

***Shotgun Road  
Community Development District***

***May 11, 2026***

# Shotgun Road

## Community Development District

### Updated Agenda

Seat 1: Mike Levak – (C)	
Seat 2: Ryan Palonka – (V.C.)	
Seat 3: Mario Romine – (A.S.)	
Seat 4: Taylor Smiarowski – (A.S.)	
Seat 5: Aly-khan S. Merali – (A.S.)	

Monday  
May 11, 2026  
10:30a.m.

The offices of Governmental Management Services-SF  
5385 N. Nob Hill Road, Sunrise, FL 33351

[Join the meeting now](#)

Meeting ID: 274 294 608 321 4 and Passcode: Qq7VS3va  
1 872-240-4685 and Phone Conference ID: 268 689 581#

1. Roll Call
2. Approval of the Minutes of the April 13, 2026 Meeting – **Page 3**
3. Consideration of **Resolution #2026-08** Approving the Proposed Fiscal Year 2027 Budget and Setting the Public Hearing – **Page 10**
4. Staff Reports
  - A. Attorney – Bond Validation Hearing Update
  - B. Engineer
  - C. Manager – Number of Registered Voters in the District – **0 – Page 16**
5. Financial Reports
  - A. Acceptance of Funding Request **#6 – Page 17**
6. Supervisors Requests and Audience Comments
7. Adjournment

***Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: [shotgunroadcdd.com](http://shotgunroadcdd.com)***

**MINUTES OF MEETING  
SHOTGUN ROAD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Shotgun Road Community Development District was held on Monday, April 13, 2026, at 10:42 a.m. at 5385 N. Nob Hill Road, Sunrise, Florida.

Present and constituting a quorum were:

Mike Levak  
Ryan Palonka  
Mario Romine

Chairperson  
Vice Chairperson  
Assistant Secretary

Also present were:

Juliana Duque  
Ginger Wald  
Juan Alvarez *by phone*

District Manager, GMS  
District Counsel  
District Engineer

**FIRST ORDER OF BUSINESS**

**Oath of Office for Mr. Taylor  
Smiaroski and Mr. Aly-khan S.  
Merali**

Ms. Duque: The first item is the oath of office of Mr. Taylor and Mr. Aly-khan. These two items are going to be tabled.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Ms. Duque: We have three Supervisors present in person today constituting a quorum.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
March 9, 2026 Meeting**

Ms. Duque: Let's move forward with the approval of the minutes of the March 9, 2026 meeting minutes in your agenda package. This is the moment to provide any

corrections, or changes to the minutes. If there are none, I will ask for a motion to approve the March 9, 2026 meeting as presented.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, the Minutes of the March 9, 2026 Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Consider the Imposition of Special Assessments**

**A. Motion to Open the Public Hearing**

Ms. Duque: The next item is a public hearing to consider the imposition of special assessments. I will as ask for a motion to open the public hearing.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, Opening the Public Hearing, was approved.

**B. Public Comment and Discussion**

Ms. Duque: The purpose of this public hearing is to receive any comments on the proposed improvements and the related special assessments. For the record, there is no one joining us today in person and there is no one joining us over the teleconference.

**C. Approving the Project and Declaring Special Assessments will Fund the Project**

Ms. Duque: Let's move forward to approving the project and declaring a special assessment that will fund the project. As described in the District engineer's report and the Master Assessment Methodology Report, the 2026 project includes the District's public infrastructure like the public roadways, stormwater, water, sewer, and describes the amenities which provide that special and particular benefit to all the accessible properties within the District. The special assessments are proposed to fund those improvements. The benefit to those properties is equal to or greater than the burden of those assessments. I will ask the Board to approve the project and declare that special assessments will fund the project.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, Approving the Project and Declaring Special Assessment will Fund the Project, was approved.

**D. Acceptance of Master Assessment Methodology Report**

Ms. Duque: This report was already presented to the Board. This report allocates the costs of the improvement plan and the proposed bond financing to the benefitted lands on a fair and reasonable basis and it allocates the benefits on a per acre basis. At the master level it converts that to a per lot assessment for the 151 single family units. The report also includes that the assessments do not exceed that special benefit and are reasonable and proportionate. I will ask for a motion from the Board to accept the Master Assessment Methodology Report.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, Accepting the Master Assessment Methodology Report, was approved.

**E. Equalization of Assessments**

Ms. Duque: Currently the Board is sitting as an equal assigned Board. You review the methodology report and the proposed assessment levels. There are no changes. The Board will deem the assessments as presented to be fair, reasonable, and properly equalized among the benefitted properties.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, the Equalization of Assessments, was approved.

**F. Adoption of Resolution #2026-07 Authorizing Projects, Levying Special Assessments, and Confirming Intention to Issue Bonds**

Ms. Duque: Resolution 2026-07 authorizes projects, levies the special assessments, and confirms the intent to issue bonds. This resolution authorizes the District project, equalizes, approves and confirms and also levies the special assessments on the benefitted properties, provides the payment and the collection of those assessments using Chapter 197 method of collection. It also confirms the Districts'

intention to issue those special assessments bonds secured by those assessments. It also incorporates the engineer's report and the Master Methodology Report and confirms that a special benefit is fairly appointed to the lands within the District. I'll ask for a motion from the Board to adopt Resolution 2026-07.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, Resolution 2026-07 Authorizing Projects, Levying Special Assessments, and Confirming Intention to Issue Bonds, was approved.

**G. Motion to Close the Public Hearing**

Ms. Duque: I'll ask for a motion to close the public hearing.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, Closing the Public Hearing, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Preliminary First Supplemental Assessment Methodology**

Ms. Duque: The next item is consideration of the Preliminary First Supplemental Assessment Methodology Report. This report implements that Master Assessment Methodology Report for the 2026 bonds, the issuance for the par amount that is approximately \$35,385,000 and allocates that par debt and the annual debt assessment of the 151 platted single-family units and confirms that allocation which is consistent with the previously approved master assessment. What this report does since the property was already platted is allocates that debt on each one of those. That's the only change. We wanted to make sure we present that first supplemental report so it's a part of the record of today's meeting.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, the Preliminary First Supplemental Assessment Methodology, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Interlocal Agreement for Uniform Collection Non-Ad Valorem Special Assessments**

Ms. Duque: Let's move forward to the ratification of the interlocal agreement for uniform collection non ad valorem assessment. This item is for the interlocal agreement with the Broward County Tax Collector for the uniform collection of the District's non ad valorem assessments on the county tax bill. The agreement implements the District's prior resolution which is 2026-01 and says the cost collection is consistent with the assessments.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, the Interlocal Agreement for Uniform Collection Non-Ad Valorem Special Assessments, was ratified.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Wald: As we stated earlier, we have the public hearing on the validation of the bonds on May 27<sup>th</sup>.

Ms. Duque: Thank you so much, Ginger.

**B. Engineer**

Mr. Alvarez: I would like to suggest to the Board to start considering the properties that are identified on table 1. That would allow us to transfer completed infrastructure to the CDD whenever it's ready. If you want to start considering those tracts, the properties are already platted. So, we have all the legal descriptions, each has its own destination in the plat. The idea is that the developer transfers these tracts at no cost to the CDD so I don't think an appraisal is necessary. Correct me if I'm wrong, but it's something that you might want to decide to start the process.

Mr. Levak: We'll start looking at which ones could be transferred. Do we need to have an agreement in place for that?

Ms. Wald: We need to do that. We haven't proceeded forward with all the ancillary docs yet and that would be one of them. We'll go ahead. We were going to do that anyway

because now we've gone through the process and prepare those ancillary agreements and documents which will include the assignment and acquisition agreement. We'll get that done.

Mr. Alvarez: Okay

**C. Manager**

Ms. Duque: I have no additional items beyond what has already been presented in today's agenda.

**EIGHTH ORDER OF BUSINESS                      Financial Reports**

**A. Acceptance of Funding Request #4 & #5**

Ms. Duque: Tab A is Funding Request #4 and #5. Those requests relate to the reimbursement to District expenses funded by the developer under the Funding Agreement. They include general counsel invoices, management services, and additional expenses. The backup is in the new agenda. Unless there are any questions, I'll ask for a motion.

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, Accepting Funding Request # 4 and #5, was approved.

**NINTH ORDER OF BUSINESS                      Supervisors Requests and Audience Comments**

Ms. Duque: Do I have any Supervisor requests? Once again there is no audience present over the teleconference and no audience person at today's meeting.

**TENTH ORDER OF BUSINESS                      Adjournment**

On MOTION by Mr. Levak, seconded by Mr. Romine, with all in favor, the meeting was adjourned.

---

Secretary /Assistant Secretary

---

Chairman / Vice Chairman

**RESOLUTION 2026-08**

**A RESOLUTION OF THE SHOTGUN ROAD  
COMMUNITY DEVELOPMENT DISTRICT APPROVING  
THE DISTRICT’S PROPOSED BUDGET FOR FISCAL  
YEAR 2027 AND SETTING A PUBLIC HEARING  
THEREON PURSUANT TO FLORIDA LAW**

**WHEREAS**, the District Manager has prepared the proposed budget for the Fiscal Year 2027;  
and

**WHEREAS**, the Board of Supervisors approves the proposed budget for purpose of  
submitting said budget to the local governing authorities not less than 60 days prior to the public  
hearing date in accordance with Chapter 190.008(b), Florida Statutes: and

**WHEREAS**, the Board of Supervisors desires to set the public hearing date;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE SHOTGUN ROAD COMMUNITY  
DEVELOPMENT DISTRICT:**

1. The proposed budget for Fiscal Year 2027 is hereby approved for the purpose of conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: \_\_\_\_\_

Hour: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Notice of public hearing shall be published in accordance with Florida Law.

Adopted this        day of        2026

\_\_\_\_\_  
Chairman/Vice Chairman

\_\_\_\_\_  
Secretary/Assistant Secretary

***Shotgun Road***  
***Community Development District***

***Proposed Budget***  
***FY 2027***



# Table of Contents

1 General Fund

2-3 Narratives

**Shotgun Road**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

Description	Proposed Budget FY2026	Proposed Budget FY2027
Developer Contributions/Maintenance Assessments	\$419,429	\$419,429
<b>TOTAL REVENUES</b>	<b>\$419,429</b>	<b>\$419,429</b>
<b>EXPENDITURES:</b>		
<b>Administrative</b>		
Engineering	\$10,000	\$10,000
Attorney	12,000	12,000
Annual Audit	5,000	5,000
Assessment Administration	2,500	2,500 (1)
Arbitrage Rebate	550	550 (1)
Dissemination Agent	2,500	2,500 (1)
Trustee Fees	5,000	5,000 (1)
Management Fees	36,000	36,000
Website Maintenance	3,000	3,000
Telephone	200	200
Postage & Delivery	750	750
Insurance General Liability	6,500	6,500
Printing & Binding	1,000	1,000
Legal Advertising	5,000	5,000
Other Current Charges	750	750
Dues, Licenses & Subscriptions	175	175
Contingency	1,000	1,000
<b>TOTAL ADMIN</b>	<b>\$91,925</b>	<b>\$91,925</b>
<b>Field</b>		
Landscape Maintenance	\$270,500	\$270,500
Lake Maintenance	14,004	14,004
Road - Drainage/Curbs	8,000	8,000
Tot Lot	3,000	3,000
Electric	16,500	16,500
Refuse	500	500
General Maintenance	11,500	11,500
Wall Repair & Maintenance	3,000	3,000
Signage	500	500
<b>TOTAL FIELD</b>	<b>\$327,504</b>	<b>\$327,504</b>
<b>TOTAL EXPENSES</b>	<b>\$419,429</b>	<b>\$419,429</b>
<b>TOTAL EXCESS REVENUES/(EXPENSES)</b>	<b>\$-</b>	<b>\$-</b>

(1) Represents costs associated with the issuance of Bonds.

**Shotgun Road**  
**Community Development District**  
**Budget Narrative**  
**FY 2027**

**REVENUES**

**Developer Contributions/Maintenance Assessments**

The District will levy a Non-Ad Valorem assessment on all the platted lots within the District to pay all of the operating expenses for the Fiscal Year in accordance with the adopted budget.

**Expenditures - Administrative**

**Engineering**

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

**Attorney**

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

**Annual Audit**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

**Assessment Roll Administration**

GMS SF, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

**Arbitrage Rebate**

The District has contracted with its independent auditors to annually calculate the arbitrage rebate liability on its bonds.

**Dissemination Agent**

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

**Trustee Fees**

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee.

**Management Fees**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-South Florida, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

**Website Maintenance**

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated monthly.

**Telephone**

Conference calls for the CDD.

**Postage and Delivery**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Insurance General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

**Printing and Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Shotgun Road**  
**Community Development District**  
**Budget Narrative**  
**FY 2027**

**Expenditures - Administrative (continued)**

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Other Current Charges**

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

**Office Supplies**

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

**Due, Licenses & Subscriptions**

The District is required to pay an annual fee to Florida Commerce for \$175.

**Contingencies**

A contingency for any unanticipated and unscheduled cost to the District.

**Expenditures - Field**

**Landscape Maintenance**

The District will be responsible for the maintenance of common areas between homeowner lots.

**Lake Maintenance**

The District will enter into an agreement for the maintenance of the lakes to include:

- Inspection and treatment of aquatic weeds and algae
- Shoreline grass and brush control

**Roads - Drainage/Curbs**

Maintenance of the roadway drainage and curbing.

**Tot Lot**

Maintenance of play area.

**Electric**

Electricity costs for the following:

- Mailbox Kiosks
- Lift Stations
- Entry features and landscape uplighting

**Refuse**

To cover the cost of receptacle at the mailbox kiosk.

**General Maintenance**

To cover the cost of maintaining the following:

- Guardrail at entrance
- Lookout Gazebos (4)
- Equestrian Path
- Fire access roads (2)

**Wall Repair & Maintenance**

To cover the cost of maintaining the perimeter wall.

**Signage**

To cover the cost of community signage.

## MEMORADUM

To: Jennifer McConnell  
 Governmental Management Services

From: Patricia Santiago  
 Administration Director

Date: April 16, 2026

Subject: Number of Registered Voters Request

Pursuant to your request, please be advised that the number of registered voters as of April 15, 2026, in the Special Districts/Community Development Districts (CDDs) requested is as follows:

Special District/CDD	# of Registered Voters
Academic Village Community Development District	87
Bahia Mar Community Development District	10
Botaniko Community Development District	128
Coral Bay Community Development District	2,270
Cypress Cove Community Development District	434
Griffin Lakes Community Development District	655
Hollywood Beach 1 Community Development District	0
Mainstreet at Coconut Creek Community Development District	0
Metropica Community Development District	157
Oakridge Community Development District	1,290
Orchid Grove Community Development District	717
Sabal Palm Community Development District	1,455
<b>Shotgun Road Community Development District</b>	<b>0</b>
Solterra Community Development District	0
Turtle Run Community Development District	3,140
Woodlands at Section 9 Community Development District	0

We hope this information has been of assistance to you.

# Shotgun Road

Community Development District

Funding Request #6

May 11, 2026

PAYEE	GENERAL FUND
<b>1</b> <b>Billing Cochran, PA</b> Inv# 198103 - General Counsel (Mar 26)	\$            2,430.00
<b>TOTAL</b>	\$ <b>2,430.00</b>

Please make check payable to:

**Shotgun Road Community Development District**  
5385 N Nob Hill Road  
Sunrise, FL 33351