



Rizzetta & Company

Meadow Pointe III Community Development District

**Board of Supervisors' Regular
Meeting
December 15, 2021**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1615**

www.meadowpointe3cdd.org

MEADOW POINTE III COMMUNITY DEVELOPMENT DISTRICT AGENDA

At the Meadow Pointe III Clubhouse, located at 1500 Meadow Pointe Blvd, Wesley Chapel, FL 33543.

District Board of Supervisors	Michael Hall Paul Carlucci John Johnson Glen Aleo Michael Torres	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Attorney	Vivek Babbar	Straley, Robin, & Vericker
District Engineer Services Inc	Tonja Stewart	Stantec Consulting

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

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that 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 III COMMUNITY DEVELOPMENT DISTRICT

District Office - Wesley Chapel, Florida 33544 - 813-994-1001
Mailing Address – 3434 Colwell Ave, Suite 200, Tampa, Florida 33614
meadowpointe3CDD.org

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

December 8, 2021

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Meadow Pointe III Community Development District will be held on **Wednesday, December 15, 2021 at 6:30 p.m.**, to be held at the Meadow Pointe III Clubhouse, located at 1500 Meadow Pointe Blvd, Wesley Chapel, FL 33543. The following is the agenda for this meeting:

BOARD OF SUPERVISORS MEETING

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **AUDIENCE COMMENTS ON AGENDA ITEMS**
4. **STAFF REPORTS**
 - A. Community Deputy Update
 - B. Aquatics Update
 1. December Waterway Inspection Report.....Tab 1
 - C. Landscape Update
 1. November OLM Report (under separate cover)
 2. November Yellowstone Report.....Tab 2
 - D. Amenity Management
 1. Presentation of November Amenity Report.....Tab 3
 2. Policy & Procedures for Staff Members.....Tab 4
 - E. District Engineer
 - F. District Counsel
 - G. District Manager
 1. Review of November District Manager Report.....Tab 5
5. **BUSINESS ITEMS**
 - A. Consideration of Reserve Study Proposal.....Tab 6
 - B. Consideration of Solitude Pond Treatment Proposal.....Tab 7
 - C. Consideration of EGIS Endorsement Agreement.....Tab 8
 - D. Ratification of Funez Drywall Proposal for Paint Panels and Gym Area.....Tab 9
 - E. Ratification of SAAS Proposal for New Gates, Gate operators and Lights for Heatherstone.....Tab 10

6. BUSINESS ADMINISTRATION

- A. Consideration of Minutes of Board of Supervisors'
Regular Meeting held on November 17, 2021.....Tab 11
- B. Consideration of the Operations & Maintenance Expenditures
for November 2021.....Tab 12

7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

8. ADJOURNMENT

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Matthew Huber
Matthew Huber
District Manager

Tab 11

1
2 **MINUTES OF MEETING**
3

4 Each person who decides to appeal any decision made by the Board with respect to any
5 matter considered at the meeting is advised that person may need to ensure that a
6 verbatim record of the proceedings is made, including the testimony and evidence upon
7 which such appeal is to be based.
8

9 **MEADOW POINTE III**
10 **COMMUNITY DEVELOPMENT DISTRICT**
11

12 The regular meeting of the Board of Supervisors of the Meadow Pointe III
13 Community Development District was held on **Wednesday, November 17, 2021 at 6:30**
14 **p.m.** and was conducted at the Meadow Pointe III Clubhouse, located at 1500 Meadow
15 Pointe Blvd, Wesley Chapel, FL 33543.

16 Present and constituting a quorum:

17
18 Michael Hall **Board Supervisor, Chairman**
19 Paul Carlucci **Board Supervisor, Vice Chairman**
20 John Johnson **Board Supervisor, Assistant Secretary**
21 Glen Aleo **Board Supervisor, Assistant Secretary**
22 Michael Torres **Board Supervisor, Assistant Secretary**
23

24 Also present via conference call were:

25
26 Matthew Huber **Regional District Manager, Rizzetta & Co**
27 **(via conference call)**
28 Daryl Adams **District Manager, Rizzetta & Co**
29 Tonja Stewart **DE; Stantec (via conference call)**
30 Michael Rodriguez **District Manager, Amenity Services Manager**
31 Jason Diogo **Solitude Lake Management**
32 Vivek Babbar **District Counsel, Straley Robin & Vericker**
33 Paul Woods **OLM**
34 Deneen Klenke **Amenities Manager**
35

36
37 Audience **Present**
38

39 **FIRST ORDER OF BUSINESS** **Call to Order**
40

41 Mr. Adams called the meeting to order and performed roll call confirming a quorum
42 for the meeting and noted that there were audience members in attendance.
43

44 **SECOND ORDER OF BUSINESS** **Pledge of Allegiance**
45
46
47

48 **THIRD ORDER OF BUSINESS** **Audience Comments on Agenda Items**

49
50 There were no audience comments presented at this time.

51
52 **FOURTH ORDER OF BUSINESS** **Staff Reports**

53
54 **A. Community Deputy Report**

55 The Community Deputy was not present.

56
57 **B. Aquatic Report**

58 The Board received the November Waterway Inspection Report. Mr. Diogo
59 reported that they focused on Ponds 5-25 this month.

60
61 Mr. Diogo mentioned that there is a midge fly issue at pond 45. Mr. Rodriguez
62 mentioned that the proposal for this treatment is \$1,450. The Board requested
63 this proposal be tabled to the next meeting.

64
65 A brief discussion was held regarding alligators in the ponds and asked Mr.
66 Rodriguez to call the gator hotline to have the alligator removed in pond 12.

67
68 **C. Landscape Report**

69 The Board reviewed the October Landscape Report received from Yellowstone
70 and held a brief discussion regarding inspections and conservation cutbacks.

71
72 **D. Amenity Management**

73 Mr. Rodriguez presented his amenity report to the Board.

74
75 The Board held a lengthy discussion regarding several items including, the
76 Santa Event, policy and procedure at the clubhouse, and additional training for
77 staff members.

78
79 The Board requested Mr. Rodriguez to create a QR code to disseminate
80 information to residents for the Santa Event to include maps of Santa's routes,
81 present a policy at the next Board meeting with the procedures for coverage
82 when a staff member needs to leave the clubhouse, provide an organizational
83 chart for staff members, training for staff members on what information is to be
84 given to residents when they inquire about using the tennis courts when tennis
85 lessons are scheduled and requested that all staff members wear name tags
86 while on duty.

87
88 **E. District Engineer**

89 The Board received the District Engineer Report from Ms. Stewart.

90
91 Ms. Stewart informed the Board that the drainage structure at Beardsley is not
92 CDD Property and therefore, the CDD does not need to do anything with it.

93
94 The Board requested Mr. Rodriguez to get with Ms. Stewart to create a map for
95 the holiday parade.

96
97

98 **F. District Counsel**

99 The Board received District Counsel report from Mr. Babbar.

100
101 Mr. Babbar reminded the Board that there is a public records request in the
102 works and that he would have an update at the next Board meeting.

103
104 **G. District Manager**

105 The Board received the District Manager Report from Mr. Adams.

106
107 Mr. Adams reminded the Board that their next scheduled meeting will be held on
108 December 15 2021 at 6:30 p.m.

109
110 **FIFTH ORDER OF BUSINESS**

**Consideration of Assignment to Rizzetta
& Co of Rizzetta Amenity Services**

111
112 On a motion from Mr. Johnson, seconded by Mr. Carlucci, with all in favor, the Board
approved the Assignment to Rizzetta & Co. of Rizzetta Amenity Services for the Meadow
Pointe III Community Development District.

113
114
115 **SIXTH ORDER OF BUSINESS**

**Consideration of Assignment to Rizzetta
& Co. of Rizzetta Technology Services**

116
117 On a motion from Mr. Carlucci, seconded by Mr. Aleo, with all in favor, the Board approved
the Assignment to Rizzetta & Co. of Rizzetta Amenity Services for the Meadow Pointe III
Community Development District.

118
119 **SEVENTH ORDER OF BUSINESS**

**Consideration of Reserve Study from
Florida Reserve Study**

120
121
122 The Board reviewed and discussed the Florida Reserve Study proposal and after a
123 lengthy discussion it was decided to table this item to the next Board meeting.

124
125 **EIGHTH ORDER OF BUSINESS**

**Consideration of Shuffleboard Lights
Proposal**

126
127 On a motion from Mr. Johnson, seconded by Mr. Carlucci, with all in favor, the Board
approved the Shuffleboard Lights Proposal in the amount of \$1,535.56 for the Meadow
Pointe III Community Development District.

128
129 **NINTH ORDER OF BUSINESS**

**Discussion of Waste Connections
Options**

130
131
132 After a brief discussion, the Board requested Mr. Adams to obtain more proposals.
133

134 **TENTH ORDER OF BUSINESS** **Consideration of the Minutes of the Board**
135 **of Regular meeting held on October 20,**
136 **2021**
137

138 Mr. Adam's presented the Board with the October 20, 2021 regular meeting minutes.
139

On a motion from Mr. Johnson, seconded by Mr. Carlucci, the Board approved the Minutes of the Board of Supervisors' Regular Meeting Held on October 20, 2021 for Meadow Pointe III Community Development District.

140
141 **ELEVENTH ORDER OF BUSINESS** **Consideration of the O& M Expenditures**
142 **For October 2021**
143

144 The Board received the Operation and Maintenance Expenditures for October 2021 for
145 \$68,850.01.
146

On a motion from Mr. Johnson, seconded by Mr. Torres, the Board approved to ratify the O&M Expenditures for October 2021 in the amount of \$68,850.01 for Meadow Pointe III Community Development District.

147
148 **TWELFTH ORDER OF BUSINESS** **Supervisor and Audience Comments**
149

150 The Board heard audience comments regarding the concrete wall in Larkenheath
151 behind the villas. The resident mentioned how terrible it looks and how stained it is from the
152 moss. Mr. Rodriguez will look into getting the color code so the residents of Larkenheath can
153 get it painted.
154

155 Mr. Hall requested Mr. Rodriguez to follow up on the Great Meridal Palms on
156 Heatherstone Dr. that are dead, continue to stay on top of the flag, continue to work on the
157 parking permit and make sure the Christmas tree lights are set up.
158

159 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**
160
161

On a motion from Mr. Aleo, seconded by Mr. Torres, the Board agreed to adjourn the meeting at 9:26 p.m. for the Meadow Pointe III Community Development District.

162
163
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165
166
167

Assistant Secretary

Chairman/Vice Chairman

Tab 12

Meadow Pointe III Community Development District
DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operations and Maintenance Expenditures
November 2021
For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2021 through November 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$246,048.58**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
All Florida Mechanical Services, Inc	004736	i15589	Replace Existing Trane Split System	\$ 7,881.64
Byrd Digital, LLC	004768	INV-917061	Cleaning of Gutters 10/21	\$ 647.00
CINTAS Corporation #074	004737	4099583391	Cleaning Supplies 10/21	\$ 40.00
CINTAS Corporation #074	004766	4100917678	Cleaning Supplies 11/21	\$ 311.23
CINTAS Corporation #074	004784	4102208882	Cleaning Supplies 11/21	\$ 40.00
Classic Reflections Carriages, LLC	004767	1710	Deposit for Horse Drawn Sleigh Service	\$ 550.00
Department of Economic Opportunity	004762	84314	Special District Fee FY21/22	\$ 175.00
Fitness Logic	004754	104016	Quarterly General Maintenance 10/21	\$ 95.00
Fitness Logic	004769	104133	Reupholsterd & Replaced Elbow Pad 11/8/21	\$ 154.50
Florida Department of Revenue	004755	61-8015577967-4 10/21	Sales & Use Tax 10/21	\$ 294.65
Frontier Communications of Florida	004763	Phone Summary 11/21	239-188-0915-091913-5 Phone Summary 11/21	\$ 425.96
Funez Drywall and Painting LLC	004738	005	Pressure Washing/Repaint Fences 10/21	\$ 7,600.00
Glen Richard Aleo	004782	GA111721	Board of Supervisor Meeting 11/17/21	\$ 200.00

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Grau and Associates	004756	X5290450G377	Audit FYE 09/30/2021	\$ 29.00
Harris Romaner Graphics	004745	20686	Street Name Sign Blades	\$ 2,625.00
Home Depot Credit Services	004739	xxxx xxxx xxxx 3880 10/21	Supplies 10/21	\$ 463.45
John A. Johnson	004780	JJ111721	Board of Supervisor Meeting 11/17/21	\$ 200.00
Karen Baroody	004785	102021	Music For Christmas Party 12/11/21	\$ 250.00
Meadow Pointe III CDD	CD553	CD553	DC Replenishment	\$ 2,614.23
Michael J Hall	004779	MH111721	Board of Supervisor Meeting 11/17/21	\$ 200.00
Michael Torres	004781	MT111721	Board of Supervisor Meeting 11/17/21	\$ 200.00
Mike Fasano, Tax Collector	004770	Tax District 36M3 2021	2021 Ad & Non-Ad Valorem Assessments 3426200000001000020	\$ 3,912.26
Mr. Electric of Land O Lakes	004757	14867921	Advantage Plan 1Yr/Repair Up To 6 Devices	\$ 2,546.43
Mr. Electric of Land O Lakes	004771	15207004	Changed Out 14 Bulbs	\$ 445.00
Newagetutors LLC	004793	3238	Web Maintenance:ADA Website 11/21	\$ 300.00
OLM, Inc.	004740	38586	Monthly Landscape Inspection 10/21	\$ 750.00

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Outsmart Pest Management, Inc.	004786	31733	Monthly Pest Control 11/21	\$ 51.00
Pasco County Sheriff's Office	004742	080121	Law Enforcement Services Installment #11 08/21	\$ 8,780.00
Pasco County Sheriff's Office	004742	090121	Law Enforcement Services Installment #12 09/21	\$ 8,780.00
Pasco County Sheriff's Office	004742	100121	Law Enforcement Services Installment #01 10/21	\$ 8,902.25
Pasco County Utilities	004741	15676359	1500 Meadow Pointe Blvd 10/21	\$ 351.23
Pasco County Utilities	004787	15809157	1500 Meadow Pointe Blvd 11/21	\$ 389.18
Pasco County Utilities	004772	21179434	Assessment 34-26-20-0000-00100-0020	\$ 1,212.50
Paul Carlucci	004778	PC111721	Board of Supervisor Meeting 11/17/21	\$ 200.00
Quill LLC	004788	20828279	Cleaning supplies 11/21	\$ 183.42
Rizzetta & Company, Inc.	004743	INV0000062576	District Management Fees 11/21	\$ 5,519.08
Rizzetta Amenity Services, Inc.	004758	INV0000000009256	Bi-Weekly Payroll/ Insurance Reimbursement 10/29/21	\$ 9,674.91
Rizzetta Amenity Services, Inc.	004773	INV0000000009282	Cell Phone 10/21	\$ 162.00
Rizzetta Amenity Services, Inc.	004773	INV0000000009305	Amenity Management Services 11/21	\$ 11,740.46

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services	004744	INV0000008196	Website Hosting, Backup 11/21	\$ 100.00
Solitude Lake Management	004746	PI-A00687160	Lake & Pond Management Services 10/21	\$ 5,544.49
Solitude Lake Management	004789	PI-A00705310	Lake & Pond Management Services 11/21	\$ 5,544.49
Southern Automated Access Services LLC	004747	10207	Gate Phone 813-482-2049 10/21	\$ 41.95
Southern Automated Access Services LLC	004747	10214	Gate Phone 813-435-0748 10/21	\$ 51.95
Southern Automated Access Services LLC	004747	10249	Data Transfers Fail No Dialtone 10/21	\$ 105.00
Southern Automated Access Services LLC	004759	10256	Gate Repair 11/21	\$ 105.00
Southern Automated Access Services LLC	004774	10273	Gate Repair 11/21	\$ 105.00
Southern Automated Access Services LLC	004774	10283	Gate Phone/CAPXL Cloud 11/21	\$ 115.50
Southern Automated Access Services LLC	004774	10284	Gate Phone/CAPXL Cloud 11/21	\$ 115.50
Southern Automated Access Services LLC	004774	10296	Gate Service Call 11/21	\$ 105.00
Southern Automated Access Services LLC	004774	10297	Gate Service Call 11/21	\$ 105.00
Southern Automated Access Services LLC	004790	10338	Gate Phone 813-482-2049 11/21	\$ 41.95

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Southern Automated Access Services LLC	004790	10346	Gate Phone 813-435-0748 11/21	\$ 51.95
Spectrum	004777	0034120094-01 11/21	1500 Meadow Pointe Blvd 11/21	\$ 47.31
Spunky Spirits, LLC	004775	917940	Balance - Christmas Party 12/11/21	\$ 841.00
Straley Robin Vericker	004748	20476	Legal Services 10/21	\$ 623.85
Suncoast Pool Service	004749	7661	Monthly Pool Service 10/21	\$ 1,145.00
Suncoast Pool Service	004791	7741	Monthly Pool Service 11/21	\$ 1,145.00
TECO	004764	311000030198 10/21	Summary Bill 10/21	\$ 9,047.38
U.S. Water Services Corporation	004792	SI38521	Monthly Lift Station Inspection 11/21	\$ 83.69
Waste Connections Of Florida	004751	1036417	Waste Disposal Services 11/21	\$ 66.00
Waste Connections Of Florida	004765	5639589	Waste Disposal 10/21	\$ 15,172.80
Welch Tennis Courts, Inc.	004760	4641	Tennis Court Resurfacing Deposit	\$ 12,750.00
Withlacoochee River Electric Cooperative, Inc.	004752	0011353910 10/21	Street Lights 10/21	\$ 1,473.53
Withlacoochee River Electric Cooperative, Inc.	004776	Electric Summary 10/21B	Electric Summary 10/21	\$ 308.65

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	004753	TM 269214	Monthly Ground Maintenance 10/21	\$ 23,658.74
Yellowstone Landscape	004753	TM 276331	Tree Removal Broughton Place 10/21	\$ 707.97
Yellowstone Landscape	004753	TM 276332	Tree Maint Removed Dead Wax Myrtle Along Pond 10/21	\$ 241.00
Yellowstone Landscape	004753	TM 276333	Tree Removal Beardsley & Whitlock 10/21	\$ 301.00
Yellowstone Landscape	004753	TM 276334	Irrigation Repairs Heatherstone 10/21	\$ 151.75
Yellowstone Landscape	004753	TM 276335	Irrigation Repairs 10/21	\$ 222.77
Yellowstone Landscape	004753	TM 277425	Irr Repairs Replaced controller Heatherstone 10/21	\$ 921.36
Yellowstone Landscape	004753	TM 282105	Larkenheath Trimmed Trees 10/27/21	\$ 100.00
Yellowstone Landscape	004753	TM 282106	Beaconsfield Trimmed Trees 10/27/21	\$ 960.00
Yellowstone Landscape	004753	TM 282107	Nesslewood Trimmed Trees 10/27/21	\$ 1,120.00
Yellowstone Landscape	004753	TM 282108	Heatherstone Trimmed Trees 10/27/21	\$ 1,680.00
Yellowstone Landscape	004753	TM 282109	Sheringham Trimmed Trees 10/27/21	\$ 2,220.00
Yellowstone Landscape	004761	TM 283124	Broughton Place Tree Trimming 10/29/21	\$ 1,540.00

Meadow Pointe III Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	004761	TM 283125	Alchester Place Tree Maintenance 10/29/21	\$ 1,880.00
Yellowstone Landscape	004761	TM 283126	Wrencrest Tree Maintenance 10/29/21	\$ 3,620.00
Yellowstone Landscape	004761	TM 283127	Whitlock Tree Maintenance 10/29/21	\$ 1,300.00
Yellowstone Landscape	004761	TM 283128	Fall Annual Rotation 2021	\$ 3,588.00
Yellowstone Landscape	004794	TM 283212	Monthly Ground Maintenance 11/21	\$ 23,658.74
Yellowstone Landscape	004794	TM 283781	Install New Pine Bark Mulch 11/21	\$ 31,500.00
Yellowstone Landscape	004761	TM 285237	Rensselaer Tree Maintenance 11/2/21	\$ 2,680.00
Yellowstone Landscape	004794	TM 288516	Monthly Irriation MInspection Repair 11/21	<u>\$ 263.88</u>
Report Total				<u>\$ 246,048.58</u>