

# Portofino Vista

## Community Development District

### Agenda

Seat 3: Jessica Vega – (C.)	
Seat 1: Jorge Cepero – (V.C.)	
Seat 2: Jim Dupre – (A.S.)	
Seat 5: Branden Skinner – (A.S.)	
Seat 4: Liza Amar – (A.S.)	

Wednesday  
April 24, 2024  
11:30 a.m.

Portofino Vista Clubhouse  
3545 Allegra Circle, St. Cloud, FL 34772  
<https://meet.goto.com/137668293>  
[+1 \(872\) 240-3311](tel:+18722403311); Access Code: 137-668-293

1. Oath of Office for Mr. Branden Skinner
2. Roll Call
3. Approval of the Minutes of the May 25, 2022, July 27, 2022, March 22, 2023 and June 28, 2023 Meetings
4. Consideration of:
  - A. First Amendment to District Management Agreement between Portofino Vista CDD and Governmental Management Services – South Florida, LLC
  - B. **Resolution #2024-01** Establishing an Electronic Signature Policy
  - C. **Resolution #2024-02** Adoption of Records Retention Policy
  - D. **Resolution #2024-03** Approving the Proposed Fiscal Year 2025 Budget and Setting the Public Hearing
5. Ratification of:
  - A. Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023
  - B. Data Sharing and Usage Agreement for Portofino Vista CDD
6. Discussion of Procedures for the Landowners Election – November 27, 2024
7. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Property Manager
  - D. CDD Manager
8. Financial Reports
  - A. Approval of Check Run Summary
  - B. Balance Sheet and Income Statement
9. Supervisors Requests and Audience Comments
10. Adjournment

*Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: <http://www.portofinovistacdd.com>*