

**MINUTES OF MEETING
BISCAYNE DRIVE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Biscayne Drive Estates Community Development District was held on August 18, 2023 at 12:00 p.m. at Lennar Homes, 5505 Blue Lagoon Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Vanessa Perez
Marc Szasz

Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Luis Hernandez
Andrew Gill
Michael Pawelczyk

District Manager
Governmental Management Services
District Counsel

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Approval of Minutes of the May 19, 2023 Meeting

Mr. Gill: The next item on the agenda is Approval of Minutes of the May 19, 2023 Meeting. If there are no changes, additions, deletions, or corrections, then I will ask for a motion to approve them.

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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THIRD ORDER OF BUSINESS

Acceptance of Conveyance Documents for Rambo Phase 2

Mr. Gill: The next item is Acceptance of Conveyance Documents for Rambo Phase 2. I will ask District Counsel, Mr. Pawelczyk, to discuss that item at this time.

Mr. Pawelczyk: Yes. These are the water and sewer improvements for Rambo Phase 2. The conveyance has been completed and a motion to ratify the conveyance of these improvements would be in order.

On MOTION by Ms. Baluja seconded by Ms. Perez with all in favor, the conveyance documents for Rambo Phase 2 were ratified.

Mr. Pawelczyk: Before you move on, can I just add a little more to that?

Mr. Gill: Sure.

Mr. Pawelczyk: We are currently working with Developer's Counsel, Jon Marcus, on the conveyance of Tracts A through N with the exception of Tract E, which is being maintained by Miami-Dade County. That has all been authorized previously in the acquisition agreement, so once those tracts are conveyed to the District, we will include that on a future agenda for the Board's information.

FOURTH ORDER OF BUSINESS Staff Reports

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

Mr. Gill: Staff Reports. Mike?

Mr. Pawelczyk: Included in your agenda packages are the legislative update and ethics training memorandums. These have been previously presented to all of the Board members in other Districts, so unless anyone has any questions, we can move on to the other reports.

B. Engineer

There not being any report, the next item followed.

C. Manager

1) Discussion of Financial Disclosure Report – everyone has filed

Mr. Gill: For the Manager, everyone has filed their financial disclosure forms, so that is great.

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

Mr. Gill: The next item is the First Amendment to the District Manager Agreement with Governmental Management Services – South Florida, LLC. This amendment is not making any changes to the fees or services. This is just updating a few provisions for language for indemnification and insurance requirements. Unless there are any questions, I will be asking for a motion to approve the amendment, which will also authorize it to be executed.

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

FIFTH ORDER OF BUSINESS

Financial Reports

A. Acceptance of Check Register

B. Acceptance of Unaudited Financials

Mr. Gill: Moving forward to the Financial Reports, Tab A is Acceptance of Check Register, and Tab B is Acceptance of Unaudited Financials. Unless anyone has any questions, I will be asking for a motion to accept those.

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

SIXTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

A. Request from Resident

Mr. Gill: Are there any Supervisors' requests at this time? Hearing none, we do have a request from a resident, which we included in the agenda packet. Her name is Mary and she is asking whether or not there are any vacancies on the Board because she is interested in becoming a Board member. We responded to her that there currently are no vacancies, but she is welcome to attend the meetings. There are no members of the public here with us today in person, nor is anyone attending the meeting virtually or on the phone for any comments.

SEVENTH ORDER OF BUSINESS Adjournment

Mr. Gill: 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.



Secretary /Assistant Secretary


Teresa Baluja (Oct 20, 2023 18:05 EDT)

Chairman / Vice Chairman

10-20-23meetingdocumentstosign-BiscayneDriveEstates

Final Audit Report

2023-10-20

Created:	2023-10-20
By:	Robin Friedman (rfriedman@gmssf.com)
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-  Document e-signed by Teresa Baluja (teresa.baluja@lennar.com)
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-  Agreement completed.
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