

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: Open Seat	

Wednesday
May 22, 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. Organizational Matters
 - A. Acceptance of Resignation Letter from Ms. Liza Amar
 - B. Consideration of Appointment of Supervisors to Unexpired Term(s) of Office – Seat #4 (11/2024)
 - C. Oath of Office for Elected/Newly Appointed Supervisor(s)
 - D. Election of Officer(s)
4. Approval of the Minutes of the May 25, 2022, July 27, 2022, March 22, 2023 and June 28, 2023 Meetings
5. 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
6. 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
7. Discussion of Procedures for the Landowners Election – November 27, 2024
8. Staff Reports
 - A. Attorney
 - B. Engineer
 - D. Property Manager

E. CDD Manager – Number of Registered Voters – **74**

9. Financial Reports

A. Approval of Check Run Summary

B. Balance Sheet and Income Statement

10. Supervisors Requests and Audience Comments

11. 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>