

**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 January 20, 2023, at 10:45 a.m. at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Carmen Orozco
Vanessa Perez
Marc Szasz

Chairperson
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Luis Hernandez
Michael Pawelczyk
Juan Alvarez
Raisa Krause

District Manager
District Counsel
District Engineer
Lennar Homes

FIRST ORDER OF BUSINESS

Oath of Office for Ms. Lilibeth Hauck

SECOND ORDER OF BUSINESS

Roll Call

Mr. Hernandez called the meeting to order, indicated that Ms. Hauck would be given the oath at the next meeting, and called the roll.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 18, 2022 Meeting

Mr. Hernandez: Moving forward, the next item on the agenda is Approval of Minutes of the November 18, 2022 Meeting. This would be the time to make any changes, corrections, additions, or deletions. If there are none, a motion to approve the minutes would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Minutes of the November 18, 2022 Meeting were approved as-presented.

FOURTH ORDER OF BUSINESS

Public Hearing to Consider the Imposition of Special Assessments

A. Motion to Open the Public Hearing

Mr. Hernandez: Moving forward, we have the Public Hearing to Consider the Imposition of Special Assessments. This meeting has been advertised as a public hearing, and a letter has been sent to the landowners, letting them know this would be taking place today. With that being said, I just need a motion from the Board to open the public hearing at this time.

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

B. Engineers Report

Mr. Hernandez: The next item is the engineer's report. Juan, if you could please help us by discussing that at this time.

Mr. Alvarez: Yes. This report has been presented to the CDD Board back in November 2022. It was accepted then, but as a reminder, I just want to point out Exhibit 3 where there is a map that shows the green areas and the paved areas for the onsite roadways that the CDD is going to need to receive an easement for. This will be for drainage and roadways. The CDD is not going to own the real property, but it is going to need to receive easements for those two areas. Whenever the developer is ready for that, we can work with the surveyor to begin working on the legal descriptions, so that the grants of easements are ready by the time the bonds are issued. The other point I want to make is that we estimate the cost of the improvements that include roadways, stormwater management, water and sewer, including road impact fees, and water and sewer connection fees, we estimate the amount is \$2,611,000. If you have any questions, I will be happy to answer them.

Mr. Hernandez: Hearing no questions, a motion to accept the engineer's report dated November 18, 2022, would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the engineer's report dated November 18, 2022 was accepted.

C. Assessment Methodology

Mr. Hernandez: Moving forward, next we have the assessment methodology. Taking the information that has been provided by our District Engineer, we have revised the report. Based on the total cost that has been estimated, the master assessment methodology allocates to the entire project and the entire community based on the acreages. It is easier and faster for me to explain by looking at the tables, so if you could go to page 21, which is Table 1. This presents that it's intended to build 89 townhomes. The fact that there is only one unit type simplifies things because the equivalent residential unit will be the same for all of the units. Table 2 takes the number in the engineer's report, which will be the cost for all of the improvements. Based on that, Table 3 defines the cost of the amount of bonds the District will need to issue to be able to pay for the total cost of those improvements and it lets us know the par amount that is needed based on certain conditions will be \$3,460,000. Table 4 lets us know the allocation the District will be paying for the townhome units, which is a little over \$29,000. Table 5 takes the actual issuance and shows the allocation for each unit. More importantly, this allows us to know the annual obligation that will need to be paid if the District issues the bonds. The last table allocates the assessment to the folio listed. With that being said, does anybody have any questions? Having none, I will ask the Board for a motion to accept the master assessment methodology at this time.

On MOTION by Ms. Baluja seconded by Ms. Orozco with all in favor, the master assessment methodology was accepted.

D. Public Comment and Discussion

Mr. Hernandez: Moving forward, I just want to indicate that we do not have any public here today to provide any comments.

E. Approving the Project and Declaring that Special Assessments will pay for the Project

Mr. Hernandez: The next item that we have to discuss is for the Board to approve the project and declare that special assessments will pay for the project. This is one of those required steps that provides the understanding from the Board and the District that the way this project is going to be financed is through the issuance of special assessment

bonds, and those are going to pay for the project. So, a motion to approve that would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Board approved the project and declared that special assessments would pay for the project.

F. Equalization of Assessments

Mr. Hernandez: The next item is Equalization of Assessments, which has to do with the fairness of how the assessments have been allocated. To fulfill that requirement, it would be appropriate for the Board to acknowledge that equalization has been met, and the intent to define what the equivalent resident unit will be and I will ask for a motion to accept the equalization of assessments at this time.

On MOTION by Ms. Baluja seconded by Ms. Orozco with all in favor, the equalization of assessments was approved.

G. Adoption of Resolution #2023-06

Mr. Hernandez: Now we can move on to Resolution #2023-06, which authorizes the District's projects and improvements; equalizes, approves, and confirms levying of special assessments on the benefitted properties. This will also authorize moving forward with the validation process. Mike, could you please help discuss that?

Mr. Pawelczyk: Sure. I will make it quick because you are all familiar with this process since you have done this many times. Resolution #2023-06 is the final assessment resolution that needs to be adopted by the Board. You have had the public hearing, and you have had the equalization hearing to approve the project, and this is pursuant to Chapter 170 of the Florida Statutes. This allows the District to finalize the assessment process which the assessments will be levied on the bonds that will be issued. This resolution authorizes the project, equalizes the assessments on the property within the expansion area, declares the property will be specially benefitted by this project and incorporates both the engineers report and assessment methodology report, and confirms the District's intent to issue special assessment bonds. If there are no questions, a motion to adopt Resolution #2023-06 would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-06 was adopted.

H. Motion to Close the Public Hearing

Mr. Hernandez: Moving forward, the last action that we will need from the Board for this particular matter is a motion to close the public hearing.

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

FIFTH ORDER OF BUSINESS

Ratification of Consulting Services Agreement with Terracon Consultants, Inc.

Mr. Hernandez: Moving forward, the next item that we have on the agenda is Ratification of Consulting Agreement with Terracon Consultants, Inc. The District was successful in getting this agreement fully executed in between meetings. Just for everyone to know, Terracon is the special environmental engineering service company that the District hired. With that being said, a motion to ratify this agreement would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the consulting services agreement with Terracon Consultants, Inc. was ratified.

SIXTH ORDER OF BUSINESS

Acceptance of Audit for Fiscal Year Ending September 30, 2022

Mr. Hernandez: The next item is Acceptance of Audit for Fiscal Year Ending September 30, 2022. I have reviewed it and do not have any comments. It is a clean audit, so unless anyone has any questions, I will be just asking the Board to accept the audit for fiscal year ending September 30, 2022.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the audit for fiscal year ending September 30, 2022 was accepted.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Hernandez: Moving on to Staff Reports, Mr. Pawelczyk?

Mr. Pawelczyk: The only thing that we have is that the expansion area validation hearing is scheduled for February 8th. Both Luis and Juan will be on that zoom call with me for that. We don't expect any issues to move forward. Luis and Robin are working to provide me with the joint stipulation documentation. I will also need the draft minutes from this meeting. So, that is on target to move forward. The only question I have is that at the last meeting there was discussion regarding a conveyance of improvements. Did we need an acquisition agreement in place to convey the improvements before the bonds are issued?

Mr. Alvarez: The project is very well-advanced.

Mr. Pawelczyk: That was my concern. I know we talked about it, but I didn't hear anything about it since then. I would like to know if we need to have it, or if it can wait until next month's meeting. Otherwise, that is all I have.

B. Engineer

Mr. Hernandez: Juan, do you have anything else to present to the Board?

Mr. Alvarez: No, I don't.

C. Manager

Mr. Hernandez: As to the Manager, at the last meeting, the District elected Lilibeth to be part of the Board when Yadira resigned, but I don't think that we elected officers. The part that is needed is to elect a Vice Chair since we have Tery as Chair, Carmen, Vanessa, and Marc as Assistant Secretaries, and Lilibeth doesn't have a position. So, this would be the time to revise the slate of officers, or at least define who you would like to have as Vice Chair.

Ms. Baluja: Did Lilibeth accept the appointment, or not yet?

Mr. Hernandez: We have not imposed the oath yet.

Ms. Baluja: Okay. So, what happens if she doesn't accept it?

Mr. Hernandez: If we receive a declination, the seat would be vacant, and we can appoint someone else.

Mr. Pawelczyk: I think at this point we just want to approve the slate of officers.

Ms. Baluja: Yes. It was an unrelated question; it was just me thinking ahead. I would like to propose myself as Chair, Carmen as Vice Chair, and the remainder of the Board as Assistant Secretaries. And I think that Marc is going to work on answering the question Mike asked before.

Mr. Pawelczyk: My question is when are you expecting to convey any of the improvements made by the CDD to Miami-Dade County or whoever is getting them? Juan and I never saw anything saying when that would be.

Ms. Baluja: This is for the expansion area specifically.

Mr. Szasz: Okay. I will find out.

Mr. Hernandez: Coming back to what was suggested for the slate of officers, and we would also have Rich Hans from my office as an Assistant Secretary, Luis Hernandez as Secretary, and Patti Powers from my office as Treasurer, do we have a motion?

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the slate of officers was elected as follows: Teresa Baluja as Chairperson, Carmen Orozco as Vice Chairperson, Vanessa Perez, Marc Szasz, Lilibeth Hauk, and Rich Hans as Assistant Secretaries, Luis Hernandez as Secretary, and Patti Powers as Treasurer.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Funding Request #19

Mr. Hernandez: Moving on, next we have the Financial Reports. We have Acceptance of Funding Request #19 behind tab A. Unless anyone has any questions about the funding request, a motion to accept it would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Orozco with all in favor, Funding Request #19 was accepted.

B. Acceptance of Combined Balance Sheet

Mr. Hernandez: Moving forward, behind tab B, we have Acceptance of Combined Balance Sheet. Are there any questions related to that? Hearing none, I will ask for a motion to accept that, as well.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor the Combined Balance Sheet was accepted.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Hernandez: Are there any Supervisors' Requests at this time? Hearing none, any Audience Comments? Hearing none, we can move on.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Hernandez: Unless anyone has anything else to discuss, 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 (Feb 17, 2023 15:55 EST)

Chairman / Vice Chairman

01-20-23Minutes-PineIsle

Final Audit Report

2023-02-17

Created:	2023-02-17
By:	Luis Hernandez (lhernandez@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzDtKR1__Tr39Fjd9TiMFuX1jwsynPUx

"01-20-23Minutes-PineIsle" History

-  Document created by Luis Hernandez (lhernandez@gmssf.com)
2023-02-17 - 8:25:24 PM GMT- IP address: 50.196.79.65
-  Document e-signed by Luis Hernandez (lhernandez@gmssf.com)
Signature Date: 2023-02-17 - 8:26:17 PM GMT - Time Source: server- IP address: 50.196.79.65
-  Document emailed to teresa.baluja@lennar.com for signature
2023-02-17 - 8:26:18 PM GMT
-  Email viewed by teresa.baluja@lennar.com
2023-02-17 - 8:52:39 PM GMT- IP address: 172.226.170.30
-  Signer teresa.baluja@lennar.com entered name at signing as Teresa Baluja
2023-02-17 - 8:55:05 PM GMT- IP address: 104.12.66.99
-  Document e-signed by Teresa Baluja (teresa.baluja@lennar.com)
Signature Date: 2023-02-17 - 8:55:07 PM GMT - Time Source: server- IP address: 104.12.66.99
-  Agreement completed.
2023-02-17 - 8:55:07 PM GMT