

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, September 20, 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	Chairman
Linda Kepfer	Vice Chairperson
Jennifer McLendon	Assistant Secretary

Also present were:

George Flint	District Manager, GMS
Kristen Trucco	District Counsel
Daniel Arnette	Nominated as Assistant Secretary

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 have no members of the public here to provide comment.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Michael McQuarrie and Michael Finocchio

Mr. Flint: We have had two resignations since the last meeting. The first one is from Michael McQuarrie.

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Resignation of Mr. McQuarrie, was accepted.
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Mr. Flint: Mr. Finocchio has also provided his resignation. Is there a motion to accept his?

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Resignation of Mr. Finocchio, was accepted.

B. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2022

Mr. Flint: Both of these vacated seats have terms expiring in November 2022. We will go ahead and take Mr. McQuarrie's seat. Are there any other nominations at this time to fill that vacancy?

Mr. Cavaretta: I would like to nominate Daniel Arnette to fill that vacancy.

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Appointment of Daniel Arnette to Fulfill the Board Vacancy with a Term Ending November 2022, was approved.

Ms. Trucco: Daniel, I am not sure if you have ever served on a CDD Board of Supervisors before?

Mr. Arnette: One time, yes.

Ms. Trucco: Okay, so you probably know that under Florida law you are considered a locally elected government official for purposes of the Sunshine Law and also some financial disclosure requirements as well. Our office has a welcome packet for new Board members and I will get your email after the meeting today and we will send you a welcome packet. If you have any questions, you can reach out to our firm and George is very knowledgeable as well.

Mr. Flint: We need to go ahead and administer the Oath of Office. We will have one prepared that you can sign, but we can do it verbally at this point. As a citizen of the state of Florida and the United States of America, and as an officer of the Grand Pines CDD, and a recipient of public funds as such officer, do you hereby solemnly swear and affirm you will support the constitution of the United States and the State of Florida?

Mr. Arnette: I do.

Mr. Flint: I will provide you with an oath you can sign, but for the time being Mr. Arnette is sworn in. The first form after the information form, there is the financial disclosure form. It is called the Form 1 statement of financial interest. That is a form required by the state of Florida to be filed annually. The first time it has to be filed within 30 days of you taking office. It gets filed

with the Supervisor of Elections in the county that you live in. It is important that you file within the 30 days and they now accept it via email. You just want to make sure you get a confirmation email back that it has been filed. Every year on June 1, they will mail you a revised form that is due by July 1. When you leave the Board, you will fill out Form 1F, which we have provided to you, but you don't need to do anything with it now. As a Board member, you are entitled to compensation of \$200 a meeting under Chapter 190. The other Board members have chosen to accept compensation. You can accept or reject. If you chose to accept compensation, there is a W4 and I9 form in there, payroll forms, and those come to my office and we process the \$200 payment after each Board meeting. The main things are the Form 1 within the 30 days with the Supervisor of Elections, and then the two payroll forms. If you have been on a Board before, you are familiar with the Sunshine Law and public records and how that applies to you. We have another vacancy also created by Mr. Finocchio's resignation. Are there any nominations at this time to fill that vacancy?

Mr. Cavaretta: I would like to nominate Amanda Whitney.

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Appointment of Amanda Whitney to Fulfill the Board Vacancy with a Term Ending November 2022, was approved.

C. Administration of Oath of Office to Newly Appointed Supervisor

Mr. Flint: Ms. Whitney is not present. Sometime between now and the next Board meeting we can swear her in. we will send her an email with the information.

D. Consideration of Resolution 2021-09 Electing Assistant Secretaries

Mr. Flint: We have a resolution for electing both Mr. Arnette and Ms. Whitney as Assistant Secretaries. You could choose to designate them as other officers if you choose to, or if you would like to make them Assistant Secretaries like the predecessors then you can adopt this resolution.

On MOTION by Ms. McLendon, seconded by Ms. Kepfer, with all in favor, Resolution 2021-09 Electing Assistant Secretaries, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 19, 2021 Meeting

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

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Minutes of the July 19, 2021 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Fiscal Year 2021/2022 Budget Funding Agreement

Mr. Flint: At your last meeting, you adopted the budget for Fiscal Year 2022 and based that budget on a funding agreement in lieu of imposing assessments. This is the funding agreement that goes with the budget you adopted. This provides the funding source for your budget. It is the same form of agreement that you approved for the last Fiscal Year 2021. Are there any questions on the funding agreement?

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, Fiscal Year 2021/2022 Budget Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-10 Approving Phase 1 Plat

**This item was discussed with the Seventh Order of Business.*

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-10 Approving Phase 2 Plat

Mr. Flint: There are two resolutions. The first one approves the Phase 1 plat. The second one approves the Phase 2 plat. Kristen?

Ms. Trucco: This is a requirement for Orange County approval of the development for Phase 1 and Phase 2 that the Board pass a resolution approving the dedications in those plats to the District. District counsel and the District Engineer have reviewed the dedications and find them to be consistent with the bond documents and also the Engineer's Report for the District. We have signed off on the plats. I think the District Engineer is still in the process of reviewing and seeking

the county’s approval. Today, we are looking for Board approval of the dedications in Phase 1 plat and Phase 2 plat for the developer. If you have any questions, I can try to answer them now.

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, Resolution 2021-10 Approving Phase 1 Plat, and Resolution 2021-11 Approving Phase 2 Plat, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Anything else, Kristen?

Ms. Trucco: No, that is it. I do not have anything new. Thank you.

B. Engineer

Mr. Flint: There is no engineer’s report.

C. District Manager’s Report

i. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financials through August 31st. There is no action required, if you have questions, we can discuss those. Are there any questions on the financials?

ii. Ratification of FY21 Funding Request #20-21

Mr. Flint: These were transmitted to the developer under the funding agreement for Fiscal Year 2021. We are asking the Board to ratify those funding requests.

On MOTION by Mr. Cavaretta, seconded by Ms. Kepfer, with all in favor, the Fiscal Year 2021 Funding Requests #20 - #21, were ratified.

NINTH ORDER OF BUSINESS

Other Business

Mr. Flint: That was all of the business that we had. Was there anything else that the Board wanted to discuss that was not on the agenda? Hearing none,

TENTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting.

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



Secretary/Assistant Secretary



Chairman/Vice Chairman