



**MEADOW PINES
COMMUNITY DEVELOPMENT
DISTRICT**

**BROWARD COUNTY
SPECIAL BOARD MEETING
& PUBLIC HEARING
MAY 6, 2025
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
SPECIAL BOARD MEETING & PUBLIC HEARING
May 6, 2025
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. February 20, 2025 Regular Board Meeting.....Page 3
- G. Public Hearing
 - 1. Proof of Publication.....Page 7
 - 2. Receive Public Comments on Fiscal Year 2025/2026 Final Budget
 - 3. Consider Resolution No. 2025-04 – Adopting Fiscal Year 2025/2026 Final Budget.....Page 8
- H. Old Business
 - 1. Staff Report, as Required
- I. New Business
 - 1. Discussion Regarding Stormwater System Cleaning
 - 2. Consider Resolution No. 2025-05 – Adopting a Fiscal Year 2025/2026 Meeting Schedule.....Page 15
 - 3. Stormwater System Legal Requirements Update Memorandum (BCLMR).....Page 17
 - 4. Consider Appointment of Audit Committee and Approval of Evaluation Criteria.....Page 21
- J. Administrative Matters
 - 1. Reminder: 2024 Form 1 – Statement of Financial Interests (Due by July 1, 2025)
- K. Board Members Comments
- L. Adjourn

Sold To:

Meadow Pines Community Development District - CU00130065
2501A Burns Rd
PALM BEACH GARDENS,FL 33410

Bill To:

Meadow Pines Community Development District - CU00130065
2501A Burns Rd
PALM BEACH GARDENS,FL 33410

Published Daily

Fort Lauderdale, Broward County, Florida
Boca Raton, Palm Beach County, Florida
Miami, Miami-Dade County, Florida

State Of Florida

County Of Orange

Before the undersigned authority personally appeared
Rose Williams, 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 11720-Notice of Public Meeting ,
Was published in said newspaper by print in the issues of, and by publication on the
newspaper's website, if authorized on Oct 07, 2024

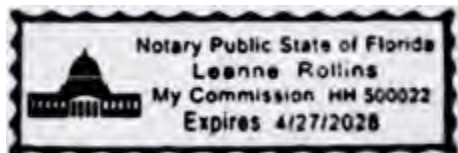
SSC_Notice of Public Meeting

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

Signature of Affiant

Sworn to and subscribed before me this: October 08, 2024.

Signature of Notary Public



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

Affidavit Delivery Method: E-Mail

Affidavit Email Address: LArcher@sdsinc.org
7705780

**MEADOW PINES COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 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 2024/2025 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, 2024
February 20, 2025
April 17, 2025
June 17, 2025
August 21, 2025

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 ensure 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
10/07/2024 7705780

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
FEBRUARY 20, 2025**

A. CALL TO ORDER

District Manager Nancy Nguyen called the February 20, 2025, Regular Board Meeting of the Meadow Pines Community Development District (the “District”) to order at 9:32 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 *Sun-Sentinel* on October 7, 2024, as part of the District’s Fiscal Year 2024/2025 Meeting Schedule.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Chairman Douglas Harrison, Vice Chairman Leon Brown and Treasurer 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.

Also in attendance was: Marlin Quintero of Miami Management, Inc.

D. CONSIDER RESOLUTION NO. 2025-01 – DECLARING VACANCIES

Ms. Nguyen presented Resolution No. 2025-01, entitled:

RESOLUTION NO. 2025-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
DECLARING VACANCIES ON THE BOARD OF SUPERVISORS
PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND
PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen provided an explanation for the document and advised that the 4-year terms of office for Seat 2 (currently held by Jennifer Marmanillo), and Seat 4 (currently vacant) expired in November 2024. She further explained that no elector qualified for Seat 2 or Seat 4 to be filled in the General Election. Pursuant to Section 190.006(3)(b), Florida Statutes, the District is required to declare the seats to be filled by the election to which no qualified elector has qualified as vacant and to appoint a qualified elector to fill each such vacancy within ninety (90) days of the second Tuesday following the General Election. Until such appointment, the incumbent board member in such seat shall remain in office.

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed to declare Seat 2 and Seat 4 as vacant effective November 19, 2024 and further authorizing incumbent board members in these seats to remain in office until the appointment of a qualified elector to such seats.

E. DISCUSSION REGARDING VACANCIES AND APPOINTMENTS TO FILL VACANCIES

Ms. Nguyen stated that vacancies had been declared in Seats 2 and 4, effective November 19, 2024, pursuant to Section 190.006(3)(b), Florida Statutes.

Ms. Nguyen advised that in addition to Seats 2 and 4, Seat 5 is also vacant.

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed to appoint Jennifer Marmanillo to Seat 2, and such term of office will expire in November 2028.

Mr. Harrison stated that vacancies remain in Seat 4, which term expires in November 2028; and Seat 5, which term expires in November 2026.

F. ADMINISTER OATH OF OFFICE AND REVIEW NEW BOARD MEMBER DUTIES AND RESPONSIBILITIES

Ms. Nguyen, Notary Public in the State of Florida, administered the Oath of Office to Ms. Marmanillo. Ms. Marmanillo was informed that her duties and responsibilities as a Board member remain the same.

G. ELECTION OF OFFICERS

As a result of the changes to the Board of the District, 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 – Jennifer Marmanillo
- Assistant Secretaries – Nancy Nguyen, Armando Silva and Gloria Perez

A **motion** was made by Mr. Harrison, seconded by Ms. Marmanillo and passed unanimously to *elect* the District's Officers, as listed above.

H. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

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

J. APPROVAL OF MINUTES

1. October 17, 2024, Regular Board Meeting

Ms. Nguyen presented the minutes of the October 17, 2024, Regular Board Meeting, and asked if there were any corrections and/or revisions. There being no changes, a **motion** was made by Ms. Marmanillo, seconded by Mr. Harrison and passed unanimously approving the minutes of the October 17, 2024, Regular Board Meeting, as presented.

K. OLD BUSINESS

1. Staff Report, as Required

There was no staff report at this time.

L. NEW BUSINESS

1. Discussion Regarding Stormwater System Cleaning

Ms. Nguyen advised that this is the ideal time of the year to clean the stormwater system. Ms. Nguyen stated that it is imperative that the project commence prior to the rainy season. She stated that the District's Field Operations Manager will start scheduling the inspection of the stormwater system and in turn proposals for the cleaning of the stormwater system based on the findings of the inspection will be requested.

Ms. Nguyen also reminded the Board that the South Broward Drainage District permit for the District's stormwater system is due to expire in 2027. She further explained that in 2026, the District will start preparing for the permit renewal.

2. Consider Resolution No. 2025-02 – Adopting a Fiscal Year 2025/2026 Proposed Budget

Ms. Nguyen presented Resolution No. 2025-02, entitled:

RESOLUTION NO. 2025-02

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 2025/2026; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. She further explained that the projected fund balance as of September 30, 2025 is approximately \$40,000. Ms. Nguyen advised that since the overall proposed assessments were not increasing in the fiscal year 2025/2026, letters to the residents would not be required. Furthermore, Ms. Nguyen stated as part of Resolution No. 2025-02, the Board must set a date for the public hearing to adopt the fiscal year 2025/2026 final budget and assessment roll. The Board discussed their availability for the Public Hearing.

A **motion** was made by Mr. Harrison, seconded by Mr. Brown and unanimously passed to approve and adopt Resolution No. 2025-02, *as amended* (changing the Public Hearing date from June 17, 2025 to May 6, 2025), setting the public hearing to adopt the fiscal year 2025/2026 final budget and assessments for May 6, 2025, at 9:30 a.m. in the Cobblestone Clubhouse located at 14701 SW 10th Street, Pembroke Pines, Florida 33027; and further authorizes publication/notice of the budget public hearing, as required by law.

3. Consider Resolution No. 2025-03 – Registered Agent Change

Ms. Nguyen presented Resolution No. 2025-03, entitled:

RESOLUTION 2025-03

A RESOLUTION OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING MICHAEL J. PAWELCZYK AS THE DISTRICT'S REGISTERED AGENT AND DESIGNATING THE OFFICE OF BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A. AS THE REGISTERED OFFICE

Mr. George explained that Florida Statutes requires that the District designate a registered office and registered agent for the purpose of accepting service of process, notice, or demand that is required by law to be served upon the District. He further explained that it is necessary to designate a new registered agent and update the business address of the registered office. A discussion ensued, after which:

A **motion** was made by Mr. Harrison, seconded by Ms. Marmanillo and unanimously passed designating Michael J. Pawelczyk as the Meadow Pines Community Development District registered agent, and designating the registered office at Billing, Cochran, Lyles, Mauro & Ramsey, P.A., 515 East Las Olas Boulevard, Suite 600, Fort Lauderdale, Florida 33301.

M. ADMINISTRATIVE MATTERS

1. Staff Report, as Required

Ms. Nguyen stated that unless an emergency were to arise, the Board would not need to meet until May 6, 2025.

N. BOARD MEMBER COMMENTS

There were no Board Member comments.

O. 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 adjourning the Regular Board Meeting at 9:51 a.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

Publication Date
2025-04-16

Subcategory
Government Publications - Notices of Hearings

Notice of Public Hearing and Special Board Meeting of the Meadow Pines Community Development District
The Board of Supervisors (the Board) of the Meadow Pines Community Development District (the District) will hold a Public Hearing and Special Board Meeting on May 6, 2025, at 9:30 a.m., or as soon thereafter as can be heard, in a Meeting Room at the Cobblestone Clubhouse located at 14701 SW 10 th Street, Pembroke Pines, Florida 33027. The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2025/2026 Proposed Final Budget and Non-Ad Valorem Assessment Roll of the District. The purpose of the Special Board Meeting is for the Board to consider any other District business which may properly come before the Board. A copy of the Budget and/or the Agenda for these meetings may be obtained from the Districts website or from the District Manager (nnguyen@sdsinc.org) Telephone: 786-347-2700 ext. 2027 and/or toll free at 1-877-737-4922 (District Managers Office), during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Meetings may be continued as found necessary to a time and place specified on the record. There may be occasions when one or more Board Members will 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. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at 786-347-2700 ext. 2027 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings. If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Special Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based. Meetings may be cancelled from time to time without advertised notice. Meadow Pines Community Development District www.meadowpinescdd.org 4/16/25, 4/23/25 7797136

RESOLUTION NO. 2025-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2025/2026 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Meadow Pines Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 6th day of May, 2025.

ATTEST:

**MEADOW PINES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Meadow Pines
Community Development District

**Final Budget For
Fiscal Year 2025/2026
October 1, 2025 - September 30, 2026**

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- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

FINAL BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026

REVENUES	FISCAL YEAR 2025/2026 BUDGET
O&M Assessments	96,110
Debt Assessments	690,183
Other Revenue	200
Interest Income	1,200
TOTAL REVENUES	\$ 787,693
EXPENDITURES	
Supervisor Fees	2,400
Payroll Taxes	200
Engineering	4,000
Management	16,188
Legal	8,500
Assessment Roll	6,000
Audit Fees	3,700
Arbitrage Rebate Fee	600
Insurance	7,500
Legal Advertisements	1,500
Miscellaneous	550
Postage	150
Office Supplies	250
Dues & Subscriptions	175
Trustee Fees	7,100
Continuing Disclosure Fee	1,000
Website Management	2,000
Stormwater Management	20,000
Perimeter Fence Repairs	7,230
Miscellaneous Maintenance	1,500
Reserve	1,200
TOTAL EXPENDITURES	\$ 91,743
REVENUES LESS EXPENDITURES	\$ 695,950
Bond Payments	(648,772)
BALANCE	\$ 47,178
County Appraiser & Tax Collector Fee	(15,726)
Discounts For Early Payments	(31,452)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS / (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
REVENUES				
O&M Assessments	98,137	96,156	96,110	Expenditures Less Interest, Other Revenues & Carryover/.94
Debt Assessments	693,577	690,183	690,183	Bond Payments/.94
Other Revenue	179	200	200	Pollution Insurance Reimbursement
Interest Income	7,746	600	1,200	Projected At \$100 Per Month
TOTAL REVENUES	\$ 799,639	\$ 787,139	\$ 787,693	
EXPENDITURES				
Supervisor Fees	1,800	2,400	2,400	No Change From 2024/2025 Budget
Payroll Taxes	138	200	200	Projected At 8 Percent Of Supervisor Fees
Engineering	2,650	5,000	4,000	\$1,000 Decrease From 2024/2025 Budget
Management	15,276	15,732	16,188	CPI Adjustment
Legal	8,597	8,500	8,500	No Change From 2024/2025 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,500	3,600	3,700	\$100 Increase From 2024/2025 Budget
Arbitrage Rebate Fee	600	600	600	No Change From 2024/2025 Budget
Insurance	6,773	7,300	7,500	Fiscal Year 2024/2025 Expenditure Was \$7,037
Legal Advertisements	599	1,700	1,500	\$200 Decrease From 2024/2025 Budget
Miscellaneous	751	550	550	No Change From 2024/2025 Budget
Postage	174	150	150	No Change From 2024/2025 Budget
Office Supplies	180	250	250	No Change From 2024/2025 Budget
Dues & Subscriptions	175	175	175	No Change From 2024/2025 Budget
Trustee Fees	6,815	7,200	7,100	\$100 Decrease From 2024/2025 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2024/2025 Budget
Website Management	2,000	2,000	2,000	No Change From 2024/2025 Budget
Stormwater Management	18,280	20,000	20,000	No Change From 2024/2025 Budget
Perimeter Fence Repairs	0	5,230	7,230	\$2,000 Increase From 2024/2025 Budget
Miscellaneous Maintenance	20,466	2,500	1,500	Drainage Structures & Catch Basin Maintenance
Reserve	0	1,100	1,200	Reserve
TOTAL EXPENDITURES	\$ 95,774	\$ 91,187	\$ 91,743	
REVENUES LESS EXPENDITURES	\$ 703,865	\$ 695,952	\$ 695,950	
Bond Payments	(653,157)	(648,772)	(648,772)	2026 P & I Payments Less Earned Interest
BALANCE	\$ 50,708	\$ 47,180	\$ 47,178	
County Appraiser & Tax Collector Fee	(16,769)	(15,726)	(15,726)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(29,274)	(31,454)	(31,452)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 4,665	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
NET EXCESS / (SHORTFALL)	\$ 4,665	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE BUDGET
MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
REVENUES				
Interest Income	33,586	1,000	2,000	Projected Interest For 2025/2026
NAV Tax Collection	653,157	648,772	648,772	Maximum Debt Service Collection
Prepaid Bond Collection	0	0	0	Prepaid Bond Collection
Total Revenues	\$ 686,743	\$ 649,772	\$ 650,772	
EXPENDITURES				
Principal Payments (2014A-1)	330,000	345,000	360,000	Principal Payment Due In 2026
Principal Payments (2014A-2)	65,000	65,000	70,000	Principal Payment Due In 2026
Bond Redemption	0	5,329	5,208	Estimated Excess Debt Collections
Interest Payments (2014A-1)	203,309	183,374	168,464	Interest Payments Due In 2026
Interest Payments (2014A-2)	56,675	51,069	47,100	Interest Payments Due In 2026
TOTAL EXPENDITURES	\$ 654,984	\$ 649,772	\$ 650,772	
EXCESS/ (SHORTFALL)	\$ 31,759	\$ -	\$ -	

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 1/1/25 = \$4,235,000

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 1/1/25 = \$885,000

Meadow Pines Community Development District Assessment Comparison

	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 Assessment Before Discount*	Fiscal Year 2025/2026 Projected Assessment Before Discount*
O&M Assessment For Phase 1	\$ 64.49	\$ 124.49	\$ 124.49	\$ 124.24	\$ 124.18
<u>Debt Assessment For Phase 1</u>	\$ 834.02	\$ 834.02	\$ 834.02	\$ 834.02	\$ 834.02
Total For Phase 1	\$ 898.51	\$ 958.51	\$ 958.51	\$ 958.26	\$ 958.20
O&M Assessment For Phase 2	\$ 64.49	\$ 124.49	\$ 124.49	\$ 124.24	\$ 124.18
<u>Debt Assessment For Phase 2</u>	\$ 964.50	\$ 964.50	\$ 964.50	\$ 964.50	\$ 964.50
Total For Phase 2	\$ 1,028.99	\$ 1,088.99	\$ 1,088.99	\$ 1,088.74	\$ 1,088.68

* Assessments Include the Following:

Assessment	Phase 1 Information
4% Discount for Early Payments	418
1% County Tax Collector Fee	<u>1</u>
1% County Property Appraiser Fee	417

Community Information:

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

Assessment	Phase 1 Information	Phase 2 Information
Total Units	418	356
<u>Prepayments</u>	<u>1</u>	<u>1</u>
Billed For Debt	417	355

RESOLUTION NO. 2025-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025/2026 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Meadow Pines Community Development District ("District") to establish a regular meeting schedule for fiscal year 2025/2026; and

WHEREAS, the Board of Supervisors (the "Board") of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2025/2026 which is attached hereto and made a part hereof as Exhibit "A".

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

Section 1. The above recitals are hereby adopted by the Board.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2025/2026 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 6th day of May, 2025.

ATTEST:

**MEADOW PINES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 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 2025/2026 at 9:30 a.m. at the Cobblestone Clubhouse located at 14701 SW 10th Street, Pembroke Pines, Florida 33027, on the following dates:

October 16, 2025
February 19, 2026
April 16, 2026
June 18, 2026
August 20, 2026

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 ensure 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

PUBLISH: SUN SENTINEL 10/06/25

MEMORANDUM

TO: District Manager

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

DATE: February 10, 2025

RE: Stormwater system legal requirements update

As district counsel, throughout the year we continuously monitor state legislation and municipal and county ordinances that may be applicable to the governance and operation of our special district clients. Below is a summary of the current stormwater system requirements for Miami-Dade County, Florida (which include requirements imposed statewide by the Florida legislature, requirements for systems within the jurisdiction of the South Florida Water Management District (SFWMD), and requirements exclusive to Miami-Dade County imposed by county ordinances). We suggest that you review the legal requirements with the district engineer of each special district to ensure that appropriate inspections, reporting and funding for the applicable stormwater management system are in place.

2021 Requirements for Districts with Stormwater Systems:

In 2021, the Florida legislature created Section 403.9302, Florida Statutes, which required that local governments, including special districts, develop a 20-year needs analysis of the stormwater management system. This required each special district to provide a report no later than June 30, 2022, to the county in which the special district was located providing the following:

- (1) Description of stormwater management program or system and its facilities and projects;
- (2) Number of current and projected residents served in 5-year increments;
- (3) Current and projected service area for stormwater management program and system;
- (4) Current and projected costs of providing services in 5-year increments;
- (5) Estimated remaining useful life of facility or its major components;
- (6) Recent 5-year history of annual contributions and capital expenditures for maintenance or expansion; and
- (7) Special district's plan to fund the maintenance or expansion of the facility or its major components.

Each county was required to compile and submit a cumulative report to the state. Thereafter, the state issued a comprehensive report on its findings. Unless a further change in state legislation occurs, each special district must submit this stormwater management needs report again on **June 30, 2027**.

New Requirements for Districts with Stormwater Systems:
Chapter 2024-275, Laws of Florida

During this past legislative session, the state enacted Chapter 2024-275, effective June 28, 2024, known as the Florida Stormwater Ratification Bill, which codified several significant changes to the Environmental Resource Permit Handbook promulgated by the Florida Department of Environment Protection (FDEP) (the “FDEP Handbook”).

Operation and Maintenance Plan:

As it relates to stormwater management systems, the FDEP Handbook requires that an applicant for construction, alteration or operation of a stormwater management system shall provide a written operation and maintenance plan (“O&M Plan”) at the time of application. The O&M Plan shall provide the following:

- (1) List and details of all stormwater system components, including location, type, how systems connect, etc.;
- (2) List and description of maintenance and inspection tasks for the system and its components (specific procedures provided);
- (3) Regular inspection and maintenance schedules;
- (4) Inspection checklists;
- (5) Copies of or references to pertinent sections of covenants, conditions, restrictions or other documents, permits approvals, and agreements that govern operation and maintenance of the stormwater system; and
- (6) Permitted or as-built plans of the stormwater system.

The O&M Plan must also include a list of after-hours telephone numbers for key maintenance personnel in case of emergencies and information necessary for reviewing copies of maintenance and inspection records. This O&M Plan must be maintained by the operation and maintenance entity, and if a third party performs the operation and maintenance, the permittee remains responsible for all the requirements.

Additional Inspections and Reports – Florida Requirements:

The new legislation also requires additional inspections and reports from districts with stormwater infrastructure. The FDEP Handbook provides that the applicant may propose a maximum frequency of inspections for a stormwater system of **5 years**, but FDEP may determine that the stormwater system requires a greater minimum frequency of inspections and includes a chart of the type of system and the inspection frequency for that system, which could require yearly inspections. The stormwater management system inspections conducted on or after **June 28, 2025**, require a qualified inspector to conduct the inspection and submit the reports. FDEP also has adopted additional requirements for each regional water management district, including the South Florida Water Management District (SFWMD). These additional requirements, including the inspection checklist, are available on SFWMD’s website (www.sfwmd.gov), which provides for the reporting requirements and signature of the inspector. The inspection report shall be submitted within **30 days** of the date of the inspection.

Transfer of Permits for Stormwater Management Systems:

Based on this new legislation and the requirements for permit applications, prior to the acceptance of the transfer of any permit for the stormwater management system, the district manager should obtain the O&M Plan from the developer and confirm that the above requirements have been met. Additionally, the district manager will need to budget for the required inspections and reporting by a qualified inspector.

New Requirements for Districts located in Miami-Dade County

Additional Inspections and Reports – Miami-Dade County Requirements:

In Miami-Dade County, the County Commission enacted an ordinance imposing new stormwater management reporting and inspection requirements which commence **3 years** after adoption of the ordinance (**September 4, 2027**). These new ordinance amendments require owners and operators of stormwater management systems that connect to or drain into a public right-of-way drainage infrastructure to certify the stormwater system and submit an asset inventory of the stormwater system and structures, inspections/maintenance records, and maintenance standard operating procedures to the County. After the first certification, the stormwater management system will need to be certified every **10 years thereafter**, unless the County determines an earlier recertification is required.

If the requirements above apply to the special district, the district manager should discuss with the district engineer the anticipated costs of certifying the stormwater system, including the asset inventory of the structures, maintenance standard operating procedures and maintenance report formats to comply with the new County requirements.

Miami-Dade County Class V Dewatering Permits:

Additionally, the Miami-Dade County Commission amended the code of ordinances to require **Class V permits** for dewatering operations associated with the cleaning and maintenance of stormwater management systems. Dewater means to discharge either on- or off-site water from an excavation, underground structure, or depressed lands, which includes the cleaning of stormwater infrastructure systems in the special districts. Presently, a special district, or its contractor, will need to apply for and obtain a permit from Miami-Dade County Department of Environmental Resource Management (DERM) prior to the stormwater cleaning. Previously, the special district did not have to obtain a permit from DERM to perform stormwater structure cleaning. There are multiple costs involved, which vary depending upon the length of time of the permit. According to the information provided by DERM, the fee for a one-year permit is \$2,150, as provided on the permit application form. The permit must be issued before work commences, otherwise there will be fines equal to double the permit cost imposed by Miami-Dade County. It is imperative that the permit be issued, and that this requirement is included in the agreement with a contractor. There are also other requirements that the contractor will need to adhere to as a part of the cleaning of the stormwater system under the permit, including, but not limited to, a description of the portion of the infrastructure to be cleaned, the equipment to be used for cleaning,

the standard operating procedure for the cleaning, details and specifications of required pre-treatment system if discharged into same stormwater infrastructure, information on how the filtrate will be collected, transported, and disposed of, details for the authorized facility where the solid content of the truck will be transported, visual inspection of the drainage structure and content for signs of contamination, and proper use of the equipment.

Recommendation

Taking all of these current and new requirements into account, it would benefit the special district for the district engineer to review the current stormwater management systems, including having the district engineer make a determination of: whether mapping is required to identify the location of the stormwater infrastructure, the current condition of the infrastructure, the required maintenance of the system, a maintenance plan, the estimate for the future needs of the stormwater system as a whole and the estimated costs for the regular maintenance (including permit costs) and future capital costs.

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. *Ability of Personnel (10 Points).*

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience (10 Points).*

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work (10 Points).*

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services (10 Points).*

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price (10 Points).*

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2024/2025, 2025/2026 and 2026/2027
With Two Year Option (2027/2028 and 2028/2029)
Broward County, Florida**

**MEADOW PINES COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 19, 2025 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. REJECTION OF PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) copy of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – Meadow Pines Community Development District” on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.