



**MEADOW PINES
COMMUNITY DEVELOPMENT
DISTRICT**

**BROWARD COUNTY
REGULAR BOARD MEETING
MARCH 15, 2018
9:30 A.M.**

Special District Services, Inc.
6625 Miami Lakes Drive, Suite 374
Miami Lakes, FL 33014

www.meadowpinescdd.org

305.777.0761 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
Cobblestone Clubhouse
14701 SW 10th Street
Pembroke Pines, FL 33027
REGULAR BOARD MEETING
March 15, 2018
9:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Consider Board Member Resignation.....Page 2
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
 - 1. January 18, 2018 Regular Board Meeting Minutes.....Page 3
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2018-02 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 6
 - 2. Discussion Regarding the Upkeep of Districts Improvements – Wetland Mitigation Area Perimeter Wooden Fence
 - 3. Discussion Regarding Snake Encounter Prevention Informational Pamphlet
- J. Administrative Matters
 - 1. Discussion Regarding Vacancy in Seats No. 4 & 5
- K. Board Members Comments
- L. Adjourn

SUN-SENTINEL
Published Daily
Fort Lauderdale, Broward County, Florida
Boca Raton, Palm Beach County, Florida
Miami, Miami-Dade County, Florida

STATE OF FLORIDA

COUNTY OF: BROWARD/PALM BEACH/MIAMI-DADE

Before the undersigned authority personally appeared Mark Kuznitz, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL, a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the attached copy of advertisement, being a Legal Notice in:

The matter of 11745-Other Legal Notices

MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT

Was published in said newspaper in the issues of; Sep 29, 2017

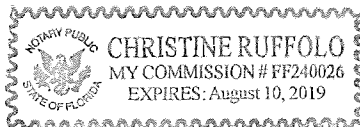
5207934

Affiant further says that the said SUN-SENTINEL is a newspaper published in said BROWARD/PALM BEACH/MIAMI-DADE County, Florida, and that the said newspaper has heretofore been continuously published in said BROWARD/PALM BEACH/MIAMI-DADE County, Florida, each day and has been entered as second class matter at the post office in BROWARD County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised, any person, firm or corporation, any discount, rebate, commission or refund, for the purpose of securing this advertisement for publication in the said newspaper.

Mark Kuznitz
Signature of Affiant

Sworn to and subscribed before me this September 29, 2017.

Christine Ruffolo
Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped
Personally Known (X) or Produced Identification ()

MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Meadow Pines Community Development District will hold Regular Meetings for Fiscal Year 2017/2018 at 9:30 a.m. at the Cobblestone Clubhouse located at 14701 SW 10th Street, Pembroke Pines, Florida 33027, on:

- October 19, 2017
- November 16, 2017
- January 18, 2018
- February 15, 2018
- March 15, 2018
- April 19, 2018
- May 17, 2018
- June 21, 2018
- July 19, 2018
- August 16, 2018
- September 20, 2018

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (305)777-0761 and/or toll-free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (305)777-0761 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT

www.meadowpinesccd.org
09/29/17

Date: 02.08.18

Board of Supervisors
Meadow Pines Community Development District
C/o Special District Services, Inc.,
6625 Miami Lakes Drive, Suite 374
Miami Lakes, FL 33014

RE: Resignation

Dear Board of Supervisors,

Please be advised that I am resigning my position as Board Member and Officer on the **Meadow Pines Community Development District** Board of Supervisors effective immediately 02.23.2018.

Sincerely,

Xiony Lima



MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 18, 2018

A. CALL TO ORDER

District Manager Armando Silva called the January 18, 2018, Regular Board Meeting of the Meadow Pines Community Development District to order at 9:45 a.m. in the Cobblestone Clubhouse located at 14701 SW 10th Street, Pembroke Pines, Florida 33027.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in the *Sun Sentinel* on September 29, 2017, as legally required.

C. ESTABLISH A QUORUM

Mr. Silva determined that the attendance of Chairman Douglas Harrison, Vice Chairperson Xiony Lima and Supervisor Leon Brown constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were: District Manager Armando Silva of Special District Services, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Silva requested the addition of "Consider Appointment to Fill Vacancy" under agenda item I.2. The Board acknowledged his request.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. August 24, 2017, Regular Board Meeting & Public Hearing

Mr. Silva presented the minutes of the August 24, 2017, Regular Board Meeting & Public Hearing and asked if there were any corrections and/or revisions. There being none, a **motion** was made by Mr. Harrison, seconded by Ms. Lima and passed unanimously approving the minutes of the August 24, 2017, Regular Board Meeting & Public Hearing, as presented.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

H. NEW BUSINESS

1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2016/2017 Amended Budget

MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 18, 2018

Mr. Silva presented Resolution No. 2018-01, entitled:

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva read the title of the resolution into the record and provided an explanation for the document. Mr. Silva indicated that the Board had a fund balance of approximately \$104,272 at the end of the fiscal year. A discussion ensued after which:

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed to adopt Resolution No. 2018-01, as presented, thereby setting the amended/revised budget for the 2016/2017 fiscal year.

2. Resident Concern: Snakes Entering Residential Area from Wetland Mitigation Area

Mr. Silva informed the Board Members that he had received correspondence from a District resident who was concerned with the increased sightings of water moccasin and copperhead snakes in the residential area of the District. Mr. Silva contacted Florida Fish and Wildlife Conservation Commission along with Lake and Wetland Management and they both stated that no physical barrier or repellent will effectively prevent snakes from getting to their destination, as they can slither up barriers or even burrow under them. In addition, according to the environmental permit (with Broward County and South Florida Water Management District), no physical barriers can be placed within the wetland mitigation area. The only recommendation that was provided by the aforementioned agencies was to educate the residents about the presence of snakes within the wetland mitigation area. A discussion ensued after which the Board directed Mr. Silva to provide an informational flyer to the District residents, noticing them of the presence of snakes in the wetland mitigation area. Mr. Silva acknowledged the request and stated that the flyer would be provided to the residents before the next meeting.

I. ADMINISTRATIVE MATTERS

1. Transfer of Environmental Resource Permits (CalAtlantic to Meadow Pines CDD)

Mr. Silva advised that he was currently working alongside Smart Sciences Environmental Consultants to have the wetland mitigation area environmental permits transferred from CalAtlantic to the District. This continues to be an ongoing matter and an update will be provided at an upcoming meeting.

2. Discussion Regarding Vacancy in Seat Nos. 2 & 5

MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 18, 2018

Mr. Silva reminded the Board that there were two (2) vacant seats that remain unfilled as of today. Mr. Silva also stated that at least one (1) of the vacant seats must be filled before the next meeting, as Ms. Lima had expressed that she would be moving out of the District in the next few months and would no longer be eligible to serve on the Board.

3. ADD-ON: Consider Appointment to Fill Vacancy

Mr. Silva stated that he had been in communication with a District resident by the name of Jennifer Marmanillo who had expressed interest in serving on the District Board. A discussion ensued after which:

A **motion** was made by Mr. Harrison, seconded by Ms. Lima and unanimously passed to *appoint* Ms. Jennifer Marmanillo to serve the unexpired 4-year term of office in Seat #2 and such term will expire in November 2020.

Mr. Silva will email the required financial disclosure forms and Oath of Office to Ms. Marmanillo.

J. BOARD MEMBER COMMENTS

There were no comments from the Members of the Board.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed to adjourn the Regular Board Meeting at 10:12 a.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

RESOLUTION NO. 2018-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Meadow Pines Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2018/2019 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2018 at 9:30 a.m. in the Cobblestone Clubhouse, 14701 SW 10th Street, Pembroke Pines, FL 33027, for the purpose of receiving public comments on the Proposed Fiscal Year 2018/2019 Budget.

PASSED, ADOPTED and EFFECTIVE this 15th day of March, 2018.

ATTEST:

**MEADOW PINES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice-Chairperson

Meadow Pines
Community Development District

**Proposed Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

CONTENTS

- I PROPOSED BUDGET**
- II DETAILED PROPOSED BUDGET**
- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET**
- IV ASSESSMENT COMPARISON**

PROPOSED BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
O&M Assessments	49,910
Debt Assessments	691,982
Other Revenue	1,200
Interest Income	300
TOTAL REVENUES	\$ 743,392
EXPENDITURES	
Supervisor Fees	2,400
Payroll Taxes	200
Engineering	2,500
Management	13,644
Legal	9,000
Assessment Roll	6,000
Audit Fees	3,500
Arbitrage Rebate Fee	600
Insurance	7,500
Legal Advertisements	1,000
Miscellaneous	900
Postage	275
Office Supplies	575
Dues & Subscriptions	175
Trustee Fees	6,820
Continuing Disclosure Fee	1,000
Website Management	1,500
Reserve	3,326
TOTAL EXPENDITURES	\$ 60,915
REVENUES LESS EXPENDITURES	\$ 682,477
Bond Payments	(650,463)
BALANCE	\$ 32,014
County Appraiser & Tax Collector Fee	(14,838)
Discounts For Early Payments	(29,676)
EXCESS/ (SHORTFALL)	\$ (12,500)
Carryover From Prior Year	12,500
NET EXCESS / (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
O&M Assessments	58,810	49,910	49,910	Expenditures Less Interest, Other Revenues & Carryover/.94
Debt Assessments	694,283	691,982	691,982	Bond Payments/.94
Other Revenue	195	1,200	1,200	Pollution Insurance Reimbursement
Interest Income	298	240	300	Projected At \$25 Per Month
TOTAL REVENUES	\$ 753,586	\$ 743,332	\$ 743,392	
EXPENDITURES				
Supervisor Fees	400	2,400	2,400	No Change From 2017/2018 Budget
Payroll Taxes	30	200	200	Projected At 8 Percent Of Supervisor Fees
Engineering	1,500	2,500	2,500	No Change From 2017/2018 Budget
Management	13,104	13,368	13,644	CPI Adjustment
Legal	7,140	9,000	9,000	No Change From 2017/2018 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,300	3,400	3,500	\$100 Increase From 2017/2018 Budget
Arbitrage Rebate Fee	600	600	600	No Change From 2017/2018 Budget
Insurance	5,973	7,700	7,500	Insurance Estimate
Legal Advertisements	793	1,000	1,000	No Change From 2017/2018 Budget
Miscellaneous	174	900	900	No Change From 2017/2018 Budget
Postage	90	275	275	No Change From 2017/2018 Budget
Office Supplies	388	575	575	No Change From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fees	6,196	6,200	6,820	Trustee (US Bank) Increasing Fees In 2018/2019
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2017/2018 Budget
Website Management	1,500	1,500	1,500	No Change From 2017/2018 Budget
Reserve	0	4,227	3,326	Reserve
TOTAL EXPENDITURES	\$ 48,363	\$ 61,020	\$ 60,915	
REVENUES LESS EXPENDITURES	\$ 705,223	\$ 682,312	\$ 682,477	
Bond Payments	(654,463)	(650,463)	(650,463)	2019 P & I Payments Less Earned Interest
BALANCE	\$ 50,760	\$ 31,849	\$ 32,014	
County Appraiser & Tax Collector Fee	(16,075)	(14,838)	(14,838)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(26,482)	(29,676)	(29,676)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 8,203	\$ (12,665)	\$ (12,500)	
Carryover From Prior Year	0	12,665	12,500	Carryover From Prior Year
NET EXCESS / (SHORTFALL)	\$ 8,203	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
Interest Income	1,628	50	50	Projected Interest For 2018/2019
NAV Tax Collection	654,463	650,463	650,463	Maximum Debt Service Collection
Total Revenues	\$ 656,091	\$ 650,513	\$ 650,513	
EXPENDITURES				
Principal Payments (2014A-1)	265,000	275,000	280,000	Principal Payment Due In 2019
Principal Payments (2014A-B)	40,000	45,000	50,000	Principal Payment Due In 2019
Bond Redemption	0	1,079	475	Estimated Excess Debt Collections
Interest Payments (2014A-1)	263,868	255,940	249,275	Interest Payments Due In 2019
Interest Payments (2014A-B)	77,087	73,494	70,763	Interest Payments Due In 2019
TOTAL EXPENDITURES	\$ 645,955	\$ 650,513	\$ 650,513	
EXCESS/ (SHORTFALL)	\$ 10,136	\$ -	\$ -	

Series 2014A-1 Bond Refunding Information

Original Par Amount =	\$7,125,000	Annual Principal Payments Due =	May 1st
Interest Rate =	1.05% - 4.625%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	May 2014		
Maturity Date =	May 2034		

Par Amount As Of 1/1/18= \$6,335,000

Series 2014A-2 Bond Refunding Information

Original Par Amount =	\$1,385,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.75% - 6.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	May 2014		
Maturity Date =	May 2034		

Par Amount As Of 1/1/18= \$1,265,000

Meadow Pines Community Development District Assessment Comparison

	Fiscal Year 2015/2016 Assessment Before Discount*	Fiscal Year 2016/2017 Assessment Before Discount*	Fiscal Year 2017/2018 Assessment Before Discount*	Fiscal Year 2018/2019 Projected Assessment Before Discount*
Administrative For Phase 1	\$ 74.49	\$ 74.49	\$ 64.49	\$ 64.49
<u>Debt For Phase 1</u>	<u>\$ 834.02</u>	<u>\$ 834.02</u>	<u>\$ 834.02</u>	<u>\$ 834.02</u>
Total For Phase 1	\$ 908.51	\$ 908.51	\$ 898.51	\$ 898.51
Administrative For Phase 2	\$ 74.49	\$ 74.49	\$ 64.49	\$ 64.49
<u>Debt For Phase 2</u>	<u>\$ 964.50</u>	<u>\$ 964.50</u>	<u>\$ 964.50</u>	<u>\$ 964.50</u>
Total For Phase 2	\$ 1,038.99	\$ 1,038.99	\$ 1,028.99	\$ 1,028.99

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Phase One	418
<u>Phase Two</u>	<u>356</u>
Total Units	774