

**MINUTES OF MEETING
SAN SIMEON
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the San Simeon Community Development District was held on May 19, 2023 at 11:00 a.m. 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 Roll Call

Mr. Hernandez called the meeting to order, and called the roll.

**SECOND ORDER OF BUSINESS Approval of Minutes of the
March 17, 2023 Meeting**

Mr. Hernandez: Before we move on with the agenda, I just want to indicate for the record that we have logged on to GoToMeeting so that anyone who would like to attend the meeting virtually or call in will be able to join us, but aside from those I have already mentioned earlier, there is no one is here with us as of right now. So, coming back to our agenda, the second item is Approval of Minutes of the March 17, 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. Orozco with all in favor, the Minutes of the March 17, 2023 Meeting were approved as-presented.

THIRD ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2024 Budget

A. Motion to Open the Public Hearing

Mr. Hernandez: Moving forward, next we have the public hearing and the first action that I will need from the Board would be a motion to open the public hearing.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, public hearing was opened.

B. Public Comment and Discussion

Mr. Hernandez: Once again, I will indicate for the record that we do not have anyone from the public joining us today, despite the fact that District has advertised this meeting and also provided the call-in information. As part of the discussion, the proposed budget is the same as we presented at the last meeting, and at the same time the assessment per unit has not changed from the prior year. Based on all of that, does anyone from the Board have any questions about the proposed budget? Hearing none, we can move on to the resolutions.

C. Consideration of Resolution #2023-03 Annual Appropriation Resolution

Mr. Hernandez: The first resolution is Resolution #2023-03 Annual Appropriation Resolution, which takes the District's proposed budget and makes it the District's adopted budget. Unless anyone has any questions, a motion to approve Resolution #2023-03 would be in order.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2023-03 the Annual Appropriation Resolution was approved.

D. Consideration of Resolution #2023-04 Levy of Non Ad Valorem Assessments

Mr. Hernandez: The next one to consider is Resolution #2023-04 Levy of Non Ad Valorem Assessments. This resolution will allow the District to levy assessments on the tax roll with Miami-Dade County. Unless anyone has any questions, a motion to approve Resolution #2023-03 would be in order.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2023-04 Levy of Non Ad Valorem Assessments was approved.

E. Motion to Close the Public Hearing

Mr. Hernandez: Unless anyone has any questions or comments about the now adopted budget, a motion to close the public hearing would be in order.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, the public hearing was closed.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution
#2023-05 Establishing an
Electronic Signing Policy**

Mr. Hernandez: Next we have Consideration of Resolution #2023-05 Establishing an Electronic Signing Policy. This resolution does just that, so unless anyone has any questions or comments, the recommendation from staff is to approve it.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2023-05 Establishing an Electronic Signing Policy was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Hernandez: Staff Reports is next. Mike?

Mr. Pawelczyk: Nothing specific for San Simeon.

Mr. Hernandez: Thank you very much, Mike.

B. Engineer

There not being any report, the next item followed.

C. Field Manager

Mr. Hernandez: The field report included in your agenda package provides details on all of the different items that the District has been undertaking. The District has some maintenance items we have been taking care of. The electricity still hasn't been installed in Paseos or Vista yet. FP&L has all of the information, but they have not

yet installed it, so the District is still waiting for that to be done. With all of that being said, does anyone have any questions with regards to the field report? Hearing none, we can move on to the next item.

D. Manager

1) Consideration of Proposed Fiscal Year 2024 Meeting Schedule

Mr. Hernandez: Under the Manager, the first item for you to consider is the proposed meeting schedule for fiscal year 2024. By approving the proposed meeting schedule, you will also be authorizing staff to advertise it, so unless there are any questions or comments, a motion to approve it would be in order.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, the Proposed Fiscal Year 2024 Meeting Schedule was approved as-presented.

2) Financial Disclosure Report Not Updated Yet, but Staff's Understanding is that Everyone Has Filed Annual Form

Mr. Hernandez: All of the Supervisors have already met the requirements and filed their annual financial disclosure forms, but the website has not yet been updated to reflect that.

3) Number of Registered Voters in the District – 692

Mr. Hernandez: As to the Number of Registered Voters in the District, there are already 692 registered voters in the District. So, that means that next year, which will be the District's six year of establishment, there will be two seats that will be moving to general election seats, which will be controlled by the Supervisor of Elections office.

4) Letter to Ramblas HOA

Mr. Hernandez: The next item is a draft letter that I am suggesting to the Board. Just to bring everybody up-to-speed, the Ramblas HOA was provided with the option to provide a landscape maintenance easement to the District so the CDD will be able to continue to do the landscaping of the entrance of the subdivision. As of yet, they have not provided a signed document. The District met with some of the HOA Board members, who all agreed and said yes, but we still have not received the signed document. This letter intends to give them an ultimatum that they will have until August

1st to provide the signed agreement, and if they do not by then, the District will stop providing services on October 1st. The District has checked with the vendor on the cost annually to provide the maintenance, which is \$3,200 to do this area. What the District will do is give credit to all of the 351 units within this subdivision if we stop providing this service. So, unless the Board has any questions or comments, I will be asking for a motion to accept sending this letter pending District Counsel's review and input.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Board authorized staff to send a letter to the Ramblas HOA asking them to provide a signed copy of the landscape maintenance easement by August 1, 2023; otherwise the CDD would cease providing landscaping maintenance services and credit back each of the units in the subdivision; subject to review by District Counsel.

Mr. Pawelczyk: Before you send the letter, I will make sure to update the document and the dates.

Mr. Hernandez: That is perfectly fine. And just for the Board to know, the Ramblas HOA has continued with the same management company, but they have a new manager for that subdivision. It may be that they will provide us with the signed easement and we can move forward as if none of this has happened.

Ms. Baluja: I don't think a new manager should delay this process. If they come back and ask for more time past August 1st, it is my opinion that we should not allow that because it has been the same management company and same Board this whole time. A different manager should not have anything to do with delaying things. This is a Board action by the HOA.

Mr. Pawelczyk: Plus it has been well over a year. I agree with you.

Ms. Baluja: I am just saying this in case they come back to you with that, then you can say you have already had this conversation.

Mr. Pawelczyk: Yes, and the letter says that is the deadline date, so if they don't reply by that date, we are not doing it.

Mr. Hernandez: That is it.

Ms. Baluja: I don't know how many times we have had Boards come back to us and say they need to think about it.

Mr. Pawelczyk: Does the rest of the Board agree with that? Just for the record.

Ms. Orozco: Yes.

Ms. Perez: Yes.

Ms. Krause: Yes.

Mr. Hernandez: And that has been my understanding from the entire Board. Part of my concern is that I don't like when I am levying assessments for something I don't have the right to be doing, so technically someone can come back and ask why we are providing a service for something we don't have the right to be doing since the agreement never was executed. The part I am trying to address in my letter is the intent when this was first done was that the District was going to be maintaining it, and that is why it is included in the budget, but if the gameplan changed, we don't have control over that. Neither the CDD nor the developer has control over that, but the part I am trying to come back to is that we can at least explain why we are providing the services.

5) State Board of Administration Account Information

Mr. Hernandez: Last month there were concerns about the liquidity of the State Board of Administration, which is the entity the District uses to set aside funds to earn some interest. Since there were some concerns about liquidity and security, those funds were transferred to the regular bank, which doesn't earn any interest. As we get to see that nothing is happening, and hopefully it was just a rumor, the District's Treasurer will continue to monitor things and as she feels confident that all of this will not affect the District's funds, we will transfer the monies back to the State Board of Administration account, or seek out other options.

SIXTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Summary of Invoices

B. Acceptance of Combined Balance Sheet

Mr. Hernandez: Moving forward, the next item is the Financial Reports. You have Acceptance of Summary of Invoices behind Tab A and then behind Tab B you have Acceptance of Combined Balance Sheet. Unless anyone has any questions on either of those, 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 invoices and the combined balance sheet were accepted.

**SEVENTH ORDER OF BUSINESS Supervisors Requests and
Audience Comments**

Mr. Hernandez: Are there any Supervisors' requests at this time? Hearing none, once again, we don't have any audience here today to provide any comments.

EIGHTH ORDER OF BUSINESS Adjournment

Mr. Hernandez: And with no other matters to discuss, a motion to adjourn would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, the meeting was adjourned.



Secretary /Assistant Secretary



Teresa Baluja (Aug 18, 2023 11:37 EDT)

Chairman / Vice Chairman

08-18-23meetingdocumentstobesigned-SanSimeon

Final Audit Report

2023-08-18

Created:	2023-08-18
By:	Robin Friedman (rfriedman@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFdJDysNTrTSVLJkZN84em2ZiER96tTqq

"08-18-23meetingdocumentstobesigned-SanSimeon" History

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-  Email viewed by Luis Hernandez (lhernandez@gmssf.com)
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