

**MINUTES OF MEETING
KINGMAN GATE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Kingman Gate Community Development District was held on November 17, 2023 at 10:15 a.m. at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Carmen Orozco
Vanessa Perez

Chairperson
Vice Chairperson
Assistant Secretary

Also present were:

Luis Hernandez
Andrew Gill
Michael Pawelczyk
Juan Alvarez

District Manager
GMS
District Counsel
District Engineer (via goto meeting)

FIRST ORDER OF BUSINESS

Oath of Office for Mr. Marc Szasz

SECOND ORDER OF BUSINESS

Roll Call

Mr. Hernandez called the meeting to order, called the roll, and indicated that Mr. Szasz's oath of office would be administered at the next meeting he attended.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 19, 2023 Meeting

Mr. Hernandez: Moving on, next we have Approval of Minutes of the May 19, 2023 Meeting. This would be the time to make any changes, corrections, additions, or deletions. If there are none, then a motion to approve them would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Minutes of the May 19, 2023 Meeting were approved as-presented.
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FOURTH ORDER OF BUSINESS

**Consideration of Partial
Assignment and Assumption
Agreement (Kingman Gate –
Keys Gate North Fill Project)**

Mr. Hernandez: The next item that we have for the Board to consider is the Partial Assignment and Assumption Agreement (Kingman Gate – Keys Gate North Fill Project). Mike, if you could just enlighten us as to the reason and purpose of this document, please.

Mr. Pawelczyk: Yes. This is where the District will enter into an agreement with the developer for funding for bringing fill on to the site to raise the site for stormwater management purposes. There are requirements that Juan can speak to if the Board has any questions that the site be raised to a certain level. It is part of the stormwater management design system. It is a requirement. What this allows the District to do is fund that portion of the stormwater project. It will not be funded with bond proceeds. The developer is going to front the money and is asking the CDD to enter into a contract. In this case, I believe Downrite has a contract with Lennar to haul the fill to the site. So, the District would enter into that contract with Downrite or the District would purchase the fill from the supplier directly. One of the benefits of that is to save on tax, which benefits the District. I think most of the Board members have probably seen this or something similar in other CDDs we work with, so that is what this does. We are asking you to approve this in substantially final form because we have not received all of the information from Lennar as to the Downrite contract with the contract being assigned to the District. I think it is likely we wanted to get this approved since we are not likely going to be meeting in December.

Mr. Hernandez: And the details that are missing have nothing to do with the agreement itself. It is just the details as to how it is going to be processed, and once again, the funding will be coming from the developer and the District will serve as the bridge between what needs to be acquired and this will use the funds in the most efficient way for the community.

Mr. Pawelczyk: And for the record, the developer will provide these funds to the District in advance. It is not like you will have to chase anyone for the funding. There is

always a pot of money for the District to draw from. As the pot gets lower, it usually gets replenished by the developer. This allows the project to be developed. Does anyone have any questions? Not hearing any, with that, we will ask the Board approve the partial assignment and assumption agreement between the District and Lennar Homes, and further authorize the proper District officials to execute any other documents necessary as I just described. Obviously, this will be in substantial final form.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Partial Assignment and Assumption Agreement (Kingman Gate – Keys Gate North Fill Project) was approved in substantial final form; and the appropriate District officials were authorized to execute the agreement and any related documents once reviewed and finalized.

FIFTH ORDER OF BUSINESS

Consideration of Grant of Easements for Fill

Mr. Hernandez: Next we have Consideration of Grant of Easements for Fill.

Mr. Pawelczyk: There is information that we are still waiting for that needs to be confirmed, but once that is done, the easement will also be a document that needs to be executed. So, the Board would just need to approve it in substantial final form, as well so that can also be executed once finalized.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the grant of easements for fill was approved in substantial final form; and the appropriate District officials were authorized to execute the documents once finalized.

SIXTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023

Mr. Hernandez: Next we have Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023. I have reviewed the engagement letter, and it contains the amount that has been authorized. Therefore, the request from staff is for the Board to approve the engagement letter, which will also authorize the appropriate District officials to execute it.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the engagement letter with Grau & Associates to perform the audit for fiscal year Ending September 30, 2023 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Hernandez: Staff Reports. Mike?

Mr. Pawelczyk: Nothing further that we haven't already discussed.

B. Engineer

Mr. Hernandez: Juan, anything on your side?

Mr. Alvarez: No, I think we are on track for the future expansion of the CDD.

Mr. Pawelczyk: I think Juan brought up a good point, and I probably should have mentioned it, but just for the minutes and the record, this fill easement is for the future expansion area of the District. All of this is subject to the expansion area, which we expect to happen I think sometime in January. We want to be ready for that. I apologize for not mentioning it.

Mr. Hernandez: Not only that, the project is going to be moving forward despite of the annexation so that is why we are getting the easement in place so that the District doesn't need to wait until the annexation takes place and we will be able to start moving forward. Thank you very much, Juan. Thank you, Mike.

C. Field

Mr. Hernandez: As to Field, you can see the report we included, which I think is self-explanatory. The only item I do want to let the Board know about is that once again people were complaining about the lake. Once again, we have no control over the amount of water that is being held in the lakes. The picture in the report shows that the level of the lake is down. I believe S.F.W.M.D. was moving the water because they might have anticipated the amount of water that was going to be coming this week.

Ms. Baluja: So, it is probably right back to where it was before.

Mr. Hernandez: The good news for the community is that as you can see, everything has been treated and it is beautiful to see in the pictures. The only other part

I need to get direction from the Board is when I inspected the community last time, I noticed that none of the sidewalks of this community have ever been cleaned up. The perimeter side is part of the maintenance of the District. So, I got a quote to get an idea of the cost. It will be approximately \$10,000 to do it all at once. I personally think we need to do it since it hasn't been done at all, then after it has been done all at once, going forward do it annually. We have in our budget approximately \$4,500 per year, so that means this is almost half of what we can do. This year, since nothing has been done, the request is to use some of the carry-forward funds. I am checking with a few companies to try to get this done if the Board wants to, to start right after Thanksgiving to have all of this in the best shape before the holidays.

Ms. Baluja: Sounds good to me.

Mr. Hernandez: Based on that direction, I will be asking the Board for a motion not-to-exceed the amount of \$10,000 for pressure-washing all of the sidewalks in the perimeter of the community.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Board authorized spending an amount not-to-exceed \$10,000 for pressure-washing all of the sidewalks in the perimeter of the community.

D. Manager

1) Consideration of First Amendment to District Management Agreement with Governmental Management Services – South Florida, LLC

Mr. Hernandez: For the Manager, the first item we have is something you all are familiar with by now, but this CDD hasn't had a meeting to approve this yet, which is the first amendment to the management agreement with Governmental Management Services – South Florida, LLC. The first part that needs to be said is that this amendment has nothing to do with price. At the time that this agreement was signed four or five years ago, there have been some changes in the legislation since then that were not included back then. So, what this amendment is doing is taking all of those line items and including them so they will now be part of the agreement. One of the biggest additions is that each entity the District works with now is required to use the e-verify system. With that being said, unless anyone has any questions, I will be asking the Board for a motion to approve the amendment at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the First Amendment to the District Management Agreement with Governmental Management Services – South Florida, LLC was approved.

2) Insurance Policy Renewal

Mr. Hernandez: The other item is the insurance policy renewal. This is for the District's records, so a motion accepting that it has been presented would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the insurance policy renewal was accepted.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Summary of Check Register

B. Acceptance of Unaudited Financials

Mr. Hernandez: Moving forward to the Financial Reports, Tab A has the check register, and Tab B has the unaudited financials. Unless anyone has any questions, a motion to accept those would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the check register and the unaudited financials were accepted.

NINTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Mr. Hernandez: Are there any Supervisors' requests at this time? Hearing none, I just want to indicate that we don't have any audience here today for comments.

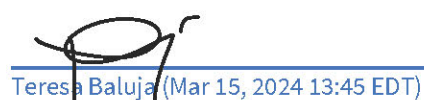
TENTH ORDER OF BUSINESS Adjournment

Mr. Hernandez: And with nothing else, 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.


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Secretary /Assistant Secretary


Teresa Baluja (Mar 15, 2024 13:45 EDT)

Chairman / Vice Chairman

03-15-24signeddocs-KingmanGate

Final Audit Report

2024-03-15

Created:	2024-03-15
By:	Robin Friedman (rfriedman@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsgKbs7NIUIJAoOHLvGBqBbggGY0Mhnk

"03-15-24signeddocs-KingmanGate" History

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2024-03-15 - 5:42:25 PM GMT
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2024-03-15 - 5:42:25 PM GMT
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