

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

PORTICO COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Portico Community Development District was held on **Thursday, August 16, 2018 at 10:03 a.m.** at the office of Rizzetta & Company, Inc., located at 9530 Marketplace Road, Suite 206, Fort Myers, Florida 33912.

Present and constituting a quorum:

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| David Caldwell | Board Supervisor, Chairman |
| Barry Ernst | Board Supervisor, Vice Chairman |
| Scott Edwards | Board Supervisor, Assistant Secretary |
| Chris Hasty | Board Supervisor, Assistant Secretary |

Also present were:

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| Belinda Blandon | District Manager, Rizzetta & Company, Inc. |
| Mike Eckert | District Counsel, Hopping Green & Sams P.A. |
| Michelle Rigoni | District Counsel, Hopping Green & Sams P.A. |
| Mallory Clancy | Johnson Engineering, Inc. |

FIRST ORDER OF BUSINESS

Call to Order

Ms. Blandon called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Public Comment

Ms. Blandon stated for the record that no members of the public were present.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Audit Committee Meeting held on May 17, 2018, Consideration of the Minutes of the Board of Supervisors' Meeting held on May 17, 2018, Consideration of the Operations and Maintenance Expenditures for the Months of May and June 2018

Ms. Blandon presented the Minutes of the Audit Committee meeting held on May 17, 2018, and asked if there were any additions, deletions, or corrections to the Minutes.

On a Motion by Mr. Caldwell, seconded by Mr. Ernst, with all in favor, the Board Accepted the Minutes of the Audit Committee Meeting held on May 17, 2018, Approved the Minutes of the Board of Supervisors' Meeting held on May 17, 2018, and Approved the Operations and Maintenance Expenditures for the Months of May and June 2018, for the Portico Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendation

Ms. Blandon advised that the Audit Committee met prior to the onset of the Board of Supervisors' meeting and has recommended that the Board of Supervisors' enter into contract negotiations with Grau & Associates for Audit Services.

On a Motion by Mr. Caldwell, seconded by Mr. Hasty, with all in favor, the Board Accepted the Recommendation of the Audit Committee to Enter into Contract Negotiations with Grau & Associates for Audit Services, for the Portico Community Development District.

FIFTH ORDER OF BUSINESS

Appointment of Board Supervisor to Fill Seat #5, with a Term to Expire November 2018

Ms. Blandon asked if the Board would like to fill the vacancy of seat #5 with a term to expire in November 2018.

On a Motion by Mr. Caldwell, seconded by Mr. Ernst, with all in favor, the Board Appointed Mr. Russell Smith to Fill Seat #5, with a Term to Expire in November 2018, for the Portico Community Development District.

Ms. Blandon administered the Oath of Office to Mr. Russell Smith and asked if he would like to receive or waive Supervisor Compensation. Mr. Smith waived Supervisor Compensation.

SIXTH ORDER OF BUSINESS

Review and Acceptance of Audit for Fiscal Year End September 30, 2017 as Prepared by Grau & Associates

Ms. Blandon provided an overview of the Audit for Fiscal Year end September 30, 2017 and asked if there were any questions. There were none.

On a Motion by Mr. Caldwell, seconded by Mr. Smith, with all in favor, the Board Approved the Audit for Fiscal Year End September 30, 2017, as Prepared by Grau & Associates, for the Portico Community Development District.

SEVENTH ORDER OF BUSINESS

**Review and Acceptance of Arbitrage
Rebate Calculations for the Period
Ending May 30, 2018, as Prepared by
LLS Tax Solutions**

Ms. Blandon provided an overview of the Arbitrage Rebate Calculations for the period ending May 30, 2018 as prepared by LLS Tax Solutions and asked if there were any questions. There were none.

On a Motion by Mr. Caldwell, seconded by Mr. Ernst, with all in favor, the Board Accepted the Arbitrage Rebate Calculations for the Period Ending May 30, 2018, as Prepared by LLS Tax Solutions, for the Portico Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2018-05,
Adopting a Policy Regarding
Recreational Activities on District
Ponds; Providing Trespass
Enforcement Authority; Authorizing
the Issuance of a Letter Regarding the
Same**

Mr. Eckert provided an overview of the resolution. Mr. Caldwell inquired regarding homeowners being allowed to fish on the ponds behind their homes. Mr. Eckert advised this policy would prohibit that activity. Discussion ensued.

On a Motion by Mr. Ernst, seconded by Mr. Caldwell, with all in favor, the Board Adopted Resolution 2018-05, Adopting a Policy Regarding Recreational Activities on District Ponds; Providing Trespass Enforcement Authority; Authorizing the Issuance of a Letter Regarding the Same, for the Portico Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2018-06,
Re-Appointing an Assistant Secretary
of the District**

Ms. Blandon provided an overview of the resolution advising that Mr. Joe Roethke is now the Regional District Manager overseeing the Fort Myers office.

On a Motion by Mr. Caldwell, seconded by Mr. Hasty, with all in favor, the Board Adopted Resolution 2018-06, Re-Appointing Mr. Joe Roethke as Assistant Secretary, for the Portico Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-07,
Adopting a Meeting Schedule for Fiscal
Year 2018/2019**

Ms. Blandon reviewed the resolution and advised the schedule being presented in consistent with the current year schedule with meetings being scheduled quarterly on the third Thursday of the month beginning at 10:00 a.m.

On a Motion by Mr. Ernst, seconded by Mr. Edwards, with all in favor, the Board Adopted Resolution 2018-07, Adopting a Meeting Schedule for Fiscal Year 2018/2019, for the Portico Community Development District.

ELEVENTH ORDER OF BUSINESS

**Public Hearing to Consider the
Adoption of the Fiscal Year 2018/2019
Budget and Public Hearing to Consider
the Imposition of Operations and
Maintenance Special Assessments,
Adoption of an Assessment Roll, and
the Levy, Collection, and Enforcement
of the Same**

Ms. Blandon reviewed the public hearing process and asked for a motion to open the public hearing for both the adoption of the budget and for imposition of special assessments.

On a Motion by Mr. Smith, seconded by Mr. Caldwell, with all in favor, the Board Opened the Public Hearing to Consider the Adoption of the Fiscal Year 2018/2019 Budget and Public Hearing to Consider the Imposition of Operations and Maintenance Special Assessments, Adoption of an Assessment Roll, and the Levy, Collection, and Enforcement of the Same, for the Portico Community Development District.

TWELFTH ORDER OF BUSINESS

**Presentation of the Proposed Final
Budget for Fiscal Year 2018/2019**

Mr. Caldwell advised that with no members of the public present he would like to close the hearing.

On a Motion by Mr. Caldwell, seconded by Mr. Ernst, with all in favor, the Board Closed the Public Hearing to Consider the Adoption of the Fiscal Year 2018/2019 Budget and Public Hearing to Consider the Imposition of Operations and Maintenance Special Assessments, Adoption of an Assessment Roll, and the Levy, Collection, and Enforcement of the Same, for the Portico Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-08,
Annual Appropriations and Adopting
the Budget for Fiscal Year 2018/2019**

Ms. Blandon provided an overview of the resolution advising that section two would be completed as follows: total general fund total \$145,731.00, debt service fund \$983,239.51, for a total budget of \$1,128,970.51.

On a Motion by Mr. Caldwell, seconded by Mr. Ernst, with all in favor, the Board Adopted Resolution 2018-08, Annual Appropriations and Adopting the Budget for Fiscal Year 2018/2019, in the Amount of \$1,128,970.51, for the Portico Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2018-09,
Making a Determination of Benefit and
Imposing Special Assessments for
Fiscal Year 2018/2019; Providing for
the Collection and Enforcement of
Special Assessments; Certifying an
Assessment Roll**

Ms. Blandon provided an overview of the resolution.

On a Motion by Mr. Smith, seconded by Mr. Caldwell, with all in favor, the Board Adopted Resolution 2018-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll, for the Portico Community Development District.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Eckert provided an update regarding ADA compliance as it related to websites; he provided a detailed review of work his firm is doing to come up with the best solutions in the most cost effective way.

- B. District Engineer
Ms. Clancy advised she had no report.

- C. District Manager
Ms. Blandon advised the next meeting of the Board of Supervisors is scheduled for Thursday, November 15, 2018 at 10:00 a.m. at which time the Landowner Election will be held.

SIXTEENTH ORDER OF BUSINESS

Supervisor Requests and Comments

Ms. Bandon opened the floor for Supervisor requests or comments.

Mr. Caldwell advised that Lennar would like to build into the HOA budget monies for lake bank repairs should they become necessary. He inquired whether this may become a problem. Discussion ensued. Mr. Eckert advised that a simple agreement between the HOA and CDD can be drafted for access to and maintenance of the lake banks after further review of the plats and other documents.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

Ms. Bandon advised there is no further business to come before the Board and asked for a motion to adjourn.

On a Motion by Mr. Smith, seconded by Mr. Ernst, with all in favor, the Board adjourned the meeting at 10:24 a.m. for the Portico Community Development District.



Secretary/Assistant Secretary



Chairman/ Vice Chairman