

**MINUTES OF MEETING
PORTOFINO VISTA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Portofino Vista Community Development District was held on Wednesday, March 26, 2025, at 11:30 a.m. at 3545 Allegra Circle, St. Cloud, Florida.

Present and constituting a quorum were:

Mary Papantonis
Benjamin Vincent
Branden Skinner

Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Jason Showe
Rich Hans
Ginger Wald

District Manager
Governmental Management Services (by phone)
District Counsel (by phone)

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order and called roll.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Consideration of Appointment of Supervisors to Unexpired Term(s) of Office – Seat #5 (11/2026)

B. Oath of Office for Newly Appointed Supervisor(s)

Mr. Showe stated there was now a vacancy on the Board for seat #5 and asked if the Board wished to appoint anyone to that seat.

Mr. Vincent stated they did not have anyone to appoint at this time.

Mr. Showe stated they would table this item.

C. Discussion of Management Services

Mr. Showe stated this item was discussed at the previous meeting, and this was just a follow up to that discussion for management services. Going forward, GMS would

just be transferring the management services to the Central Florida GMS office and there would be no changes in the level of service or pricing going forward. Mr. Showe then asked for any comments or questions and upon hearing none, moved to the next item.

D. Approval of Agreement for District Management Services with Governmental Management Services – Central Florida LLC

Mr. Showe presented the agreement for District Management Services with Governmental Management Services – Central Florida LLC for approval stating all the conditions were standard under the agreement. He then asked for any questions or comments.

(At this point there was a brief discussion among the Board members and staff relating to this item. Mr. Skinner stated this item was previously tabled so the Board members could compare the contract and see if there were any terminology differences and asked if it was possible to table this item to the next meeting)

Mr. Showe stated the Board could approve the agreement today, subject to the Chairman's authorization, and he would be happy to provide the agreement for signature later.

On MOTION by Mr. Vincent seconded by Mr. Skinner with all in favor, accepting the Agreement for District Management Services with Governmental Management Services – Central Florida, LLC subject to the Chairman's signature was approved.

E. Consideration of Resolution #2025-03 Electing Officer(s)

Mr. Showe also stated the election of officers could be tabled and taken up at the next meeting as well since they would be transferring the management offices to GMS - Central Florida and then the Board would be able to put Jason Showe on as secretary.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 13, 2025 and February 26, 2025 Meetings

Mr. Showe presented the minutes of the January 13, 2025 and February 26, 2025 meetings stating those minutes were included in the agenda packet. He then

asked for any corrections, changes, or deletions and upon hearing none, he asked for a motion to approve the minutes as presented.

On MOTION by Mr. Skinner seconded by Mr. Vincent with all in favor, the Minutes of the January 13, 2025 and February 26, 2025 Meetings were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution #2025-05 Approving the Proposed Fiscal Year 2026 Budget and Setting the Public Hearing

Mr. Showe presented resolution #2025-05 approving the proposed fiscal year 2026 budget and setting the public hearing and gave a brief overview of the proposed budget stating it was essentially like the prior year and there would be no real changes and no increase in the assessments. Mr. Showe then indicated the public hearing date needed to be set at least 60 days out from today's meeting and was tentatively set for June 25, 2025. He then asked for any comments or questions, and upon hearing none, asked for a motion to adopt the resolution scheduling the public hearing on June 25, 2025 at the same time and location.

(At this point there was a discussion among the Board members and staff relating to some of the budgeted line items)

On MOTION by Mr. Skinner seconded by Mr. Vincent with all in favor, Resolution #2025-05 approving the proposed Fiscal Year 2026 Budget and setting the Public Hearing on June 25, 2025 at 11:30 a.m. at 35345 Allegra Circle, St. Cloud, Florida was approved.

FIFTH ORDER OF BUSINESS

Approval of:

A. Tri-Party Agreement with the Special Purpose Entity (SPE), the Trustee and CDD

B. Assignment of the Amended Final Judgment to SPE

Mr. Showe presented Item No. 5A & B, the Tri-Party Agreement with the Special Purpose Entity (SPE), the trustee and CDD and the assignment of the amended final judgment to the SPE and asked Ms. Wald to give a summary of these items.

Ms. Wald gave a summary of both items A and B stating these were basically standard agreements prepared by the Trustee, that she had reviewed these documents, and added some additional information for protection of the CDD Board members as well. She then asked for any questions or comments from the Board.

(At this point there was a discussion among the Board members and staff relating to these items)

Mr. Showe then asked for a motion to approve the amended final judgment of foreclosure, as well as the tri-party agreement with authority to the chairman to execute the documents.

On MOTION by Mr. Skinner seconded by Ms. Papantonis with all in favor, accepting the Assignment of the Agreed Amended Final Judgment of Foreclosure to the SPE and authorizing the Chairman to execute the document was approved.

On MOTION by Mr. Skinner seconded by Mr. Vincent with all in favor, accepting the Tri-Party Agreement with the Special Purpose Entity (SPE), the Trustee and CDD in substantial final form subject to the Chairman's final review upon completion of the document was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

Mr. Showe move to staff reports and asked Ms. Wald if she had anything additional to report.

A. Attorney

Ms. Wald stated she had no other items to report.

B. Engineer

There not being any, the next item followed.

C. Property Manager

There not being any, the next item followed.

D. CDD Manager

Mr. Showe stated under the CDD manager's report he would be looking to have the audit selection committee meeting the same day as the budget hearing of June 25, 2025 to proceed with the process of selecting an auditor for the District. Mr. Showe then asked the Board for a motion to advertise for the RFP.

On MOTION by Mr. Skinner seconded by Mr. Vincent with all in favor, authorizing staff to advertise for the RFP for District auditing services was approved.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Run Summary

B. Balance Sheet and Income Statement

Mr. Showe presented the check register and the balance sheet and income statement and asked for any comments or questions. Upon not hearing any, he asked for a motion to accept the financial reports.

On MOTION by Ms. Papantonis seconded by Mr. Vincent with all in favor, the Check Run Summary, and the balance sheet and income statement were approved.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Showe asked for any Supervisor's requests or audience comments. There were no comments at this time.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Showe asked for a motion to adjourn the meeting.

On MOTION by Mr. Skinner seconded by Mr. Vincent with all in favor, the Meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman