

**MINUTES OF MEETING
CAMPO BELLO
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Campo Bello Community Development District was held on Friday, June 27, 2024 at 10:02 a.m. at Silver Palms by Lennar Clubhouse, 23770 SW 115th Avenue, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Raisa Krause
Vanessa Perez

Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Jesus Lorenzo
Juliana Duque
Michael Pawelczyk

District Manager, GMS
District Manager, GMS
District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Lorenzo called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

**Approval of Minutes of the April
18, 2025 Meeting**

Mr. Lorenzo: You have the minutes from the April 18, 2025 meeting in your agenda package. Are there any comments, corrections, or changes to the minutes?

Ms. Baluja: I have none.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Minutes of the April 18, 2025 Meeting, were approved as presented.

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THIRD ORDER OF BUSINESS

**Public Hearing to Adopt the
Fiscal Year 2026 Budget**

A. Motion to Open the Public Hearing

Mr. Lorenzo: Is there a motion to open the public hearing?

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

B. Public Comment and Discussion

Mr. Lorenzo: Before we get into public discussion, does anyone have any questions regarding the budget?

Resident: Is there any way you can ask for questions later on? We just got this information recently. Mostly I don't understand where the allocation of the resources are.

Ms. Duque: We would be more than glad to provide you with a visual for the record of today's meeting. There is an increase on your budget and by Florida Statute we are required to send a mailed notice to all of the units, which was done almost two months ago. The information was sent to the residents then, and we also have a webpage where you can find all of the information on the District. I would be more than happy to walk you through and go into more detail on the budget.

Mr. Lorenzo: The main reason for the increase was the Supervisor fees for the potential new Board member and the final taxes for \$12,918. As I mentioned with some of you before the meeting, the Board is able to be compensated for their service on the Board for up to \$200 per meeting, minus the taxes and whatnot, for up to two meetings a month. That is the reason for the increase.

Mr. Pawelczyk: If you want to see what the increase was, it is on the last page of your budget. It is minimal, especially when you look at it over the course of a year. It is not a monthly increase, it is an annual increase, right?

Mr. Lorenzo: \$27.92 annual increase.

Mr. Pawelczyk: Yes, \$27.92 over the year.

Ms. Duque: That is \$2.32 per month for the increase.

Mr. Pawelczyk: Right, and we do it for the Supervisor fees. Just so you guys understand, even though the Supervisor fees is a reason for the increase, that is

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assuming that you have 12 meetings in a year. In a CDD like yours, where the District does not own a clubhouse or another operational facility, it will be very unlikely that you will meet 12 times in a year. You might not need that entire \$12,000 and in that case, whatever is not used, can be used for something else at the discretion of the Board or carry over into the next fiscal year.

Ms. Duque: I think the main purpose of it too is, the Board that you currently have is the Lennar employee and there is no need for them to continue being a part of this Board. They want to pass that responsibility to the community and as soon as they finish the beginning, because they still are developing the community, the responsibility will be passed to the community. It was my understanding that Lennar has tried to do this in the past, but sadly we have not received any interest from the community to becoming part of the Board.

Mr. Lorenzo: Any other questions? I do not see any questions online either.

Ms. Duque: Nobody is on the line.

C. Consideration of Resolution #2025-06 Annual Appropriation Resolution

Mr. Lorenzo: This resolution related to the annual appropriations and adopting the budget for the fiscal year starting on October 1, 2025 and ending September 30, 2026. Do I have a motion from the Board to accept the resolution? The budget has been reviewed for the reason of the increase.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2025-06 Annual Appropriation Resolution, was approved.

D. Consideration of Resolution #2025-07 Levy of Non-Ad Valorem Assessments

Mr. Lorenzo: The assessments are collected by the Miami-Dade Tax Collector. This resolution would be to levy the assessments. Do I have a motion to approve the resolution?

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2025-07 Levy of Non-Ad Valorem Assessments, was approved.

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E. Motion to Close the Public Hearing

Mr. Lorenzo: Is there a motion to close the public hearing?

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

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt the Rules

A. Motion to Open the Public Hearing

Mr. Lorenzo: Is there a motion to open the public hearing?

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

B. Public Comment and Discussion

Mr. Lorenzo: At this time we are back to public comment and discussion. This resolution for the Campo Bella District is to adopt the maintenance and compliance for the restricted areas and the engineering plans, relating to groundwater and contaminating soil on property located within the District boundaries, by the severability clause and providing a date.

C. Consideration of Resolution #2025-08 Adopting the Rules

Ms. Baluja: Is there a motion to approve the resolution?

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2025-08 Adopting the Rules, was approved.

D. Motion to Close the Public Hearing

Mr. Lorenzo: Is there a motion to close the public hearing?

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

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FIFTH ORDER OF BUSINESS

**Audit Selection Committee
Meeting:**

A. Opening Audit Selection Committee Meeting

Mr. Lorenzo: Is there a motion to open the Audit Selection Committee meeting?

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Audit Selection Committee Meeting was opened.

B. Roll Call

Mr. Lorenzo: We have Ms. Teresa Baluja, Ms. Vanessa Perez, and Ms. Raisa Krause present as the Audit Selection Committee.

C. Ranking of Respondents to RFP

Mr. Lorenzo: We went over this at the last meeting and have the same 20 points. There was only one company who responded to the RFP, Grau & Associates. They received 20 points for the validity of the personnel, experience 20 points, understanding the scope of work 20 points, ability to finish the required services 20 points and pricing 20 points. The pricing is listed on page 36 and there would be an increase compared to what you have in the budget. This would start in 2032 and right now there is \$4,000. I am only mentioning it to you because I noticed, but this is the only company that submitted a proposal to provide audit services.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Ranking of Respondents to the RFP with Grau & Associates Ranked #1, was approved.

D. Adjournment

Mr. Lorenzo: Is there a motion to close the Audit Committee meeting?

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Audit Selection Committee Meeting, was closed.

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Mr. Pawelczyk: You have ranked the candidates for the RFP, and just so you know, the Board is able to go out to bid for options again if you want to pay for the advertising costs. This is a five-year agreement, and just so the Board and the members of the public understand, you can go through the audit selection process every year if you want. Five years is the max before you are required to go through the RFP process. If the new Board comes on and they do not like Grau for whatever reason, they can go through this process again to select another auditor. You are not binding the Board for five years. Just like all of our agreements, we can still get out of the agreement for future years and choose someone else, if we decide to do so.

Ms. Duque: Also, Mike, by law, the District is required to have an independent audit performed each year. The financial statements for the District will be in financed by the finance company and the audit needs to be presented by an independent audit firm.

Mr. Pawelczyk: Once the auditor completes the annual audit, they make sure everything is being paid appropriately. They also make sure your District management company is following the rules and procedures, which is like checks and balances to make sure the money is allocated appropriately. As you might imagine, HOAs do not have this requirement. This auditor looks at your financials, just like when the City of Miami hires an auditor, they do the same review. Your review is just on a smaller scale. The auditor that is now your number one ranked firm has been your auditor and has completed the tasks in the past. Copies of those reports are on the website, if you want to look at what they look like. They pretty much all look the same, unless there is something bad to report. Thankfully in this District there has not been anything bad to report. At this point what this Board is looking to do is to accept the ranking of the Audit Committee and authorize staff to draft an engagement letter for the Fiscal Year 2025 audit.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Selection of Grau & Associates as the District's Auditor and Authorizing Staff to Draft and Engagement Letter for the Fiscal Year 2025 audit, was approved.

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SEVENTH ORDER OF BUSINESS Staff Reports

A. Attorney

There not being any report, the next item followed.

B. Engineer

There not being any report, the next item followed.

C. Manager

1) Number of Registered Voters in the District

Mr. Lorenzo: The number of registered voters in the District is 771, you can see that on page 60.

2) Consideration of Proposed Fiscal Year 2026 Meeting Schedule

Mr. Lorenzo: Right now, your meetings are scheduled for the third Friday of the month at 10:00 a.m. at Lennar.

Ms. Baluja: I suggest we table this item until we have the new schedule.

3) Form 1 Financial Disclosure Due July 1, 2025

Mr. Lorenzo: Remember to file your Form 1's by the July 1, 2025 deadline.

4) Reminder to Complete Annual Ethics Training by December 31, 2025

Mr. Lorenzo: Remember to complete the four hours of required ethics training is due by the end of the year.

5) Consideration of 2025 Performance Measures and Standards as Required by Florida Statute 189.0694

Mr. Lorenzo: Do I have a motion from the Board to accept the 2025 Performance Measures and Standards?

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the 2025 Performance Measures and Standard as Required by Florida Statute 189.0694, was approved.

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EIGHTH ORDER OF BUSINESS

Financial Reports

A. Acceptance of Check Register

B. Acceptance of Unaudited Financials

Mr. Lorenzo: Tab A is the acceptance of the Check Register and Tab B is the acceptance of the Unaudited Financials. Is there a motion to approve?

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Accepting the Check Register and Accepting the Unaudited Financials, were approved.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Lorenzo: We will start with audience comments. Do you guys have any other comments before we close the meeting?

Ms. Duque: For the record of today's meeting, I would like to note that I have received resignation letters from Carmen, Raisa, and Marc. At this time, I would need a motion to accept those three resignation letters.

Ms. Baluja: Let us make the motions one at a time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Accepting the Resignation from Carmen Orozco Seat #4, was approved.

Ms. Baluja: I understand we have some residents that are interested in joining the Board. In particular, Ramon, I believe you threw your name in the hat for that?

Mr. Castro: Yes ma'am.

Ms. Baluja: Are you still interested?

Mr. Castro: Yes.

Ms. Baluja: Perfect.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Appointing Ramon Castro to Seat #4, was approved.

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At this time, Mr. Lorenzo administered the Oath of Office to Mr. Castro.

Ms. Duque: There are a couple of items we would like to discuss with you after the meeting. Those being related to the Form 1 Financial Statement, which is a form that I need you to fill out for the Commission of Ethics. Other information will be told to you by District staff. You have the option to be paid every time you meet with the Board, and there are forms that you will have to fill out with our company if you choose to do so. Another thing is you cannot disclose anything outside of the meeting that should be disclosed inside of a meeting, with any other Board members. You can discuss with anyone outside of the Board, but with no one in the Board. If you do so, you will be in violation of the Sunshine Law. It is very important that we give you a Code of Ethics. Ramon, if you have any additional questions, we are always here. You can reach out to us at any time. I will provide you with my number and email address. All of our emails are subject to Public Records requests, so I strongly suggest you create an email specifically for District business. We will talk about this further after the meeting.

Ms. Baluja: Before we accept the next resignation, do we have anyone else who is interested in the Board?

Resident: Possibly.

Ms. Baluja: Do you want to go over the requirements, because she was not on the list before?

Mr. Pawelczyk: Yes, the requirements are you have to be a citizen of the United States and a resident of Florida. Once the District is established for six years, because you already have 250 registered voters, we will start transitioning all of the seats to be on the General Election process. If you run this time, the next time you will have to be qualified for the Supervisor of Elections. If it is contested, you will actually have to be on the ballot. You have to fill out a financial disclosure. The first time you do it, it will take you about 45 minutes, only because it is electronic and you have to figure out how to move around on the website. The second time you do it, it will take you 10 minutes. You have to do it every year.

Ms. Duque: You have a management company, and you have the attorneys. You are not alone. You have people that will support you through this process.

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Mr. Pawelczyk: Just because you are hesitant, I always tell new Board members to just come on the Board because it is not your job to answer every question that a citizen asks of you. That is staff's job. If someone asks you a question, you can forward it to District staff to guide you, but you want to be helpful to your constituents. It is your job to make sure the District does their job and answers the question. In the Board, we have an agenda package. If there is something you want added, you can send it to Jesus, and he will put it on the agenda. That will then come to the Board, and they will vote on the matters in the agenda. In this District, there is not a lot of stuff to do, as opposed to the community you are currently in, where the CDD owns the clubhouse. Hopefully, that is enough for you to accept an appointment, should the Board desire.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Accepting the Resignation from Marc Szasz, was approved.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Appointing Isis Gonzalez to Seat #1, was approved.

**At this time, Mr. Lorenzo administered the Oath of Office to Ms. Gonzalez.*

Ms. Duque: Isis, I guess that you heard what we just presented to Ramon. I just want to remind you that your District manager, Jesus, will always be here to help you.

Ms. Gonzalez: Thank you.

Ms. Baluja: I make a motion to accept the resignation of Ms. Krause.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Accepting the Resignation from Raisa Krause, was approved.

Ms. Baluja: You guys are officially on the Board now, which means you can weigh in on anything. I'll make a motion to appoint Mauricio Pelaez to Seat #5.

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On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Appointment of Mauricio Pelaez to Seat #5, was approved.

**At this time, Mr. Lorenzo administered the Oath of Office to Mr. Pelaez.*

Ms. Duque: Just for the two other Board members, Maurico has been a part of District Boards for many years already and if you have any questions about being on the Board, you can ask him.

Mr. Pawelczyk: As long as it is nothing that needs a vote, you can discuss whatever you want outside of a meeting with another supervisor.

Ms. Duque: Is there anything else?

Mr. Pawelczyk: I think we want to set a special meeting.

Ms. Duque: Do we need to elect the slate of officers?

Mr. Pawelczyk: Yes, we do. Why don't you all select a slate of officers and then we can set the special meeting. Just so the Board knows, the intent here today is to set a special meeting for the three of you, so we can answer any of the questions you have and you can set up the Fiscal Year 2026 meeting schedule at a time and location you can agree upon. I think Maurico said we can have the special meeting here, but if you do not want it here, that would be something that would be discussed at the special meeting.

On MOTION by Ms. Baluja seconded by Mr. Pelaez with all in favor, Establishing the Slate of Officers as: Teresa Baluja as Chair, Ramon Castro as Vice Chair and the Remaining Supervisors as Assistant Secretary, was approved.

Ms. Duque: For the record, Patti Powers will be Treasurer, Sharyn Henning will serve as Assistant Treasurer, Paul Winkeljohn will serve as the Secretary and the others are Assistant Secretaries.

Mr. Pawelczyk: Just so you know what we are doing, the statute requires that anytime the Board changes, we have to elect a new slate of officers. Let's say we go to the next meeting, and someone resigns, we would have to elect a new slate of officers. This also allows the Board to change the slate of officers at any given time they are on the Board.

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Ms. Duque: The slate of officers mostly consists of the Chair and the Vice Chair. There is not much of a difference in the Board positions, however if something comes up in between meetings that needs signing, the Chair is authorized to sign the documents. This body as you together will make all decisions as a Board. Sometimes on HOA Boards, the President has additional powers that the Chair for the CDD, does not.

Mr. Pawelczyk: Can we set the special meeting?

Ms. Duque: We do not have a location, unless you guys would like to have the meeting here.

Mr. Pelaez: I do not care if the meeting is here.

Mr. Lorenzo: Right now, we have the third Friday of the month, but it is up to you guys.

Ms. Duque: Yes, but that is in the Lennar Building. We need to advertise for the special meeting and will need at least 10 days for the advertisement. If that is something you want to do, we can do it towards the end of the month.

Mr. Lorenzo: Do you want to keep it on the same Friday, the 25th, so you have time to advertise before?

Mr. Pelaez: I am good with that.

Mr. Lorenzo: So, you are thinking July 25th?

Ms. Baluja: That is okay with me.

Mr. Lorenzo: What time would you like to meet?

Mr. Pelaez: Early is perfect.

Ms. Perez: Yes, in the morning preferably.

Ms. Baluja: 9:30?

Ms. Perez: Yes.

Ms. Baluja: Just so you know, I will be out of town that week, so you must make quorum yourselves.

On MOTION by Mr. Pelaez seconded by Ms. Perez with all in favor, the Scheduling and Advertising of the Special Meeting on Friday, July 25, 2025 at the Silver Palms Clubhouse 23770 SW 115th Avenue at 9:30 a.m., was approved.

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Mr. Pawelczyk: Just so the Board understands, the Board is required to adopt an annual meeting schedule, and the schedule will be posted in the newspaper.

Ms. Baluja: Did you guys iron out the agreement with the county?

Mr. Pawelczyk: I am still waiting on that management company to send me the final version of the interlocal agreement, but yes, they are moving forward with that.

Ms. Duque: I had a meeting yesterday with Joe, who is over the Miami-Dade advertisements. He mentioned to me that they were working from home, and they are now mandated to go back to their officer and many people presented their resignation letter. The IT department is who takes care of this. Her name is Francesca and they said they will move forward with this process, but they do not have a final product yet. They do not have one CDD advertised.

Ms. Baluja: Right, that is what Mike is working on in one of the other Districts.

Ms. Duque: There is a process, and he did mention that, but it is also important to know that they do not provide affidavits.

Mr. Pawelczyk: What we will do with those is an affidavit publication and you will attach the page where it says it was advertised. The reason for this is a few years back, there were three newspapers you could advertise in, however now there is only one and those advertisements are five to six times more expensive than they were before. A couple years ago, legislature made it a law that we can advertise once in the newspaper that all of the ads for the year will be on the county and the District's website. There is a small fee for them to administer this, however in the long run it is less expensive than paying for all advertisements.

Mr. Pelaez: What are the requirements for the newspaper?

Mr. Pawelczyk: It has to be at least a weekly publication. I think there was one other newspaper staff found that met the requirements, however it was the same price. For this reason, they choose to go with the Harold because they know they will get an affidavit. We will try to transition to that to help the District. If that is something you do not want to do because you are advertising the public hearing on the budget and the annual meeting schedule, you only have two adds.

Ms. Baluja: But it is still more than the one before.

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Mr. Pawelczyk: What we think is going to happen is a legislature passing that would allow for advertising on the CDD's website because that is where most people go to look for the meetings.

TENTH ORDER OF BUSINESS

Adjournment

There not being any other District business to discuss,

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

Signed by:

Jesus Lorenzo

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Secretary / Assistant Secretary

DocuSigned by:

[Signature]

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Chairman / Vice Chairman