

**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 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:

Amanda Whitney
Linda Kepfer
Achal Aggarwal
Suhel Rojas

Chairperson
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

George Flint
Jay Lazarovich
Stephan Saha *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. We have four 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 just have the Board and staff present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members: Randy Jones

Mr. Flint: Next is administration of the oath to Randy Jones and we will just keep this on here as a reminder that he needs to do that.

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FOURTH ORDER OF BUSINESS

Approval of Minutes of the April 17, 2023 Meeting

Mr. Flint: Next is approval of the minutes from your April 17, 2023 meeting. Does the Board have any comments or corrections to those?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal with all in favor, the Minutes of the April 17, 2023 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearing

Mr. Flint: The public hearing to consider adoption of the Fiscal Year 2024 budget and impose assessments related to that. Is there a motion to open the hearing?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Opening the Public Hearing, was approved.

Mr. Flint: The hearing is open. For the record, we will note there are no members of the public to provide comment or testimony so we will close the public comment portion.

A. Consideration of Resolution 2023-07 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations

Mr. Flint: You previously approved a proposed budget and set today as the public hearing for its final adoption. The blanks that are in the resolution will be filled in based on the attached exhibit once it is approved. Counsel did point out that section three second line should be 2023/2024 reference there so we will ask for the resolution to be approved with that change. Exhibit A to the resolution is the budget for next year and is substantially the same was what you saw when you approved the proposed budget. The actuals for the current year have been updated through the end of May. The per unit assessment amounts are the same as they are in the current year.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Resolution 2023-07 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations, was approved.

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B. Consideration of Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: This resolution imposes the assessments associated with the budget that you just approved so attached is the approved budget and assessment roll to this resolution and this imposes the assessments. Any questions on the assessment resolution?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Mr. Flint: Is there a motion to close the public hearing?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-09
Appointing an Assistant Treasurer**

Mr. Flint: On all of our Districts we are appointing Darrin Mossing, Sr. who is the President of GMS as an Assistant Treasurer. He works with our accounting group so just as a back stop if we ever have turnover or he needs to step in, we are making him an Assistant Treasurer on all of our accounts and this allows him also to be a signer on the bank accounts by being an Assistant Treasurer.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Resolution 2023-09 Appointing Darrin Mossing, Sr. as Assistant Treasurer, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-10 Re-
Establishing Bank Account Signatories**

Mr. Flint: This resolution rather than naming individuals, names offices as signers so the Treasurer, Assistant Treasurer, and Secretary would be authorized to be signers on the operating account. Right now, the Treasurer and Secretary are so this just adds Assistant Treasurer.

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On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Resolution 2023-10 Re-Establishing Bank Account Signatories, was approved.

EIGHTH ORDER OF BUSINESS

Presentation of Series 2021 Arbitrage Rebate Calculation Report

Mr. Flint: This is the Arbitrage Rebate Calculation Report for the Series 2021 bonds. We are required by the IRS to demonstrate we are earning less interest than we are paying and this has to be reported every five years. We have the calculation done annually and you can see we have a negative net rebatable arbitrage of \$402,000 so there are no arbitrage issues. Is there a motion to accept the report?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Presentation of Series 2021 Arbitrage Rebate Calculation Report, was approved.

NINTH ORDER OF BUSINESS

Ratification of Request for Transfer of Environmental Resource Permit

Mr. Flint: Next is the ratification of request for transfer of Environmental Resource Permit to the CDD as the operating entity. This has already been signed by the Chair and we are asking the Board to ratify.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Request for Transfer of Environmental Resource Permit, was ratified.

TENTH ORDER OF BUSINESS

Ratification of Agreements

- A. Landscape Management Agreement with United Land Services**
- B. Aquatic Plant Management Agreement with Applied Aquatic Management**
- C. Fountain Maintenance Agreement with Cascade**

Mr. Smith: There are three agreements that need to be ratified. The first is for landscape maintenance with United Land Services. You can see the agreement and scope included in your agenda. This was previously executed by the Chair and we are just asking the Board to ratify this.

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On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Landscape Management Agreement with United Land Services, the Aquatic Plant Management Agreement with Applied Aquatic Management, and the Fountain Maintenance Agreement with Cascade, were ratified.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Presentation of Memo Regarding Ethics Training for Elected Officials

Mr. Lazarovich: Included in your agenda is a memo regarding some new laws passed in Florida. We wanted to bring attention to the Board as of January 2024 there will be new ethics training requirement. This would require four hours annually for all elective or appointed officers of any Independent Special District. This is just advanced notice of this requirement and it has a couple of resources for you. Also included are some other changes to Florida law. Just as a reminder it is prohibited under Florida Law to have any firearms at a government meeting. There were also some changes regarding technology transparency and government. If you have questions regarding the memo, feel free to send to George or myself. No other updates for the Board.

B. Engineer

i. Review and Acceptance of Annual Engineer’s Report

Mr. Flint: Under the Engineer’s Report, you have the Master Trust Indenture for the Series 2021 Bonds for the District requiring the Engineer to annually inspect the District’s infrastructure to make sure it is being maintained properly and we are budgeting for maintenance and our insurance is adequate. You will see a letter from the District Engineer indicating that the infrastructure is currently under a one-year maintenance bond so there is no need to do that detailed review currently. Any other report from the District Engineer? Is there a motion to accept Christy’s letter report?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Accepting the Annual Engineer’s Report, was approved.

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C. District Manager's Report**i. Check Register**

Mr. Flint: You have the check register from May 5, 2023 through July 3, 2023 for \$16,758.43. 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 for \$16,758.43, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: You also have the unaudited financial statements through May 31, 2023. If the Board has any questions, we can discuss those. There is no action required. We just processed a requisition that threw that down significantly so you should not have that much remaining in the construction account at this point. You still have about \$700,000 in your construction account that can be drawn on.

iii. Ratification of Requisition #15

Mr. Flint: Requisition #15 is for \$1,177.50 for the District Engineer.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Requisition #15, was ratified.

iv. Approval of Requisition #17

Mr. Flint: Requisition #17 is the requisition I was just mentioning for \$1,174,253.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, Requisition #17, was approved.

v. Approval of Fiscal Year 2024 Meeting Dates

Mr. Flint: Each year you are required to approve an annual meeting notice and we have prepared one based on your prior practice of meeting on the third Monday of each month at 10:00 a.m. in this location. If you want to keep the meetings that way, you can approve this but if not, we can make changes.

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On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Fiscal Year 2024 Meeting Dates, was approved.

vi. Presentation of Number of Registered Voters: 0

Mr. Flint: Each year we are required to announce the number of registered voters as of April 15th and you can see the Supervisor of Elections indicates there are currently no registered voters residing within the District. No action required.

D. Field Manager's Report

Mr. Smith: I have a report submitted for you. Contracted services with landscaping, fountain maintenance, and aquatics are all operational now. The United Lands Accounting manager moved to a different property and we have a new one but we have already been meeting with them and they already know the quality standards and responsibilities so it is just going through that little basic transition there. I have been meeting with Thomas who is the branch manager there to make sure this property is up to standard. We paid for initial cleaning services. Now that our transition period is over, we are operational and up and running. If there are any issues, they will be addressed as they come. For landscaping cleanup, the front area needed a lot of extra attention. Some spots had weeds and things like that so we did have them come through and do a full clean up. We are still working on a few things in terms of there is some construction debris and trash that need to get picked up then we should be good to go going forward and after that it is just maintenance from now on. During a recent storm, a couple of trees had been knocked over so we got those back up and restrapped them down and I am having them reviewed with the rest of the trees on the properties that have the straps. There are a couple missing across so just going back there to double check all of those. Some of the trees that were previously installed, the pine trees have died so they are going to come by and flush cut those for now. I talked to Kevin Parrish and looking at the proposal from QVD to redo all of the front entrance landscaping anyway because the pines do not make a lot of sense for the property and do not survive well as proven there. Once I have more information about that, I will let you know. The Sylvesters, we got those cleaned up. They are doing fine health wise but typically with these, we always would recommend looking into a quarterly injection policy with these. The Medjool's, depending on water, you will see fluctuation in health. If you have the injection policy, they stay green the majority of the year. At the next meeting, I will have proposals for that for you. We are currently working on our phase

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four turnover and getting that ready for CDD maintenance. We are scheduling the meeting with them to do the walk through. We already have the punch list items and everything that we are looking to address so just finalizing the scheduling there.

TWELFTH ORDER OF BUSINESS

Other Business

Mr. Flint: The Form-1 financial disclosure was due on July 1st. I think there is just one Board member that has not filed it yet. I have the form and it can be filed with an email to Orange County Supervisor of Elections. There is a grace period.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests

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

FOURTEENTH 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 at 10:18 a.m.

DocuSigned by:
George Flint
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Secretary/Assistant Secretary

DocuSigned by:
Amanda Whitney
DF46774C4C3440E...
Chairman/Vice Chairman