

MINUTES OF MEETING RANCHO GRANDE COMMUNITY DEVELOPMENT DISTRICT

The organizational meeting of the Board of Supervisors of the Rancho Grande Community Development District was held on Friday, November 21, 2025, at 11:00 a.m. at The Office of Lennar Homes, 5505 Waterford District Drive, Miami, Florida.

Present and constituting a quorum were:

Teresa Baluja
Vanessa Perez
Nicolas Duenas

Chairperson
Vice Chairperson
Assistant Secretary

Also present were:

Juliana Duque
Michael Pawelczyk
Juan Alvarez
Alejandro Aleman

District Manager, GMS
District Counsel
District Engineer
District Engineer

FIRST ORDER OF BUSINESS

Introduction

A. Roll Call

Ms. Duque: I will call the order to the meeting of the Rancho Grande Community Development District.

B. Oath of Office for Newly Elected Officers

Ms. Duque administered the oath of office to Board members Vanessa Perez, Teresa Baluja, and Nicolas Duenas.

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 is to ratify and confirm that the District Manager and District staff have taken all the necessary steps to properly notify the landowners' meeting as required by state statutes.

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On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Ratifying the Actions of the District Manager and District Staff in Noticing the Landowners' Meeting, was approved.

B. Consideration of Resolution #2026-01 Canvassing and Certifying the Results of the Landowners Election

Ms. Duque: This resolution canvasses and certifies the results of the landowner's election. The candidates appointed to the Board are Vanessa Perez in Seat 1, Teresa Baluja in Seat 2, Carmen Orozco in Seat 3, Marc Szasz in Seat 4, and Nicolas Duenas in Seat 5. Ms. Perez and Ms. Baluja will serve four-year terms, and Mr. Szasz, Ms. Orozco, and Mr. Duenas will serve two-year terms.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-01 Canvassing and Certifying the Results of the Landowners Election, was approved.

C. Consideration of Resolution #2026-02 Electing Officers

Ms. Duque: Is there a motion to elect a slate of officers?

Ms. Baluja: I would suggest appointing myself as Chairperson and Ms. Perez as Vice Chairperson.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-02 Electing Officers with Ms. Baluja serving as Chair, Ms. Perez as Vice Chairperson, Mr. Szasz, Ms. Orozco, and Mr. Duenas as Assistant Secretaries, Paul Winkeljohn as Secretary, Patti Powers as Treasurer, and Sharyn Henning as Assistant Treasurer, was approved.

THIRD ORDER OF BUSINESS

Retention of District Staff

A. Consideration of Contract for District Management Services

Ms. Duque: The first document in this section is the agreement with GMS. This agreement follows the standard form typically used.

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

B. Consideration of Appointment of District Counsel

Ms. Duque: The next item is the consideration of the appointment of District counsel. You have received the engagement letter from your District Counsel firm, which follows the standard format that is also used in other Districts. Staff recommends approval of the engagement letter, which will officially appoint Billing, Cochran, Lyles, Mauro & Ramsey as your District counsel.

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

C. Selection of Registered Agent and Office – Resolution #2026-03

Ms. Duque: The next item is the consideration of the registered agent and office, which will be addressed through Resolution 2026-03. This resolution proposes appointing District counsel Michael Pawelczyk as your registered agent.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-03 Appointing Billing, Cochran, Lyles, Mauro & Ramsey as the Registered Agent and Office, was approved.

D. Request Authorization to Issue RFP for Engineering Services

Ms. Duque: Next item for consideration is a request for authorization for the District to advertise its requests for proposals or the RFP. The District is required to comply with the Consultant's Competitive Negotiation Act. This is a process for hiring a full-time Engineer. A motion from the Board is needed to authorize District staff to proceed with the advertisement for the RFP for Engineering Services.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Authorization to Issue RFP for Engineering Services was approved.

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Ms. Duque: While the District proceeds with the formal process of hiring a full-time engineer, the staff recommends appointing Alvarez Engineering as the Interim District Engineer.

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

FOURTH ORDER OF BUSINESS Designation of Meeting and Hearing Date

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

Ms. Duque: The next item is the designation of meeting hearing dates. Staff recommends that the regular monthly Board meetings be scheduled for the third Friday of each month at 11:00 a.m. The proposed location is 5505 Waterford District Drive, Miami, Florida. If the Board agrees with the proposed meeting date, time, and location, I will request a motion to authorize the District to advertise the meeting schedule.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designation of Regular Monthly Meeting Date, Time, and Location as the Third Friday each month at 11:00 AM at 5505 Waterford District Drive, Miami, Florida, was approved.

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

Ms. Duque: We recommend that the public hearing to adopt the rules of procedure be scheduled for January 16, 2026, at 11:00 a.m. to take place during our regular meeting at the Lennar Offices.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designating January 16, 2026, at 11:00 a.m. as the Public Hearing to Adopt Rules of Procedure, was approved.

C. Designation of Date of Public Hearing on Budget for Fiscal Year 2026 set by Resolution #2026-04

1) Approval of the Funding Agreement

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Ms. Duque: The next item is the designation of the day for the public hearing on the Fiscal Year 2026 budget as outlined in Resolution 2026-04. The resolution sets the budget adoption meeting for January 16, 2026, at 11:00 a.m. If there are no questions, a motion for Resolution 2026-04 will take place.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-04 Designating the Date of the Budget Public Hearing for Fiscal Year 2026 on January 16, 2026, at 11:00 a.m., was approved.

Ms. Duque: You also have your Funding Agreement that we suggest approval of.

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: Let's move forward to consideration of the proposed budget. The interim budget is attached as an exhibit to your agenda. All expenses will be funded by the developer in accordance with the covenants.

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

3) Approval of Funding Request No. 1

Ms. Duque: The next item is the approval of funding request #1. If there are no questions, we would ask for a motion to approve.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Funding Request No. 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: The next item is the selection of a date for the public hearing to declare the District's intent to utilize the uniform method of levying, collecting, and enforcing non-

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ad valorem assessments, which will allow the District to enter into an agreement with Miami-Dade County. I will also recommend that the public hearing be set for January 16, 2026, at 11:00 a.m. at the same location.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Designating the Date of the Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad Valorem Assessments for January 16, 2026, at 11:00 a.m., was approved.

FIFTH ORDER OF BUSINESS**Other Organizational Matters****A. Selection of District Depository**

Ms. Duque: The next item is the selection of the District depository. Based on the Treasurer's recommendation, Wells Fargo is proposed to be the District's depository. Unless there are any alternative suggestions from the Board, I would ask for a motion to approve Wells Fargo as your District depository.

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

B. Consideration of Resolution #2026-05 Relating to Defense of Board Members

Ms. Duque: This resolution pertains to the defense and protection of Board members. This addresses the District insurance coverage as well as the limitations and protections to the Supervisors while they're performing their official duties on behalf of the District. Staff recommends the adoption of Resolution 2026-05.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-05 Relating to Defense of Board Members, was approved.

C. Ratification of Recording of Notice of Establishment

Ms. Duque: The next item is ratification of the publication of the Notice of Establishment. This action will formally include the notice in the District's official records

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and confirm that it has been properly presented, published, and recorded. A motion is needed to ratify both the execution and the official recording of the Notice of Establishment.

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 #2026-06 Adopting Investment Guidelines

Ms. Duque: Next is Resolution 2026-06, this resolution pertains to the adoption of the investment guidelines for the District. Those guidelines are structured in accordance with the provisions of the Florida statutes and reflect limitations currently in place for the District. Staff recommends that you proceed with a motion to adopt Resolution 2026-06.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-06 Adopting Investment Guidelines, was approved.

E. Resolution #2026-07 Authorizing Execution of Public Depositor Report

Ms. Duque: The next item is Resolution 2026-07, which provides authorization for the execution of the public depository report. This step is necessary to maintain compliance with the requirements set forth by Florida statute.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-07 Authorizing Execution of Public Depositor Report, was approved.

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F. Resolution #2026-08 Establishing an Electronic Signature Policy

Ms. Duque: This resolution is designated to formally establish an electronic signature policy for the District. This policy authorizes the use of electronic signatures for official documents and transactions and also ensures compliance with the applicable law and regulations.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-08 Establishing an Electronic Signature Policy, was approved.

G. Resolution #2026-09 Adoption of Records Retention Policy

Ms. Duque: Resolution 2026-09 formally adopts the record retention policy for the District. This resolution brings the District's records-keeping practice into alignment with the statutory requirements and all the standards for public entities. It also appoints the records liaison officer and designates the electronic record as the official records of the District.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-09 Adoption of Records Retention Policy, was approved.

H. Consideration of Resolution #2026-10 Approving the Interlocal Agreement for Local Government Publication of Legal Advertisements and Public Notices

Ms. Duque: This resolution approves the Interlocal Agreement for local government publication of legal advertisements and public notices. This resolution also authorizes the Chair or Vice Chair to sign the agreement and all of the related documents.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Resolution #2026-10 Approving the Interlocal Agreement for Local Government Publication of Legal Advertisements and Public Notices, was approved.

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I. Authorizing the District Manager to Enroll the CDD in E-Verify as Required by Florida Statute

Ms. Duque: This item authorizes the District manager to enroll the CDD in the E-Verify system. This is an action that is required by Florida statute to ensure compliance with employment eligibility verification requirements.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Authorizing the District Manager to Enroll the CDD in E-Verify as Required by Florida Statute, was approved.

J. Consideration of 2025 Performance Measures and Standards as Required by Florida Statute 189.0694

Ms. Duque: This is required by Florida statute and ensures transparency, accountability, and the effective governance of the District.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, the 2025 Performance Measures and Standards as required by Florida Statute 189.0694, were approved.

K. Appointment of Bond Team

1) Bond Counsel

Ms. Duque: While the District intends to begin those necessary steps in January, it is recommended to appoint a bond team so that we ensure timely progress. The first matter in the review is the engagement letter from Greenberg Traurig, and the staff recommends approving the engagement letter and appointing Greenberg as the District's bond counsel.

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: The next item is the appointment of the District underwriter. You have received the engagement letter from FMS Bonds. Staff recommends approving the engagement letter, thereby designating FMS Bonds as your District underwriter.

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

3) Assessment Methodology Consultant

Ms. Duque: For the record, the services of the assessment methodology consultant are provided by GMS. It is part of our existing responsibilities, so no further action is required currently. Just to let you know that GMS will be providing that.

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

4) Trustee

Ms. Duque: The next item is the consideration of the appointment of a District Trustee. An engagement letter from US Bank has been provided for your review. Staff recommends approving this engagement letter, thereby designating U.S. Bank as your District Trustee.

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

L. Selection of the District Records Office Within Miami-Dade County

Ms. Duque: We suggested selecting 2804 NE 8th Street, Suite 202, Homestead, Florida, as the District's records office location.

On MOTION by Ms. Baluja, seconded by Ms. Perez, with all in favor, Selection of District Records Office Within the Miami-Dade County at 2804 NE 8th Street, Suite 202, Homestead, Florida, was approved.

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SIXTH ORDER OF BUSINESS

Other Business

A. Staff Reports

1) Attorney

Mr. Pawelczyk: I don't have anything additional to report.

2) Manager

Ms. Duque: I do not have anything in addition to report under the manager's report.

B. Audience Comments

Ms. Duque: For the record, there is no audience present to provide comments.

C. Supervisors Requests

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Adjournment

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

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Subject: Rancho Grande: Complete with Docusign: Resolution 2026-11.docx, Resolution 2026-12.docx, Resolution

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Signatures: 8

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Signer Events

Juliana Duque

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District Manager - Assistant Secretary

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Signature

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Signature Adoption: Drawn on Device

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Teresa Baluja

teresa.baluja@lennar.com

Chair

Security Level: Email, Account Authentication (None)

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Signature Adoption: Uploaded Signature Image

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Witness Events

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Notary Events

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Timestamps

Envelope Sent

Hashed/Encrypted

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Security Checked

1/6/2026 12:26:45 PM

Envelope Summary Events	Status	Timestamps
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Completed	Security Checked	1/6/2026 12:26:57 PM
Payment Events	Status	Timestamps