

**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 April 18, 2025 at 1:49 p.m. at Lennar Homes, 5505 Waterford District Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Raisa Krause
Vanessa Perez

Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Juilana Duque
Jesus Lorenzo
Michael Pawelczyk
Juan Alvarez *via Phone*

District Manager, GMS
GMS
District Counsel
District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Ms. Duque called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution #2025-01 Canvassing and Certifying the Results of the Landowner's Election

Ms. Duque presented the resolution and stated that no one was present at the Landowner's Meeting held on November 15, 2024 and zero votes were casted.

B. Consideration of Appointment of Supervisor(s) of Unexpired Term(s) of Office – Seat #1, Seat #2, and Seat #5

Ms. Duque stated that Teresa Baluja serves in Seat #1, Vanessa Perez in Seat #2, and Raisa Krause in Seat #5. She stated that if the Board would like to move forward with the same appointments, she would need a motion of approval to do so.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Appointment of Supervisor(s) of Unexpired Term(s) of Office – Seat #1, Seat #2, and Seat #5, was approved.

C. Oath of Office of Newly Appointed Supervisor(s)

Ms. Duque, being a Notary Public of the State of Florida, administered the oath of office to Teresa Baluja, Carmen Perez, and Raisa Krause.

D. Consideration of Resolution #2025-02 Election of Officers

Ms. Duque presented the resolution and read the current slate of officers into the record as follows: Teresa Baluja as Chairperson, Carmen Orozco serving as Vice Chairperson, Raisa Krause, Vanessa Perez, And Marc Szasz as Assistant Secretaries. She asked that the Board name Paul Winkeljohn as the Secretary along with Patti Powers as the Treasurer, Sharyn Henning as the Assistant Treasurer and herself Juilana Duque as an additional Assistant Secretary.

The Board concurred to retain that slate of officers and there was a motion of approval.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-02 Electing Officers was approved; and the slate of officers were elected as follows: Teresa Baluja as Chair, Carmen Orozco as Vice Chair, Vanessa Perez, Marc Szasz, Raisa Krause, and Juilana Duque as Assistant Secretaries, Paul Winkeljohn as Secretary, Patti Powers as Treasurer, and Sharyn Henning as Assistant Treasurer.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
May 17, 2024 Meeting**

Ms. Duque presented the minutes from the May 17, 2024 Board of Supervisor's meeting and asked for and comments or corrections. Hearing no changes from the Board, there was a motion of approval.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Minutes of the May 17, 2024 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of:

A. Resolution #2025-03 Designating Michael J. Pawelczyk as the District's Registered Agent

Ms. Duque asked for a motion of approval to appoint Mr. Pawelczyk as the District's registered agent.

On MOTION by Ms. Baluja seconded, by Ms. Perez, with all in favor, Resolution #2025-03 Designating Michael J. Pawelczyk as the District's Registered Agent, was approved.

B. Resolution #2025-04 Approving the Proposed Fiscal Year 2026 Budget and Setting the Public Hearing

Ms. Duque presented the proposal and summarized its contents for the Board. This proposed budget shows no assessment increases to the 545 units for the Fiscal Year. The suggested public hearing date is July 18, 2025 where the proposed budget will, be adopted. There being no other comments or discussion, there was a motion of approval.

On MOTION by Ms. Baluja seconded, by Ms. Perez, with all in favor, Resolution #2025-04 Approving the Proposed Fiscal Year 2026 Budget and Setting the Public Hearing for July 18, 2025, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates to Perform the Audit for Fiscal Year Ending September 30, 2025

Ms. Duque stated that staff had received the engagement letter form the auditor to provide the financial statement of the District for Fiscal Year ending September 30, 2025. Costs associated with this service are not to exceed \$8,000. There were no Board questions and Ms. Duque asked for a motion of approval.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Engagement Letter with Grau & Associates to Perform the Audit for Fiscal Year Ending September 30, 2025, was approved.

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney****1) Notice of Financing Plan**

Mr. Pawelczyk stated that staff had filed a notice of financing plan for the last bond issuance for Pine Isle CDD.

2) Memorandum of Stormwater System Legal Requirement

Mr. Pawelczyk reported to the Board about the stormwater system legal requirements. Staff is working together to ensure all contracts will be in place and reporting requirements are adhered to.

B. Engineer

There not being any report, the next item followed.

C. Manager

Ms. Duque provided some pictures as a report of the current status of the District for Board information.

SEVENTH ORDER OF BUSINESS**Financial Reports****A. Acceptance of Check Register****B. Acceptance of Unaudited Financials**

Ms. Duque presented the financials reports, asked if there were any questions about the check register or unaudited financials, and upon not hearing any, asked the Board for a motion to accept them.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Check Register and Unaudited Financials, were accepted.

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EIGHTH ORDER OF BUSINESS

**Supervisors Requests and
Audience Comments**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

There not being any other District business to discuss,

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

DocuSigned by:



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Secretary / Assistant Secretary

DocuSigned by:



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Chairman / Vice Chairman