

**MINUTES OF MEETING
PINERY COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Pinery Community Development District held Public Hearings, a Regular Meeting and an Audit Committee Meeting on June 26, 2025 at 10:30 a.m., immediately following the adjournment of the Landowners' Meeting, scheduled to commence at 10:30 a.m., at the Greater Hernando County Chamber of Commerce, 15588 Aviation Loop Drive, Brooksville, Florida 34604.

Present:

Bill Kouwenhoven	Chair
Stuart Young	Vice Chair
David Langhout	Assistant Secretary
Robert Bosarge	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell, Hunt and Associates (WHA)
Ashley Ligas	District Counsel
Brian Surak	Interim District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Conti called the meeting to order at 10:41 a.m. He noted that the Landowners' Election was held just before this meeting.

- **Administration of Oath of Office to Elected Supervisors (the following to be provided under separate cover)**

This item, previously the Third Order of Business, was presented out of order.

Mr. Conti, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Stuart Young, David Langhout, Bill Kouwenhoven and Robert Bosarge.

Supervisors Young, Langhout, Kouwenhoven and Bosarge were present. Supervisor-Elect Brian was absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors (the following to be provided under separate cover)

This item occurred during the First Order of Business. The following items were provided and explained before and during the meeting:

A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1

Ms. Cerbone discussed filing Form 1. Board Members will receive an email from the Commission on Ethics to register and file Form 1 electronically.

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

CDD Board Members should not communicate with another Board Member in person, via text, email, social media or other means about CDD business outside of a CDD meeting.

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

Board Members affiliated with a Landowner or Developer will complete Form 8B to disclose their employment and/or business affiliation.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-32, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Conti presented Resolution 2025-32. The following results of the Landowners' Election will be inserted into Sections 1 and 2:

Seat 1	Bill Kouwenhoven	1,000 Votes	Four-Year Term
Seat 2	Stuart Young	1,000 Votes	Four-Year Term
Seat 3	John Brian	900 Votes	Two-Year Term
Seat 4	David Langhout	900 Votes	Two-Year Term
Seat 5	Robert Bosarge	900 Votes	Two-Year Term

On MOTION by Mr. Bosarge and seconded by Mr. Young, with all in favor, Resolution 2025-32, Canvassing and Certifying the Results of the Landowners'

Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-33, Electing and Removing Certain Officers of the District, and Providing for an Effective Date

Mr. Conti presented Resolution 2025-33. Mr. Bosarge nominated the following:

Chair	Bill Kouwenhoven
Vice Chair	Stuart Young
Assistant Secretary	John Brian
Assistant Secretary	David Langhout
Assistant Secretary	Robert Bosarge

No other nominations were made.

The following prior appointments by the Board remain unchanged by this Resolution:

Secretary	Craig Wrathell
Assistant Secretary	Chris Conti
Assistant Secretary	Cindy Cerbone
Treasurer	Craig Wrathell
Assistant Treasurer	Jeffrey Pinder

On MOTION by Mr. Bosarge and seconded by Mr. Young, with all in favor, Resolution 2025-33, Electing, as nominated, and Removing Certain Officers of the District, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

A. Affidavit/Proof of Publication

This item was included for informational purposes.

B. Mailed Notice to Property Owner(s)

Regarding the Mailed Notice, Mr. Conti stated the Engineer’s Report that used was an old version. Ms. Cerbone noted a prior designation of 3,300 “Single family” units of a specified lot size. She recalled the decision to refer to them simply as 3,300 “Residential Units” and to forgo stating a specified lot size.

Regarding a discrepancy, District Counsel will clarify with the Property Appraiser.

A Board Member asked why the Mailed Notice to SV Tampa Land LP was sent to a Connecticut address. Ms. Ligas stated Sunbiz has the Connecticut address as the principal address and mailing address, which is likely why the Mailed Notice was sent to that address. Ms. Cerbone stated the Property Appraiser also has the Connecticut address as the mailing address. Ms. Ligas noted that a Registered Agent in Florida is listed but the Connecticut is the still listed as the principal address and mailing address.

C. Master Engineer’s Report (for informational purposes)

Ms. Cerbone noted that the District Engineer’s Report was updated to reflect the product type as “Residential Units” as discussed and it was received form the District Engineer; however, the old version was inadvertently included in the agenda package.

Mr. Surak presented the Master Engineer’s Report. He noted the following:

- The Capital Improvement Plan (CIP) anticipates 3,300 residential units.
- The CIP improvements include Roadway Improvements; Stormwater Management System; Water and Wastewater Utilities; Hardscape, Landscape, and Irrigation; Passive Amenities & Tail Network; Undergrounding of Electrical Utility Lines. Professional Services and some Off-Site Improvements.
- The Opinion of Probable Construction Costs Total is \$201,244,900.

D. Master Special Assessment Methodology Report (for informational purposes)

Mr. Conti presented the Master Special Assessment Methodology Report. He noted the following:

- The Methodology Report matches/corresponds with the information and CIP described in the Engineer’s Report.
- 3,300 “Residential Units” are currently anticipated.
- The anticipated total CIP costs are estimated at \$201,244,900.
- The total par amount of bonds anticipated is \$275,580,000 to finance CIP costs in the estimated total amount of \$201,244,900.

➤ The Assessment Apportionment Annual Debt Service Payment is anticipated to be \$7,891.38 per unit.

On MOTION by Mr. Kouwenhoven and seconded by Mr. Langhout, with all in favor, the Public Hearing was opened.

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

No affected property owners, Landowner representatives or members of the public spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

The Board, sitting as the Equalizing Board, made no changes to the assessment levels.

On MOTION by Mr. Kouwenhoven and seconded by Mr. Bosarge, with all in favor, the Public Hearing was closed.

Ms. Cerbone stated that, before closing the Public Hearing, the Board returned to sitting as the CDD Board; therefore, the motion and vote were by the CDD Board.

- E. **Consideration of Resolution 2025-34, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing For Severability, Conflicts and an Effective Date**

Mr. Conti presented Resolution 2025-34 and read the title.

On MOTION by Mr. Langhout and seconded by Mr. Bosarge, with all in favor, Resolution 2025-34, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing For Severability, Conflicts and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2024/2025 Budget

A. Affidavit of Publication

This item was included for informational purposes.

B. Consideration of Resolution 2025-37, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Conti presented Resolution 2025-37 and the proposed partial year Fiscal Year 2025 budget. It is a Developer contribution budget with expenses funded as they are incurred.

On MOTION by Mr. Langhout and seconded by Mr. Bosarge, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Langhout and seconded by Mr. Bosarge, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Young and seconded by Mr. Kouwenhoven, with all in favor, Resolution 2025-37, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

- A. Affidavit of Publication**
- B. Consideration of Resolution 2025-38, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Conti presented Resolutions 2025-38. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget. It is a Developer contribution budget with expenses funded as they are incurred.

On MOTION by Mr. Kouwenhoven and seconded by Mr. Young, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Langhout and seconded by Mr. Kouwenhoven, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Young and seconded by Mr. Kouwenhoven, with all in favor, Resolution 2025-38, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

Discussion ensued regarding the bond issuance timeline, bond validation, bond issuance, activities leading up to bond issuance and when to hold the next meeting.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-35, Amending Resolution 2025-29 to Re-Set the Date, Time and Location of the Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as

Authorized by Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective

On MOTION by Mr. Young and seconded by Mr. Bosarge, with all in favor, Resolution 2025-35, Amending Resolution 2025-29 to Re-Set the Date, Time and Location to August 19, 2025 at 11:30 a.m., at the Greater Hernando County Chamber of Commerce, 15588 Aviation Loop Drive, Brooksville, Florida 34604, for the Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-36, Amending Resolution 2025-23 to Re-Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure and Amenity Rates and Disciplinary Rules; and Providing an Effective Date

On MOTION by Mr. Young and seconded by Mr. Bosarge, with all in favor, Resolution 2025-36, Amending Resolution 2025-23 to Re-Designate Date, Time and Place of Public Hearing to August 19, 2025 at 11:30 a.m., at the Greater Hernando County Chamber of Commerce, 15588 Aviation Loop Drive, Brooksville, Florida 34604, and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure and Amenity Rates and Disciplinary Rules; and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Recess Regular Meeting/Commencement of Audit Selection Committee Meeting

The Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

TWELFTH ORDER OF BUSINESS

Review of Responses to Request for Proposals (RFP) for Annual Audit Services

- A. Affidavit of Publication
- B. RFP Package
- C. Respondent(s)

These items were included for informational purposes.

Mr. Conti and Ms. Cerbone discussed District Management’s experience with each of the respondents and timeliness of completing audits, along with the qualifications and pricing for each of the respondents.

I. Berger, Toombs, Elam, Gaines & Frank

Bid: \$3,700 for the year ended September 30, 2025, and \$3,825 for the years ended September 30, 2026 and 2027, plus an additional \$1,400 with bond issuance.

II. DiBartolomeo, McBee, Hartley & Barnes, P.A.

Bid: \$2,950 for Fiscal Year 2025, \$3,150 for Fiscal Year 2026, \$3,300 for Fiscal Year 2027, \$3,450 for Fiscal Year 2028 and \$3,600 for Fiscal Year 2029, plus an additional \$1,250 with bond issuance.

III. Grau & Associates

Bid: \$3,100 for Fiscal Year 2025, \$3,200 for Fiscal Year 2026 and \$3,300 for Fiscal Year 2027, plus an additional \$1,500 with bond issuance.

D. Auditor Evaluation Matrix/Ranking

The Mr. Conti presented his Auditor Evaluation Matrix scores and ranking. The Audit Selection Committee agreed with Mr. Conti’s scores and ranking, as follows:

#1	DiBartolomeo, McBee, Hartley & Barnes, P.A.	100 Points
#2	Grau & Associates	99 Points
#3	Berger, Toombs, Elam, Gaines & Frank	88 Points

THIRTEENTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

The Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

On MOTION by Mr. Kouwenhoven and seconded by Bosarge, with all in favor, accepting the Audit Selection Committee scores, ranking and recommendation to rank DiBartolomeo, McBee, Hartley & Barnes, P.A., as the #1 ranked respondent to the RFP for Annual Audit Services as the Board’s own, was approved.

FOURTEENTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- **Award of Contract**

On MOTION by Mr. Kouwenhoven and seconded by Mr. Young, with all in favor, awarding the Annual Audit Services Contract to DiBartolomeo, McBee, Hartley & Barnes, P.A., authorizing Staff to engage DiBartolomeo, McBee, Hartley & Barnes, P.A., was approved.

FIFTEENTH ORDER OF BUSINESS

Resolution 2025-22, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

SIXTEENTH ORDER OF BUSINESS

Resolution 2025-24, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

This item was deferred.

SEVENTEENTH ORDER OF BUSINESS

Resolution 2025-25, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

This item was deferred.

EIGHTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statement as of May 31, 2025

On MOTION by Mr. Langhout and seconded by Mr. Bosarge, with all in favor, Unaudited Financial Statement as of May 31, 2025, were accepted.

NINETEENTH ORDER OF BUSINESS

Approval of April 28, 2025 Organizational Meeting Minutes

On MOTION by Mr. Young and seconded by Mr. Bosarge, with all in favor, Approval of April 28, 2025 Organizational Meeting Minutes, as presented, were approved.

TWENTIETH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer (Interim): Clearview Land Design

There were no District Counsel or District Engineer reports.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **Property Insurance on Vertical Assets**

This item is a reminder to secure property insurance once the CDD has vertical assets that need to be insured.

- **Form 1 Submission and Ethics Training**

The Board Members were reminded to file Form 1 and to complete the required four hours of ethics training.

- **Goals and Objectives Reporting**

The Goals and Objectives must be prepared and reported by December 1, 2025.

- **Hard Copy Agendas vs Tablets**

The consensus was to use tablets, rather than receiving hardcopy agendas.

- **NEXT MEETING DATE: TBD**

- **QUORUM CHECK**

The next meeting will be held on August 19, 2025 at 11:30 a.m.

TWENTY-FIRST ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TWENTY-SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWENTY-THIRD ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Langhout and seconded by Mr. Kouwenhoven, with all in favor, the meeting adjourned at 11:41 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair