MINUTES OF MEETING
QUAIL ROOST
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Quail Roost Community Development District was held on July 19, 2024 at 10:30 a.m. at Lennar Homes, 5505 Waterford District Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja	Chairperson
Carmen Orozco	Vice Chairperson
Raisa Krause	Assistant Secretary
Lilibeth Hauck	Assistant Secretary

Also present were:

Luis Hernandez	District Manager
Andrew Gill	Governmental Management Services
Michael Pawelczyk	District Counsel
Nicolas Duenas	Lennar Homes

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 19, 2024 Meeting

Mr. Hernandez presented the minutes from the April 19, 2024 meeting, asked the Board for any comments or corrections, and upon not hearing any, asked for a motion to approve them.

> On MOTION by Ms. Baluja seconded by Ms. Hauck with all in favor, the Minutes of the April 19, 2024 Meeting were approved as-presented.

THIRD ORDER OF BUSINESS — Public Hearing to Adopt the Fiscal Year 2025 Budget

A. Motion to Open the Public Hearing

Mr. Hernandez asked for a motion to open the public hearing.

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

B. Public Comment and Discussion

Mr. Hernandez presented the proposed fiscal year 2025 budget, explained it had not changed since it was presented at the last meeting and there would not be an increase in the assessment levels, and indicated that there wasn't anyone from the public attending the meeting to provide any comments or discussion.

C. Consideration of Resolution #2024-04 Annual Appropriation Resolution

Mr. Hernandez presented Resolution #2024-04 Annual Appropriation Resolution, explained that approving it would adopt the final budget, asked the Board for any questions or comments, and upon not hearing any, asked for a motion to approve it.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2024-04 Annual Appropriation Resolution was approved.

D. Consideration of Resolution #2024-05 Levy of Non Ad Valorem Assessments

Mr. Hernandez presented Resolution #2024-05 Levy of Non Ad Valorem Assessments, explained that approving it would allow the District to collect assessments on the tax roll, asked the Board for any questions or comments, and upon not hearing any, asked for a motion to approve it.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2024-05 Levy of Non Ad Valorem Assessments was approved.

E. Motion to Close the Public Hearing

Mr. Hernandez asked for a motion to close the public hearing.

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 #2024-06 Electing Sharyn Henning as Assistant Treasurer**

Mr. Hernandez presented Resolution #2024-06 Electing Sharyn Henning as Assistant Treasurer, explained that approving it would allow her to sign documentation for the District in the absence of the Treasurer, asked the Board for any questions or comments, and upon not hearing any, asked for a motion to approve it.

> On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2024-06 Electing Sharyn Henning as Assistant Treasurer was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution #2024-07 Amending the 2024 General Fund Budget**

Mr. Hernandez presented Resolution #2024-07 Amending the 2024 General Fund Budget, asked the Board for any questions or comments, and upon not hearing any, asked for a motion to approve it.

> On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Resolution #2024-07 Amending the 2024 General Fund Budget was approved.

SIXTH ORDER OF BUSINESS **Acceptance of Audit for Fiscal Year Ending September 30, 2023**

Mr. Hernandez presented the audit for fiscal year ending September 30, 2023, explained it was a clean audit, asked if the Board had any questions, and upon not hearing any, asked for a motion to accept it for the District's records.

> On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, the audit for fiscal year ending September 30, 2023 was accepted.

SEVENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Pawelczyk mentioned that the legislative update memorandum had been included in the agenda package and discussed in detail at prior meetings that everyone at this meeting had also attended, asked if the Board had any questions or comments, and upon not hearing any, the next item followed.

B. Engineer – Acceptance of District Engineer's Report for Fiscal Year 2024-2025

Mr. Hernandez presented the District Engineer's Report for Fiscal Year 2024-2025 and asked the Board to accept it for the District's records.

On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, the District Engineer's Report for Fiscal Year 2024-2025 was accepted.

C. Field

Mr. Hernandez indicated that the field report had been provided in the agenda package, asked the Board for any questions or comments, and upon not hearing any, the next item followed.

D. Manager

1) Number of Registered Voters in the District – 436 and Discussion on Seats up for Election in November – Seat #2 and Seat #3 will now be General Election controlled by the Supervisor of Elections, but no one qualified and Seat #4 will be a Landowners Election

Mr. Hernandez indicated there were currently 436 registered voters in the District and explained that the District had met both requirements of having 250 registered voters and being established for six years, which meant the Board of Supervisors would start being elected by the general elections process through the Miami-Dade County Supervisor of Elections. Seat #2 and Seat #3 were now general election seats, though no one had qualified for either, and Seat #4 would remain a landowners election seat.

2) Consideration of Proposed Fiscal Year 2025 Meeting Schedule

Mr. Hernandez presented the proposed fiscal year 2025 meeting schedule, asked the Board for any questions or comments, and upon not hearing any, asked for a motion to approve it.

> On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, the proposed fiscal year 2025 meeting schedule was approved as-presented.

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

Mr. Hernandez indicated that Ms. Krause had filed her financial disclosure form since the agenda package had been sent and all of the Supervisors had filed their forms.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Funding Requests #16, #17, & #18

Mr. Hernandez presented Funding Requests #16, #17, & #18, asked the Board for any questions or comments, and upon not hearing any, asked for a motion to accept them.

> On MOTION by Ms. Baluja seconded by Ms. Krause with all in favor, Funding Requests #16, #17, & #18 were accepted.

B. Acceptance of Check Register

C. Acceptance of Unaudited Financials

Mr. Hernandez presented the check register and the unaudited financials, asked if there were any questions on either, and upon not hearing any, asked the Board for a motion to accept them.

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

NINTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

There not being any, the next item followed.

TENTH ORDER OF BUSINESS Adjournment

There not being any other District business to discuss,

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

Ben Quesada
Ben Quesada (Feb 28, 2025 11:34 EST)
Secretary /Assistant Secretary

Teresa Baluja (Feb 28, 2025 13:58 EST)
Chairman / Vice Chairman

02-21-25docstosign-QuailRoost

Final Audit Report 2025-02-28

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