



**MEADOW PINES  
COMMUNITY DEVELOPMENT  
DISTRICT**

**BROWARD COUNTY  
REGULAR BOARD MEETING  
MARCH 19, 2020  
9:30 A.M.**

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

[www.meadowpinescdd.org](http://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 19, 2020  
9:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. November 21, 2019 Regular Board Meeting.....Page 3
- G. Old Business
  - 1. Update Regarding Wooden Guardrail Inspection
  - 2. Staff Report as Required
- H. New Business
  - 1. Stormwater System Inspection Deficiencies Punch List.....Page 7
  - 2. Stormwater System Deficiencies Proposals.....Page 12
  - 3. Consider Resolution No. 2020-01 – Adopting a Fiscal Year 2020/2021 Proposed Budget.....Page 17
  - 4. Staff Report as Required
- I. Administrative Matters
  - 1. Staff Report as Required
- J. Board Members Comments
- K. Adjourn

# BROWARD DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and  
Legal Holidays  
Ft. Lauderdale, Broward County, Florida

## STATE OF FLORIDA COUNTY OF BROWARD:

Before the undersigned authority personally appeared GUERLINE WILLIAMS, who on oath says that he or she is the LEGAL CLERK, of the Broward Daily Business Review f/k/a Broward Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Fort Lauderdale, in Broward County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

### MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT - FISCAL YEAR 2019/2020 REGULAR MEETING SCHEDULE

in the XXXX Court,  
was published in said newspaper in the issues of

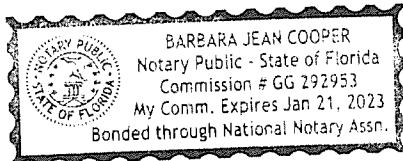
10/07/2019

Affiant further says that the said Broward Daily Business Review is a newspaper published at Fort Lauderdale, in said Broward County, Florida and that the said newspaper has heretofore been continuously published in said Broward County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Fort Lauderdale in said 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.

Sworn to and subscribed before me this  
7 day of OCTOBER, A.D. 2019

(SEAL)

GUERLINE WILLIAMS personally known to me



### MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2019/2020 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Meadow Pines Community Development District (the "District") will hold Regular Meetings for Fiscal Year 2019/2020 at 9:30 a.m. at the Cobblestone Clubhouse located at 14701 SW 10th Street, Pembroke Pines, Florida 33027, on the following dates:

October 17, 2019  
November 21, 2019  
January 16, 2020  
February 20, 2020  
March 19, 2020  
April 16, 2020  
May 21, 2020  
June 18, 2020  
July 16, 2020  
August 20, 2020  
September 17, 2020

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 Board members may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Board members 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.

SEE ATTACHED

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.meadowpinescdd.org](http://www.meadowpinescdd.org)

10/7

19-10/0000429428B

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 21, 2019**

**A. CALL TO ORDER**

District Manager Nancy Nguyen called the November 21, 2019, Regular Board Meeting of the Meadow Pines Community Development District (the “District”) to order at 9:31 a.m. in the Cobblestone Clubhouse located at 14701 SW 10<sup>th</sup> Street, Pembroke Pines, Florida 33027.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Broward Daily Business Review* on October 7, 2019, as part of the District’s Fiscal Year 2019/2020 Regular Meeting Schedule, *as legally required*.

**C. ESTABLISH A QUORUM**

Ms. Nguyen determined that the attendance of Chairman Douglas Harrison, Vice Chairperson Leon Brown and Supervisor Jennifer Marmanillo constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were: District Manager Nancy Nguyen of Special District Services, Inc.; General Counsel Vanessa Steinerts of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and Maria Hernandez of Miami Management, Inc.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

Ms. Nguyen advised that she would be managing the District moving forward. As such, Ms. Nguyen recommended that re-election of the District’s Officers take place. She provided the following slate of names for election:

- Chairperson – Douglas Harrison
- Vice Chairperson – Leon Brown
- Secretary/Treasurer – Nancy Nguyen
- Assistant Secretaries – Jennifer Marmanillo, Armando Silva and Gloria Perez

A discussion ensued after which;

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and passed unanimously to *elect* the District’s Officers as listed below.

- Chairperson – Douglas Harrison
- Vice Chairperson – Leon Brown
- Secretary/Treasurer – Jennifer Marmanillo
- Assistant Secretaries – Nancy Nguyen, Armando Silva and Gloria Perez

**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 22, 2019, Regular Board Meeting and Public Hearing**

Ms. Nguyen presented the minutes of the August 22, 2019, Regular Board Meeting and Public Hearing and asked if there were any corrections and/or revisions. There being none, a **motion** was made by Mr. Harrison, seconded by Mr. Brown and passed unanimously approving the minutes of the August 22, 2019, Regular Board Meeting and Public Hearing, *as presented*.

**G. OLD BUSINESS**

**1. Update Regarding Damage to the Wooden Guardrail**

Ms. Nguyen advised that the District had received a check in the amount of \$1,000 from Geico Insurance for the damages to the wooden guardrail. No further action was required on this item.

**2. Staff Report, as Required**

There was no Staff Report at this time.

**H. NEW BUSINESS**

**1. Consider Resolution No. 2019-04 – Adopting a Fiscal Year 2018/2019 Amended Budget**

Resolution No. 2019-04 was presented, entitled:

**RESOLUTION NO. 2019-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMMERVILLE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2018/2019 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, *FLORIDA STATUTES*; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen read the title into the record and provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed approving and adopting Resolution No. 2019-04, *as presented*, thereby approving the Amended Final 2018/2019 Fiscal Year Budget.

**2. Discussion regarding South Broward Drainage District 5-Year Re-Certification – Sun-Tech Engineering Proposal**

Ms. Nguyen explained, as part of the conditions outlined on the South Broward Drainage Surface Water Management permit, the District is required to conduct a 5-year re-certification. The current certification expires on August 3, 2020. Because of the size of the system, it is recommended that the re-certification process be initiated now. Ms. Nguyen presented the Sun-Tech Engineering, Inc. proposal to conduct the 5-year drainage re-certification in the amount of \$10,750. A discussion ensued after which:

A ***motion*** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed approving and accepting the Sun-Tech Engineering, Inc. proposal in the amount of \$10,750.

### **3. Staff Report, as Required**

There was no Staff Report at this time.

## **I. ADMINISTRATIVE MATTERS**

### **1. Financial Risk Management Policy/Review – Fiscal Year 2018/2019**

The Board Members were advised that Special District Services, Inc. (“SDS, Inc.”), acting in the capacity of District Manager, as part of best management practices and to satisfy annual audit requirements does implement certain measures and procedures to identify and mitigate financial mismanagement/fraud risks, as follows:

**a.** Each month the District’s operating/checking bank account is reconciled by an authorized person who has not deposited funds to, processed expenditures or written checks from, that particular operating/checking account; and

**b.** Each expenditure from the District’s operating/checking account requires a minimum of two (2) approvals from authorized staff and/or District officials and the respective approvals are provided by persons other than the preparer of the expenditure(s); and

**c.** All financial transactions are logged and maintained by the District Manager for record keeping purposes; and

**d.** A designated member of the Board, typically the Chairperson (by an electronic approval procedure), has an opportunity to review the District’s expenditure(s) prior to the payment(s) being released; and

**e.** The District engages an independent firm, pursuant to Chapter 218.391, *Florida Statutes*, to audit the prior year’s financial activities (October 1<sup>st</sup> through September 30<sup>th</sup>) from which an independent fiscal year annual audit is prepared; and

**f.** Within sixty (60) days of the end of each fiscal year (September 30<sup>th</sup>) the District’s Board of Supervisors reviews, pursuant to Chapter 189.418(5), *Florida Statutes*, the prior year’s budget relative to actual revenues and expenditures and adopts by resolution an amended/revised final budget.

A discussion ensued, after which:

A ***motion*** was made by Mr. Harrison, seconded by Ms. Marmanillo and unanimously passed approving Financial Risk Management Policy, *as presented*.

## **J. BOARD MEMBER COMMENTS**

Ms. Hernandez advised that the wooden guardrail around the perimeter of the District was showing signs of mold. The Board asked that District Staff inspect the wooden guardrail. Ms. Nguyen acknowledged the request.

Ms. Nguyen advised that unless an emergency were to arise, this Board would not meet until February 20, 2020.

**K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Harrison, seconded by Ms. Marmanillo and unanimously passed to adjourn the Regular Board Meeting at 10:02 a.m.

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Secretary/Assistant Secretary

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Chairperson/Vice-Chairperson



### **DRAINAGE SYSTEM PUNCHLIST**

**Project Name:** Cobblestone Residential (Phase 1 & 2)  
**Project No.:** 10-3323  
**Permit No.:** OM 061709R  
**Date:** 02-14-2020  
**Inspector:** Federico Valencia

| <b>CONDITION OF STRUCTURE/DEVICE</b> |   |
|--------------------------------------|---|
| <b>ST</b>                            | Catch basin / Manhole /Dry Retention Area (DRA)   |
| <b>CL</b>                            | = Structure needs to be cleaned of all dirt/ debris                                       |
| <b>Invert</b>                        | = Mud work needed at/ around inverts for "x" invert (brick exposed, cracks, voids, etc.)  |
| <b>T/S</b>                           | = Mud work needed at top slab/ structure connection (brick exposed, cracks, voids, etc.)  |
| <b>F/G</b>                           | = Mud work needed at frame & grate/ brick connection (brick exposed, cracks, voids, etc.) |
| <b>ASP</b>                           | = Repair asphalt around frame & grate   |
| <b>PRB</b>                           | = Install baffle for "x" invert or replace gaskets  |
| <b>CON. BF</b>                       | = Install control baffle for "x" invert or replace gaskets                                |
| <b>OK</b>                            | = Structure/Device is in good condition   |
| <b>Comments</b>                      | = Additional repair work  |

### **PHASE 1**

| <b>ST.</b> | <b>CONDITION</b> | <b>Comments</b> | <b>ST.</b> | <b>CONDITION</b> | <b>Comments</b> |
|------------|------------------|-----------------|------------|------------------|-----------------|
| 1          | OK               |                 | 20         | OK               |                 |
| 2          | CL               |                 | 21         | CL               |                 |
| 3          | -                |                 | 22         | CL               |                 |
| 4          | CL               |                 | 23         | OK               |                 |
| 5          | OK               |                 | 24         | CL               |                 |
| 6          | CL               |                 | 25         | OK               |                 |
| 7          | CL               |                 | 26         | CL               |                 |
| 8          | OK               |                 | 27         | CL               | Manhole         |
| 9          | OK               |                 | 28         | CL               |                 |
| 10         | OK               |                 | 29         | CL               |                 |
| 11         | OK               | Manhole         | 30         | CL - F/G         |                 |
| 12         | OK               |                 | 31         | OK               |                 |
| 13         | CL               | Manhole         | 32         | CL               |                 |
| 14         | CL               |                 | 33         | CL               |                 |
| 15         | -                |                 | 34         | OK               |                 |
| 16         | OK               |                 | 35         | OK               |                 |
| 17         | CL               |                 | 36         | OK               |                 |
| 18         | CL               |                 | 37         | OK               | Manhole         |
| 19         | CL               |                 | 38         | CL               | Manhole         |

| ST. | CONDITION | Comments            | ST. | CONDITION | Comments            |
|-----|-----------|---------------------|-----|-----------|---------------------|
| 39  | CL        |                     | 75  | OK        |                     |
| 40  | CL        |                     | 76  | OK        |                     |
| 41  | CL        |                     | 77  | CL        |                     |
| 42  | CL        |                     | 78  | OK        |                     |
| 43  | CL        |                     | 79  | CL        |                     |
| 44  | CL        |                     | 80  | OK        |                     |
| 45  | CL        |                     | 81  | CL        |                     |
| 46  | CL        |                     | 82  | CL        |                     |
| 47  | OK        |                     | 83  | CL        |                     |
| 48  | CL        | Headwall            | 84  | CL        |                     |
| 49  | CL        |                     | 85  | CL        |                     |
| 50  | CL        | Type C Ditch Bottom | 86  | CL        |                     |
| 51  | CL        |                     | 87  | CL        |                     |
| 52  | OK        | Manhole             | 88  | CL        |                     |
| 53  | OK        |                     | 89  | CL        | Type C Ditch Bottom |
| 54  | CL        |                     | 90  | OK        | Manhole             |
| 55  | OK        | Manhole             | 91  | CL        | Manhole             |
| 56  | OK        |                     | 92  | CL        | 1 grate is missing  |
| 57  | CL        |                     | 93  | OK        |                     |
| 58  | OK        |                     | 94  | OK        | Manhole             |
| 59  | CL        |                     | 95  | CL        |                     |
| 60  | CL        |                     | 96  | OK        | Manhole             |
| 61  | OK        |                     | 97  | CL        |                     |
| 62  | OK        |                     | 98  | CL        |                     |
| 63  | OK        |                     | 99  | CL        |                     |
| 64  | CL        |                     | 100 | CL        |                     |
| 65  | OK        |                     | 101 | CL        |                     |
| 66  | CL        |                     | 102 | CL        |                     |
| 67  | OK        | Type C Ditch Bottom | 103 | CL        |                     |
| 68  | OK        |                     | 104 | CL        |                     |
| 69  | CL        | 1 grate is missing  | 105 | OK        |                     |
| 70  | OK        |                     | 106 | CL        |                     |
| 71  | OK        | Manhole             | 107 | OK        |                     |
| 72  | OK        |                     | 108 | Ok        |                     |
| 73  | OK        | Manhole             | 109 | OK        |                     |
| 74  | CL        |                     | 110 | OK        |                     |

| ST. | CONDITION | Comments                     | ST. | CONDITION | Comments |
|-----|-----------|------------------------------|-----|-----------|----------|
| 111 | CL        |                              | 123 | OK        |          |
| 112 | CL        | Headwall                     | 124 | ASP       |          |
| 113 | OK        |                              | 125 | OK        |          |
| 114 | CL        | Headwall                     | 126 | CL        |          |
| 115 | OK        |                              | 127 | OK        |          |
| 116 | OK        | See 116A of Phase II         | 128 | OK        |          |
| 117 | OK        |                              | 129 | CL        |          |
| 118 | -         | Not located                  | 130 | OK        |          |
| 119 | OK        | Converted to Access MH       |     |           |          |
| 120 | OK        | See 129A                     |     |           |          |
| 121 | OK        | See 125A                     |     |           |          |
| 122 | CL        | Relocated to the East of 123 |     |           |          |

## PHASE 2

| ST.  | CONDITION | Comments                    | ST. | CONDITION | Comments                             |
|------|-----------|-----------------------------|-----|-----------|--------------------------------------|
| 123C | OK        |                             | 16  | OK        |                                      |
| 125A | OK        |                             | 17  | OK        |                                      |
| 129A | OK        |                             | 18  | CL        | Manhole                              |
| 116A | OK        | Change Lid to "Storm Sewer" | 19  | CL        |                                      |
| 1    | OK        |                             | 20  | OK        | Manhole                              |
| 2    | OK        | Manhole                     | 21  | CL        |                                      |
| 3    | OK        |                             | 22  | CL        |                                      |
| 4    | CL        |                             | 23  | OK        |                                      |
| 5    | CL        |                             | 24  | OK        |                                      |
| 6    | CL        |                             | 25  | OK        |                                      |
| 7    | CL        |                             | 26  | CL        |                                      |
| 8    | CL        |                             | 27  | CL        |                                      |
| 9    | CL        |                             | 28  | CL        | Type C Ditch Bottom                  |
| 10   | CL        |                             | 29  | OK        |                                      |
| 11   | OK        |                             | 30  | OK        |                                      |
| 12   | CL        |                             | 31  | OK        | Manhole                              |
| 13   | CL        |                             | 32  | CL        | Inlet #31 has been renumbered to #32 |
| 14   | OK        |                             | 33  | OK        |                                      |
| 15   | CL        |                             | 34  | CL        |                                      |

| ST. | CONDITION | Comments            | ST. | CONDITION | Comments            |
|-----|-----------|---------------------|-----|-----------|---------------------|
| 35  | CL        |                     | 71  | OK        |                     |
| 36  | CL        |                     | 72  | OK        |                     |
| 37  | CL        |                     | 73  | OK        |                     |
| 38  | CL        | Type C Ditch Bottom | 74  | CL        |                     |
| 39  | CL        |                     | 75  | CL        |                     |
| 40  | CL        | Type C Ditch Bottom | 76  | CL        |                     |
| 41  | OK        |                     | 77  | CL        |                     |
| 42  | F/G       | Manhole             | 78  | OK        |                     |
| 43  | OK        |                     | 79  | CL        |                     |
| 44  | OK        |                     | 80  | CL        |                     |
| 45  | CL        |                     | 81  | CL        |                     |
| 46  | CL        |                     | 82  | OK        |                     |
| 47  | CL        |                     | 83  | OK        |                     |
| 48  | CL        | Type C Ditch Bottom | 84  | CL        |                     |
| 49  | OK        |                     | 85  | OK        |                     |
| 50  | OK        |                     | 86  | OK        |                     |
| 51  | CL        | Manhole             | 87  | CL        |                     |
| 52  | OK        |                     | 88  | OK        |                     |
| 53  | OK        |                     | 89  | OK        |                     |
| 54  | OK        |                     | 90  | CL        |                     |
| 55  | OK        |                     | 91  | CL        |                     |
| 56  | CL        |                     | 92  | CL        |                     |
| 57  | CL        |                     | 93  | CL        |                     |
| 58  | OK        |                     | 94  | CL        |                     |
| 59  | OK        |                     | 94  | OK        |                     |
| 60  | CL        |                     | 95  | OK        |                     |
| 61  | CL        |                     | 96  | CL        |                     |
| 62  | CL        |                     | 97  | CL        |                     |
| 63  | OK        |                     | 98  | CL        |                     |
| 64  | OK        |                     | 99  | CL        |                     |
| 65  | OK        |                     | 100 | CL        |                     |
| 66  | CL        | Type C Ditch Bottom | 101 | OK        |                     |
| 67  | OK        |                     | 102 | CL        | Type C Ditch Bottom |
| 68  | OK        |                     | 103 | CL        |                     |
| 69  | OK        | Manhole             | 104 | OK        | Type C Ditch Bottom |
| 70  | CL        |                     | 105 | CL        |                     |

| ST. | CONDITION | Comments            | ST. | CONDITION | Comments |
|-----|-----------|---------------------|-----|-----------|----------|
| 106 | OK        |                     |     |           |          |
| 107 | OK        |                     |     |           |          |
| 108 | OK        |                     |     |           |          |
| 109 | OK        |                     |     |           |          |
| 110 | OK        | Type C Ditch Bottom |     |           |          |
| 111 | OK        |                     |     |           |          |
| 112 | OK        |                     |     |           |          |
| 113 | OK        |                     |     |           |          |
| 114 | OK        |                     |     |           |          |
| 115 | OK        |                     |     |           |          |
|     |           |                     |     |           |          |
|     |           |                     |     |           |          |
|     |           |                     |     |           |          |

# **PCI STORMWATER SOLUTIONS, INC.**

---

**Specializing In Residential & Commercial Drainage System Cleaning**

**PCI proposes to complete the following scope of work as specified by  
Sun Tech Engineering, Inc.**

**There are 231 Catch Basins and Manholes on The Property of which 128  
need  
cleaning.**

**To Jet and Vac 115 Catch Basins and Manholes.**

**To Jet and Vac 13 Structures that are in areas that we are not able to access with  
Our Equipment. Special Hoses and attachments must be utilized.**

**To repair Mudwork in 1 Catch Basin and 1 Storm Water Manhole using Hydraulic  
Cement.**

**To supply 2 Bubble Up Storm Drain Grates in Conservation Areas.**

**To sawcut and remove broken or below Grade Asphalt around 1 Catch Basin.  
To add New Washed Rock as needed, compact to Grade, apply New Tack Coat  
And New D. O. T. approved Asphalt.**

**Disposal of all Waste Material.**

**Cost of Job: \$17,740.00**

**NOTE: NO WORK WILL BE SCHEDULED OR DONE UNTIL  
ALL DEPOSITS AS WELL AS ALL COUNTY OR DISTRICT  
FEES AND SIGNED PAPERWORK ARE RECEIVED.**

**PLEASE NOTE THAT PCI STORMWATER SOLUTIONS, INC. WILL MEET  
OR BEAT ANY COMPETITORS PRICING THAT IS PROVIDED TO US IN WRITING  
AS LONG AS IT IS FOR THE SAME SCOPE OF STORM DRAIN WORK.  
THIS IS OUR COMMITMENT TO OUR CLIENTS TO OFFER QUALITY SERVICE  
AT THE MOST AFFORDABLE PRICE.**

**NOTE: All Monies due must be paid in full before any State, County, City or Water  
District Inspection will be requested and before any Renewal/ Re-Certification Paperwork  
will be released.**

**NOTE: The work needed at this location was determined by an actual Onsite Inspection done by Sun Tech Engineering Inc. and an Inspector from PCI Stormwater Solutions, Inc.**

Please note that The South Broward Drainage District sometimes requires the installation of new or replacement Pollution Retardant Baffles and or the replacement of Seals on The Pollution Retardant Baffles(PRB) depending on what condition they are in. Due to the fees involved in this process we always wait until inspection of The Project has taken place in order to save you The Client as many extra costs as possible.

The Swale Areas at this location may not be to Grade as per The Plans.  
The Inspector may require the Swales to be brought to grade.  
If this is required the work will be done at an additional charge when a Change Order is issued.

All work noted must be done in order to pass inspection with The South Broward Drainage District, but any additional work required by The Inspector will be done at an additional charge when a Change Order is issued.

All prices include Hydraulic Vac Cleaning, Labor, Material, Disposal of all material.

All work on This Project will be done in accordance with The Guidelines set forth by The South Broward Drainage District.

- **IN ORDER TO SCHEDULE WORK LISTED ABOVE WE MUST HAVE THE FOLLOWING:**
- **A SIGNED CONTRACT**
- **50% DEPOSIT FOR JOB**
- **A PHOTO COPY OF THE REMAINING BALANCES CHECK.**

Please make all checks payable to: **P.C.I. STORMWATER SOLUTIONS, INC.**

# PCI STORMWATER SOLUTIONS, INC.

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**Specializing In Residential & Commercial Drainage System Cleaning**

**March 4, 2020**

**ATTN: Ms. Nancy Nguyen/Meadow Pines CDD**

**JOB: Cobblestone 5 Year Operation and Maintenance Permit Renewal/Storm Drain System Re-Certification South Broward Drainage District OM 061709R**

PCI appreciates this opportunity of submitting this bid for you today.

We hereby propose to furnish all the necessary labor and equipment for the completion of this job for:

**The sum of: \$17,740.00**

PAYMENT SCHEDULE IS AS FOLLOWS:

50% OF PAYMENT DUE PRIOR TO START OF WORK.

REMAINDER OF PAYMENT DUE IN FULL WITHIN 10 DAYS OF FINAL INVOICE UPON COMPLETION OF JOB.

**ONCE DEPOSIT HAS BEEN RECEIVED, WORK WILL BE SCHEDULED WITHIN 30 BUSINESS DAYS.**

All labor and work are guaranteed to be as specified in **The Report from Sun Tech Engineering Inc.;**  
All agreements contingent upon strikes, accidents, or delays beyond our control. This proposal must become part of and included with any contract we enter into.

RESPECTFULLY SUBMITTED, P.C.I. STORMWATER SOLUTIONS.



---

Jerry Philyaw, Projects Manager

Note: This proposal may be withdrawn by us if not accepted within 30 days

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ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Note faxed and or electronic signatures are considered to be legal and binding. Payment will be made as outlined above.

---

ACCEPTED

---

DATE



BD Environmental Group, LLC  
 2900 NE 7th Avenue  
 Pompano Beach, FL 33064  
 954-876-1267  
 jessica@bdenvironmentalgroup.com  
 www.BDEnvironmentalGroup.com



**ADDRESS**

Cobblestone Phase I

**Estimate 2020051**

**DATE 03/04/2020**

**CLIENT**

Cobblestone Phase I

| DATE | ACTIVITY                 | DESCRIPTION                      | QTY | RATE   | AMOUNT   |
|------|--------------------------|----------------------------------|-----|--------|----------|
|      | Clean Drainage Structure | Clean Drainage Structures        | 66  | 100.00 | 6,600.00 |
|      | Clean Headwalls          | Clean Headwalls                  | 3   | 250.00 | 750.00   |
|      | Asphalt                  | Asphalt Repair                   | 1   | 195.00 | 195.00   |
|      | Flex Hose                | Flex Hose                        | 1   | 250.00 | 250.00   |
|      | Replace Grate            | Replace Grate                    | 2   | 750.00 | 1,500.00 |
|      | Mud Work                 | Correct Mud Work on structure 30 | 1   | 95.00  | 95.00    |
|      | Disposal                 | Disposal Fee                     | 2   | 300.00 | 600.00   |

Thank you for the opportunity to submit this Estimate. Please contact us with any questions or concerns.

**TOTAL \$9,990.00**

Accepted By

Accepted Date

**BD Environmental Group, LLC**  
2900 NE 7th Avenue  
Pompano Beach, FL 33064  
954-876-1267  
jessica@bdenvironmentalgroup.com  
www.BDEnvironmentalGroup.com



**ADDRESS**

Nancy Nguyen  
Cobblestone Phase II

**Estimate 2020052**

**DATE 03/04/2020**

**CLIENT**

Cobblestone Phase II

| DATE | ACTIVITY                 | DESCRIPTION                          | QTY | RATE   | AMOUNT   |
|------|--------------------------|--------------------------------------|-----|--------|----------|
|      | Clean Drainage Structure | Clean Drainage Structures            | 58  | 100.00 | 5,800.00 |
|      | Replace                  | Change manhole lid at structure 116A | 1   | 650.00 | 650.00   |
|      | Disposal                 | Disposal Fee                         | 2   | 300.00 | 600.00   |
|      | Flex Hose                | Flex Hose                            | 1   | 250.00 | 250.00   |

Thank you for the opportunity to submit this Estimate. Please contact us with any questions or concerns.

**TOTAL \$7,300.00**

Accepted By

Accepted Date

**RESOLUTION NO. 2020-01**

**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 2020/2021; 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 2020/2021 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 2020/2021 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for \_\_\_\_\_, 2020 at 9:30 a.m. in the Cobblestone Clubhouse, 14701 SW 10<sup>th</sup> Street, Pembroke Pines, FL 33027, for the purpose of receiving public comments on the Proposed Fiscal Year 2020/2021 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 19<sup>th</sup> day of March, 2020.

**ATTEST:**

**MEADOW PINES  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice-Chairperson

# Meadow Pines Community Development District

**Proposed Budget For  
Fiscal Year 2020/2021  
October 1, 2020 - September 30, 2021**

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**PROPOSED BUDGET**  
**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2020/2021**  
**OCTOBER 1, 2020 - SEPTEMBER 30, 2021**

|                                      | <b>FISCAL YEAR<br/>2020/2021<br/>BUDGET</b> |
|--------------------------------------|---|
| <b>REVENUES</b>                      |   |
| O&M Assessments                      | 49,910                                      |
| Debt Assessments                     | 691,982                                     |
| Other Revenue                        | 1,000                                       |
| Interest Income                      | 240   |
| <b>TOTAL REVENUES</b>                | <b>\$ 743,132</b>                           |
| <b>EXPENDITURES</b>                  |   |
| Supervisor Fees                      | 2,400                                       |
| Payroll Taxes                        | 200   |
| Engineering                          | 3,000                                       |
| Management                           | 14,208                                      |
| Legal                                | 8,000                                       |
| Assessment Roll                      | 6,000                                       |
| Audit Fees                           | 3,700                                       |
| Arbitrage Rebate Fee                 | 600   |
| Insurance                            | 7,000                                       |
| Legal Advertisements                 | 700   |
| Miscellaneous                        | 850   |
| Postage                              | 150   |
| Office Supplies                      | 550   |
| Dues & Subscriptions                 | 175   |
| Trustee Fees                         | 6,820                                       |
| Continuing Disclosure Fee            | 1,000                                       |
| Website Management                   | 2,000                                       |
| Reserve                              | 2,677                                       |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 60,030</b>                            |
| <b>REVENUES LESS EXPENDITURES</b>    | <b>\$ 683,102</b>                           |
| Bond Payments                        | (650,463)                                   |
| <b>BALANCE</b>                       | <b>\$ 32,639</b>                            |
| County Appraiser & Tax Collector Fee | (14,838)                                    |
| Discounts For Early Payments         | (29,676)                                    |
| <b>EXCESS/ (SHORTFALL)</b>           | <b>\$ (11,875)</b>                          |
| Carryover From Prior Year            | 11,875                                      |
| <b>NET EXCESS / (SHORTFALL)</b>      | <b>\$ -</b>                                 |

**DETAILED PROPOSED BUDGET**  
**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2020/2021**  
**OCTOBER 1, 2020 - SEPTEMBER 30, 2021**

|                                      | FISCAL YEAR<br>2018/2019<br>ACTUAL | FISCAL YEAR<br>2019/2020<br>BUDGET | FISCAL YEAR<br>2020/2021<br>BUDGET | COMMENTS   |
|--------------------------------------|------------------------------------|------------------------------------|------------------------------------|--|
| <b>REVENUES</b>                      |                                    |                                    |                                    |  |
| O&M Assessments                      | 51,528                             | 49,910                             | 49,910                             | Expenditures Less Interest, Other Revenues & Carryover/.94 |
| Debt Assessments                     | 695,132                            | 691,982                            | 691,982                            | Bond Payments/.94  |
| Other Revenue                        | 1,175                              | 1,000                              | 1,000                              | Pollution Insurance Reimbursement                          |
| Interest Income                      | 218                                | 300                                | 240                                | Projected At \$20 Per Month                                |
|                                      |                                    |                                    |                                    |  |
| <b>TOTAL REVENUES</b>                | <b>\$ 748,053</b>                  | <b>\$ 743,192</b>                  | <b>\$ 743,132</b>                  |  |
|                                      |                                    |                                    |                                    |  |
| <b>EXPENDITURES</b>                  |                                    |                                    |                                    |  |
| Supervisor Fees                      | 1,000                              | 2,400                              | 2,400                              | No Change From 2019/2020 Budget                            |
| Payroll Taxes                        | 137                                | 200                                | 200                                | Projected At 8 Percent Of Supervisor Fees                  |
| Engineering                          | 3,000                              | 2,250                              | 3,000                              | \$750 Increase From 2019/2020 Budget                       |
| Management                           | 13,644                             | 13,896                             | 14,208                             | CPI Adjustment   |
| Legal                                | 6,525                              | 9,000                              | 8,000                              | \$1,000 Decrease From 2019/2020 Budget                     |
| Assessment Roll                      | 6,000                              | 6,000                              | 6,000                              | As Per Contract  |
| Audit Fees                           | 3,500                              | 3,600                              | 3,700                              | \$100 Increase From 2019/2020 Budget                       |
| Arbitrage Rebate Fee                 | 600                                | 600                                | 600                                | No Change From 2019/2020 Budget                            |
| Insurance                            | 5,175                              | 7,300                              | 7,000                              | Insurance Estimate   |
| Legal Advertisements                 | 381                                | 950                                | 700                                | \$250 Decrease From 2019/2020 Budget                       |
| Miscellaneous                        | 427                                | 900                                | 850                                | \$50 Decrease From 2019/2020 Budget                        |
| Postage                              | 94                                 | 275                                | 150                                | \$125 Decrease From 2019/2020 Budget                       |
| Office Supplies                      | 227                                | 550                                | 550                                | No Change From 2019/2020 Budget                            |
| Dues & Subscriptions                 | 175                                | 175                                | 175                                | No Change From 2019/2020 Budget                            |
| Trustee Fees                         | 6,815                              | 6,820                              | 6,820                              | No Change From 2019/2020 Budget                            |
| Continuing Disclosure Fee            | 1,000                              | 1,000                              | 1,000                              | No Change From 2019/2020 Budget                            |
| Website Management                   | 1,500                              | 2,000                              | 2,000                              | No Change From 2019/2020 Budget                            |
| Reserve                              | 1,000                              | 2,799                              | 2,677                              | Reserve  |
|                                      |                                    |                                    |                                    |  |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 51,200</b>                   | <b>\$ 60,715</b>                   | <b>\$ 60,030</b>                   |  |
|                                      |                                    |                                    |                                    |  |
| <b>REVENUES LESS EXPENDITURES</b>    | <b>\$ 696,853</b>                  | <b>\$ 682,477</b>                  | <b>\$ 683,102</b>                  |  |
|                                      |                                    |                                    |                                    |  |
| Bond Payments                        | (655,926)                          | (650,463)                          | (650,463)                          | 2021 P & I Payments Less Earned Interest                   |
|                                      |                                    |                                    |                                    |  |
| <b>BALANCE</b>                       | <b>\$ 40,927</b>                   | <b>\$ 32,014</b>                   | <b>\$ 32,639</b>                   |  |
|                                      |                                    |                                    |                                    |  |
| County Appraiser & Tax Collector Fee | (15,947)                           | (14,838)                           | (14,838)                           | Two Percent Of Total Assessment Roll                       |
| Discounts For Early Payments         | (26,103)                           | (29,676)                           | (29,676)                           | Four Percent Of Total Assessment Roll                      |
|                                      |                                    |                                    |                                    |  |
| <b>EXCESS/ (SHORTFALL)</b>           | <b>\$ (1,123)</b>                  | <b>\$ (12,500)</b>                 | <b>\$ (11,875)</b>                 |  |
|                                      |                                    |                                    |                                    |  |
| Carryover From Prior Year            | 0                                  | 12,500                             | 11,875                             | Carryover From Prior Year                                  |
|                                      |                                    |                                    |                                    |  |
| <b>NET EXCESS / (SHORTFALL)</b>      | <b>\$ (1,123)</b>                  | <b>\$ -</b>                        | <b>\$ -</b>                        |  |

**DETAILED PROPOSED DEBT SERVICE BUDGET**  
**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2020/2021**  
**OCTOBER 1, 2020 - SEPTEMBER 30, 2021**

|                              | FISCAL YEAR<br>2018/2019 | FISCAL YEAR<br>2019/2020 | FISCAL YEAR<br>2020/2021 |                                   |
|------------------------------|--------------------------|--------------------------|--------------------------|-----------------------------------|
| REVENUES                     | ACTUAL                   | BUDGET                   | BUDGET                   | COMMENTS                          |
| Interest Income              | 12,803                   | 100                      | 500                      | Projected Interest For 2020/2021  |
| NAV Tax Collection           | 655,926                  | 650,463                  | 650,463                  | Maximum Debt Service Collection   |
| <b>Total Revenues</b>        | <b>\$ 668,729</b>        | <b>\$ 650,563</b>        | <b>\$ 650,963</b>        |                                   |
|                              |                          |                          |                          |                                   |
| <b>EXPENDITURES</b>          |                          |                          |                          |                                   |
| Principal Payments (2014A-1) | 280,000                  | 285,000                  | 295,000                  | Principal Payment Due In 2021     |
| Principal Payments (2014A-B) | 50,000                   | 50,000                   | 55,000                   | Principal Payment Due In 2021     |
| Bond Redemption              | 0                        | 6,315                    | 4,024                    | Estimated Excess Debt Collections |
| Interest Payments (2014A-1)  | 252,915                  | 241,360                  | 232,070                  | Interest Payments Due In 2021     |
| Interest Payments (2014A-B)  | 72,200                   | 67,888                   | 64,869                   | Interest Payments Due In 2021     |
|                              |                          |                          |                          |                                   |
| <b>TOTAL EXPENDITURES</b>    | <b>\$ 655,115</b>        | <b>\$ 650,563</b>        | <b>\$ 650,963</b>        |                                   |
|                              |                          |                          |                          |                                   |
| <b>EXCESS/ (SHORTFALL)</b>   | <b>\$ 13,614</b>         | <b>\$ -</b>              | <b>\$ -</b>              |                                   |

**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 1/1/20 = \$5,780,000

**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 1/1/20= \$1,170,000



## Meadow Pines Community Development District Assessment Comparison

|                                    | Fiscal Year<br>2016/2017<br>Assessment<br>Before Discount* | Fiscal Year<br>2017/2018<br>Assessment<br>Before Discount* | Fiscal Year<br>2018/2019<br>Assessment<br>Before Discount* | Fiscal Year<br>2019/2020<br>Assessment<br>Before Discount* | Fiscal Year<br>2020/2021<br>Projected Assessment<br>Before Discount* |
|------------------------------------|--|--|--|--|--|
| O&M Assessment For Phase 1         | \$ 74.49   | \$ 64.49   | \$ 64.49   | \$ 64.49   | \$ 64.49   |
| <u>Debt Assessment For Phase 1</u> | <u>\$ 834.02</u>   | <u>\$ 834.02</u>   | <u>\$ 834.02</u>   | <u>\$ 834.02</u>   | <u>\$ 834.02</u>   |
| Total For Phase 1                  | <b>\$ 908.51</b>   | <b>\$ 898.51</b>   | <b>\$ 898.51</b>   | <b>\$ 898.51</b>   | <b>\$ 898.51</b>   |
| O&M Assessment For Phase 2         | \$ 74.49   | \$ 64.49   | \$ 64.49   | \$ 64.49   | \$ 64.49   |
| <u>Debt Assessment For Phase 2</u> | <u>\$ 964.50</u>   | <u>\$ 964.50</u>   | <u>\$ 964.50</u>   | <u>\$ 964.50</u>   | <u>\$ 964.50</u>   |
| Total For Phase 2                  | <b>\$ 1,038.99</b>   | <b>\$ 1,028.99</b>   | <b>\$ 1,028.99</b>   | <b>\$ 1,028.99</b>   | <b>\$ 1,028.99</b>   |

\* 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        |