

MINUTES OF MEETING

MAGIC PLACE COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING

Monday, January 12, 2026, at 10:00 a.m.

7430 Brooklyn Dr.

Kissimmee, FL 34747

Board Members in attendance:

Doris Houck
Nayara Longaray
Sue Legentil
Frederico Gontijo

Chairperson
Vice Chair
Assistant Secretary
Assistant Secretary

Also Present:

Jane Gaarlandt
Gazmin Kerr
Kevin Plenzler
Audrey Ryan
Mark Watts
Steven Boyd

PFM	
PFM	(via phone)
PFM	(via phone)
PFM	(via phone)
Cobb Cole	(via phone)
Boyd Civil Engineering	(via phone)

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order/Roll Call

Ms. Gaarlandt called to order the Board of Supervisors' Meeting for the Magic Place Community Development District at 10:51 a.m. Roll call was taken.

Nomination(s) for:

- **Vacant Seat 1 (term expires 11/2026)**
- **Vacant Seat 2 (term expires 11/2028)**
- **Vacant Seat 5 (term expires 11/2026)**

Ms. Gaarlandt called for nominations to establish quorum and reviewed the term expirations.

On motion by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District nominated Ms. Doris Houck to Seat 2, with a term expiration of November 28th, 2028.

Swearing In New Supervisors

Ms. Gaarlandt administered the Oath of Office to Ms. Houck.

Public Comment Period

There were no public comments.

Review and Acceptance of the Resignation Letter from Hector Lizasuaín

On motion by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District accepted the Resignation Letter from Hector Lizasuain.

Ms. Gaarlandt stated the District still has two vacant seats, Seat 1, and Seat 5, both expiring in November 2026.

On motion by Ms. Longaray, seconded by Ms. Houck, with all in favor, the Board of Supervisors for the Magic Place Community Development District nominated Mr. Frederico Gontijo to Seat 1, with a term expiration of November, 2026.

Ms. Gaarlandt administered the Oath of Office to Mr. Gontijo.

There were no nominations for Seat 5 at this time.

Consideration of the Minutes of the October 20, 2025, Board of Supervisors' Meeting

The Board reviewed the minutes.

On motion by Ms. Houck, seconded by Ms. Longaray, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved the Minutes of the October 20, 2025, Board of Supervisor's Meeting.

Consideration of Resolution 2026-01, Election of Officers

Ms. Gaarlandt noted this resolution will add the new Officers and elect a Chairperson.

Ms. Gaarlandt reviewed the current slate of Officers.

On motion by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District nominated Ms. Houck as Chairperson for the Board of Supervisors.

On motion, by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved Resolution 2026-01, Election of Officers, with Doris Houck as Chair, Nayara Longaray as Vice Chair, Jane Gaarlandt as Secretary, Sue Legentil, Frederico Gontijo, and Gazmin Kerr as Assistant Secretaries, Jennifer Glasgow as Treasurer, and Amanda Lane, Rick Montejano, Verona Griffith, and Amy Champagne as Assistant Treasurers.

SECOND ORDER OF BUSINESS

General Business Matters

**Review and Acceptance of the
Fiscal Years 2019-2024 Arbitrage
Rebate Report**

Ms. Gaarlandt noted the District has no arbitrage liability at this time.

On motion by Ms. Houck, seconded by Ms. Longaray, with all in favor, the Board of Supervisors for the Magic Place Community Development District accepted the Fiscal Years 2019-2024 Arbitrage Rebate Report.

**Review and Acceptance of the
Fiscal Year 2025 Arbitrage Rebate
Report**

Ms. Gaarlandt noted this report is now completed annually versus every 5 years. She also noted the District has no arbitrage liability at this time.

On motion by Ms. Houck, seconded by Ms. Longaray, with all in favor, the Board of Supervisors for the Magic Place Community Development District accepted the Fiscal Year 2025 Arbitrage Rebate Report.

**Consideration of the Fiscal Year
2026 Arbitrage Rebate
Engagement Letter with LLS Tax
Solutions, Inc**

Ms. Gaarlandt noted this is consistent with the previous engagement letter and cost.

On motion by Ms. Houck, seconded by Ms. Longaray, with all in favor, the Board of Supervisors for the Magic Place Community Development District approved the Fiscal Year 2026 Arbitrage Rebate Engagement Letter with LLS Tax Solutions, Inc.

**Ratification of the Data Sharing
and Usage Agreement with the
Osceola County Property
Appraiser**

Ms. Gaarlandt noted this is an annual agreement to receive information for the tax roll.

On motion by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District ratified the Data Sharing and Usage Agreement with the Osceola County Property Appraiser.

**Ratification of Payment
Authorizations Nos. 56 – 62**

On motion by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District ratified Payment Authorizations Nos. 56 – 62.

Ms. Gaarlandt reviewed the process of payment authorizations for the new Board members.

Review of District Financial Statements

The Board reviewed the monthly financials as of November 2025. Ms. Gaarlandt noted the financials are for information only and require no board action.

Ms. Gaarlandt reviewed the budget line item process for the new Board members.

There was brief discussion regarding additional landscaping maintenance requests and current maintenance agreements. It was noted certain line items may need to be adjusted.

Ms. Longaray stated she is waiting on Landscape maintenance proposals, once received District staff can review how they fit within the budget.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – Mr. Watts reviewed the Florida Statutes regarding Sunshine laws, ethics, and public records laws for the newly elected Supervisors. It was noted there are District assigned email accounts available to the Supervisors. Mr. Watts also reviewed the Form 1 requirements for the Board.

There was brief discussion regarding the completion certificate.

District Engineer – Mr. Boyd noted there are still outstanding as-built items to be addressed and final inspections before the completion certificate can be executed. There is a meeting on Thursday in regard to this.

District Manager – Ms. Gaarlandt noted that the next meeting is scheduled for February 2, 2026.

Ms. Gaarlandt reviewed the FY25 Goals and Objectives Report and noted the report is posted on the District's website.

On motion by Ms. Longaray, seconded by Ms. Legentil, with all in favor, the Board of Supervisors for the Magic Place Community Development District accepted the FY 2025 Goals and Objectives Report.

Ms. Houck elected to accept compensation. Ms. Gaarlandt will send out an information packet to the new Board members.

Audience Comments

There were no audience comments.

Supervisors Requests

There were no Supervisor requests.

FOURTH ORDER OF BUSINESS

Adjournment

On motion by Ms. Houck, seconded by Ms. Longaray, with all in favor, the January 12, 2026, Meeting of the Board of Supervisors for the Magic Place Community Development District was adjourned at 11:10 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman