

MINUTES OF MEETING
GRANDE PINES
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Grande Pines Community Development District was held Monday, July 19, 2021 at 10:00 a.m. at the Offices of GMS-CF, LLC at 219 East Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

Chuck Cavaretta
Linda Kepfer
Michael McQuarrie

Chairman
Vice Chairperson
Assistant Secretary

Also present were:

George Flint
Kristen Trucco
Christy Baxter *by phone*

District Manager, GMS
District Counsel
District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Three Board members were present at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We just have the Board and staff here at the meeting so there is no public comment.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 19, 2021 Meeting

Mr. Flint: Did the Board have any comments or corrections to the minutes? Hearing no changes,

On MOTION by Mr. McQuarrie, seconded by Ms. Kepfer, with all in favor, the Minutes of the April 19, 2021 Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Public Hearing

A. Consideration of Resolution 2021-07 Adopting the Fiscal Year 2022 Budget and Relating to the Annual Appropriations

Mr. Flint: We will open the public hearing and note that there are no members of the public here to provide comment or testimony. The first item is Resolution 2021-07 adopting a Fiscal Year 2022 budget. The Board previously approved a proposed budget and set today as the date, place, and time for your public hearing for its final adoption. After the resolution is the proposed budget which is substantially the same as what you had seen previously. It contemplates that the budget would be funded through a Developer Funding Agreement, and the developer would only be responsible for the actual costs incurred. The budget that is included is pretty much a build-out budget but understanding that the full amount of these expenses will not be incurred. The developer would only be responsible for the actual expenses at this point. The administrative budget is basically flat, and then we've included the O&M budget for things such as the gate operations, landscape maintenance, and those sorts of expenses. Any questions on the resolution or exhibit?

Mr. Cavaretta: Just a question on the proposed budget for Fiscal Year 2022 in the field expenses. Does that assume a full year of expenses for each one of those line items?

Mr. Flint: Yes, this is basically a build-out budget at this point, but because the developer is funding it you are only going to be responsible for the actual costs. So when we go into Fiscal Year 2023 and we have a better idea of what will be online, we can adjust this budget downward if necessary. Right now we've just included the build-out amounts, and then whatever is incurred would be funded. Any other questions or comments?

Mr. Cavaretta: One other question; how many hours were assumed on the gate attendance?

Mr. Flint: This is 24/7. I don't know if that will be different if you're going to have the gate arms up in the day and only be staffed at night or whatever. But this assumes that you will have someone there 24 hours a day. If there's nothing else, is there a motion to approve?

On MOTION by Mr. Cavaretta, seconded by Ms. McQuarrie, with all in favor, Resolution 2021-07 Adopting the Fiscal Year 2022 Budget and Relating to the Annual Appropriations, was approved.
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Mr. Flint: The next resolution isn't necessary since we are not going to be imposing assessments because we will be operating through a developer funding agreement. We will bring the funding agreement back for consideration at next month's meeting.

FIFTH ORDER OF BUSINESS**Review and Acceptance of Fiscal Year
2020 Audit Report – ADDED**

Mr. Flint: As a government entity, we are required to have an annual independent audit. You went through the RFQ process and picked Grau & Associates as the independent auditor. The letter to management, which is the last 2 pages of the audit, would have any findings or recommendations reflected here. As you can see there are no current year findings, and because this is the first-year audit, there is no prior year findings. They found that we complied with the provisions of the Auditor General that they are required to review, so it is a clean audit with no findings or recommendations. This audit is required to be filed with the state by June 30th, so we did file it before that and we are asking the Board to ratify the actions in doing that and accept the audit. Any questions? If not, is there a motion to accept and ratify?

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, Acceptance of Fiscal Year 2020 Audit Report, was ratified.

SIXTH ORDER OF BUSINESS**Ratification of Series 2021 Requisitions #1-
4**

Mr. Flint: Requisition #1 was to the District engineer in the amount of \$2,783, Requisition #2 was to the District engineer for \$1,785, #3 was for the District engineer for \$1,086, and #4 was to the District engineer for \$250. These have been transmitted to the trustee and they were signed by the engineer and Chairman. Is there a motion to ratify?

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor Series 2021 Requisitions #1-4, was ratified.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Trucco: We have no legal updates, which is good news. I will quickly review the revised Phase 2 plat and get that ratified.

B. Engineer

Mr. Flint: Christy, anything from the engineer?

Ms. Baxter: I don't have anything for the Board today, thank you.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financials through May 31st. There are no actions required, if you have questions we can discuss those. We do have a significant amount of money in the construction and acquisition account, so I'm not sure where you are as far as eligible improvements to be acquired at this point. You do have the bond funds there, \$6.2 million.

Mr. Cavaretta: I'll provide a quick update. Phase 1 improvements are nearing substantial completion, roadways are mostly paved, utilities are complete, electrical installation will be beginning here shortly. Phase 2 utilities are wrapping up and they will be starting roadway work within the next 30 to 45 days.

Mr. Flint: And you've got \$5,858,000 million in there. Just let is know are we will help work with the engineer and counsel to put that requisition together to get those funds.

ii. Ratification of FY21 Funding Request #18 – 19

Mr. Flint: Request #18 was for District management services, and #19 was for District management, counsel, and Board pay. We will apply some credit from the previous funding request. Is there a motion to ratify?

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Fiscal Year 2021 Funding Requests #18 - #19, were ratified.

iii. Presentation of Number of Registered Voters – 0

Mr. Flint: Each year we are required to announce the number of registered voters within the district as of April 15th, and as you can see there are currently zero, so there is no action on that.

iv. Approval of Fiscal Year 2022 Meeting Schedule

Mr. Flint: Each year the Board is required to designate an annual meeting schedule and we've prepared one in your agenda based on meeting the third Monday of each month at 10:00 a.m. in this location. You can change the date and time if that doesn't work for you, or you can keep the current schedule.

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Fiscal Year 2022 Meeting Schedule, was approved.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Flint: Was there anything else that the Board or staff wanted to discuss that was not on the agenda? Hearing none,

NINTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting.

On MOTION by Mr. McQuarrie, seconded by Mr. Cavaretta, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman