



**MEADOW PINES
COMMUNITY DEVELOPMENT
DISTRICT**

**BROWARD COUNTY
REGULAR BOARD MEETING
FEBRUARY 15, 2024
9:30 A.M.**

Special District Services, Inc.
8785 SW 165 Avenue, Suite 200
Miami, FL 33193

www.meadowpinescdd.org
786.347.2700 ext. 2027 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
February 15, 2024
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. September 21, 2023 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Reminder of Required Ethics Training
- H. New Business
 - 1. Consider Resolution No. 2024-01 – Electronic Signature Policy.....Page 5
 - 2. Consider Resolution No. 2024-02 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 8
 - 3. Discussion Regarding Stormwater System Cleaning.....Page 15
 - 4. Required Ethics Training and Financial Disclosure Memorandum.....Page 17
- I. Administrative Matters
 - 1. Staff Report, as Required
- J. Board Members Comments
- K. Adjourn

BROWARD

STATE OF FLORIDA
COUNTY OF BROWARD:

Before the undersigned authority personally appeared BARBARA JEAN COOPER, who on oath says that he or she is the LEGAL CLERK, of the Broward Daily Business Review f/k/a Broward Review, of 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 2023/2024 REGULAR MEETING SCHEDULE

in the XXXX Court,
was published in a newspaper by print in the issues of
Broward Daily Business Review f/k/a Broward Review on

10/06/2023

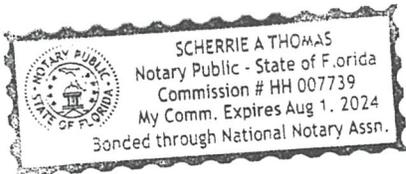
Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Barbara Jean Cooper

Sworn to and subscribed before me this
6 day of OCTOBER, A.D. 2023

Scherrie A Thomas

(SEAL)
BARBARA JEAN COOPER personally known to me



**MEADOW PINES COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
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 2023/2024 at 9:30 a.m. at the Cobblestone Clubhouse located at

14701 SW 10th Street, Pembroke Pines, Florida 33027, on the following dates:

- October 19, 2023
- February 15, 2024
- April 18, 2024
- June 20, 2024
- August 15, 2024

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 nnguyen@sdsinc.org and/or toll-free at 1-877-737-4922.

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.

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 nnguyen@sdsinc.org 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
10/6 23-29/0000686908B

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 21, 2023**

A. CALL TO ORDER

District Manager Nancy Nguyen called the September 21, 2023, Regular Board Meeting of the Meadow Pines Community Development District (the “District”) to order at 9:50 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 that notice of the Regular Board Meeting had been published in the *Broward Daily Business Review* on October 11, 2022, as part of the District’s fiscal year 2022/2023 Meeting Schedule.

C. ESTABLISH A QUORUM

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

Staff members in attendance were: District Manager Nancy Nguyen of Special District Services, Inc.; General Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A., and Marlene Quintero of Miami Management, Inc.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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. April 20, 2023, Regular Board Meeting & Public Hearing

Ms. Nguyen presented the minutes of the April 20, 2023, 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 Ms. Marmanillo and passed unanimously approving the minutes of the April 20, 2023, Regular Board Meeting and Public Hearing, as presented.

G. OLD BUSINESS

1. Update Regarding Stormwater System Annual Cleaning

Ms. Nguyen informed the Board that the fiscal year 2023/2024 annual stormwater system cleaning had been completed. Ms. Nguyen also noted that Allstate Resource Management, Inc. has been doing great work with the preservation maintenance.

H. NEW BUSINESS

1. Consider Resolution No. 2023-05 – Adoption of Records Retention Policy

Ms. Nguyen presented Resolution No. 2023-05, entitled:

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Ms. Nguyen explained that this document provides that the electronic record shall be considered the official record and any paper originals are considered duplicates which may be disposed of unless required by any applicable statute, rule or ordinance, per section 668.50, Florida Statutes.

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed to approve Resolution No. 2023-05; thereby adopting a Records Retention Policy.

2. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2022/2023 Amended Budget

Ms. Nguyen presented Resolution No. 2023-06, entitled:

RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. She indicated that there was an operating fund balance of approximately \$31,000 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. 2023-06, as presented, thereby setting the amended/revised budget for the 2022/2023 fiscal year.

3. Discussion Regarding 2023 Legislative Update Memorandum

Ms. Nguyen explained that District Counsel has prepared a memorandum summarizing the legislative acts that have become law during the most recent legislative session. Mr. George provided the Board an explanation of the laws that pertain to the District. Mr. George informed the Board that if they have any questions regarding these new laws, they may contact his office or visit <http://laws.flrules.org/>.

4. Discussion Regarding Ethics Training Memorandum

Mr. George explained that effective January 1, 2024, elected officers, such as the District Board Supervisors, will be required to complete four (4) hours of ethics training annually. He further explained that this requirement is noted on page 1 of the Form 1, Statement of Financial Interests, which is completed annually by Board Supervisors. Mr. George recommended that this training requirement be completed by July 1 annually, so that the supervisor or officer can verify compliance with the required training on his or her Form 1. Additionally, if supervisors or officers assume office on or before March 31st, they must complete the ethics training by December 31st of each year the term begins; however, if the term starts after March 31st, the supervisor or officer is not required to complete the required ethics training until December 31st of the following year.

5. Consider and Approve Renewal Option – Grau & Associates

Ms. Nguyen stated that during the October 15, 2020 District meeting, the Board elected Grau & Associates to perform the District’s audits for the fiscal years ending September 30, 2020, September 30, 2021, and September 30, 2022 with a renewal option to perform the September 30, 2023 and September 30, 2024 audits. Ms. Nguyen further explained that the proposed fees for fiscal year 2022/2023 audit is \$3,500, and the proposed fees for the fiscal year 2023/2024 audit is \$3,600. Ms. Nguyen stated that Management is pleased with the professionalism and competence of Grau & Associates; therefore, it is recommended that the Board approve the renewal option.

Ms. Nguyen explained the steps and approximate costs if the District would choose not to accept the renewal option. A discussion ensued, after which:

A **motion** was made by Mr. Harrison, seconded Ms. Marmanillo and unanimously passed to approve the renewal option and authorize Grau & Associates to perform the Meadow Pines Community Development District’s fiscal year 2022/2023 and fiscal year 2023/2024 audits.

I. ADMINISTRATIVE MATTERS

1. Staff Report, as Required

Ms. Nguyen stated that unless an emergency were, the Board will not need to meet until February 15, 2024.

J. BOARD MEMBER COMMENTS

There were no Board member comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Marmanillo, seconded by Mr. Harrison and unanimously passed adjourning the Regular Board Meeting at 10:05 a.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING AN ELECTRONIC SIGNATURE POLICY, PROVIDING DISTRICT MANAGER WITH AUTHORITY AND RESPONSIBILITY FOR APPROVAL OF ELECTRONIC SIGNATURES AND IMPLEMENTATION OF CONTROL PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE, INTEGRITY, AND SECURITY, IN ACCORDANCE WITH CHAPTER 688, FLORIDA STATUTES; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the Meadow Pines Community Development District (the “District”), is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”), created by Ordinance No. 1448 of the City Commission of the City of Pembroke Pines, Florida enacted on June 28, 2003; and

WHEREAS, the Board of Supervisors of the District regularly directs the District Manager of the District to execute and accept certain documents on behalf of the District and it is customary for certain documents to be transmitted via electronic means endorsed with electronic signatures; and

WHEREAS, consistent with Chapter 688, Florida Statutes, the District is responsible for adopting and implementing control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of business transactions conducted using electronic commerce; and

WHEREAS, the District Board of Supervisors finds that it is in the best interest of the District to enact a policy pertaining to the use and receipt of electronic signatures.

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

Section 1. The foregoing recitals are hereby incorporated as findings of fact of the District Board of Supervisors.

Section 2. The Board of Supervisors of the Meadow Pines Community Development District hereby establishes and adopts the “Electronic Signature Policy,” as follows:

ELECTRONIC SIGNATURE POLICY

PURPOSE: The purpose of this policy is to establish and identify the criteria and requirements for the use and validation of electronic signatures on documents on behalf of and for District business in accordance with Chapter 688, Florida Statutes, “Electronic Signature Act”.

DEFINITIONS:

Electronic means technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities.

Electronic record means a record created, generated, sent, communicated, received, or stored by electronic means.

Electronic signature means any letters, characters, or symbols, manifested by electronic or similar means, or logically associated with a record and that is executed or adopted with the intent to sign the record.

Electronic transaction means a transaction that is conducted or performed, in whole or in part, by electronic means or electronic records.

Record means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and that is retrievable in perceivable form.

POLICY: This policy applies to any Electronic transaction that is a replacement for or complement to handwritten signatures on any record of or for the District, including, but not limited to, contracts, agreements, official minutes, bids, proposals and resolutions. Any Electronic record or Electronic signature may not be denied legal effect or enforceability solely because the record or signature is in electronic form. This policy does not limit the District’s right or option to require original signatures or Records in a non-electronic format as the District deems necessary or as required by applicable policies, laws or regulations.

PROCEDURE: When a document containing an Electronic signature is signed, transmitted and received the following requirements must be met:

1. The Electronic signature must establish sender/user authenticity. The electronic signing of a document by an individual must be accompanied by documentation that shows that the signer is the individual signing the document and the individual that has the authority to bind the entity entering into an agreement or contract with the District.

2. If a document has been modified or changed, the prior Electronic signature is invalid and said document requires another Electronic signature or shall be signed by hand. This is to prevent any issue that a document has been changed after it is signed.

3. The District Manager, or his or her designee, has the authority and responsibility for approval of any Electronic signature method utilized and shall be responsible for the implementation of control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of District business transactions conducted using electronic methods.

4. The Electronic signature shall include the entire name of the individual and shall be located on or near the signature block on the document being electronically signed.

5. The date of the Electronic signature must be captured, stored, and available for retrieval for the required retention period of the document executed.

6. The Electronic record must be transmitted to all parties in a format acceptable to the District Manager, or his or her designee.

Section 3. The District Manager is hereby directed to take all actions necessary and consistent with the intent of this Resolution.

Section 4. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

Section 5. If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 6. The Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED at a meeting of the District Board of Supervisors, this 15th day of February, 2024.

**MEADOW PINES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair / Vice Chair

RESOLUTION NO. 2024-02

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 2024/2025; 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 2024/2025 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 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for April 18, 2024 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 2024/2025 Budget.

PASSED, ADOPTED and EFFECTIVE this 15th day of February, 2024.

ATTEST:

**MEADOW PINES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice-Chairperson

Meadow Pines
Community Development District

**Proposed Budget For
Fiscal Year 2024/2025
October 1, 2024 - September 30, 2025**

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 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

REVENUES	FISCAL YEAR 2024/2025 BUDGET
O&M Assessments	96,156
Debt Assessments	690,183
Other Revenue	200
Interest Income	600
TOTAL REVENUES	\$ 787,139
EXPENDITURES	
Supervisor Fees	2,400
Payroll Taxes	200
Engineering	5,000
Management	15,732
Legal	8,500
Assessment Roll	6,000
Audit Fees	3,600
Arbitrage Rebate Fee	600
Insurance	7,300
Legal Advertisements	1,700
Miscellaneous	550
Postage	150
Office Supplies	250
Dues & Subscriptions	175
Trustee Fees	7,200
Continuing Disclosure Fee	1,000
Website Management	2,000
Stormwater Management	20,000
Perimeter Fence Repairs	5,230
Miscellaneous Maintenance	2,500
Reserve	1,100
TOTAL EXPENDITURES	\$ 91,187
REVENUES LESS EXPENDITURES	\$ 695,952
Bond Payments	(648,772)
BALANCE	\$ 47,180
County Appraiser & Tax Collector Fee	(15,726)
Discounts For Early Payments	(31,454)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS / (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
O&M Assessments	98,233	96,348	96,156	Expenditures Less Interest, Other Revenues & Carryover/.94
Debt Assessments	693,560	690,183	690,183	Bond Payments/.94
Other Revenue	177	200	200	Pollution Insurance Reimbursement
Interest Income	3,572	240	600	Projected At \$50 Per Month
TOTAL REVENUES	\$ 795,542	\$ 786,971	\$ 787,139	
EXPENDITURES				
Supervisor Fees	1,400	2,400	2,400	No Change From 2023/2024 Budget
Payroll Taxes	107	200	200	Projected At 8 Percent Of Supervisor Fees
Engineering	0	5,000	5,000	No Change From 2023/2024 Budget
Management	14,832	15,276	15,732	CPI Adjustment (Capped At 3%)
Legal	7,371	8,500	8,500	No Change From 2023/2024 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,400	3,500	3,600	Accepted Amount For 2023/2024 Audit
Arbitrage Rebate Fee	600	600	600	No Change From 2023/2024 Budget
Insurance	6,311	6,700	7,300	Fiscal Year 2023/2024 Expenditure Was \$6,773
Legal Advertisements	498	700	1,700	Costs Will Increase Due To Closing Of The Daily Business Review
Miscellaneous	756	550	550	No Change From 2023/2024 Budget
Postage	276	150	150	No Change From 2023/2024 Budget
Office Supplies	183	250	250	No Change From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fees	6,815	7,200	7,200	No Change From 2023/2024 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2023/2024 Budget
Website Management	2,000	2,000	2,000	No Change From 2023/2024 Budget
Stormwater Management	15,180	20,000	20,000	\$1,000 Decrease From 2023/2024 Budget
Perimeter Fence Repairs	0	5,230	5,230	No Change From 2023/2024 Budget
Miscellaneous Maintenance	5,000	2,500	2,500	Drainage Structures & Catch Basin Maintenance
Reserve	0	3,076	1,100	Reserve
TOTAL EXPENDITURES	\$ 71,904	\$ 91,007	\$ 91,187	
REVENUES LESS EXPENDITURES	\$ 723,638	\$ 695,964	\$ 695,952	
Bond Payments	(653,577)	(648,772)	(648,772)	2025 P & I Payments Less Earned Interest
BALANCE	\$ 70,061	\$ 47,192	\$ 47,180	
County Appraiser & Tax Collector Fee	(16,788)	(15,731)	(15,726)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(28,768)	(31,461)	(31,454)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 24,505	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
NET EXCESS / (SHORTFALL)	\$ 24,505	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
Interest Income	25,284	100	1,000	Projected Interest For 2024/2025
NAV Tax Collection	653,577	648,772	648,772	Maximum Debt Service Collection
Prepaid Bond Collection	0	0	0	Prepaid Bond Collection
Total Revenues	\$ 678,861	\$ 648,872	\$ 649,772	
EXPENDITURES				
Principal Payments (2014A-1)	315,000	330,000	345,000	Principal Payment Due In 2025
Principal Payments (2014A-2)	60,000	65,000	65,000	Principal Payment Due In 2025
Bond Redemption	0	2,275	5,329	Estimated Excess Debt Collections
Interest Payments (2014A-1)	215,279	196,791	183,374	Interest Payments Due In 2025
Interest Payments (2014A-2)	60,125	54,806	51,069	Interest Payments Due In 2025
TOTAL EXPENDITURES	\$ 650,404	\$ 648,872	\$ 649,772	
EXCESS/ (SHORTFALL)	\$ 28,457	\$ -	\$ -	

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 1/1/24 = \$4,565,000

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 1/1/24 = \$950,000

Meadow Pines Community Development District Assessment Comparison

	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Assessment Before Discount*	Fiscal Year 2024/2025 Projected Assessment Before Discount*
O&M Assessment For Phase 1	\$ 64.49	\$ 64.49	\$ 124.49	\$ 124.49	\$ 124.24
<u>Debt Assessment For Phase 1</u>	<u>\$ 834.02</u>				
Total For Phase 1	\$ 898.51	\$ 898.51	\$ 958.51	\$ 958.51	\$ 958.26
O&M Assessment For Phase 2	\$ 64.49	\$ 64.49	\$ 124.49	\$ 124.49	\$ 124.24
<u>Debt Assessment For Phase 2</u>	<u>\$ 964.50</u>				
Total For Phase 2	\$ 1,028.99	\$ 1,028.99	\$ 1,088.99	\$ 1,088.99	\$ 1,088.74

* 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

Phase 1 Information

Total Units	418
<u>Prepayments</u>	<u>1</u>
Billed For Debt	417

Phase 2 Information

Total Units	356
<u>Prepayments</u>	<u>1</u>
Billed For Debt	355



PROPOSAL

4122 NE 22nd Court, Homestead, FL 33033

Tel 786-694-0709

E-mail: operations@raptorvac.com

STORM DRAIN MAINTENANCE

PROPOSAL SUBMITTED TO: Meadow Pines CDD % SDS, Inc.	PROJECT NAME: Cobblestone
BUSINESS ADDRESS: 2501A Burns Road Palm Beach Gardens, FL 33410	PROJECT LOCATION: 14701 SW 10th St, Pembroke Pines, FL 33027
TELEPHONE: 561-630-4922	DATE: February 6, 2024

We hereby propose to furnish all labor and equipment to complete the work outlined in this proposal in accordance with the Scope of Work listed below.

SCOPE OF WORK: 1) Vac-con combination sewer cleaner truck to vacuum sediment out of nine eight (98), disposal of spoils at Miami Dade County treatment plant. 2) clear twenty two (22) storm drain structures located within the conservation/preservation area. Removal of land and aquatic vegetation, removal of roots, removal of tree, resetting and retrieval of downed storm drain grates (2), weed eating to make passage to structures.

COST: We propose to conduct this work in accordance with the above Scope of Work for the sum of:

138 Storm Drain Structures \$10,780.00

22 locations to be cleared \$6,600.00

2 grates retrieval \$300.00

Total \$17,680.00

Seventeen Thousand Six Hundred Eighty Dollars and 00/100 Cents

TERMS: Net 30

ACCEPTANCE: Client hereby accepts and agrees to the terms, Scope of Work, and all other conditions and specifications hereinabove. Raptor Vac Systems is authorized to perform the work. Payment shall be made in accordance with the provisions contained hereinabove.

Accepted by:

Authorized Representative's Signature

Date of Acceptance

MEMORANDUM

TO: District Manager

FROM: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
District Counsel

DATE: January 19, 2024

RE: Required Ethics Training and Financial Disclosure

Ethics Training

This memorandum serves as a reminder that beginning January 1, 2024, elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts are required to complete four (4) hours of ethics training annually. The training must address, at a minimum, s. 8, Art. II of the Florida Constitution (ethics for public officers and financial disclosure), the Code of Ethics for Public Officers and Employees, and the Florida Public Records Law and Open Meetings laws.

Deadlines & Recordkeeping

The deadline to complete training for this calendar year is December 31, 2024. There is no requirement to submit proof that you have completed the training. However, the Florida Commission on Ethics recommends that Supervisors maintain a record of all completed trainings, including the date and time of completion. This documentation may be useful if Supervisors are ever required to provide evidence of training completion. The training is a calendar year requirement and corresponds to the form year. Therefore, Supervisors will report their 2024 training when filling out their Form 1 for the 2025 year.

Links to Online Training

[Public Meetings and Public Records Law \(2-Hour Audio Presentation\)](#). This presentation is audio only and is offered by the Office of the Attorney General. This presentation covers public records and Florida public records law. The presentation can be accessed for free. Completing this presentation will satisfy 2 of the 4 hours of required ethics training.

[State Ethics Laws for Constitutional Officers & Elected Municipal Officers](#). This training is presented by the Florida Commission on Ethics. The training is an overview of Florida's Ethics Code (Part III, Chapter 112, and Article II, Section 8, Florida Constitution) geared toward Constitutional Officers and Elected Municipal Officers. Topics covered include gifts, voting conflict, misuse of office, prohibited business relationships, conflicting employment relationships, revolving door, and Amendment 12. This presentation can be accessed for free. Completing this training will satisfy 2 of the 4 hours of required ethics training.

[State-Mandated Continuing Education in Ethics](#). This class is presented by the Florida League of Cities. The class covers Chapter 112 of Florida’s Ethics Code (2 Hours) and Florida Public Records and Public Meetings Law (2 Hours). To take this class, you must register for it, however there is no registration fee. Completing this class will meet your ethics training requirement.

[“4-Hour Ethics Course”](#). The “4-Hour Ethics Course” is available online and presented by the Florida Institute of Government. There are three sessions. Session 1 covers Florida’s Public Records Laws (1 hour), session 2 covers Florida Government in the Sunshine Law (1 hour), and session 3 covers Florida’s Ethics Laws (2 hours). The registration fee is \$79. Completing this entire course will meet your ethics training requirement.

[Sunshine Law, Public Records and Ethics for Public Officers and Public Employees 2023](#). This seminar is offered by the Florida Bar. This seminar covers sunshine law and public records; true stories of excess corruption in the ethics world; navigating Florida public records law, privacy, ethics and social media; complaints, misuse, anti-nepotism and voting; ethics during and after public service: conflicting contractual relationships & revolving door restrictions; gifts bribes, honoraria, and expenditures. The cost for this seminar is \$280. Completing this entire seminar will meet your ethics training requirement. Those Supervisors or Officers who are members of the Florida Bar may wish to purchase this option as Continuing Legal Education Credits can be earned.

We will notify you directly or through the District Manager’s office if and when other training opportunities become available.

Form 1 or Form 6

Section 8, Article II of the Florida Constitution requires constitutional officers and certain elected public officials to file a Form 6. In the last session, the legislature expanded the requirements to include *elected members of municipalities*. Independent special district officials remain exempt from the requirement to file a Form 6. Elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts (including community development districts) are required to file Form 1.

For this year’s filing requirement, a completed Form 1 must be submitted prior to July 1, 2024 using the Electronic Filing System of the Florida Commission on Ethics, which can be accessed via the link at [Login - Electronic Financial Disclosure Management System \(floridaethics.gov\)](#). You will no longer be able to file your completed Form 1 through your local Supervisor of Elections office.

If you have any questions or need additional information about ethics training requirements or financial disclosure, please do not hesitate to contact our office.