

**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 Friday, August 15, 2025 at 10:45 a.m. at the Offices of 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
Michael Pawelczyk
Gabriella Fernandez

District Manager, GMS
District Counsel
District Counsel

FIRST ORDER OF BUSINESS

Oath of Office for Raisa Krause

Ms. Duque: Raisa, at this time I will administer the oath of office for you.

SECOND ORDER OF BUSINESS

Roll Call

Ms. Duque: We have three Supervisors present and constituting quorum.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
April 18, 2025, Meeting**

Ms. Duque: You have the minutes from the April 18, 2025, Board of Supervisor's meeting. Are there any comments, corrections, or changes? Hearing no changes from the Board, I would ask for a motion to approve the minutes.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Minutes of the April 18, 2025, Meeting, were approved.

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FOURTH ORDER OF BUSINESS

**Consideration of Resolution
#2025-05 Resetting Budget
Hearing**

Ms. Duque: The next item is consideration of Resolution #2025-05. This resolution resets the public hearing date. The hearing was originally scheduled for another day, but the Board has now rescheduled for August 15, 2025.

On MOTION by Ms. Baluja seconded, by Ms. Perez, with all in favor, Resolution #2025-05 Resetting Budget Hearing, was approved.

FIFTH ORDER OF BUSINESS

Discussion of Vortech System

Ms. Duque: Since 2023, the District's approved budget has included a line item for a Vortech system. However, after reviewing the financial records and consulting with Mark and Juan Alvarez, it was confirmed that the District does not own and is not responsible for the Vortech System

Ms. Baluja: What is the Vortech System?

Ms. Duque: The Vortech System can serve various functions, including supporting irrigation pumps or stations; is a below-ground, engineered stormwater treatment device that uses swirl concentration and flow controls to capture and retain trash, debris, sediment, and hydrocarbons from runoff. It's common in other Districts, but this particular District does not have one.

Mr. Pawelczyk: Doesn't it provide notifications if something's gone down or something like Wi-Fi Notification and sends a notice somewhere?

Ms. Duque: The Vortech System line item has been included in your budget since 2023, but it isn't needed. I've removed it and reallocated those funds as a contingency. This line item is no longer necessary, but the money will remain available should you find a use for it in the future. We'll continue to build a modest contingency in your budget. No action is needed on your part right now, I just wanted to keep you informed before we move ahead.

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SIXTH ORDER OF BUSINESS

**Public Hearing to Adopt the
Fiscal Year 2026 Budget**

A. Motion to Open the Public Hearing

Ms. Duque: Is there a motion from the Board to open the public hearing?

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Opening of the Public Hearing, was approved.

B. Public Comment and Discussion

Ms. Duque: Do I have any comment from the Board about the budget? For the record, there is no audience present today.

C. Consideration of Resolution #2025-06 Annual Appropriation Resolution

Ms. Duque: Resolution #2025-06 addresses the annual appropriation. This resolution formally adopts the proposed budget as the District's official budget for the upcoming year 2026.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Resolution #2025-06 Annual Appropriation Resolution, was approved.

D. Consideration of Resolution #2025-07 Levy of Non-Ad Valorem Assessments

Ms. Duque: Resolution #2025-07 sets the non-ad valorem maintenance assessment for the Pine Isle CDD general fund and adopts the assessment roll. For Fiscal Year 2026, the general fund will be assessed a total of \$94,655.60, which will be levied across 545 units. There have been no changes to the general fund, except for a previously noted adjustment to a specific line item. Exhibit A details the individual assessments within the District. This resolution authorizes the levy of these assessments on the Miami-Dade County tax roll.

Mr. Pawelczyk: It only shows O&M, right?

Ms. Duque: That is correct.

Mr. Pawelczyk: I'm only bringing that up before there's a motion. I have another District, a PFM District in Brevard County. They did an assessment roll with O&M and

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debt. They sent the assessment roll to the county with O&M and debt. The county only assessed the O&M. They didn't assess the debt. So now this year we're assessing debt twice, basically because the county tax collector messed up. For Pine Isle the assessment roll was confirmed. We've received it. We've confirmed the amount. They're doing a triple check. Even though it's confirmed when that tax bill comes out, they're checking it right away to make sure that the county did what they're obligated to do. The Miami Dade office has really done a good job over the years doing this, maybe it was just somebody new at Brevard County, I don't know. But it might be something from a management standpoint to make sure that we can somehow double check it just to make sure that everything is correct.

Ms. Duque: Thank you, Mike.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Resolution #2025-07 Levy of Non Ad Valorem Assessments, was approved.

E. Motion to Close the Public Hearing

Ms. Duque: A motion to close the public hearing will take place.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Closing of the Public Hearing, was approved.

SEVENTH ORDER OF BUSINESS

Approval of Interlocal Agreement for Local Government Publication of Legal Advertisements and Public Notices on County Designated Website by and between Miami-Dade County, Florida and Pine Isle Community Development District

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Ms. Duque: The next item is the approval of Interlocal Agreement for local government publication and legal advertisements and public notices on the county designated website by the Miami Dade County.

Mr. Pawelczyk: About the resolution to adopt Resolution #2025-08, authorizing the Chair or Vice Chair to execute the interlocal access agreement for local government publication of legal websites, legal advertisements, and authorizing management to take all necessary actions to put this program in place.

Ms. Duque: I would like to inform the Board that the Herald Newspaper has approved a 44% discount for our recurring advertisements.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-08 Approval of Interlocal Agreement for Local Government Publication of Legal Advertisements and Public Notices on County Designated Website by and between Miami-Dade County, Florida and Pine Isle Community Development District, was approved.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney – Memorandum – 2025 Legislative Update

Ms. Duque: Let's move forward then to the next item, which is the staff reports. Attorney, I don't think you need to hear the memorandum regarding the legislative update again.

Mr. Pawelczyk: Only if there are questions from the Board; otherwise, I don't have any other report for Pine Isle.

B. Engineer – District Engineer's Report for Fiscal Year 2025-2026

Ms. Duque: The District Engineer's Report for Fiscal Year 2025–2026 is attached. I don't have any additional comments unless the Board has feedback. We will review areas that are maintained by the HOA, and any needed agreement will be discussed further during the manager's report.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the District Engineer's Report for FY2025-2026, was approved.

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C. Manager

1) Number of Registered Voters in the District

Ms. Duque: There are 531 registered voters in the District.

2) Consideration of Proposed Fiscal Year 2026 Meeting Schedule

Ms. Duque: Once again, we have proposed our regular meetings to be scheduled for 9:45 a.m. at the office of Lennar Homes, 5505 Waterford District Drive, Miami, Florida, 33126. Those will be held on the second Friday of each month.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.

3) Form 1 Financial Disclosure

Ms. Duque: The next Item is Form 1 Financial Disclosure, everyone has filed. Thank you so much.

4) Reminder to Complete Annual Ethics Training by December 31, 2025

Ms. Duque provided the next item is a reminder to complete your annual ethics training by December 31, 2025.

5) Consideration of 2025 Performance Measures and Standards as Required by Florida Statute 189.0694

Ms. Duque: The next item is the consideration of 2025 Performance Measure Standards as required by Florida Statute. As the Board is aware, we need to comply with those measuring standards to ensure transparency, accountability, and effective governance. Those standards are documented and reported annually, and we demonstrate that compliance through the meeting records website posting audit reports. At this moment, I just need motion to consider 2025 Performance Measures and Standards.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the 2025 Performance Measures and Standards, was approved.

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6) Discussion of Maintenance Agreement with the HOA

Ms. Duque: While reviewing District files, I was unable to find a maintenance agreement between the CDD and the HOA. The HOA is currently maintaining all areas owned by the District. I've contacted the District Attorney for help in drafting an agreement to have on file. I'm bringing this to the Board for direction, please let me know if you'd like me to present a maintenance agreement to the HOA for these areas. For your review, I've also attached an additional document outlining the responsibilities for stormwater management, drainage systems, roadway, sidewalk specifications, and entrance features.

Mr. Pawelczyk: That's part of composite exhibit A to the agreement supplemented that Juliana put together between the time I prepared the document and today's meeting.

Ms. Baluja: For example, the stormwater management and drainage maintenance, that should stay. This is what you're proposing the HOA is going to agree to maintain.

Mr. Pawelczyk: That's what they're currently maintaining.

Ms. Baluja: Are they already actively doing the stormwater maintenance?

Ms. Duque: I'm not certain, but as far as I can tell, there's nothing in your budget regarding maintenance of the drain system.

Ms. Baluja: Here's my concern. This association is turned over, but irrelevant. Associations generally are not set up to maintain stormwater systems. I highly doubt that they have done anything. I don't know. Again, it's turned over. I think it has been over maybe two years now, or a year and a half since it was turned over. I don't see that as having happened. In my mind, that was always going to remain with the CDD, which is the entity that has the most experience in it.

Ms. Duque: I would say, due to all the compliances the Miami Dade county has now.

Ms. Baluja: That is correct. I would say we do not include that in their maintenance. Now, the landscaping and the entrance feature, that type of stuff is fine. When you say roadways and sidewalks, this is on the outside of the community?

Ms. Duque: Outside of the community, and the entrance.

Ms. Baluja: The inside load was transferred.

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Ms. Duque: Correct, and there are sidewalks at the entrance areas.

Ms. Baluja: Yeah, but if it's inside the community.

Mr. Pawelczyk: Is it inside the other gates?

Ms. Duque: Yeah.

Mr. Pawelczyk: Then it's not ours.

Ms. Baluja: That's not yours anyways.

Ms. Duque: But there are also sidewalks next to the entrance parcel as well as in the entrance right of way.

Ms. Baluja: I'm fine with them maintaining that. I think the only thing I really have the issue with is the stormwater because we know that the regulations are getting increasingly complicated, more is required.

Ms. Duque: You can see Tract A. It's part of the District Engineer's report. It has entry roads, landscaping, vehicular driving surface, public parking in the expansion area, and drainage. You'll find the description that I've attached to the agreement. Tract A includes areas shown in green.

Ms. Baluja: No, this is the piece that was transferred to the CDD, not the whole Tract A.

Ms. Duque: Correct. If you look at the description from the District engineer, Tract A talks about roads, parking in the expansion area, and drainage.

Ms. Baluja: The point is, though, that the portion of Tract A that the CDD owns does not include parking.

Mr. Pawelczyk: Correct, the south entry.

Ms. Baluja: I don't remember if there's a sidewalk here or not, and then maybe this little entrance area here. The point is, if they're already maintaining that, then I'm fine with them continuing to maintain the road in the areas of the CDD. The only thing that I would say is the stormwater. I don't know if anybody else has any objections.

Ms. Duque: Just a reminder about the Vortech system line item, no funds have been used from it so far, so the amount remains in the contingency line. If any maintenance needs arise, we can use those carry-forward funds that have been set aside.

Ms. Baluja: Yeah, that's my proposed revision.

Ms. Duque: Okay.

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Ms. Baluja: Yes, let's include whatever they're doing, but we're keeping the stormwater.

Ms. Duque: Okay, thank you.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Directing Staff to Send the Maintenance Agreement to the HOA Amended for Stormwater Maintenance to be CDD's responsibility, was approved.

NINTH ORDER OF BUSINESS

Financial Reports

A. Acceptance of Check Register

B. Acceptance of Unaudited Financials

Ms. Duque: You have the financial reports in your agenda for review, are there any questions about the check register or unaudited financials? Not hearing any, I would ask 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.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

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District Manager - Assistant Secretary

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teresa.baluja@lennar.com

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