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 March 17, 2023 at 10:15 a.m. at Lennar Homes, at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja	Chairperson
Carmen Orozco	Vice Chairperson
Vanessa Perez	Assistant Secretary
Raisa Krause	Assistant Secretary

Also present were:

Luis Hernandez	District Manager
Michael Pawelczyk	District Counsel

FIRST ORDER OF BUSINESS — Oath of Office for Ms. Raisa Krause *(elected at last landowners meeting)*

SECOND ORDER OF BUSINESS — Roll Call

Mr. Hernandez called the meeting to order, called roll, and indicated Ms. Krause had already been given her oath of office prior to the meeting.

THIRD ORDER OF BUSINESS — Organizational Matters

A. Consideration of Resolution #2023-01 Canvassing and Certifying Results of Landowner's Election

Mr. Hernandez: Under Organizational Matters, the first item is Consideration of Resolution #2023-01, Canvassing and Certifying Results of Landowner's Election. Unless anyone has any questions, I am just looking for a motion to approve Resolution #2023-01 at this time.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-01 Canvassing and Certifying Results of Landowner's Election was approved.

B. Acceptance of Resignation from Ms. Maria Carolina Herrera

Mr. Hernandez: Moving forward, next we have a resignation letter from Carolina Herrera, and it would be appropriate for the Board to accept that resignation.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Ms. Maria Carolina Herrera's resignation was accepted.

C. Consideration of Appointment of Supervisor to Unexpired Term of Office – Seat #1 (11/2024)

Mr. Hernandez: We now have a vacant seat, which is Seat #1. Does the Board have anyone they would like to appoint to that vacant seat?

Ms. Baluja: Yes, Marc.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Mr. Marc Szasz was appointed the vacant seat.

D. Oath of Office for Newly Appointed Supervisor

E. Consideration of Resolution #2023-02 Electing Officers

Mr. Hernandez: Since Marc is not here to administer his oath, we will table Item D for now, and move on to Resolution #2023-02 Electing Officers. Carolina used to be Chairperson, so I would suggest electing a Chair. Most of the CDDs have Tery as Chairperson and Carmen as Vice Chairperson and the remainder of the Supervisors as Assistant Secretaries. At the same time, Patti Powers from my office usually serves as Treasurer, Luis Hernandez usually serves as Secretary, and Rich Hans from my office also usually serves as an Assistant Secretary. Unless anyone has any comments or different suggestions, we will fill in the resolution as I just indicated and I would just need a motion to approve Resolution #2023-02.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-02 Electing Officers was approved and the slate of officers were elected as follows: Teresa Baluja as Chairperson, Carmen Orozco as Vice Chairperson, Vanessa Perez, Raisa Krause, Marc Szasz, and Rich Hans as Assistant Secretaries, Luis Hernandez as Secretary, and Patti Powers as Treasurer.

FOURTH ORDER OF BUSINESS — Approval of Minutes of the June 17, 2022 Meeting

Mr. Hernandez: Moving on, next we have Approval of Minutes of the June 17, 2022 Meeting. This would be the time to make any changes, corrections, additions, or deletions. Hearing none, a motion to approve the minutes would be in order.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Minutes of the June 17, 2022 Meeting were approved as-presented.

FIFTH ORDER OF BUSINESS — Ratification of Price Increase from Dixie Landscaping – *effective date was August 2022*

Mr. Hernandez: The next item that we have is Ratification of Price Increase from Dixie Landscaping. This needs to be done retroactively. They have been doing a really good job and the increase will not affect the District's budget or cause any problems. I have discussed this with staff already, and what we would need to do is ratify this.

Mr. Pawelczyk: We should do an amendment so you can track that record, as well. The ratification motion should include execution of an amendment provided for the price increase.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the price increase from Dixie Landscaping was ratified and the Board authorized the execution of the amendment to the agreement.

Mr. Hernandez: In 2022, the District trimmed some trees, and at that time, the District spent around $17,000. The part I am trying to ensure is that all of the District's property is included. I am waiting to receive information about that from the CDD's engineer because there are several parcels right now that are still in the developer's name and it is not clear whether those are going to shift to the HOA or CDD. So, rather than do a partial job, let's define the entire areas of the CDD so we can come back with that information by the next meeting to get that portion taken care of. The biggest concern that I have is that we do have some big trees, and if we were to have any type of event, they may cause issues. I think we will be fine if we wait until the next meeting to do anything else regarding that, but I just wanted the Board to be aware of all of that.

SIXTH ORDER OF BUSINESS Ratification of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2022

Mr. Hernandez: Moving forward, next we have Ratification of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2022. This corresponds to the price we previously approved, so a motion to ratify the engagement letter would be in order.

> 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, 2022 was ratified.

SEVENTH ORDER OF BUSINESS Consideration of Resolution #2023-03 Approving the Proposed Fiscal Year 2024 Budget and Setting the Public Hearing

Mr. Hernandez: The next item that we have is Consideration of Resolution #2023-03 Approving the Proposed Fiscal Year 2024 Budget and Setting the Public Hearing. Before we approve the resolution, let's take a look at the budget.

Mr. Pawelczyk: Before we move forward with that, just wanted to ask if we have an audit to accept? We did for some of the others.

Mr. Hernandez: No, we have not received it yet. Moving to the proposed budget, it is basically the same budget from the prior year. It is anticipated that the expenses of the District will remain at the same amount, so no increases are anticipated. At the same time, the assessments will be the same on the operations and maintenance side. Does anyone have any questions with regard to the proposed budget? Hearing no questions, I will suggest that we set the budget public hearing to be held on May 19, 2023 at 10:15 a.m. at this location. Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida. Unless there are any comments or objections, a motion to approve Resolution #2023-03, which will be filled in with the information that I just indicated, would be in order.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-03 Approving the Proposed Fiscal Year 2024 Budget and Setting the Public Hearing was approved; and the public hearing was scheduled to be held on May 19, 2023 at 10:15 a.m. at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Hernandez: Moving on, the next item is Staff Reports. Mike?

Mr. Pawelczyk: No, I don't have anything to report for Kingman Gate.

B. Engineer

C. Manager

Mr. Hernandez: There is nothing to report from the Engineer nor the Manager, so we can move on to the next item.

NINTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Summary of Check Register

B. Acceptance of Combined Balance Sheet

Mr. Hernandez: Next we have the Financial Reports. Tab A has the check register, and tab B has the combined balance sheet. Unless anyone has any questions related to the financials, a motion to accept them would be in order at this time.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Summary of Check Register and the Combined Balance Sheet were accepted as-presented.

TENTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Mr. Hernandez: Are there any Supervisor's requests? Hearing none, I just want to indicate that we do not have any audience today, so we are not skipping over that.

ELEVENTH ORDER OF BUSINESS Adjournment

Mr. Hernandez: Unless anyone has any other business to discuss, 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.

Teresa Baluja (May 22, 2023 12:05 EDT)

Secretary /Assistant Secretary

Chairman / Vice Chairman

05-19-23documentstobesigned-KingmanGate

Final Audit Report 2023-05-22

Created:	2023-05-22
By:	Luis Hernandez (lhernandez@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7di2Wc7BwXe7wgXeo2ZHXzP46wz9ApnS

"05-19-23documentstobesigned-KingmanGate" History

Document created by Luis Hernandez (lhernandez@gmssf.com)
2023-05-22 - 3:53:38 PM GMT- IP address: 50.196.79.65

Document e-signed by Luis Hernandez (lhernandez@gmssf.com)
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Document emailed to teresa.baluja@lennar.com for signature
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Email viewed by teresa.baluja@lennar.com
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Signer teresa.baluja@lennar.com entered name at signing as Teresa Baluja
2023-05-22 - 4:05:06 PM GMT- IP address: 104.12.66.99

Document e-signed by Teresa Baluja (teresa.baluja@lennar.com)
Signature Date: 2023-05-22 - 4:05:08 PM GMT - Time Source: server- IP address: 104.12.66.99

Agreement completed.
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