MINUTES OF MEETING
BAUER DRIVE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bauer Drive Community Development District was held on August 18, 2023 at 12:15 p.m. at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja	Chairperson
Marc Szasz	Assistant Secretary
Vanessa Perez	Assistant Secretary

Also present were:

Luis Hernandez	District Manager
Andrew Gill	Governmental Management Services
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 April 21, 2023 Meeting

Mr. Hernandez: Moving on, the next item that we have is Approval of Minutes of the April 21, 2023 Meeting. Unless anyone has any questions, comments, corrections, additions, or deletions, 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 April 21, 2023 Meeting were approved as-presented.

THIRD ORDER OF BUSINESS — Consideration of Resolution #2023-03 Re-Setting the Public Hearing to Adopt the Fiscal Year 2024 Budget

Mr. Hernandez: The next item that we have is Consideration of Resolution #2023-03 Re-Setting the Public Hearing to Adopt the Fiscal Year 2024 Budget. Unless anyone has any questions, I will be asking the Board for a motion to approve it at this time so that we can move forward with the public hearing today.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-03 Re-Setting the Public Hearing to Adopt the Fiscal Year 2024 Budget was approved.

FOURTH ORDER OF BUSINESS Public Hearing to Adopt the Fiscal Year 2024 Budget

A. Motion to Open the Public Hearing

Mr. Hernandez: The next action that I will ask from the Board would be a motion to open the public hearing.

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

B. Public Comment and Discussion

C. Consideration of Resolution #2023-04 Annual Appropriation Resolution

Mr. Hernandez: I just want to indicate for the record that we do not have anyone attending from the public for any comments or discussion. The proposed budget that you are seeing today is the same budget that was presented on April 21st. With that indication, we can move on to Resolution #2023-04 Annual Appropriation Resolution. This resolution takes the District's proposed budget and makes it the District's adopted budget. With that being said, is there a motion to approve Resolution #2023-04?

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-04 the Annual Appropriation Resolution was approved.

D. Consideration of Resolution #2023-05 Levy of Non Ad Valorem Assessments

Mr. Hernandez: Next, we have Consideration of Resolution #2023-05 Levy of Non Ad Valorem Assessments. This resolution allows the District to levy assessments on the Miami-Dade County tax roll. With that being said, unless anyone has any questions, a motion to approve Resolution #2023-05 would be in order.

On MOTION by Ms. Perez seconded by Ms. Baluja with all in favor, Resolution #2023-05 Levy of Non Ad Valorem Assessments was approved.

E. Motion to Close the Public Hearing

Mr. Hernandez: Unless anyone has anything to discuss in regard to the now adopted budget, a motion to close the public hearing would be in order.

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

FIFTH ORDER OF BUSINESS Consideration of Resolution #2023-06 Establishing an Electronic Signing Policy

Mr. Hernandez: Moving forward, next we have Consideration of Resolution #2023-06 Establishing an Electronic Signing Policy. Unless anyone has any questions or concerns, and a motion to approve Resolution #2023-06 would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Resolution #2023-06 Establishing an Electronic Signing Policy was approved.

SIXTH ORDER OF BUSINESS Consideration and Ratification of Conveyance Documents

Mr. Hernandez: Next, we have Consideration and Ratification of Conveyance Documents. Mike, if you could assist us by discussing that, please?

Mr. Pawelczyk: Yes. These are the water and sewer facilities that are part of the District's project installed to serve down south for Bauer Drive CDD. This documentation shows that Lennar has conveyed the improvements to the CDD and the CDD has conveyed them to Miami-Dade County. In addition, Lennar has ensured that the warranty for those improvements has been signed by Downrite to the Miami-Dade County Water and Sewer Division, and there is also a grant of easement to Miami-Dade County over certain lands Lennar Homes owns for the water and sewer improvements, as well. So, we would just need a motion to ratify those conveyance documents.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the conveyance documents were ratified.

SEVENTH ORDER OF BUSINESS Appointment of Audit Selection Committee

Mr. Hernandez: Moving forward, next we have Appointment of Audit Selection Committee. The recommendation from staff is to appoint the entire Board of Supervisors so that we can address the entire Audit Selection Committee Meeting process today. With that being said, I will just need a motion to appoint the entire CDD Board to act as the Audit Selection Committee.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Bauer Drive CDD Board was appointed to act as the Audit Selection Committee.

Audit Selection Committee Meeting

A. Opening Audit Selection Committee Meeting

Mr. Hernandez: Now we can move on to start the Audit Selection Committee Meeting, so the first action that I will ask for is 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. Hernandez: Now I will just indicate that for the record, that our Audit Selection Committee consists of Teresa Baluja, Marc Szasz, and Vanessa Perez.

C. Ratification of Criteria for Evaluation

Mr. Hernandez: Moving forward, the next action that I will need from the Audit Selection Committee is a motion ratifying the criteria for evaluation that is going to be used for selecting an auditing firm. It is important to indicate that four of the five points being presented are specifically requirements from the Florida Statutes, while price has been added so you are given an additional item the Audit Selection Committee will be able to use that as part of the criteria. Based on that, if the Audit Selection Committee is in acceptance of that criteria, a motion to ratify it would be in order at this time.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the criteria for evaluation were ratified.

D. Ratification of RFP

Mr. Hernandez: The District has already advertised the RFP so that we would be able to undertake and finalize the entire Audit Selection Committee process today. So, the next action that I will need from the Audit Selection Committee is a motion to ratify the RFP that the District has already advertised.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the RFP that the District advertised was ratified.

E. Ranking of Respondents to the RFP

Mr. Hernandez: We have received only one response, which is Grau & Associates. There are a few options the Audit Selection Committee can consider. One is to scratch the entire process and go through it again to try to get responses from other firms, the second option is to accept the proposal that we did receive from Grau & Associates. By accepting their proposal, you would be ranking them as the #1 choice. With that being said, it is up to the Audit Selection Committee as to what you would like to do.

Ms. Baluja: I think we can accept it.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the respondents to the RFP were ranked as follows: 1) Grau & Associates.

F. Adjournment

Mr. Hernandez: Unless anyone from the Audit Selection Committee has anything further to discuss, a motion to adjourn the Audit Selection Committee Meeting so that we can move back into the regular CDD Board meeting would be in order.

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

EIGHTH ORDER OF BUSINESS Selection of Audit Firms

Mr. Hernandez: So, now coming back to the CDD meeting, I just need to let the CDD Board of Supervisors know that the Audit Selection Committee has ranked Grau & Associates as the #1 choice. If the Board were to approve the recommendation given to us by the Audit Selection Committee, the motion will also allow the District to enter into an engagement letter with Grau, and it will also authorize the appropriate District officials to execute it.

> On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the Board accepted the Audit Selection Committee's recommendation and ranking of Grau & Associates as the #1 choice and authorized staff to obtain an engagement letter to be signed by the appropriate District officials.

NINTH ORDER OF BUSINESS Staff Reports

A. Attorney – Discussion of 2023 Legislative Update & Ethics Training Memorandums

Mr. Hernandez: Staff Reports is next. Mike?

Mr. Pawelczyk: For Bauer, we have the 2023 legislative update memorandum and the ethics training memorandum, which were included in the agenda package. If the Board has any questions regarding either of those items, please let me know. Otherwise, I don't have anything to report.

B. Engineer

There not being any report, the next item followed.

C. Manager

1) Number of Registered Voters in the District – 0

Mr. Hernandez: Under the Manager, there are currently zero registered voters in the District. The reason and importance of that announcement is because when the District meets two requirements, one having six years of establishment, the other having at least 250 registered voters residing within the District, the elections of the Supervisors will start to be processed through the Miami-Dade County Supervisor of Elections office.

2) Consideration of Proposed Fiscal Year 2024 Meeting Schedule

Mr. Hernandez: Next, we have Consideration of Proposed Fiscal Year 2024 Meeting Schedule. As we have done with all of the other CDDs, we are presenting a monthly meeting schedule for the third Friday of each month to take place at this location at 12:15 p.m. With that being said, unless anyone has any comments, I will be asking for a motion to approve the proposed fiscal year 2024 meeting schedule, which will also authorize staff to advertise it.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the proposed fiscal year 2024 meeting schedule was approved as-presented.

3) Discussion of Financial Disclosure Report and Reminder to File Annual Form

Mr. Hernandez: This Board also has Raisa needing to file, so we will discuss that with her when she gets here.

4) Discussion of Request from DERM and Miami-Dade County

Mr. Hernandez: Discussion of Request from DERM and Miami-Dade County. Similar to what has been said in other communities, DERM has come to us with new requirements. Since this District was established, there has not been anything factored into the budget for this. As we are defining these new requirements with the county, we will keep the Board informed.

TENTH 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 with us today.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Funding Request #9

Mr. Hernandez: Moving forward to the Financial Reports, Tab A has Acceptance of Funding Request #9. Unless anyone has any questions, a motion to accept that would be in order at this time.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, Funding Request #9 was accepted.

B. Acceptance of Unaudited Financials

Mr. Hernandez: Tab B has Acceptance of Unaudited Financials. Unless anyone has any questions, 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 unaudited financials were accepted.

TWELFTH ORDER OF BUSINESS Adjournment

Mr. Hernandez: And unless anyone has any other District 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 (Sep 15, 2023 12:11 EDT)

Secretary /Assistant Secretary

Chairman / Vice Chairman

09-15-23meetingdocumentstobesigned-BauerDrive

Final Audit Report 2023-09-15

Created:	2023-09-15
By:	Robin Friedman (rfriedman@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAY9wQLItYjzQBaNW18KYHVJSpkI50TEbh

"09-15-23meetingdocumentstobesigned-BauerDrive" History

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Signer teresa.baluja@lennar.com entered name at signing as Teresa Baluja
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Agreement completed.

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