

**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, **January 17, 2022** at 10:00 a.m. at the Offices of GMS-CF, LLC at 219 East Livingston Street, Orlando, Florida.

Present and constituting a quorum:

Amanda Whitney	Chairman
Linda Kepfer	Vice Chairperson
Jennifer McLendon	Assistant Secretary
Daniel Arnette	Assistant Secretary

Also present were:

George Flint	District Manager, GMS
Kristen Trucco	District Counsel
Christy Baxter	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. Four 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 – ADDED

A. Acceptance of Resignation of Chuck Cavaretta

Mr. Flint: We received a resignation from Mr. Cavaretta. Is there a motion to accept his resignation?

On MOTION by Ms. Whitney, seconded by Ms. McLendon, with all in favor, Accepting the Resignation of Mr. Cavaretta, was approved.

B. Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2024

Mr. Flint: Any time there is a vacancy during a term of office for a Board member, the remaining Board members appoint the replacement. The only requirement at this point is that they be a resident of the state of Florida and of the United States. This seat has a term ending November 2024. Are there any nominations to fill that vacancy?

Ms. Whitney: Not at this time.

Mr. Flint: Okay, we will defer filling that to the next meeting.

C. Administration of Oath of Office to Newly Appointed Supervisor

**This item was tabled to the next Board meeting.*

D. Consideration of Resolution 2022-01 Electing Officers

Mr. Flint: We have four remaining Board members and Mr. Cavaretta was the Chair, so you may want to consider election of officers in the interim. You can always change that once you fill the position. We've provided you with Resolution 2022-10, and right now, Linda is the Vice Chair, the other three Board members are Assistant Secretaries, I am the Secretary, and Jill Burns is the Treasurer. I would ask that Katie Costa be made Assistant Treasurer because she is the District Accountant. We could handle each seat individually or if someone wants to make a motion to elect a slate, we could handle it in one motion.

Mr. Arnette: I make a motion to appoint Amanda Whitney as Chairperson.

Mr. Flint: Do you want to leave the rest of the seats the same?

Mr. Arnette: Yes.

On MOTION by Mr. Arnette, seconded by Ms. McLendon, with all in favor, Resolution 2022-01 Electing Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 20, 2021 Meeting

Mr. Flint: Did the Board have any comments or corrections to the September 20, 2021 meeting minutes? Hearing no changes,

On MOTION by Ms. Whitney, seconded by Ms. Kepfer, with all in favor, the Minutes of the September 20, 2021 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Ratification of Agreement with Grau & Associates to Provide Auditing Services for Fiscal Year 2021

Mr. Flint: The District as a government entity is required to have an annual independent audit and you went through an RFQ process and selected Grau as your independent auditor. Because we have a timeframe we have to get the audit completed within, and your last meeting was in September, I executed the agreement and I am asking the Board to ratify that action. The fees associated in the agreement are consistent with the bid that they submitted when they bid the services, it's \$4,900 for Fiscal Year 2021.

On MOTION by Ms. Whitney, seconded by Ms. McLendon, with all in favor, the Agreement with Grau & Associates to Provide Auditing Services for Fiscal Year 2021, was ratified.

SIXTH ORDER OF BUSINESS

Approval of Addendum to the Amended and Restated Agreement Regarding the Acquisition of Certain Work Product and Infrastructure

Ms. Trucco: This is an addendum to the acquisition agreement which is related to the initial bond issuance of the District. It states that any real property tracts dedicated to the District in the plat that is recorded in the county shall be owned and maintained by the developer until conveyed to the District by separate instrument. This is just a protection for the District and to make sure that terms of the acquisition agreement are being followed.

On MOTION by Ms. Whitney, seconded by Ms. Kepfer, with all in favor, the Addendum to the Amended and Restated Agreement Regarding the Acquisition of Certain Work Product and Infrastructure, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memo on Stormwater Management Needs Analysis

Mr. Trucco: Included in your agenda packet is a memorandum regarding a new law that was effective January 31st requiring all municipalities and special Districts to prepare and submit a 20-year needs analysis report, which is a 20-year project report regarding stormwater and wastewater systems owned and maintained by the District. There is a memorandum in your agenda that includes some items that are necessary for the report. The report is not due to be submitted to the county until June 30th, but we are trying to get ahead of that deadline by presenting this new law to the Board, and they are working with the District engineer to try and get a cost estimate proposal prepared to bring back to the Board. We've spoken to several District engineers and they have indicated that they have some of these items already regarding stormwater and wastewater systems. Our recommendation is that Christy and I take a look at this memorandum and prepare these analysis reports for the Grande Pines CDD to bring back to the Board for approval.

Mr. Flint: Depending on the timing of the turnover of the stormwater system to the CDD, maybe we can get out of filing it this year.

Ms. Trucco: We can prepare the proposal for the CDD, and it would just be for stormwater, there would be no wastewater elements because those are fully maintained by Orange County Utilities once they're completed. We can prepare the proposal so that you have it for next year and then we can figure out when it will be needed.

B. Engineer

Mr. Flint: Christy, anything else?

Ms. Baxter: No I have nothing, except I did want to ask on the 20-year report that if the stormwater system isn't turned over to the CDD to start operation and maintenance, what date would we need or not need the report?

Mr. Flint: That is something that we have to figure out because it isn't clear.

Ms. Trucco: It's due with the county on June 30th, but it's going to be a 20-year projectory report. If the stormwater system was turned over to the District within those 20 years, we would probably need to indicate it in the report.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: You have the unaudited financials through November 30th. There is no action required, if you have questions, we can discuss those. Are there any questions on the financials? Hearing none,

ii. Ratification of FY21 Funding Request #21 – 26

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 Ms. Whitney, seconded by Ms. McLendon, with all in favor, the Fiscal Year 2021 Funding Requests #21 - #26, were ratified.

EIGHTH 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,

NINTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

January 17, 2022

Grande Pines CDD

TENTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting.

On MOTION by Ms. Whitney, seconded by Ms. McLendon, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman