

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, April 17, 2023 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:

Amanda Whitney	Chairperson
Linda Kepfer	Vice Chairperson
Achal Aggarwal <i>joined late</i>	Assistant Secretary
Suhiel Rojas	Assistant Secretary

Also present were:

George Flint	District Manager
Jay Lazarovich	District Counsel
Clayton Smith	GMS
Jarett Wright	GMS
Christy Baxter <i>by phone</i>	District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. We have three Board members here and we have a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Next is the public comment period and we don't have any members of the public here other than Board and staff.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Board Members**

Mr. Flint: I have to do the oath for Randy prior to him participating in the meeting. We will put this on the May agenda.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the March 20, 2023 Meeting**

Mr. Flint: Approval of the minutes from your March 20, 2023 meeting. Does the Board have any comments or corrections to those?

On MOTION by Ms. Whitney, seconded by Ms. Rojas with all in favor, the Minutes of the March 20, 2023 Meeting, were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing**

*\*Mr. Aggarwal joined the meeting at this time.*

Mr. Flint: The Board each year by June 15<sup>th</sup> is required to approve what is called a proposed budget which is not binding on the Board but it is a start to the budget process and you have to set the public hearing for its final consideration. You have Resolution 2023-06 suggesting the July 17<sup>th</sup> meeting at 10:00 a.m. in this location for the public hearing. Exhibit ‘A’ to this resolution is the proposed budget and again it is not binding on the Board. The Board can make changes between now and at the public hearing if necessary. On page 17 of the agenda package, page 1 of the proposed budget, we have included assessment area one which is Phases 1, 2 & 4 as being on roll and then the budget would be balanced with the developer contribution line item and the developer contribution under the funding agreement that we would contemplate. They would only be responsible for the actual costs above what is generated from the assessments. In the administrative budget, we have included a requested increase in the management fee and assessment administration at 6%. With inflation and labor costs we are seeking increases in our agreements this year. You are not approving it today but it is in here and can be changed based on additional conversations. Insurance we really have little control over that. We have anticipated an increase in our insurance. Other current charges remain the same at \$1,000. The audit increased by \$1,000. On the field management side, we have kept it the same. This is based on an estimated build out budget so our preference at this point would be to just keep the build out budget the same balance of developer contributions and then adjust as we need to in the future. You can see at the bottom, there is 182 assessable units in the first assessment area and those would be subject to the per unit

assessments that are indicated there. You are not adopting the final today again but it is for purposes of the proposed budget.

Ms. Whitney: We still need the approval on Resolution 2023-06.

Mr. Flint: The public hearing date would be the July meeting and if you are good with that and the proposed budget then a motion to approve Resolution 2023-06 would be in order.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Resolution 2023-06 Proposed Fiscal Year 2024 Budget and Setting a Public Hearing for July 17, 2023 at 10:00 a.m., was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for Landscape Maintenance**

- A. Prince & Sons**
- B. Omegascapes**
- C. Juniper Landscaping**
- D. United Land Services**
- E. Benchmark**
- F. K-Bota**

Mr. Flint: We have bid out the landscaping, pond maintenance, and fountain maintenance. We have provided you a summary sheet of the results and an updated pricing sheet from Prince & Sons.

Mr. Smith: What we have here is three different maintenance quotes, landscaping, aquatic maintenance, and fountain maintenance as we do have two fountains currently on the property that we want to make sure we have some maintenance on so we keep them up and running because they can definitely be a little bit of a maintenance headache at times if we don't keep on top of it. Each vendor was provided a specific scope that was written out and had a map. Those are in the agenda for you to review. Obviously, the landscape one is wordy and long but it is detailed and outlays the basic minimum that we at least want them to provide. It lays out the programs at a base level that we would like to see. You do have zoysia out there on the property so it requires a little bit more intensive maintenance than some other turfs. We do want to make sure it is kept up and looking right. We received bids from the landscape companies listed on your summary report. I didn't include all of the marketing material in the agenda because it is so much to go through. A lot of these companies are pretty similar. We work with most of them. Some of them I just gave

them a chance to bid on this such as Benchmark and K-Bota because they have bid on some of our properties recently. K-Bota does some of the work out there right now. Everybody was given the same exact scope so we would get back apples to apples bids. As you can see based off of these, United Land does come in at the lowest. Next would be Juniper, then Prince and then Omegascapes after that and they are all clustered around the same amount. We work with all of these landscapers. United Land works at several properties in St. Cloud and Orlando area and we work with Juniper out at St. Cloud. Prince & Sons, we do a lot of properties with them in Davenport and Tampa and they also do plenty of properties in Orlando. The point is we only reached out to landscapers that we can trust so you don't see some of the other names on there that are big landscape companies that I just don't really work with anymore because I have had to terminate them on properties as they just don't deliver on services. These are the ones that we reached out to that we do feel confident in their services. Based off everything, I would recommend that we would write the contract to include essential and extra services. The extra services include any palm trimming that is required on the property and then also any mulch that is required throughout the year at least for what is there and what has been bid right at this moment. As we add on, we will add on to mulch or palm trimming based off any new areas that would come on. Based off United Land Services where we work with them elsewhere, we would see no reason why not to go with the low bidder in this case. Juniper provides excellent service. Prince provides excellent service for us. The Board would definitely be fine choosing any of those three but with United Land being the lowest bidder would probably be who we recommend.

Mr. Flint: Omegascapes we also work with but they are the highest.

Ms. Whitney: Juniper is not performing well in our other resort communities so I am fine with moving forward to make a motion to approve United Land Services.

Ms. Whitney: I should have asked this first; I assume they have done other resort communities?

Mr. Flint: Yes, they do Lennar, the HOA at ChampionsGate and do individual homes there and the HOA.

Ms. Whitney: I think that is what we are moving for is that we will obviously use the vendor for HOA and CDD.

Mr. Flint: There is guarantee that past performance is an indicator of future performance. We do meet with them very regularly and do site inspections, follow up reports, and if we are

having an issue with performance, we are going to catch it pretty early. We can always keep these bids and if we have a problem and these vendors will honor their price, we can make a switch fairly easily. These all fall under the bidding threshold so there is no sealed bid requirement or any special steps we have to take in bidding at this dollar amount.

Ms. Whitney: Can you or someone on your team reach out to Icon and let them know that we have selected United Land Services?

Mr. Flint: I will send an email to Brad at Icon and let them know.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Proposal for Landscape Maintenance from United Land Services, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Aquatic Maintenance Proposals**

- A. Applied Aquatics**
- B. SOLitude Lake Management**
- C. Aquatic Weed Management**

Mr. Smith: We have provided again the same scope. This is just one monthly inspection and treatment of the grasses based on the standard. It does include dye as needed. The idea is to keep these ponds as nice looking as possible without going too far and causing erosion. You have three bidders here. We do include trash removal in our scopes. Across the board, aquatic vendors don't really like to do it and they don't take it that seriously unless we specifically reach out to them about an area. What we end up dealing with is most of the large stuff that basically will be coming off the construction areas, either we send out our crew to deal with it or we have the landscaper deal with it typically. Your lowest bidder here, the only difference is they don't do trash. Again, we reached out to three vendors that we work with on a fairly regular basis. The only one that I had on and off issues with is SOLitude but they do well at some and not so great at others, depends on who is overseeing the site. They are consistent enough that I still feel a bid from them is worth it and they are also very large now. They have basically acquired a ton of the other aquatic management companies at this point. They have some specialty services that they do. Those services you can get regardless of them being your maintenance vendor or not. In this case, I think we would recommend going with Applied Aquatics even without the trash removal because again they don't typically do trash removal anyhow. I know Aquatic Weed Management

doesn't like to do it but they do include it in our bids because we have it in our scope. We work with Applied Aquatics on a bunch of sites.

Ms. Whitney: Do you have issues with trash complaints?

Mr. Smith: Whenever we do, we usually just address it usually with our crews.

Mr. Flint: We have maintenance crews that we can send out if it is really bad. Obviously, we bill hourly for it but we have got a small boat and nets and all of that.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Aquatic Maintenance Proposal from Applied Aquatics, was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Fountain Maintenance Proposals**

- A. SOLitude – Quarterly**
- B. Robert’s Pools – Monthly**
- C. K-Bota – Quarterly**
- D. Cascades - Quarterly**

Mr. Smith: Cascades service is heads above the rest and they are the low bidder so I see no reason not to go with Cascades.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Fountain Maintenance Proposal from Cascades, was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: Jay anything?

Mr. Lazarovich: I have no updates unless you have any questions for me.

**B. Engineer**

Mr. Flint: Christy, anything from District Engineer?

Ms. Baxter: I have no items going forward today.

**C. District Manager's Report**

**i. Check Register**

Mr. Flint: You have the check register from November 1, 2022 through March 9, 2023 for \$110,962.36. The detailed check register is behind the summary. Any questions on the check register?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Check Register, was approved.
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**ii. Balance Sheet and Income Statement**

Mr. Flint: You also have the unaudited financial statements through February 28, 2023. If the Board has any questions, we can discuss those. There is no action required.

**D. Field Manager's Report**

Mr. Smith: I have a report from the agenda for you that we already discussed at the last meeting and just wanted to get pictures and get the report. Obviously, we have collected proposals for all of the different maintenance aspects and approved those so we will get those written up and in place as soon as possible and get them out there mowing. Right now, the site looks okay still but we will get those maintenance programs in place. The site was cleaned up. K-Bota did go out there and cleaned up everything which looks much better. We are going to get maintenance in place to keep the areas maintained. There was removal of some cattails which did do some damage to some of the pond banks so first we will take a little bit of time and look at it to see what comes back on and reestablishes. Then we are going to get a quote to go ahead and do any sort of smoothing out and resodding of those areas. If left, we were told there would be some seeding done but that is just not really going to work on those pond banks. It won't establish fast enough to prevent it from eroding but we will keep any eye on that. We are also keeping an eye on any new areas. We reached out about some site contacts and setting up a meeting so we can discuss the pond banks, conveyance report that we did and then any new areas and timelines on those new areas that we can add to the contract when those are ready for maintenance and look good as far as the CDD stands so they are in the best position and best look to sell homes. As we have talked about, Jarett will be more of your own site guy and here more in person but I also do have involvement as well.

Mr. Flint: Any questions for the Field Manager?

**TENTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Any other business?

**ELEVENTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Flint: Any other business or supervisors' requests?

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint adjourned the meeting.

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

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman