scott Brizendine
District Manager

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

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 11th day of December, 2012, 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 13, 2012** 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:

Sandra Bell	Board Supervisor, Chairman
John Blakley	Board Supervisor, Vice Chairman
Arlene Andrews	Board Supervisor, Assistant Secretary
Adam Bell	Board Supervisor, Assistant Secretary
Joseph Andrews	Board Supervisor, Assistant Secretary <i>(via speakerphone)</i>

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Mark Straley	District Counsel, Straley & Robin
Kelly Evans	RASI
Jeremy Crawford	Clubhouse Manager
Bob Bishop	Representative, Lerner Real Estate Advisors
Michael Dady	Representative, Lerner Real Estate Advisors
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and performed the roll call.

SECOND ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting on October 9, 2012

On a Motion by Ms. Bell, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting on October 9, 2012 as presented for Meadow Pointe IV Community Development District.

43 **THIRD ORDER OF BUSINESS**

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

44
45
46 A brief discussion ensued regarding the invoice from Ecological Consultants and Mr.
47 Brizendine stated that he would check with Ms. Stewart to determine whether it is possible to
48 begin to scale back the number of inspections.
49

On a Motion by Mr. Blakley, seconded by Ms. Andrews, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for October totaling \$33,067.55 as presented for Meadow Pointe IV Community Development District.

50
51 **FOURTH ORDER OF BUSINESS**

Consideration of Pay Applications

52
53 Mr. Brizendine stated that he was presenting pay applications #553 and #554 on Mr.
54 Sifford's behalf. He explained that the first is for Straley & Robin in the amount of \$7,749.25
55 and the second for King Engineering totaling \$2,279.45. He stated that the District's portion of
56 the King Engineering payment was \$866.19.
57

Pay Application #	PAYEE	AMOUNT
#553	Straley & Robin	\$7,749.25
#554	King Engineering	\$2,279.45

58
On a Motion by Mr. Blakley, seconded by Mr. Bell, with all in favor, the Board of Supervisors approved pay applications #553 and #554 and authorized the Chairman to execute it for Meadow Pointe IV Community Development District.

59
60 **FIFTH ORDER OF BUSINESS**

Staff Reports

61 A. District Counsel

62 Mr. Straley stated that as everyone is aware, the District received a request from
63 the bondholders group to authorize the release of the surplus funds remaining in
64 the SR 56 Escrow Account as the road is finished. The Board is also aware of the
65 ongoing dispute with the Surety. The bondholders group has expressed an interest
66 in letting the dispute go and settling for the funds in the escrow account. Mr.
67 Straley stated that he has completed extensive research into whether the District
68 has any claim to any of the funds remaining in the Escrow Account or any monies
69 that may be forthcoming from the Surety. He has determined that the District does
70 not have any rights to the moneys, so the decision really only impacts the
71 bondholders group. With this in mind he prepared an assignment documentation
72 waiving any rights, interests, claims and cause of action to Locust Branch, LLC,
73 Wiregrass Ranch, Inc., Solly Branch Holdings, LLC and Maggie Pond, LLC in
74 association with performance pond #08807378. The agreement will release the
75 funds in the escrow account and transfer the costs for continued negotiations with
76 or pending legal actions against the Surety to Wiregrass. He confirmed that Ms.
77 Stewart has certified that the project is complete.

78 Mr. Straley asked that the Board approve the assignment agreement in substantial
79 form and authorize the Chairman to execute it once approved by all parties.
80

On a Motion by Mr. Blakley, seconded by Ms. Andrews, with all in favor, the Board of Supervisors approved the assignment agreement in substantial form and authorized the Chairman to execute it once approved by all parties as discussed for Meadow Pointe IV Community Development District.

81
82 Mr. Straley reviewed the Bighthouse easement request for parcel AA North,
83 stating that it essentially authorizes them to lay their cable as it has done
84 throughout the rest of the community.
85

On a Motion by Mr. Blakley, seconded by Ms. Bell, with all in favor, the Board of Supervisors approved the Bighthouse easement for Meadow Pointe IV Community Development District.

86
87 B. District Engineer
88 Mr. Brizendine reported on Ms. Stewart's behalf that the pool lift is working properly
89 and it appears that the manufacturer has corrected the issue with the control boards.
90 Mr. Crawford confirmed that they have had no further issues with the lift and that he
91 still has not received the cover.

92
93 Mr. Brizendine spoke briefly regarding the recent sidewalk inspection performed by
94 the District Engineer, noting that there were no issues found that need to be addressed
95 by the District. However, there was a concern noted with one of the fire hydrants and
96 he will be working with the County to have that issue resolved since they are
97 responsible for the fire hydrants.

98
99 C. Amenity Management
100 Mr. Crawford stated that the prep work for the monument in Shellwood was
101 completed last Friday and he anticipates that the project will be completed this
102 week. He informed the Board of a vehicle accident that occurred damaging a
103 substantial section of the aluminum fencing. He explained that the area has been
104 cleaned up and no-one was hurt in the accident. The driver's insurance will be
105 reimbursing the District for the cost of the repairs.

106
107 Mr. Crawford stated that the netting on one of the Tennis courts broke and he is in
108 the process of obtaining quotes to replace the net as it is not something that can be
109 repaired.

110
111 D. District Manager
112 Mr. Brizendine provided a brief overview of the District's financial status, stating
113 that the District has not collected any additional funds, but did collect some extra
114 funds due to late payments etc. He stated that the District was under budget again
115 last month and actually ended up \$14,500 under budget for the year.

116 Mr. Brizendine presented Resolution 2013-01, declaring a Board vacancy,
117 explaining that since there were three seats up for re-election and only two
118 individuals qualified to run. Therefore, the District needs to declare a vacancy. He
119 stated that the District has 90 days to appoint a resident to the seat and the
120 resolution provides the ability for the outgoing Supervisor to remain on the Board
121 during the interim period. Mr. Brizendine clarified that interested parties must be
122 residing within the boundaries of the District.
123

On a Motion by Ms. Andrews, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved Resolution 2013-01, declaring a Board vacancy and authorizing John Blakley to remain on the Board until a resident is appointed to the position or for an additional 90 days, whichever comes first, for Meadow Pointe IV Community Development District.

124
125 **SIXTH ORDER OF BUSINESS** **Audience Comments**
126
127 A resident expressed concern with his ability to pay the invoice for the additional O & M
128 assessment as neither he nor his wife are working and his wife is ill. Mr. Brizendine explained
129 that everyone in the community received the letter and the reason the additional assessment was
130 not included on the tax roll. Ms. Andrews stated that the Board gave a great deal of
131 consideration to the budget and reduced costs wherever possible to try and lessen the burden on
132 the residents.
133

134 **SEVENTH ORDER OF BUSINESS** **Supervisor Requests**
135

136 There were no Supervisor Requests put forward.
137

138 **EIGHTH ORDER OF BUSINESS** **Adjournment**
139

On a Motion by Ms. Andrews, seconded by Mr. Andrews, with all in favor, the Board of Supervisors adjourned the meeting at 12:30 p.m. for the Meadow Pointe IV Community Development District.

140
141
142
143
144
145 _____
146 Assistant Secretary Chairman/Vice Chairman

TAB 3

RESOLUTION 2013-02

**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 11th DAY OF DECEMBER, 2012.

**MEADOW POINTE IV COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN

ATTEST:

ASST. SECRETARY

TAB 4

RESOLUTION 2013-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MEADOW
POINTE IV COMMUNITY DEVELOPMENT DISTRICT
REAPPOINTING AN ASSISTANT TREASURER 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 (hereinafter the "Board") previously appointed Shawn Wildermuth as an Assistant Treasurer pursuant to Resolution 2011-02; and

WHEREAS, the Board now desires to reappoint the Assistant Treasurer.

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

Section 1. Joe Kennedy is appointed as Assistant Treasurer.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 11th DAY OF DECEMBER, 2012.

**MEADOW POINTE IV COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASSISTANT SECRETARY

TAB 5

MEADOW POINTE IV CDD
November 2012
OPERATIONS REPORT

Clubhouse Manager: Jeremy T Crawford

Email: mpivclub@live.com

CLUBHOUSE AND FIELD MAINTENANCE

- 10/31 – The clubhouse tennis court net support cord snapped. Talking with a tennis expert it was found that this is not something that can be repaired and the whole net will need to be replaced. Currently getting replacement costs.
- 11/05 – An accident occurred along Meadow Pointe Boulevard damaging a portion of the aluminum fencing. I received the accident report and driver's information from the scene and took pictures. The site was immediately cleaned up in order to prevent any injuries from residents using the bike path. Ornamental Design was called to estimate repair for submission to Driver's insurance company.
- 11/06 - UPS Pod delivered to clubhouse. UPS will be accessing the Pod during the holidays for deliveries throughout district.
- 11/07 – Aquagenix inspected encroaching conservation area for weed treatment
- 11/07 – DCSI report received on gate cameras. All cameras are in good working order.
- 11/08 – Contractor is re-scheduled for Tues November 13th to repair Shellwood Pillar.
- 11/12 – Complete Landcare trimmed palm trees and MPB bushes and trees.
- 11/13 – Contractor re-installed concrete pillar at Shellwood entrance.
- 11/16 – Aquagenix monthly maintenance of ponds for unwanted algae growth.
- 11/16 – Staff picked up debris along MPB left in the road by a residential lawn company.
- 11/20 – Staff re-attached decorative bricks to Pillar at shellwood place.
- 11/21 – Staff filled in low areas around pillar at Shellwood place with dirt
- 11/21 – Staff moved dirt to Shellwood Park entrance road to fill in low areas and ruts to help growth of new grass this spring



MEADOW POINTE IV

COMMUNITY DEVELOPMENT DISTRICT

MEADOW POINTE IV CDD

November 2012

OPERATIONS REPORT

Clubhouse Manager: Jeremy T Crawford

Email: mpivclub@live.com

-
-
- 11/26 – Complete Landcare trimmed bushes at clubhouse and entrances to subdivisions and State Rd 54. Landscape crew also sprayed plants at clubhouse.
 - 11/27 – Staff continued adding fill dirt to the Shellwood Park access road.
 - 11/28 – Complete Landcare Trimmed and cut MPB common areas.

PRIVATE EVENT RENTALS

- 11/10 – Birthday Party
- 11/17 – Birthday Party
- 11/18 – Birthday Party

GATE REPORT

- 11/26 – Maintenance of gate hinges and walk in gates at entrances to all three subdivisions
- No mechanical gate issues to report this month