

MINUTES OF MEETING ACACIA GROVE COMMUNITY DEVELOPMENT DISTRICT

The Organizational meeting of the Board of Supervisors of the Acacia Grove Community Development District was held on Friday, September 12, 2025, at 10:42 a.m. at The Office of Lennar Homes, 5505 Waterford District Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja	Chairperson
Vanessa Perez	Vice Chairperson
Marc Szasz	Assistant Secretary
Raisa Krause	Assistant Secretary

Also present were:

Juliana Duque	District Manager, GMS
Liza Smoker	District Counsel

FIRST ORDER OF BUSINESS

Introduction

A. Roll Call

Ms. Duque called the meeting to order and called the roll, and noted that before the meeting, she received declination letters from Lili and Carmen.

B. Oath of Office for Newly Elected Officers

Ms. Duque administered the oath of office to Board members Raisa Krause, Vanessa Perez, Marc Szasz, and Teresa Baluja.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Ratification of the Actions of the District Manager and District Staff in Noticing the Landowners' Meeting

Ms. Duque: This item will ratify actions taken by District staff or the District Manager to notify the landowner meeting that was just held.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Actions of the District Manager and District Staff in notifying the Landowners' Meeting were ratified.

B. Consideration of Resolution #2025-01 Canvassing and Certifying the Results of the Landowners Election

Ms. Duque: At the landowners' meeting, Teresa Baluja received 39 votes, Vanessa Perez received 39 votes, and Marc Szasz, Raisa Krause, and Adam Glantz received 38 votes.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-01 Canvassing and Certifying the Results of the Landowners Election, was approved.

C. Consideration of Resolution #2025-02 Electing Officers

Ms. Duque: At this time, I would ask for a motion to elect officers and appoint someone as the Chair and Vice Chair. From GMS, Patti Powers will be Treasurer, Sharyn Henning will be your Assistant Treasurer, and Paul Winkeljohn and Juliana Duque will be Assistant Secretaries.

Ms. Baluja: I will nominate Teresa Baluja as Chairperson and Vanessa Perez as the Vice Chairperson. Raisa Krause, Marc Szasz, and Adam Glantz will serve as Assistant Secretaries.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-02 Electing Officers as slated above, was approved.

THIRD ORDER OF BUSINESS Retention of District Staff**A. Consideration of Contract for District Management Services**

Ms. Duque: There were a few changes made by the attorney's office; aside from that, this contract is a typical contract for these services.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Contract for District Management Services was approved.

B. Consideration of Appointment of District Counsel

Ms. Duque: You received engagement letters from District counsel firms that follow the standard formats for those services.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Appointment of Billing, Cochran, Lyles, Mauro & Ramsey as District Counsel, was approved.

C. Selection of Registered Agent and Office Resolution #2025-03

Ms. Duque: We would suggest appointing District counsel as the registered agent for the District.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Selection of District Counsel as the Registered Agent and Office Resolution #2025-03 was approved.

D. Request Authorization to Issue RFP for Engineering Services

Ms. Duque: The Board is already aware that we need to comply with this process before hiring a full-time engineer.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Authorizing Issuance of RFP for Engineering Services, was approved.

FOURTH ORDER OF BUSINESS

**Designation of Meeting and
Hearing Date**

A. Designation of Regular Monthly Meeting Date, Time, and Location

Ms. Duque: We suggest holding your monthly meeting on the third Friday of the month at 11:15 a.m. at 5505 Waterford District Drive, Miami, Florida.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designating the Regular Monthly Meeting Date, Time, and Location as the third Friday of the Month at 11:15 a.m., was approved.

B. Designation of Date of Public Hearing to Adopt Rules of Procedure

Ms. Duque: Your next meeting would be on October 17, 2025. You can hold the public hearing on that date or your regular November meeting.

Ms. Baluja: I would like to have that on October 17, 2025.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designating October 17, 2025, as the Date of the Public Hearing to Adopt Rules of Procedure, was approved.

C. Designation of Date of Budget Public Hearing for Fiscal Years 2025 & 2026 set by Resolution #2025-04

Ms. Duque: We recommend that you set the public hearing for the budget on October 17, 2025, at 11:15 a.m.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designation of October 17, 2025, as the Date of the Public Hearing on the Budget for Fiscal Year 2025 & 2026 set by Resolution #2025-04, was approved.

1) Approval of the Funding Agreement

Ms. Duque: This agreement solidifies that the District's expenses will be covered by the developer moving forward.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Funding Agreement was approved.

2) Consideration of Interim Budget

Ms. Duque: The budget was previously approved by Resolution #2025-04, and this complies with the restrictive covenants.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Interim Budget was approved.

3) Approval of Funding Request #1

Ms. Duque: This funding request will provide the District with the necessary funds to obtain insurance and establish the operating funds for opening that bank account.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Funding Request #1 was approved.

D. Designation of Date of Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments

Ms. Duque: We suggest that you set this public hearing for October 17, 2025, at 11:15 a.m. at the Lennar Offices.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designating the Date of Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments for October 17, 2025, was approved.

FIFTH ORDER OF BUSINESS

Other Organizational Matters

A. Selection of District Depository

Ms. Duque: Based on the Treasurer's recommendation, Wells Fargo is proposed as the District's Depository.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Selection of Wells Fargo as the District Depository was approved.

B. Consideration of Resolution #2025-05 Relating to Defense of Board Members

Ms. Duque: This resolution pertains to the defense and protection of the Board members. This resolution addresses the District's insurance coverage and limitations and protections afforded to Supervisors while they are performing their official duties.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-05 Relating to Defense of Board Members, was approved.

C. Ratification of Recording of Notice of Establishment

Ms. Duque: This action will formally include the notice in the District's official records and confirm that it has been properly presented, published, and recorded.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the Recording of Notice of Establishment was ratified.

D. Consideration of Resolution #2025-06 Adopting Investment Guidelines

Ms. Duque: This resolution pertains to the investment guidelines; those guidelines are structured in accordance with the provisions of Florida statutes.

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

E. Resolution #2025-07 Authorizing Execution of Public Depositor Report

Ms. Duque: This resolution is necessary to maintain compliance with the requirements of Florida statute.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-07 Authorizing Execution of Public Depositor Report, was approved.

F. Resolution #2025-08 Establishing an Electronic Signature Policy

Ms. Duque: This resolution authorizes the use of an electronic signature for official documents and transactions. It also ensures compliance with all applicable laws.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-08 Establishing an Electronic Signature Policy, was approved.

G. Resolution #2025-09 Adoption of Records Retention Policy

Ms. Duque: This resolution aligns the District's record-keeping practices with all the statutory requirements.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-09 Adoption of Records Retention Policy, was approved.

H. Consideration of Resolution #2025-10 Authorizing the Petition to Expand the District's Boundaries

Ms. Duque: This resolution expands the District's boundaries by approximately 10 acres in response to the landowner's annexation request. This resolution also ratifies all necessary actions referenced in compliance with Florida statutes.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2025-10 Authorizing the Petition to Expand the District's Boundaries, was approved.

I. Authorizing the District Manager to enroll the CDD in the E-Verify System

Ms. Duque: This action is required under Florida statutes to ensure compliance with employment eligibility.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Authorizing the District Manager to enroll the CDD in the E-Verify System, was approved.

J. Appointment of Bond Team

1) Bond Counsel

Ms. Duque: We suggest that you appoint Greenberg Traurig as the District's Bond Counsel.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Appointing Greenberg Traurig as Bond Counsel, was approved.

2) Underwriter

Ms. Duque: We suggest that you appoint FMS as the underwriter.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Appointing FMS as Underwriter, was approved.

3) Assessment Methodology Consultant

Ms. Duque: We suggest that you appoint GMS as the Assessment Methodology Consultant.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Appointing GMS as the Assessment Methodology Consultant was approved.

4) Interim Engineer

Ms. Duque: While we are undergoing the formal process to hire a full-time engineer, we suggest that you appoint an interim engineer.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Appointing Alvarez Engineering as the Interim Engineer, was approved.

5) Trustee

Ms. Duque: Staff suggests that you appoint US Bank as the District's Trustee.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Appointing US Bank as the Trustee, was approved.

K. Selection of District Records Office Within Miami-Dade County

Ms. Duque: The designated District records office is located at 2804 NE 8 ST, Suite 202, Homestead, Florida.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Selection of the District Records Office Within Miami-Dade County, was approved.

SIXTH ORDER OF BUSINESS

Other Business

A. Staff Reports

1) Attorney

Ms. Smoker: I have nothing additional to report at this time.

2) Manager

Ms. Duque: I have nothing additional for the Board at this time.

B. Audience Comments

Ms. Duque: Are there any audience comments? Hearing no comments, we will move on to the next item.

C. Supervisors' Requests

Ms. Duque: Are there any Supervisors' requests? Hearing no comments, we will move on to the next item.

SEVENTH ORDER OF BUSINESS

Adjournment

Is there any other District business to discuss?

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

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Secretary / Assistant Secretary

DocuSigned by:

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Chairman / Vice Chairman

Certificate Of Completion

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Source Envelope:

Document Pages: 28

Signatures: 10

Envelope Originator:

Certificate Pages: 2

Initials: 0

Ellen Acosta

AutoNav: Enabled

1001 Bradford Way

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Kingston, TN 37763

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

eacosta@gmssf.com

IP Address: 162.199.192.217

Record Tracking

Status: Original

Holder: Ellen Acosta

Location: DocuSign

10/28/2025 7:13:32 AM

eacosta@gmssf.com

Signer Events

Darrin Mossing Sr.
dmossing@gmstnn.com
President

GMS-TENNESSEE

Security Level: Email, Account Authentication
(None)

Signature

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Signature Adoption: Pre-selected Style
Using IP Address: 12.228.23.75

Timestamp

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Signed: 10/28/2025 7:32:02 AM

Electronic Record and Signature Disclosure:
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Juliana Duque
jduque@gmssf.com
District Manager - Assistant Secretary
Security Level: Email, Account Authentication
(None)

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Signature Adoption: Drawn on Device
Using IP Address:
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Signed: 10/29/2025 6:50:07 AM

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Teresa Baluja
teresa.baluja@lennar.com
Chair
Security Level: Email, Account Authentication
(None)

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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

Status

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Intermediary Delivery Events

Status

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Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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