

**PINE TREE WATER  
CONTROL DISTRICT**

**OCTOBER 9, 2025**

**AGENDA PACKAGE**

# Pine Tree Water Control District

## Board of Supervisors

Paul Brewer, President  
Bob Mayersohn, Vice President  
Neil Kanterman, Assistant Secretary  
Gary Rito, Assistant Secretary  
Michael Moser, Supervisor

## Staff:

Jennifer Goldyn, Director of District Services  
Camille Berloune, District Management  
Brian Sherman, Esq., District Counsel  
Warren R. Craven, District Engineer  
Shawn Frankenhauser, Field Manager

## Regular Meeting Agenda Thursday, October 9, 2025 at 6:00 p.m. Call-in Number: 1-646-838-1601 Phone Conference ID: 939495739#

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1. Call to Order and Roll Call
2. Approval of Agenda
3. Audience Comments – Three- (3) Minute Time Limit
4. Organizational Matters
  - A. Consideration of Resolution 2026-01, Designation of Officers .....Page 3
5. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
6. Business Items
  - A. Consideration of Resolution 2026-02, Adopting Goals and Objectives .....Page 4
7. Business Administration
  - A. Consideration of the Minutes of the Meeting held on August 14, 2025 .....Page 11
8. New Business and Supervisors' Requests
9. Adjournment

*The next meeting is scheduled for Thursday, November 13, 2025, at 6:00 p.m.*

## RESOLUTION 2026-01

### A RESOLUTION DESIGNATING OFFICERS OF THE PINE TREE WATER CONTROL DISTRICT

WHEREAS, the Board of Supervisors of the Pine Tree Water Control District at a regular business meeting held on October 9, 2025 desires to appoint the below recited persons to the offices specified.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT:

1. The following persons were appointed to the offices shown, to wit:

	President
	Vice President
Jennifer Goldyn	Secretary
Leah Popelka	Treasurer
Angel Montagna	Assistant Treasurer
	Assistant Secretary
	Assistant Secretary
	Assistant Secretary
Camille Berloune	Assistant Secretary

PASSED AND ADOPTED THIS, 9th DAY OF OCTOBER 2025.

\_\_\_\_\_  
Paul Brewer  
President

\_\_\_\_\_  
Assistant Secretary

## **RESOLUTION 2026-02**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Pine Tree Water Control District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapters 189 and 298, *Florida Statutes*; and

**WHEREAS**, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

**WHEREAS**, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

**WHEREAS**, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT:**

**SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

**SECTION 2.** The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

**SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 9th day of October 2025.

**ATTEST:**

**PINE TREE WATER CONTROL DISTRICT**

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Secretary/Assistant Secretary

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President, Board of Supervisors

**Exhibit A:** Performance Measures/Standards and Annual Reporting

## **Exhibit A**

## **Memorandum**

**To:** Board of Supervisors

**From:** District Management

**Date:** October 1, 2025

**RE:** HB7013 – Special Districts Performance Measures and Standards

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To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2026 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as Exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

**Exhibit A:**  
Goals, Objectives, and Annual Reporting Form



**October 1, 2025 – September 30, 2026**

**1. Community Communication and Engagement**

**Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least four regular Board of Supervisor (“Board”) meetings per year to conduct District-related business and discuss community needs.

**Measurement:** Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

**Standard:** A minimum of four Board meetings were held during the fiscal year.

**Achieved:** Yes ☐ No ☐

**Goal 1.2: Notice of Meetings Compliance**

**Objective:** Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to the District’s website, publishing in local newspaper of general circulation, and or via electronic communication.

**Standard:** 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

**Achieved:** Yes ☐ No ☐

**Goal 1.3: Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management’s records.

**Standard:** 100% of monthly website checks were completed by District Management or third party vendor.

**Achieved:** Yes ☐ No ☐

**2. Infrastructure and Facilities Maintenance**

**Goal 2.1: Field Management and/or District Management Site Inspections**

**Objective:** Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District’s infrastructure.

**Measurement:** Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager’s reports, notes or other record keeping method.

**Standard:** 100% of site visits were successfully completed as described within District Management services agreement

**Achieved:** Yes ☐ No ☐

**Goal 2.2: District Infrastructure and Facilities Inspections**

**Objective:** District Engineer will conduct an annual inspection of the District’s infrastructure and related systems.

**Measurement:** A minimum of one inspection completed per year as evidenced by district engineer’s report related to District’s infrastructure and related systems.

**Standard:** Minimum of one inspection was completed in the fiscal year by the District’s engineer.

**Achieved:** Yes ☐ No ☐

### **3. Financial Transparency and Accountability**

#### **Goal 3.1: Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records.

**Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website.

**Achieved:** Yes ☐ No ☐

#### **Goal 3.2: Financial Reports**

**Objective:** Publish to the District's website the most recent versions of the following documents: Florida Auditor General link (<https://flauditor.gov/>) to obtain current and past Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

**Measurement:** Florida Auditor General link (<https://flauditor.gov/>) to the Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website.

**Standard:** District's website contains 100% of the following information: Department of Financial Services link to obtain Annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

**Achieved:** Yes ☐ No ☐

#### **Goal 3.3: Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements and publish the Florida Auditor General link (<https://flauditor.gov/>) to the results to the District's website for public inspection and transmit to the State of Florida.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida.

**Achieved:** Yes ☐ No ☐

#### **SIGNATURES:**

Chair/Vice Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Pine Tree Water Control District

District Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Pine Tree Water Control District

## MINUTES OF MEETING PINE TREE WATER CONTROL DISTRICT

A meeting of the Board of Supervisors of the Pine Tree Water Control District was held on Thursday, August 14, 2025 at 6:00 p.m. at Parkland City Hall, 6600 University Drive, Parkland, Florida.

Present and constituting a quorum were:

Paul Brewer	President
Bob Mayersohn	Vice President
Neil Kanterman	Assistant Secretary
Gary Rito	Assistant Secretary

Also present were:

Sandra H. Demarco	District Manager
Brian Sherman	District Counsel
Warren Craven	District Engineer
Shawn Frankenhauser	Field Manager
Douglas Nicholson	Resident

*The following is a summary of the discussions and actions taken.*

### FIRST ORDER OF BUSINESS

#### Roll Call

Ms. Demarco called the meeting to order and called the roll. A quorum was established.

### SECOND ORDER OF BUSINESS

#### Approval of Agenda

Ms. Demarco requested a motion to amend the agenda, adding 7E, *Consideration of Engagement Letter with Grau & Associates for the Fiscal Year 2025 Financial Audit.*

On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor, the agenda was approved as amended. 4-0

### THIRD ORDER OF BUSINESS

#### Audience Comments

- Mr. Nicholson, who lives in Ternbridge, addressed questions regarding water levels.
- Mr. Frankenhauser provided an explanation.
- Mr. Nicholson addressed erosion issues at Ternbridge. It was explained this does not fall under the District's responsibilities.
- Mr. Mayersohn suggested the HOA consider regrading the area.

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**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the May 8, 2025 Meeting**

On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor, the minutes of the May 8, 2025 meeting were approved as presented. 4-0

**FIFTH ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of John Benckenstein Resignation (Seat #5)**

Ms. Demarco noted this Seat is to be filled by the City of Coral Springs and must be a resident who lives within the District. She received an email from the Deputy City Manager, Mr. Pazdra stating they have a candidate. He needs to be approved by resolution at the next City Commission meeting.

**SIXTH ORDER OF BUSINESS**

**Public Hearings to Consider Adoption of the Fiscal Year 2026 Budget**

**A. Consideration of Resolution 2025-04, Adopting the Budget for Fiscal Year 2026**

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor the public hearing to adopt the Fiscal Year 2026 budget was opened. 4-0

There being no public present,

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor the public hearing to adopt the Fiscal Year 2026 budget was closed. 4-0

- The Board reviewed the budget.
- Mr. Frankenhauser and Mr. Craven discussed canal bank restoration done every year in phases.
- The Board requested District staff contact Representative Hunschofsky regarding the City maintaining their own right-of-way with regard to the Sawgrass Expressway widening project. There was also a discussion to authorize Mr. Kanterman to contact Representative Hunschofsky. The Board requested a resolution for the next meeting authorizing Mr. Kanterman to address these issues on behalf of the Board.

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On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor Resolution 2025-04, adopting the Fiscal Year 2026 Budget as presented, was adopted. 4-0

- Mr. Craven noted at the last meeting Mr. Kanterman requested an additional \$300,000 be added to the hurricane reserve fund. It currently shows \$1,400,000 but should be \$1,700,000.

On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor the budget was approved as amended by prior instruction from the Board moving \$300,000 to the hurricane reserve fund as previously instructed, correcting the scrivener's error. 4-0

#### **B. Consideration of Resolution 2025-05, Levying Non-Ad Valorem Assessments**

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor the public hearing to consider levying non-ad valorem assessments was opened. 4-0

There being no public present,

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor the public hearing to consider levying non-ad valorem assessments was closed. 4-0

On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor Resolution 2025-05, levying non-ad valorem assessments, was adopted. 4-0

### **SEVENTH ORDER OF BUSINESS**

#### **District Manager's Report**

#### **A. Consideration of Resolution 2025-06, Adopting Fiscal Year 2026 Meeting Schedule**

On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor Resolution 2025-06, adopting the Fiscal Year 2026 meeting schedule as presented, was adopted. 4-0

#### **B. Consideration of Resolution 2025-07, Declaring Certain Tangible Personal Property Surplus Equipment**

The surplus equipment was listed and included in the agenda package.

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On MOTION by Mr. Mayersohn seconded by Mr. Rito with all in favor Resolution 2025-07, declaring certain tangible personal property as surplus equipment, was adopted. 4-0

**C. Herbicide 2025-2026 Price Agreements**

Mr. Frankenhauser reviewed the herbicide tabulation sheet and the awarded vendors by SFWMD. He requested approval of piggybacking off SFWMD's RFP to purchase the awarded herbicide vendors as needed.

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor piggybacking off the SFWMD's RFP awarded vendors to purchase herbicides as needed was approved. 4-0

**D. Information on the Number of Registered Voters – 9,693**

Ms. Demarco noted this is for informational purposes only.

**E. Consideration of Engagement Letter with Grau & Associates for the Fiscal Year 2026 Financial Audit**

Ms. Demarco noted the fee is what was budgeted for.

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor the engagement letter with Grau & Associates for the Fiscal Year 2025 Financial Audit at a total cost of \$3,500 was approved. 4-0

**EIGHTH ORDER OF BUSINESS**

**Engineer's Report**

Mr. Craven reviewed his report, a copy of which is attached hereto, and made a part of the public record.

**A. Permit Number 2025-02 – Installation of Conduit at NW 61<sup>st</sup> Terrace – AT&T**

On MOTION by Mr. Mayersohn seconded by Mr. Kanterman with all in favor Permit 2025-02 for installation of conduit at NW 61<sup>st</sup> Terrace by AT&T, was approved. 4-0

**B. Guardrail Plans for PTE Roadways and Guardrail Permit**

On MOTION by Mr. Mayerson seconded by Mr. Rito with all in favor the guardrail plans for PTE roadways and guardrail permit was approved. 4-0

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**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

- Mr. Sherman reminded the Board to take their Ethics course before the end of the year.
- Mr. Mayersohn noted there is an outstanding payroll check for a Board Supervisor in the amount of \$92.35 and requested staff to investigate.

**TENTH ORDER OF BUSINESS**

**Approval of Financial Reports and Check Registers Dated June 2025**

The Board reviewed the financials.

On MOTION by Mr. Kanterman seconded by Mr. Mayersohn with all in favor, the financial reports and check registers for June 2025 were approved.

- Ms. Demarco noted the financial statements are not required to be formally approved at meetings. Inframark has proposed having the accountants directly send monthly financials statements to the Board directly on the 20<sup>th</sup> of each month in lieu of having them in the agenda packages, and there was no objection to this approach.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Kanterman seconded by Mr. Rito with all in favor, the meeting was adjourned at 6:52 p.m.

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Secretary/Assistant Secretary

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Paul Brewer  
President