

Portofino Isles

Community Development District

Agenda

Seat 5: Juan Azcona – (C.)	
Seat 1: Frank Wilson – (V.C.)	
Seat 2: Rohn Timm – (A.S.)	
Seat 3: Gerald Mirabile – (A.S.)	
Seat 4: Open Seat	

Tuesday
November 14, 2023
10:00 a.m.

2160 NW Reserve Park Trace
Port St. Lucie FL 34986-3223
<https://meet.goto.com/223688285>
1 (571) 317-3122; Access Code: 223-688-285

1. Roll Call
2. Organizational Matters
 - A. Consideration of Appointment of Supervisor(s) to Fill Unexpired Term(s) of Office – Seat #4 (11/2026)
 - B. Oath of Office for Elected/Newly Appointed Supervisor(s)
 - C. Electing Officer(s)
3. Approval of the Minutes of the August 8, 2023 Meeting
4. Consideration of:
 - A. **Resolution #2024-01** Establishing an Electronic Signature Policy
 - B. **Resolution #2024-02** Adoption of Records Retention Policy
 - C. Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023
5. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager
 - 1) Monthly Report
 - 2) Discussion of:
 - a. Landscape Maintenance Proposal with Seacreast Services, Inc.
 - b. Landscape Services Agreement with BrightView Landscape Services
 - c. Lakes and Complaints
 - d. Email Regarding 1985 SW Providence PL
 - e. Results of (Mandated) Preserve Study
 - f. Lakes
 - g. Ethics training
 - D. CDD Manager – Insurance Policy Renewal and Appraisal with Egis Insurance & Risk Advisors

6. Financial Reports
 - A. Approval of Check Register
 - B. Acceptance of Unaudited Financials
7. Supervisors Requests and Audience Comments
8. 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.portofinoislescdd.com>