

**MINUTES OF MEETING  
SOUTH KENDALL  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the South Kendall Community Development District was held on April 26, 2024 at 9:00 a.m. at Tuscan Village Clubhouse, 12801 SW 133<sup>rd</sup> Terrace, Miami, Florida.

Present and constituting a quorum were:

Sergio Valdes	Vice Chairman
Betty Fayad	Assistant Secretary
Laura Montanez	Assistant Secretary

Also present were:

Luis Hernandez	District Manager
Ginger Wald	District Counsel
Derek Montanez	Resident

**FIRST ORDER OF BUSINESS**                      **Roll Call**

Mr. Luis Hernandez called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**                      **Organizational Matters**

**A. Consideration of Appointment of Supervisor to Unexpired Term of Office - Seat #4 (11/2026)**

**B. Oath of Office for Newly Appointed Supervisor**

**C. Election of Officers**

Mr. Luis Hernandez reminded the Board that there was a vacant seat and asked if there was anyone to appoint.

There not being anyone to appoint, these items were tabled until the next meeting.

**THIRD ORDER OF BUSINESS**                      **Approval of Minutes of the February 23, 2024 Meeting**

Mr. Luis Hernandez presented the minutes from the February 23, 2024 meeting, asked for any changes, corrections, additions, or deletions, and upon not hearing any, asked for a motion to approve them.

On MOTION by Ms. Fayad seconded by Ms. Montanez with all in favor, the Minutes of the February 23, 2024 Meeting were approved as-presented.

**FOURTH ORDER OF BUSINESS**

**Ratification of Resolution #2024-01 Amending Fiscal Year 2023 General Fund Budget**

Mr. Luis Hernandez presented Resolution #2024-01 Amending Fiscal Year 2023 General Fund Budget, and explained it amended the actual expenditures to balance the carry-forward so the end result was a balanced budget.

Ms. Wald indicated the resolution couldn't be ratified and needed to be approved.

On MOTION by Ms. Montanez seconded by Ms. Fayad with all in favor, Resolution #2024-01 Amending Fiscal Year 2023 General Fund Budget was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution #2024-02 Approving the Proposed Fiscal Year 2025 Budget and Setting the Public Hearing**

Mr. Luis Hernandez presented the proposed budget, explained what the increases were to the budget and how the assessment level would be increasing in order for the District to receive the same level of services currently needed to operate as it has been.

There was a discussion related to the golf cart lease options.

*The record will reflect that a brief recess was taken at this time due to no longer having quorum.*

Once back on the record, there was further discussion on the budget and Board approved Resolution #2024-02 Approving the Proposed Fiscal Year 2025 Budget and Setting the Public Hearing and the public hearing date was scheduled to be held on August 23, 2024 at 9:00 a.m. at Tuscan Village Clubhouse, 12801 SW 133<sup>rd</sup> Terrace, Miami, Florida.

On MOTION by Ms. Fayad seconded by Ms. Montanez with all in favor, Resolution #2024-02 Approving the Proposed Fiscal Year 2025 Budget and Setting the Public Hearing was approved; and the public hearing was scheduled to be held on August 23, 2024 at 9:00 a.m. at Tuscany Village Clubhouse, 12801 SW 133<sup>rd</sup> Terrace, Miami, Florida.

**SIXTH ORDER OF BUSINESS**

**Discussion of General Election Procedures**

Mr. Luis Hernandez briefly discussed the general election procedures and the qualifying process for the seats that would be up for election.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023**

Mr. Luis Hernandez presented the engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2023, explained that it had been executed in between meetings to not delay the audit process, and asked the Board to ratify this.

On MOTION by Ms. Montanez seconded by Ms. Fayad with all in favor, the engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2023 was ratified.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Audit for Fiscal Year Ending September 30, 2023**

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

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

**NINTH ORDER OF BUSINESS**

**Appointment of Audit Selection Committee**

Mr. Luis Hernandez briefly discussed the process for selecting an audit and recommended for the Board to appoint itself as the Audit Selection Committee.

On MOTION by Ms. Montanez seconded by Mr. Valdes with all in favor, the South Kendall CDD Board was appointed as the Audit Selection Committee.

**Audit Selection Committee Meeting**

**A. Opening Audit Selection Committee Meeting**

Mr. Luis Hernandez asked for a motion to open the Audit Selection Committee Meeting.

On MOTION by Mr. Valdes seconded by Ms. Fayad with all in favor, the Audit Selection Committee Meeting was opened.

**B. Roll Call**

**C. Selection of Criteria for Evaluation**

Mr. Luis Hernandez indicated that Mr. Valdes, Ms. Fayad, and Ms. Montanez were serving as the Audit Selection Committee and after briefly discussing the criteria for evaluation that was used to select the auditor, asked the Audit Selection Committee to accept it.

On MOTION by Mr. Valdes seconded by Ms. Fayad with all in favor, the Selection of Criteria for Evaluation was accepted.

**D. Authorization of RFP**

Mr. Luis Hernandez asked for authorization to advertise the RFP.

On MOTION by Mr. Valdes seconded by Ms. Fayad with all in favor, the Audit Selection Committee authorized the advertisement of the RFP.

**E. Adjournment**

Mr. Luis Hernandez asked for a motion to adjourn the Audit Selection Committee Meeting.

On MOTION by Mr. Valdes seconded by Ms. Fayad with all in favor, the Audit Selection Committee Meeting was adjourned.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Wald briefly discussed the required ethics training memorandum and some of the different options offered for Board members to complete the now required training, and reminded the Board their annual financial disclosure form now needed to be filed electronically online through the Commission on Ethics website.

Mr. Hernandez indicated his office would send the memorandum with the information via email after the meeting concluded.

**B. Engineer**

There not being any report, the next item followed.

**C. Club**

There not being any report, the next item followed.

**D. Manager**

After a brief discussion on the different types of formats for transcribing the minutes, the Board authorized changing the format of the minutes from verbatim to summarized going forward.

**ELEVENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Acceptance of Check Register**

**B. Acceptance of Unaudited Financials**

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

On MOTION by Mr. Valdes seconded by Ms. Fayad with all in favor, the check register and unaudited financials were accepted as-presented.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There not being any, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Luis Hernandez asked the Board if there was any other District business to discuss, and upon not hearing any, asked for motion to adjourn the meeting.

On MOTION by Ms. Montanez seconded by Mr. Valdes with all in favor, the meeting was adjourned.



Secretary / Assistant Secretary

  
Jesus Hernandez (Aug 23, 2024 11:01 EDT)

Chairman / Vice Chairman









# 08-23-24docstosign-SouthKendall

Final Audit Report

2024-08-23

Created:	2024-08-23
By:	Robin Friedman (rfriedman@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGOwLKVISR1BY0mN0fM-6y66vxHnTCEf9

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