



Rizzetta & Company

Meadow Pointe V Community Development District

**Board of Supervisors' Meeting
June 14, 2023**

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

www.meadowpointe5cdd.org

MEADOW POINTE V COMMUNITY DEVELOPMENT DISTRICT AGENDA

Meadow Pointe IV Clubhouse
3902 Meadow Pointe Blvd
Wesley Chapel, FL 33543.

District Board of Supervisors	Lee Arnold Steve Lannon Jared Brown Jr Vacant Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Attorney	Mark Straley/ Vivek Babbar	Straley, Robin & Vericker

All cellular phones must be placed on mute while in the meeting room.

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 813-933-5571. 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 V COMMUNITY DEVELOPMENT DISTRICT

5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544 - 813-994-1001

www.Meadowpointe5cdd.org

June 6, 2023

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

Dear Board Members:

The **special** meeting of the Board of Supervisors of the Meadow Pointe V Community Development District will be held on **Wednesday, June 14, 2023 at 12:00 p.m.** at the Meadow Pointe IV Clubhouse, located at 3902 Meadow Pointe Boulevard, Wesley Chapel, FL 33543. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2023-01, Ratifying the Date, Time, and Location of the Landowners' Meeting and Ratifying the Publication of Such Meeting.....Tab 1
 - B. Presentation of Fiscal Year 2023-2024 Proposed Budget.....Tab 2
 1. Consideration of Resolution 2023-02, Approving Fiscal Year 2023/2024 Proposed Budget and Setting the Public Hearing on the Final Budget.....Tab 3
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on September 14, 2022.....Tab 4
 - B. Consideration of Minutes of the Board of Supervisors' Landowner Meeting held on November 9, 2022.....Tab 5
 - C. Consideration of Operation & Maintenance Expenditures for August 2022 through April 2023.....Tab 6
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 1. District Manager's Report.....Tab 7
 2. Presentation of 1st Quarter Website Audit.....Tab 8
 3. Announcement Regarding Registered Voter Count.....Tab 9
- 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,
Daryl Adams
Daryl Adams
District Manager

Tab 1

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW POINTE V COMMUNITY DEVELOPMENT DISTRICT RATIFYING THE DATE, TIME, AND LOCATION FOR A LANDOWNERS' MEETING; RATIFYING THE PUBLICATION OF SUCH MEETING; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Meadow Pointe V Community Development District (“**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 (“**Board**”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing supervisors for the District on a date established by the Board, which is required to be noticed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. The Board desires to ratify the scheduling of the meeting of the landowners to elect 3 supervisors of the District, which was held on November 9, 2022, at 11:00 a.m. at the Meadow Pointe IV Clubhouse, 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543.

Section 2. The District’s Secretary publication of the landowners’ meeting is hereby ratified.

Section 3. A sample notice of landowners’ meeting and election, proxy, ballot form and instructions are attached hereto as **Composite Exhibit A**.

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

Passed and adopted on _____, 2023

Attest:

**Meadow Pointe V
Community Development District**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Composite Exhibit A

**Notice of Landowners' Meeting and Election of the
Board of Supervisors of the
Meadow Pointe V Community Development District**

Notice is hereby given to the public and all landowners within Meadow Pointe V Community Development District (the “**District**”), the location of which is generally described as comprised of a parcel or parcels of land containing approximately 149.293 acres more or less, generally located at the intersections of Meadow Pointe Blvd and State Road 56 in Pasco County, Florida, advising that a meeting of landowners will be held for the purpose of electing 3 persons to the Board of Supervisors of the District on November 9, 2022, at 11:00 a.m. at the Meadow Pointe IV Clubhouse, 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543.

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Rizzetta & Company, at 5844 Old Pasco Road, Suite 100, Tampa, FL 33544. At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast 1 vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person nominated for the position of Supervisor. A fraction of an acre shall be treated as 1 acre, entitling the landowner to 1 vote with respect thereto. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for the meeting may be obtained from the District Manager's office.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's office at 813-994-1001, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice) for aid in contacting the District Manager's office.

Darryl Adams, District Manager

Run Date(s): Wednesday October 19 and 26, 2022

**Instructions Relating to Landowners' Meeting of the
Meadow Pointe V Community Development District
for the Election of Supervisors**

Pursuant to Chapter 190, Florida Statutes the Meadow Pointe V Community Development District (“**District**”) is required to hold a landowners’ meeting for the purpose of electing members of the Board of Supervisors (“**Board**”) every 2 years until the District qualifies to have its board members elected by the qualified electors of the District.

A landowner may vote in person at the landowners’ meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast 1 vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as 1 acre, entitling the landowner to 1 vote with respect thereto. Please note that a particular parcel of real property is entitled to only 1 vote for each eligible acre of land or fraction thereof; therefore, 2 or more people who own real property in common, that is 1 acre or less, are together entitled to only 1 vote for that real property.

At the landowners’ meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

3 seats on the Board will be up for election by landowners. The 2 candidates receiving the highest number of votes will receive a 4-year term and the 1 candidate receiving the next highest number of votes will receive a 2-year term. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than 1 vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

Landowner Proxy

Meadow Pointe V Community Development District 2022 Landowners' Meeting

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Meadow Pointe V Community Development District to be held at the Meadow Pointe IV Clubhouse, 3902 Meadow Pointe Blvd, Wesley Chapel, FL 33543, on November 9, 2022, at 11:00 a.m., and at any adjournments thereof, according to the number of acres of unplatted land owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner: _____

Signature of Legal Owner: _____

Date: _____

Parcel Description	Acreage	Authorized Votes
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as 1 acre entitling the landowner to 1 vote with respect thereto. Moreover, 2 or more persons who own real property in common that is 1 acre or less are together entitled to only 1 vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

Official Ballot

Meadow Pointe V Community Development District 2022 Landowners' Meeting

For Election of 3 Supervisors: The 2 candidates receiving the highest number of votes will receive a 4-year term and the 1 candidate receiving the next highest number of votes will receive a 2-year term, with the term of office for each of the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Meadow Pointe V Community Development District and described as follows:

Description

Acreage

_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowners' Proxy attached hereto, do cast my votes as follows:

NAME OF CANDIDATE

NUMBER OF VOTES

1. _____	_____
2. _____	_____
3. _____	_____

Date: _____

Signed: _____

Printed Name: _____

Tab 2



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Meadow Pointe V Community Development District

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**Proposed Budget
for
Fiscal Year
2023/2024**

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Proposed Budget
Meadow Pointe V Community Development District
General Fund
Fiscal Year 2023/2024

Chart of Accounts Classification	Actual YTD through 04/30/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
REVENUES							
Contributions & Donations from Private Sources							
Developer Contributions	\$ 16,415	\$ 28,140	\$ 16,415	\$ 11,725	\$ 16,415	\$ (0)	
TOTAL REVENUES	\$ 16,415	\$ 28,140	\$ 16,415	\$ 11,725	\$ 16,415	\$ (0)	
TOTAL REVENUES AND BALANCE FORWARD	\$ 16,415	\$ 28,140	\$ 16,415	\$ 11,725	\$ 16,415	\$ (0)	
EXPENDITURES - ADMINISTRATIVE							
Financial & Administrative							
District Management	\$ 6,933	\$ 10,400	\$ 10,400	\$ -	\$ 10,400	\$ -	No increase
Public Officials Liability Insurance	\$ 1,201	\$ 1,387	\$ 2,285	\$ 898	\$ 2,330	\$ 45	Actual Cost of Invoice
Legal Advertising	\$ 345	\$ 591	\$ 655	\$ 64	\$ 655	\$ -	
Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
Website Hosting, Maintenance, Backup (and Email)	\$ 1,553	\$ 1,536	\$ 2,000	\$ 464	\$ 1,862	\$ (138)	FY20-4,462.52, \$FY21-\$2,138 and trend is \$1538
Legal Counsel							
District Counsel	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
Administrative Subtotal	\$ 10,207	\$ 14,089	\$ 16,015	\$ 1,926	\$ 15,922	\$ (93)	
EXPENDITURES - FIELD OPERATIONS							
Other Physical Environment							
General Liability Insurance	\$ -	\$ 267	\$ 400	\$ 133	\$ 493	\$ 93	Actual Cost of Invoice
Field Operations Subtotal	\$ -	\$ 267	\$ 400	\$ 133	\$ 493	\$ 93	
TOTAL EXPENDITURES	\$ 10,206	\$ 14,356	\$ 16,415	\$ 2,059	\$ 16,415	\$ (0)	

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.



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Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.



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Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.



Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Landscaping Inspection Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment



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Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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Tab 3

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW POINTE V COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2023/2024; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (**“Board”**) of the Meadow Pointe V Community Development District (**“District”**) prior to June 15, 2023 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (**“Proposed Budget”**); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 9, 2023

HOUR: 11:00 a.m.

LOCATION: The Meadow Pointe V Clubhouse
3902 Meadow Pointe Blvd.
Wesley Chapel, FL 33543

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON MAY 10, 2023.

Attest:

**Meadow Pointe V Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2023/2024

Tab 4

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 V
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe V Community Development District was held on **Wednesday, September 14, 2022 at 2:00 p.m.** at the Meadow Pointe IV Clubhouse located at 3902 Meadow Pointe Boulevard, Wesley Chapel, FL 33543.

Present and constituting a quorum.

Lee Arnold	Board Supervisor, Chairman
Steve Lannon	Board Supervisor, Vice Chairman
Jared Brown	Board Supervisor, Assistant Secretary

Also present was:

Daryl Adams	District Manager, Rizzetta & Company
Matthew Huber	Regional District Manager, Rizzetta & Company

Audience	None Present
----------	--------------

FIRST ORDER OF BUSINESS	Call to Order
--------------------------------	----------------------

Mr. Adams called the meeting to order.

SECOND ORDER OF BUSINESS	Audience	Comments	on	Agenda
	Items			

There were no audience members present.

THIRD ORDER OF BUSINESS	Public Hearing on Fiscal Year 2022-2023 Final Budget & Budget Funding Agreement
--------------------------------	--

MEADOW POINTE V COMMUNITY DEVELOPMENT DISTRICT
September 14, 2022 Minutes of Meeting
Page 2

49 Mr. Adams explained the budgeting process in place to finalize the approval of
50 the final budget and accept the budget funding agreement for the next fiscal year and
51 requested a motion from the Board to open the duly noticed public hearing for the Final
52 Budget for Fiscal Year 2022-2023.
53

On a Motion by Mr. Lannon, seconded by Mr. Brown, with all in favor, the Board of Supervisors opened the Public Hearing, for the Meadow Pointe V Community Development District.

54 There were no audience member or Board member comments.
55
56

57 Mr. Adams asked for a motion to close the public hearing.
58

On a Motion by Mr. Arnold, seconded by Mr. Brown, with all in favor, the Board of Supervisors closed the Public Hearing, for the Meadow Pointe V Community Development District.

59
60 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-03;
Adopting Fiscal Year 2022-2023 Final
Budget**

61
62
63 On a Motion by Mr. Arnold, seconded by Mr. Lannon, with all in favor, the Board of
Supervisors adopted Resolution 2022-03; Adopting Fiscal Year 2022-2023 Final
Budget for the Meadow Pointe V Community Development District.

64
65 **FIFTH ORDER OF BUSINESS**

Consideration of Funding Agreement

66 On a Motion by Mr. Arnold, seconded by Mr. Brown, with all in favor, the Board of
Supervisors approved the Funding Agreement, for the Meadow Pointe V Community
Development District.

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73
74 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-04;
Setting Fiscal Year 2022-2023
Meeting Schedule**

75
76
77
78

MEADOW POINTE V COMMUNITY DEVELOPMENT DISTRICT
September 14, 2022 Minutes of Meeting
Page 3

On a Motion by Mr. Arnold, seconded by Mr. Brown, with all in favor, the Board of Supervisors adopted Resolution 2022-04; Setting Fiscal Year 2022-2023 Meeting Schedule for the Meadow Pointe V Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Campus Suite Agreement Addendum

On a Motion by Mr. Lannon, seconded by Mr. Brown, with all in favor, the Board of Supervisors accepted the Campus Suite Agreement Addendum for the Meadow Pointe V Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of First Addendum to the Rizzetta Professional District Services Contract

On a Motion by Mr. Arnold, seconded by Mr. Lannon, with all in favor, the Board of Supervisors accepted the First Addendum to the Rizzetta Professional District Services Contract for the Meadow Pointe V Community Development District.

NINTH ORDER OF BUSINESS

Discussion of Dissolving the District

The Board held a brief discussion regarding dissolving the District and agreed to table this discussion to a later date.

TENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on June 15, 2022

On a Motion by Mr. Arnold, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Meeting held on June 15, 2022 as presented for Meadow Pointe V Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for May, June and July 2022

On a Motion by Mr. Brown, seconded by Mr. Lannon, with all in favor, the Board of Supervisors approved to ratify the payment of invoices in the Operation and Maintenance Expenditures report for May 2022 (\$1,830.98); June 2022 (\$1,053.39); and July 2022 (\$1,437.77) for Meadow Pointe V Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

MEADOW POINTE V COMMUNITY DEVELOPMENT DISTRICT
September 14, 2022 Minutes of Meeting
Page 4

A. District Counsel
Not present

B. District Manager
Mr. Adams announced that the next meeting is scheduled for October 12, 2022 at 5:00 p.m. at the Meadow Points IV Clubhouse.

Mr. Arnold made a motion to cancel the October meeting and hold the next regular meeting on November 9, 2022 @ 11:00 a.m.

On a Motion by Mr. Arnold, seconded by Mr. Lannon, with all in favor, the Board of Supervisors cancelled the October 12, 2022 meeting for the Meadow Pointe V Community Development District.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Arnold, seconded by Mr. Brown, with all in favor, the Board of Supervisors adjourned the meeting at 2:15 p.m. for the Meadow Pointe V Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 5

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 V
COMMUNITY DEVELOPMENT DISTRICT**

The Landowner meeting of the Meadow Pointe V Community Development District was held on **Wednesday, November 9, 2022 at 11:00 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present:

Steve Lannon **Proxy Holder, Wesley Chapel Lakes, Ltd.**

Also present was:

Daryl Adams **District Manager, Rizzetta & Company, Inc.**

Audience **Non-Present**

FIRST ORDER OF BUSINESS Call to Order

Mr. Adams called the meeting to order and explained, for the record, that the purpose of this meeting is to hold the Landowner Meeting for Meadow Pointe V Community Development District and to hold Landowner Elections for three (3) Supervisor position(s) on the District Board of Supervisors as prescribed in Chapter 190 Florida Statutes. These are Seats 3, 4 and 5. This meeting was duly advertised on October 12, 2022 and October 19, 2022 and was announced at a public meeting as prescribed by Florida Statutes.

SECOND ORDER OF BUSINESS Appointment of Meeting Chairman

Mr. Lannon appointed Mr. Adams as the Meeting Chairman for the Landowner Meeting.

**THIRD ORDER OF BUSINESS Determination of Number of Voting
Units Represented**

Mr. Adams provided documentation showing that Colliers of Florida owns 161 acres and is therefore eligible to cast 161 votes. It was noted that no other landowners are in attendance to participate in the election.

FOURTH ORDER OF BUSINESS

Announcement of Candidates/Call for Nominations

Mr. Adams stated that he was in receipt of the ballot from Mr. Lannon naming Lee Arnold as a candidate for the election. He asked for any other nominations. There were none.

FIFTH ORDER OF BUSINESS

Election of Supervisors

Mr. Adams called for casting of the ballots. He stated that Mr. Lannon cast his votes as follows: Jared David Brown, Jr (Seat 2) who received 49 votes, Lee Arnold, (seat 4) who received 61 votes, and Steven Lannon (Seat 5) with 51 votes.

Mr. Adams state that Jared David Brown Jr will receive a 2-year term in Seat 3 - Term: November 2022- November 2024, Lee Arnold will receive a 4-year term in Seat: 4 - Term: November 2022-November 2026 and Steven Lannon will receive a 4-year term in Seat 5 - Term: November 2022- November 2026.

SIXTH ORDER OF BUSINESS

Adjournment

Mr. Adams stated that there was no further business scheduled to come before the landowners and adjourned the meeting at 10:59 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 6

Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures

August 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2022 through August 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,053.39**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Meadow Pointe V Community Development District
Check register

Bank	Date	Vendor	Document no.	Amount
	8/31/2022	V1179--IPFS Corporation	100001	170.06
	8/16/2022	V1954--Rizzetta & Company, Inc.	100000	883.33
Total for 846TRUISTOP				1,053.39

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures September 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2022 through September 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$883.33**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Company name: Meadow Pointe V Community Development District

Report name: Check register

Bank	Date	Vendor	Document no.	Amount
	9/2/2022	V1954--Rizzetta & Company, Inc.	100002	883.33
Total for 846TRUISTOP				883.33

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures

October 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2022 through October 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$170.06**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Company name: Meadow Pointe V Community Development District

Report name: Check register

Location: 846--Meadow Pointe V

Bank	Date	Vendor	Document no.	Amount
	10/31/2022	V1179--IPFS Corporation	EFT	170.06
Total for 846TRUISTOP				170.06

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures

November 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2022 through November 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$3,426.08**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

**Meadow Pointe V Community
Development District
Check Register**

Company Name: Meadow Pointe V Community
Report Name: Development District
Location: Check Register
Bank: 846-001--846 General Fund

Bank	Date	Vendor	Document no.	Amount
	11/03/2022	IPFS Corporation	EFT	\$ 170.06
	11/28/2022	Department of Economic Opportunity	100003	\$ 175.00
	11/28/2022	Innersync Studio, Ltd	100004	\$ 384.38
	11/28/2022	Rizzetta & Company, Inc.	100005	\$ 916.67
	11/28/2022	Rizzetta & Company, Inc.	100006	\$ 916.67
	11/28/2022	Straley Robin Vericker	100007	\$ 274.50
	11/28/2022	Times Publishing Company	100008	\$ 588.80
Total for 846TRUISTOP				\$ 3,426.08

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures December 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2022 through December 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,266.79**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

**Meadow Pointe V Community
Development District
Check Register**

Company Name: Meadow Pointe V Community
Report Name: Development District
Created on: Check Register
Location: 06/01/2023
846-001--846 General Fund

Bank	Date	Vendor	Document no.	Amount
	12/03/2022	Rizzetta & Company, Inc	100010	\$ 916.67
	12/06/2022	IPFS Corporation	100009	\$ 170.06
	12/17/2022	IPFS Corporation	100011	\$ 180.06
Total for 846TRUISTOP				\$ 1,266.79

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures

January 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2023 through January 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,471.11**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Meadow Pointe V
Community Development
District
Check Register

Company Name: Meadow Pointe V Community
Report Name: Development District
Location: Check Register
846-001--846 General Fund

Bank	Date	Vendor	Document no.	Amount	
	01/05/2023	Rizzetta & Company, Inc.	100012	\$	916.67
	01/11/2023	IPFS Corporation	100013	\$	170.06
	01/27/2023	Innersync Studio, Ltd	100014	\$	384.38
Total for 846TRUISTOP				\$	1,471.11

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures February 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2023 through February 28, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,086.73**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

**Meadow Pointe V Community Development
District
Check Register**

Company Name: Meadow Pointe V Community Development District
Report Name: Check Register
Created on: 03/14/2023
Location: 846-001--846 General Fund

	Account	Payment date	Vendor name	Document/check no	Payment Amount
846TRUISTOP	846TRUISTOP	02/07/2023	IPFS Corporation	100016	170.06
	846TRUISTOP	02/07/2023	Rizzetta & Company, Inc.	100015	<u>916.67</u>
					<u>1,086.73</u>

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures

March 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2023 through March 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,086.73**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

**Meadow Pointe V Community
Development District
Check Register**

Company Name: Meadow Pointe V CDD
Report Name: Check Register
Created on: 04/05/2023
Location: 846-001--846 General Fund

	Account	Payment date	Vendor name	Document /check no	Payment Amount
846TRUISTOP	846TRUISTOP	03/07/2023	IPFS Corporation	100017	\$ 170.06
	846TRUISTOP	03/10/2023	Rizzetta & Company, Inc.	100018	\$ <u>916.67</u>
Report Total					\$ <u>1,086.73</u>

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Meadow Pointe V Community Development District

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.meadowpointe5cdd.org

Operations and Maintenance Expenditures

April 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$1,471.11**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

**Meadow Pointe V CDD
Check Register**

Company Name: Meadow Pointe V CDD
Report Name: Check Register
Created on: 05/12/2023
Location: 846-001--846 General Fund

	Account	Payment date	Vendor name	Document/ check no	Payment Amount
846TRUISTOP					
	846TRUISTOP	04/13/2023	Innersync Studio, Ltd	100021	\$ 384.38
	846TRUISTOP	04/04/2023	IPFS Corporation	100020	\$ 170.06
	846TRUISTOP	04/04/2023	Rizzetta & Company, Inc.	100019	<u>\$ 916.67</u>
	Report Total				<u>\$ 1,471.11</u>

Tab 7



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** August 9, 2023, at 11:00am
- **FY 2021-2022 Audit Completion Deadline:** June 30, 2022

**District
Manager's
Report**

June 14

2023

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FINANCIAL SUMMARY

4/30/2023

**General Fund Expense
Variance: \$737**

**Under
Budget**

Tab 8



Quarterly Compliance Audit Report

Meadow Pointe V

Date: April 2023 - 1st Quarter

Prepared for: Scott Brizendine

Developer: Rizzetta

Insurance agency:



Preparer:

Jason Morgan - *Campus Suite Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Florida F.S. 189.069 Requirements	5

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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

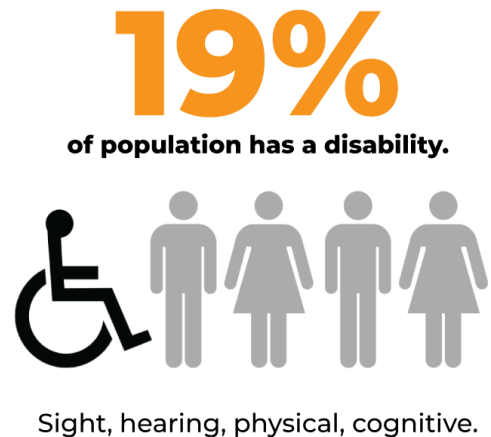
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
X	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
X	Complete Financial Audit Report
Passed	Listing of Board Meetings
N/A	Public Facilities Report, if applicable
Passed	Link to Financial Services
X	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

Tab 9



Brian E. Corley
Supervisor of Elections
PO Box 300
Dade City FL 33526-0300

RECEIVED
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BY:

1-800-851-8754
www.pascovotes.gov

April 26, 2023

Daryl Adams, District Manager
District Office
3434 Colwell Ave
Suite 200
Tampa FL 33614

Dear Daryl Adams:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2023.

• Connerton West Community Development District	3,141
• Country Walk Community Development District	1,945
• Hidden Creek North Community Development District	359
• Meadow Pointe III Community Development District	3,369
• Meadow Pointe IV Community Development District	1,799
• Meadow Pointe V Community Development District	0
• Wesbridge Community Development District	495

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood
Chief Administrative Officer

East Pasco - Dade City (352) 521-4302
Central Pasco - Land O' Lakes (813) 929-2788
West Pasco - New Port Richey (727) 847-8162