

Portofino Vineyards

Community Development District

Agenda

Seat 1: John Nelson – (C.)	
Seat 5: Jorge Cepero – (V. C.)	
Seat 4: Jim Dupre – (A.S.)	
Seat 2: Rachel Montoya – (A.S.)	
Seat 3: Open Seat	

Wednesday
March 6, 2024
11:35 a.m.

4160 Ambrosia Drive, Fort Myers, Florida
<https://meet.goto.com/870249189>
1 (408) 650-3123; Access Code: 870-249-189

1. Oath of Office for Mr. John Nelson and Ms. Rachel Montoya
2. Roll Call
3. Organizational Matters
 - A. Acceptance of Resignation Letter from Ms. Nina Chambers
 - B. Consideration of **Resolution #2024-01** Canvassing and Certifying Results of Landowners Election
 - C. Consideration of Appointment of Supervisor(s) to Unexpired Term(s) of Office – Seat #3
 - D. Oath of Office for Newly Appointed Supervisor(s)
 - E. Consideration of **Resolution #2024-02** Electing Officers
4. Approval of the Minutes of the June 7, 2023 Meeting
5. Consideration of:
 - A. **Resolution #2024-03** Establishing an Electronic Signature Policy
 - B. **Resolution #2024-04** Adoption of Records Retention Policy
 - C. **Resolution #2024-05** Approving the Proposed Fiscal Year 2025 Budget and Setting the Public Hearing
 - D. First Amendment to District Management Agreement between Portofino Vineyards CDD and Governmental Management Services – South Florida, LLC
 - E. Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023
6. Staff Reports
 - A. Attorney – Ethics Training and Financial Disclosure
 - B. Engineer
 - C. Manager – Insurance Policy Renewal and Appraisal with Egis Insurance & Risk Advisors
7. Financial Reports
 - A. Approval of Check Register
 - B. Acceptance of Unaudited Financials

8. Supervisors Requests and Audience Comments

9. Adjournment

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