

**MINUTES OF MEETING
PINE ISLE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Pine Isle Community Development District was held on August 18, 2023 at 10:45 a.m. at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Vanessa Perez
Marc Szasz

Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Luis Hernandez
Andrew Gill
Michael Pawelczyk

District Manager
Governmental Management Services
District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Hernandez called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of Minutes of the April 21, 2023 Meeting

Mr. Hernandez: Moving on, the next item that we have for the Board to consider is Approval of Minutes of the April 21, 2023 Meeting. Unless there are any comments, corrections, additions, or deletions, a motion to approve them would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Minutes of the April 21, 2023 Meeting were approved as-presented.
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THIRD ORDER OF BUSINESS

**Consideration of Resolution
#2023-09 Re-Setting the Public
Hearing to Adopt the Fiscal
Year 2024 Budget**

Mr. Hernandez: The next item that we have is Consideration of Resolution #2023-09 Re-Setting the Public Hearing to Adopt the Fiscal Year 2024 Budget. This

resolution will allow us to move forward with the public hearing to adopt the District's budget, so I will be asking the Board for a motion to approve it at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-09 Re-Setting the Public Hearing to Adopt the Fiscal Year 2024 Budget was approved.

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2024 Budget

A. Motion to Open the Public Hearing

Mr. Hernandez: The next action that I will ask from the Board would be a motion to open the public hearing.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, public hearing was opened.

B. Public Comment and Discussion

C. Consideration of Resolution #2023-10 Annual Appropriation Resolution

Mr. Hernandez: This is the public hearing to adopt the fiscal year 2024 budget. I do want to indicate on the record that we do not have anyone attending virtually, nor do we have anyone here with us at the meeting, so we are not skipping over this portion, but as part of the discussion, the budget that the Board is being presented with is the same that was presented on April 21st, and it is also the same budget the District has had since establishment. Therefore, it does not contemplate any increases, and unless anyone has any questions or comments, I will be asking the Board to consider approving Resolution #2023-10 Annual Appropriation Resolution. This resolution takes the District's proposed budget and makes it the District's adopted budget. Based on that explanation, the recommendation and request from staff is to approve Resolution #2023-10 at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-10 the Annual Appropriation Resolution was approved.

D. Consideration of Resolution #2023-11 Levy of Non Ad Valorem Assessments

Mr. Hernandez: Next, we have Consideration of Resolution #2023-11 Levy of Non Ad Valorem Assessments. This resolution allows the District to once again levy assessments on the Miami-Dade County tax roll. With that being said, unless anyone has any questions, a motion to approve Resolution #2023-11 would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-11 Levy of Non Ad Valorem Assessments was approved.

E. Motion to Close the Public Hearing

Mr. Hernandez: Unless anyone has any questions or comments in regard to the now adopted budget, a motion to close the public hearing would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the public hearing was closed.

FIFTH ORDER OF BUSINESS

Consideration of Resolution #2023-12 Establishing an Electronic Signing Policy

Mr. Hernandez: Next, we have Consideration of Resolution #2023-12 Establishing an Electronic Signing Policy. Unless anyone has any questions or concerns, I think it has been explained enough, and a motion to approve Resolution #2023-12 would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-12 Establishing an Electronic Signing Policy was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney – Discussion of 2023 Legislative Update & Ethics Training Memorandums

Mr. Hernandez: Staff Reports is next. Mr. Pawelczyk?

Mr. Pawelczyk: Yes. The only thing I have is the legislative update memorandum from the legislative session and the ethics training memorandums were included in the agenda package for the District's records and being that we have

discussed these at many other CDD Board meetings that you are all part of, I think everyone is familiar with the content by now, but should you have any questions, please feel free to let me know.

B. Engineer

There not being any report, the next item followed.

C. Manager

1) Number of Registered Voters in the District – 277

Mr. Hernandez: Under the Manager, I need to announce that Miami-Dade County has determined that there are already 277 registered voters residing within this District. The importance of that announcement is that is because when the District meets two requirements, one being established for six years, the other having at least 250 registered voters residing within the District, elections of the Supervisors will start to be controlled by the Miami-Dade County Supervisor of Elections office.

Ms. Baluja: When was this CDD established?

Mr. Hernandez: In 2020, so we are still a few years away from that six year mark and starting that, but we are just letting the record reflect that we have already met one of the requirements.

2) Consideration of Proposed Fiscal Year 2024 Meeting Schedule

Mr. Hernandez: Next, we have Consideration of Proposed Fiscal Year 2024 Meeting Schedule. As we have done with all of the other CDDs, we are presenting a monthly meeting schedule for the third Friday of each month to take place at this location at 10:45 a.m. Unless anyone has any comments, I will be asking for a motion to approve the proposed fiscal year 2024 meeting schedule, which will also authorize staff to advertise it.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Proposed Fiscal Year 2024 Meeting Schedule was approved as-presented.
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3) Discussion of Financial Disclosure Report – everyone has filed

Mr. Hernandez: Everyone has filed their forms for this District, so congratulations for that.

Ms. Baluja: Raisa is on this Board, too, though?

Mr. Hernandez: I noticed that, too. She was appointed more recently to this Board, though, so she is not listed on here yet because of that.

Mr. Pawelczyk: It shows she hasn't filed yet on any of the Boards she is on.

Mr. Hernandez: At least for this particular District, it seems there are not any outstanding forms, so we can move forward.

4) Consideration of First Amendment to District Management Agreement between Pine Isle CDD and Governmental Management Services -South Florida, LLC

Mr. Hernandez: The next item is the First Amendment to the District Manager Contract with Governmental Management Services – South Florida, LLC. As I have already explained during prior meetings, nothing is affecting the fees or services, and we are just including needed language, so with that, unless anyone has any questions, a motion to approve the amendment, which will also authorize it to be executed would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the First Amendment to the District Manager Agreement with Governmental Management Services – South Florida, LLC was approved.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Check Run Summary

B. Acceptance of Unaudited Financials

Mr. Hernandez: Moving forward to the Financial Reports, Tab A has Acceptance of Check Run Summary, and Tab B has Acceptance of Unaudited Financials. Unless anyone has any questions on either of those, a motion to accept them would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the check run summary and the unaudited financials were accepted.

EIGHTH ORDER OF BUSINESS

**Supervisors Requests and
Audience Comments**

Mr. Hernandez: Are there any Supervisors' requests at this time? Hearing none, once again, we don't have any audience here with us today.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Hernandez: And with nothing else, a motion to adjourn would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the meeting was adjourned.



Secretary /Assistant Secretary



Teresa Baluja (Oct 20, 2023 13:03 EDT)

Chairman / Vice Chairman

10-20-23meetingdocumentstobesigned-Pinelsle

Final Audit Report

2023-10-20

Created:	2023-10-20
By:	Robin Friedman (rfriedman@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjJBVeYhmr4g46gRUDNjnxUiILzmb4aGZ

"10-20-23meetingdocumentstobesigned-Pinelsle" History

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-  Document emailed to Luis Hernandez (lhernandez@gmssf.com) for signature
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-  Email viewed by Luis Hernandez (lhernandez@gmssf.com)
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-  Document e-signed by Luis Hernandez (lhernandez@gmssf.com)
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2023-10-20 - 5:02:12 PM GMT
-  Signer teresa.baluja@lennar.com entered name at signing as Teresa Baluja
2023-10-20 - 5:03:03 PM GMT
-  Document e-signed by Teresa Baluja (teresa.baluja@lennar.com)
Signature Date: 2023-10-20 - 5:03:05 PM GMT - Time Source: server
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