

**MINUTES OF MEETING  
KD52 COMMUNITY DEVELOPMENT DISTRICT NO. 1**

The Board of Supervisors of the KD52 Community Development District No. 1 held a Special Meeting and Audit Committee Meeting on September 23, 2025 at 1:00 p.m., at RAW Space Collaborative, 6013 Wesley Grove Blvd., Building 2, Suite 208, Wesley Chapel, Florida 33544.

**Present:**

Howard “Lane” Gardner  
Taliaferro “Tolly” Krusen  
Matthew Josey

Chair  
Vice Chair  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Jonathan Johnson  
Brian Surak (via telephone)  
Sean Manson  
Misty Taylor  
Sara Zare (via telephone)

District Manager  
District Counsel  
Interim District Engineer  
Landowner Representative  
Bond Counsel  
MBS Capital Markets, LLC

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 1:00 p.m.

Supervisors Gardner, Krusen and Josey were present. Supervisor Loxton and Supervisor-Elect Laura Lindsey were absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Elected Supervisor Laura Lindsey [Seat 4] (the following will be provided under a separate cover)**

This item will remain on the agenda until Ms. Lindsey is sworn in.

- A. **Updates and Reminders: Ethics Training for Special District Supervisors and Form 1**
- B. **Membership, Obligations and Responsibilities**
- C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

**FOURTH ORDER OF BUSINESS**

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

This item was deferred.

**FIFTH OF BUSINESS**

**Consideration of Resolution 2025-42, Making Certain Findings; Approving the Supplemental Assessment Report; Setting Forth the Terms of the Series 2025 Bonds; Confirming the Maximum Assessment Lien Securing the Series 2025 Bonds; Levying and Allocating Assessments Securing Series 2025 Bonds; Addressing Collection of the Same; Providing for the Application of True-Up Payments; Providing for a Supplement to the Improvement Lien Book; Providing for the Recording of a Notice of Special Assessments; and Providing for Conflicts, Severability, and an Effective Date**

Mr. Johnson presented Resolution 2025-42.

**On MOTION by Mr. Gardner and seconded by Mr. Krusen, with all in favor, Resolution 2025-42, Making Certain Findings; Approving the Supplemental Assessment Report; Setting Forth the Terms of the Series 2025 Bonds; Confirming the Maximum Assessment Lien Securing the Series 2025 Bonds; Levying and Allocating Assessments Securing Series 2025 Bonds; Addressing Collection of the Same; Providing for the Application of True-Up Payments; Providing for a Supplement to the Improvement Lien Book; Providing for the**

**Recording of a Notice of Special Assessments; and Providing for Conflicts, Severability, and an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

The Meeting recessed and the Audit Selection Committee Meeting commenced.

**SEVENTH ORDER OF BUSINESS**

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

**A. Affidavit of Publication**

**B. RFP Package**

These items were included for informational purposes.

**C. Respondent(s)**

Ms. Cerbone stated that she is familiar with the two respondents and discussed the qualifications and pricing for each of the respondents. She presented her Auditor Evaluation Matrix scores and ranking. The Audit Committee can accept her scores and ranking or the Committee can complete the Evaluation Matrix individually or as a group. Mr. Gardner stated he has worked with Grau & Associates.

**I. Berger, Toombs, Elam, Gaines & Frank**

Bid: \$3,350 for the fiscal year ended September 30, 2025 and 2026, and \$3,500 for Fiscal Year 2027, plus an additional \$1,400 per bond issuance.

**II. Grau & Associates**

Bid: \$3,100 for Fiscal Year 2025, \$3,200 for Fiscal Year 2026, \$3,300 for Fiscal Year 2027, \$3,400 for Fiscal Year 2028 and \$3,500 for Fiscal Year 2029, plus an additional \$1,500 per bond issuance.

**D. Auditor Evaluation Matrix/Ranking**

The Audit Selection Committee agreed with Ms. Cerbone’s scores and ranking, as follows:

#1	Grau & Associates	99 Points
#2	Berger, Toombs, Elam, Gaines & Frank	94 Points

**On MOTION by Mr. Gardner and seconded by Mr. Krusen, with all in favor, accepting Ms. Cerbone’s scores and ranking as the Audit Selection Committee’s own scores, ranking and recommendation to rank Grau & Associates, as the #1 ranked respondent to the RFP for Annual Audit Services, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

The Audit Selection Committee Meeting terminated and the Meeting reconvened.

**NINTH ORDER OF BUSINESS**

**Consider Recommendation of Audit Selection Committee**

- **Award of Contract**

**On MOTION by Mr. Krusen and seconded by Mr. Gardner, with all in favor, accepting the Audit Selection Committee scores, ranking and recommendation ranking Grau & Associates, as the #1 ranked respondent to the RFP for Annual Audit Services as the Board’s own scores and ranking, and awarding the Annual Audit Services Contract to Grau & Associates, was approved.**

**TENTH ORDER OF BUSINESS**

**Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

**A. Affidavit of Publication**

**B. RFQ Package**

These items were included for informational purposes.

**C. Respondents**

- I. Alliant Engineering, Inc.**
- II. Clearview Land Design, P.L.**
- III. Lighthouse Engineering, Inc.**

**D. Competitive Selection Criteria/Ranking**

The Board jointly completed the scoring for each respondent in each of the Competitive Selection Criteria categories.

Ms. Cerbone tabulated and reported the Board’s scores and ranking, as follows:

- #1 Clearview Land Design, P.L. 85 points
- #2 Alliant Engineering, Inc. 79 points
- #3 Lighthouse Engineering, Inc. 79 points

**E. Award of Contract**

**On MOTION by Mr. Gardner and seconded by Mr. Krusen, with all in favor, ranking Clearview Land Design, P.L., as the #1 ranked respondent to the RFQ for Engineering Services; awarding the Engineering Services contract to Clearview Land Design, P.L.; and authorizing Staff to negotiate and finalize the Agreement with Clearview Land Design, P.L., was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Clearview Land Design, P.L. Proposal/Work Authorization for Work: District Engineering Services**

**On MOTION by Mr. Gardner and seconded by Mr. Krusen, with all in favor, Clearview Land Design, P.L. Proposal/Work Authorization for District Engineering Services related to reimbursable expenses, in the amount of \$1,000, was approved.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-09, Designating the Location of the Local District Records Office and Providing for an Effective Date**

This item was deferred.

**THIRTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2025**

**On MOTION by Mr. Krusen and seconded by Mr. Gardner, with all in favor, Unaudited Financial Statements as of August 31, 2025, were accepted.**

**FOURTEENTH ORDER OF BUSINESS**

**Approval of July 8, 2025 Special Meeting Minutes**

The following change was made:

Line 98: Change “Mason’s” to “Manson’s”

**On MOTION by Mr. Gardner and seconded by Mr. Krusen, with all in favor, July 8, 2025 Special Meeting Minutes, as amended, were approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Mr. Johnson stated that the bond preclosing will take place after today’s meeting and funding will occur within days of that. He discussed the progress in executing the turnover documents and submitting a requisition of a catch-up invoice based on the Personnel Leasing Agreement, all of which will be presented for ratification at the next meeting.

Ms. Cerbone stated that, to process requisitions, contracts must be in the name of the CDD; if not, then the Landowner/Developer could receive reimbursement by submitting invoices and proof of payment to the vendor. Mr. Surak will review and approve all Requisitions for payment.

**B. District Engineer (Interim): Clearview Land Design, P.L.**

This was no report.

Going forward, “(Interim)” will be removed from the above title.

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

- **NEXT MEETING DATE: October 21, 2025 at 1:00 PM**
  - **QUORUM CHECK**

The October 21, 2025 meeting will probably be cancelled.

Discussion ensued regarding processing the District Engineer’s contract outside of the meeting and presenting for ratification at a future meeting.

**SIXTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

**SEVENTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Gardner and seconded by Mr. Krusen, with all in favor, the meeting adjourned at 1:37 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

*Cindy Cubero*  
\_\_\_\_\_  
Secretary/Assistant Secretary

*[Signature]*  
\_\_\_\_\_  
Chair/Vice Chair