

***Portofino Vineyards
Community Development District***

May 2, 2018

Portofino Vineyards

Community Development District

5385 N. Nob Hill Road, Sunrise, Florida 33351

Phone: 954-721-8681 - Fax: 954-721-9202

April 25, 2018

**Board of Supervisors
Portofino Vineyards
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Portofino Vineyards Community Development District** is scheduled for **May 2, 2018 at 11:35 a.m. at the Portofino Cove Sales Office, at 4135 Ambrosia Drive #2016, Fort Myers, Florida.** Following is the advance agenda:

1. Oath of Office for Newly Elected Supervisors Elected at the Landowners Election (Seats #1, #3 and #5)
2. Roll Call
3. Organizational Matters
 - A. Consideration of **Resolution #2018-01** Canvassing and Certifying Results of Landowners Election
 - B. Consideration of **Resolution #2018-02** Electing Officers
4. Approval of the Minutes of the June 10, 2016, May 3, 2017, and August 1, 2017 Meetings
5. Consideration of **Resolution #2018-03** Approving the Proposed Fiscal Year 2019 Budget and Setting the Public Hearing
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager - Number of Registered Voters in the District - 0
7. Supervisors Requests and Audience Comments
8. Financial Reports
 - A. Approval of Funding Requests **#52, #53, #54 & #55**
 - B. Combined Balance Sheet
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>

RESOLUTION 2018-01

**A RESOLUTION CANVASSING AND CERTIFYING THE RESULTS
OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD
PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES**

WHEREAS, pursuant to Section 190.006(2), Florida Statute, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of a Community Development District for the purpose of electing *three* Supervisors of the District; and

WHEREAS, following proper publication of notice thereof, such landowners meeting was held on *May 2, 2018* at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors by means of this Resolution desire to canvas the votes and declare and certify the results of said election;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE PORTOFINO VINEYARDS COMMUNITY
DEVELOPMENT DISTRICT;**

1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown, to wit:

_____	_____ Votes
_____	_____ Votes
_____	_____ Votes

2. In accordance with said statute, and by virtue of the number of votes cast for the respective Supervisors, they are declared to have been elected for the following terms of office:

_____ four (4) year term
_____ four (4) year term
_____ two (2) year term

3. Said terms of office shall commence immediately upon the adoption of this Resolution.

PASSED AND ADOPTED THIS, _____ DAY OF _____.

Chairman / Vice Chairman

Secretary / Assistant Secretary

RESOLUTION 2018-02

**A RESOLUTION ELECTING OFFICERS OF THE
PORTOFINO VINEYARDS COMMUNITY
DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of the **Portofino Vineyards Community Development District** at a regular business meeting following the landowners meeting held on **May 2, 2018** desires to elect the below recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE PORTOFINO VINEYARDS
COMMUNITY DEVELOPMENT DISTRICT:**

1. The following persons were elected to the offices shown, to wit:

- | | |
|-------|---------------------|
| _____ | Chairman |
| _____ | Vice Chairman |
| _____ | Treasurer |
| _____ | Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |

PASSED AND ADOPTED THIS _____ DAY OF _____.

Chairman / Vice Chairman

Secretary / Assistant Secretary

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

The regular meeting of the Board of Supervisors of the Portofino Vineyards Community Development District was held on June 10, 2016 at 12:30 p.m. at the Portofino Cove Sales Office, 4180 Umbria Lane #712, Fort Myers, Florida.

Present and constituting a quorum were:

Nancy Iglesias	Chairperson
Jorge Cepero	Vice Chairman
John Nelson	Assistant Secretary

Also present were:

Paul Winkeljohn	District Manager
Gerry Knight	District Counsel (by phone)

FIRST ORDER OF BUSINESS Oath of Office for Ms. Nancy Iglesias

Mr. Winkeljohn, being a notary of the State of Florida, imposed the oath of office to Ms. Iglesias. The signed oath will be made part of the district's public records.

SECOND ORDER OF BUSINESS Roll Call

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

THIRD ORDER OF BUSINESS Organizational Matters

A. Consideration of Appointment of Supervisors to Fill Unexpired Term of Office (Seat #5 - 11/2017)

B. Oath of Office for Newly Appointed Supervisor

C. Election of Officers

These items were tabled until a future meeting.

**FOURTH ORDER OF BUSINESS Approval of the Minutes of the
July 10, 2015 and February 12, 2016
Meetings**

Mr. Winkeljohn: Item #3 is Approval of the Minutes of the July 10, 2015 and February 12, 2016 Meetings.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor the Minutes of the July 10, 2015 Meeting were approved; and the Minutes of the February 12, 2016 Meeting were tabled.

FIFTH ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2017 Budget

A. Motion to Open the Public Hearing

Mr. Winkeljohn: Next we need a motion to open the public hearing.

On MOTION by Mr. Nelson seconded by Ms. Iglesias with all in favor the public hearing was opened.

B. Public Comment and Discussion

Mr. Winkeljohn: No public here today for comment and discussion, so unless any of the board members have any comments or questions, we can move on to the next item.

C. Consideration of Resolution #2016-04 Adopting the Final Budget

Mr. Winkeljohn: Resolution #2016-04 adopts the final budget. You are on a developer funding process for Vineyards, so it is on an as-needed basis for expenses and a motion approving Resolution #2016-04 would be in order.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor Resolution #2016-04 Adopting the Final Budget was approved.

D. Approval of Developer Funding Agreement

Mr. Winkeljohn: And then we have the developer funding agreement, since we are not on the tax roll this is how we fund the district. Is there a motion to approve it?

Mr. Cepero: Table.

Mr. Winkeljohn: Table it? You don't like it? When you adopt your budget you have to have a form of payment. You can deal with it as the developer, but the board still kind of needs to approve it. Sorry.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor the developer funding agreement was approved.

E. Motion to Close the Public Hearing

Mr. Winkeljohn: And a motion to close our public hearing.

On MOTION by Mr. Nelson seconded by Ms. Iglesias with all in favor the public hearing was closed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Discussion of 2016 Legislative Session Memorandum and Supplement Memorandum

Mr. Winkeljohn: Staff Reports. We have the legislative session memorandums, which are in your books. I think you have already heard about those at the prior meeting. Gerry, unless you want to expand on that or talk about something else?

Mr. Knight: No, same report I just gave.

B. Engineer

There not being any report, the next item followed.

C. Manager

1) Number of Registered Voters in the District - 1

Mr. Winkeljohn: Under Manager's report, we have number of registered voters, which does show there is one, so apparently a squirrel or raccoon has a registration card. Not sure how that could be so we will look into that and report back on it.

2) Consideration of Proposed Fiscal Year 2017 Meeting Schedule

Mr. Winkeljohn: The fiscal year meeting schedule, a motion to approve that.

On MOTION by Mr. Nelson seconded by Mr. Cepero with all in favor the proposed fiscal year 2017 meeting schedule was approved.

3) Discussion of Financial Disclosure Report from the Commission on Ethics

4) Discussion of Public Records Requests

Mr. Winkeljohn: We already previously discussed items #3 and #4 and those are in your booklets to read if you want to.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Approval of Funding Request #46

B. Combined Balance Sheet and Income Statement

Mr. Winkeljohn: Financial Reports. We have Funding Request #46, and the combined balance sheet and income statement. If there aren't any questions, a motion to approve the financials.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor Funding Request #46 and the Combined Balance Sheet were approved.

NINTH ORDER OF BUSINESS Adjournment

Mr. Winkeljohn: If there is no other district business to discuss, we would just need a motion to adjourn the meeting.

Mr. Cepero: Before we do that can we return the minutes?

Mr. Winkeljohn: Sure. The February ones?

Mr. Cepero: Yes, I would like to approve them.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor the Minutes of the February 12, 2016 Meeting were approved.

There not being any further business to discuss,

On MOTION by Ms. Iglesias seconded by Mr. Cepero with all in favor the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

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

The regular meeting of the Board of Supervisors of the Portofino Vineyards Community Development District was held on Wednesday, May 3, 2017 at 11:35 a.m. at the Portofino Cove Sales Office, 4135 Ambrosia Drive #2016, Fort Myers, Florida.

Present and constituting a quorum were:

Nancy Iglesias	Chairman
Jorge Cepero	Vice Chairman
John Nelson	Assistant Secretary

Also present were:

Paul Winkeljohn	District Manager
Ginger Wald	District Counsel (by phone)

FIRST ORDER OF BUSINESS

**Oath of Office for Ms. Nancy
Iglesias**

Mr. Winkeljohn: Item No. 1 is oath of office for Nancy, so we have to administer the oath, so Nancy I'll say "I" and then you would state your name for the record and at the end you would just say "I do" if you agree with the statement, so "I".

Ms. Iglesias: "Nancy Iglesias."

Mr. Winkeljohn: A resident of the State of Florida and citizen of the United States of America, being a Supervisor of the Portofino Vineyards Community Development District and recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly, and impartially discharge the duties devolving upon me in the office of Supervisor of the Portofino Vineyards Community Development District, Lee County, Florida.

Ms. Iglesias: "I do."

Mr. Winkeljohn: If you would sign that and return that back to me, I will notarize it, and enter it into the District's official record.

SECOND ORDER OF BUSINESS Roll Call

Mr. Winkeljohn called the meeting to order, and called the roll.

THIRD ORDER OF BUSINESS Organizational Matters

- A. Consideration of Appointment of Supervisor to Fill Unexpired Term of Office (Seat #5 - 11/2017)
- B. Oath of Office for Newly Appointed Supervisor
- C. Election of Officers

Mr. Winkeljohn: Tabling organizational matters again, I assume?

Mr. Cepero: Yes, table.

Mr. Winkeljohn: Ok, and you asked me about Jim, he's seat #3, so he's still on this Board.

FOURTH ORDER OF BUSINESS Approval of the Minutes of the June 10, 2016 Meeting

Mr. Winkeljohn: Next are minutes from the June 10th meeting?

Mr. Cepero: Table.

Mr. Winkeljohn: Ok.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor, the Minutes of the June 10, 2016 Meeting were tabled.

FIFTH ORDER OF BUSINESS Consideration of Resolution #2017-01 Approving the Proposed Fiscal Year 2018 Budget and Setting the Public Hearing

Mr. Winkeljohn: Resolution #2017-01 is the fiscal year 2018 proposed budget. I would recommend approval with an August 1st public hearing date at the 11:35 advertised time.

Mr. Cepero: It's the same budget as last year?

Mr. Winkeljohn: Yes sir, no changes.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor, Resolution #2017-01 approving the proposed Fiscal Year 2018 Budget and setting the Public Hearing on August 1, 2017 at 11:35 a.m. at 4135 Ambrosia Drive, #2016, Fort Myers, Florida was approved.

SIXTH ORDER OF BUSINESS

Discussion of Procedures for the Landowners Election - November 8, 2017

Mr. Winkeljohn: In your packets is the discussion of the landowners election which will take place on November 8, 2017 and if you have any questions we can take those, or we can move on to staff reports.

SEVENTH ORDER OF BUSINESS

Staff Reports

Mr. Winkeljohn: Ginger?

A. Attorney

Ms. Wald: Nothing to report.

B. Engineer

There not being any report, the next item followed.

C. Manager - Number of Registered Voters in the District - 0

Mr. Winkeljohn: Moving on, under manager's report, everything is in my report regarding the status of the District's registered voters which is zero.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Approval of Funding Requests #47 & #48

B. Combined Balance Sheet

Mr. Winkeljohn: Your financial reports include funding requests #47 and #48, as well as a combined balance sheet. If those are in order a motion to approve would be welcomed.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor, Funding Requests #47 & #48, and the Combined Balance Sheet were approved.

**NINTH ORDER OF BUSINESS Supervisors Requests and
Audience Comments**

There not being any, the next item followed.

TENTH ORDER OF BUSINESS Adjournment

Mr. Winkeljohn: If there is nothing else, we would just need a motion to adjourn.

On MOTION by Mr. Nelson seconded by Ms. Iglesias with all in favor, the Meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

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

A special meeting of the Board of Supervisors of the Portofino Vineyards Community Development District was held on August 1, 2017 at 11:35 a.m. at the Portofino Cove Sales Office, 4135 Ambrosia Drive #2016, Fort Myers, Florida.

Present and constituting a quorum were:

Nancy Iglesias	Chairperson
Jorge Cepero	Vice Chairman
John Nelson	Assistant Secretary

Also present were:

Paul Winkeljohn	District Manager
Ginger Wald	District Counsel (by phone)

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Organizational Matters

- A. Consideration of Appointment of Supervisors to Fill Unexpired Term of Office (Seat #5 - 11/2017)
- B. Oath of Office for Newly Appointed Supervisor
- C. Election of Officers

These items were tabled until a future meeting.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
June 10, 2016 and May 3, 2017
Meetings**

Mr. Winkeljohn: Item #3 are the minutes from the meetings held on June 10, 2016 and May 3, 2017.

Mr. Cepero: Next time. Table those.

Mr. Winkeljohn: Okay. Tabling the minutes.

FOURTH ORDER OF BUSINESS

**Public Hearing to Adopt the
Fiscal Year 2018 Budget**

A. Motion to Open the Public Hearing

Mr. Winkeljohn: Next we need a motion to open the public hearing.

On MOTION by Mr. Nelson seconded by Ms. Iglesias with all in favor the public hearing was opened.

B. Public Comment and Discussion

Mr. Winkeljohn: No public here today for comment and discussion, so unless any of the Board members have any comments or questions, we can move on to the next item.

C. Consideration of Resolution #2017-02 Adopting the Final Budget

D. Approval of Developer Funding Agreement

Mr. Winkeljohn: Resolution #2017-02 adopts the final budget. This is a non-assessment budget, which is based on a developer funding agreement and any of the items in the budget are really subject to final actions of the developer with what they want to fund and what they don't want to fund, so you are really setting the expectations. Obviously you know what they are because they are outlined in the budget so I would recommend for Resolution #2017-02 to be approved.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor Resolution #2017-02 Adopting the Final Budget was approved.

Mr. Winkeljohn: And then we have the developer funding agreement, which is the process we use to fund the District's expenses, so I would recommend a motion to approve it at this time.

On MOTION by Mr. Nelson seconded by Mr. Cepero with all in favor the developer funding agreement was approved.

E. Motion to Close the Public Hearing

Mr. Winkeljohn: And a motion to close our public hearing.

On MOTION by Mr. Nelson seconded by Ms. Iglesias with all in favor the public hearing was closed.

FIFTH ORDER OF BUSINESS Staff Reports

A. Attorney

There not being any report, the next item followed.

B. Engineer

There not being any report, the next item followed.

C. Manager

1) Consideration of Proposed Fiscal Year 2018 Meeting Schedule

Mr. Winkeljohn: The fiscal year meeting schedule, we talked about this at the prior meeting and this one mirrors that one so I would ask for a motion to approve it.

On MOTION by Mr. Nelson seconded by Mr. Cepero with all in favor the proposed fiscal year 2018 meeting schedule was approved as-presented.

2) Discussion of Financial Disclosure Report from the Commission on Ethics

Mr. Winkeljohn: Same discussion on your financial disclosure forms assuming nobody filed in the last 10 minutes, make sure you take care of doing so soon.

**SIXTH ORDER OF BUSINESS Supervisors Requests and
 Audience Comments**

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Approval of Funding Requests #49, #50, & #51

B. Combined Balance Sheet and Income Statement

Mr. Winkeljohn: Financial Reports. We have Funding Requests #49, #50, and #51, as well as the combined balance sheet and income statement. If there aren't any questions, a motion to approve the financials.

On MOTION by Mr. Cepero seconded by Mr. Nelson with all in favor Funding Requests #49, #50, and #51 and the Combined Balance Sheet and Income Statement were approved.

EIGHTH ORDER OF BUSINESS Adjournment

Mr. Winkeljohn: Any other items for today? If there is no other District business to discuss, we would just need a motion to adjourn the meeting.

On MOTION by Ms. Iglesias seconded by Mr. Nelson with all in favor the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

RESOLUTION 2018-03

A RESOLUTION OF THE PORTOFINO VINEYARDS COMMUNITY DEVELOPMENT DISTRICT APPROVING THE DISTRICT'S PROPOSED BUDGET FOR FISCAL YEAR 2019 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW

WHEREAS, the District Manager has prepared the proposed budget for the Fiscal Year 2019; and

WHEREAS, the Board of Supervisors approves the proposed budget for purpose of submitting said budget to the local governing authorities not less than 60 days prior to the public hearing date in accordance with Chapter 190.008(b), Florida Statutes; and

WHEREAS, the Board of Supervisors desires to set the public hearing date;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PORTOFINO VINEYARDS COMMUNITY DEVELOPMENT DISTRICT:

1. The proposed budget for Fiscal Year 2019 is hereby approved for the purpose of conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: _____

Hour: _____

Place: _____

Notice of public hearing shall be published in accordance with Florida Law.

Adopted this _____ day of _____, 2018.

Chairman/Vice Chairman

Secretary/Assistant Secretary

***Proposed Budget
Fiscal Year 2019***

***Portofino Vineyards Community
Development District***

May 2, 2018



***Portofino Vineyards
Community Development District***

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Budget

Narrative

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Portofino Vineyards

Community Development District

General Fund

<i>Description</i>	<i>FY2018 Adopted Budget</i>	<i>FY2019 Proposed Budget</i>
Revenues		
Developer Contributions	\$34,525	\$34,525
Total Revenues	\$34,525	\$34,525
Expenditures		
<i>Administrative</i>		
Engineering	\$2,500	\$2,500
Attorneys Fees	\$5,000	\$5,000
Annual Audit	\$6,000	\$6,000
Management Fees	\$6,000	\$6,000
Computer Time	\$750	\$750
Website Compliance	\$500	\$500
Telephone	\$100	\$100
Postage	\$750	\$750
Printing & Binding	\$1,500	\$1,500
Insurance	\$6,100	\$6,100
Legal Advertising	\$2,400	\$2,400
Other Current Charges	\$500	\$500
Office Supplies	\$500	\$500
Dues, Licenses & Subscriptions	\$175	\$175
Capital Outlay	\$250	\$250
Contingency	\$1,500	\$1,500
Administrative Expenditures	\$34,525	\$34,525
Unassigned Fund Balance	\$0	\$0

Portofino Vineyards
Community Development District
GENERAL FUND BUDGET

REVENUES:

Maintenance Assessments

The District will levy a Non-Ad Valorem assessment on all the platted lots within the District to pay all of the operating expenses for the Fiscal Year in accordance with the adopted budget.

EXPENDITURES:

Administrative:

Engineering Fees

The District's engineer will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc.

Attorney

The District's legal counsel will be providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating & maintenance contracts, resolutions etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Per Section 218.39 of the Florida Statutes, each special district with total revenues or expenditures in excess of \$100,000 OR any special district with revenue or expenses between \$50,000 and \$100,000 that has not been subject to a financial audit in the 2 preceding fiscal years must perform an independent annual audit.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services – South Florida, LLC.

Computer Time

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services – South Florida, LLC.

Website Compliance

Per Chapter 2014-22, Laws of Florida, all District must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated monthly.

Portofino Vineyards
Community Development District
GENERAL FUND BUDGET

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Preferred Governmental Insurance Trust. PGIT specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses that incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Capital Outlay

Represents any minor capital expenditures the District may need to make during the Fiscal Year such as a file cabinet for District files.

GOVERNMENTAL MANAGEMENT SERVICES

5385 N. Nob Hill Rd.
Sunrise FL 33351

Lee County – Community Development Districts
FLORIDA

04/15/2018

2018 PRECINCT	NAME OF CDD	# REG VOTERS
49	Bonita Village	12
122	Copper Oaks	417
20	Mirada	59
9	Portofino Cove	67
70	Portofino Springs	193
121	Portofino Vineyards	0
9	Treeline Preserve	0

Tammy Lipa – Voice: 239-533-6329
Email: tlipa@lee.vote

Send to: Jennifer McConnell jmccconnell@gmssf.com Phone: 954-721-8681 x203

Portofino Vineyards
Community Development District
Approval Summary Funding Requests

<i>Funding Requests</i>	<i>Date</i>	<i>Amount</i>
<i>Funding Request #52</i>	<i>9/25/2017</i>	<i>\$2,374.94</i>
<i>Funding Request #53</i>	<i>10/16/2017</i>	<i>\$2,625.92</i>
<i>Funding Request #54</i>	<i>2/22/2018</i>	<i>\$3,917.44</i>
<i>Funding Request #55</i>	<i>4/23/2018</i>	<i>\$1,717.06</i>
<i>Total Funding Request</i>		<i>\$10,635.36</i>

Portofino Vineyards
Community Development District

Funding Request #52
September 25, 2017

PAYEE	GENERAL FUND	CAPITAL PROJECTS ⁽¹⁾
1 Florida Department of Economic Opportunity Special District Fee - FY 2018	\$ 175.00	
2 Naples Daily News Ad Id #1613591 Notice of Public Hearing ⁽²⁾	\$ 699.94	
Notice of Landowners and Election	\$ 850.00	
Fiscal Year 2018 Meeting Dates	\$ 350.00	
3 Wells Fargo Checking Account Bank Fees - 12 months -\$25 per month	\$ 300.00	
TOTAL	\$ 2,374.94	\$ -

⁽¹⁾ Capital related items will be reimbursed to the developer once bonds are issued.

⁽²⁾ This invoice has been outstanding since May 2017; please find enclosed.

Please make check payable to:

Portofino Vineyards CDD
5385 North Nob Hill Road
Sunrise, Florida 33351

Portofino Vineyards
Community Development District

Funding Request #53
October 16, 2017

PAYEE	GENERAL FUND	CAPITAL PROJECTS ⁽¹⁾
1 Billing, Cochran, Lyles, Mauro & Ramsey, P.A.		
Inv. #142913 Service thru 06/30/2017	\$ 250.00	
Inv. #143429 Service thru 07/31/2017	\$ 250.00	
Inv. #286.50 Service thru 08/31/2018	\$ 286.50	
2 GMS - So. Florida, LLC		
Inv. #131 Management Fees - August 2017	\$ 629.57	
Inv. #132 Management Fees - September 2017	\$ 604.47	
Inv. #133 Management Fees - October 2017	\$ 605.38	
TOTAL	\$ 2,625.92	\$ -

⁽¹⁾ Capital related items will be reimbursed to the developer once bonds are issued.

Please make check payable to:

Portofino Vineyards CDD
5385 North Nob Hill Road
Sunrise, Florida 33351

Portofino Vineyards
 Community Development District

Funding Request #54
 February 22, 2018

PAYEE	GENERAL FUND	CAPITAL PROJECTS ⁽¹⁾
1 Billing, Cochran, Lyles, Mauro & Ramsey, P.A.		
Inv. #144841 Service thru 09/30/2017	\$ 500.00	
Inv. #145156 Service thru 10/31/2017	\$ 250.00	
Inv. #145825 Service thru 11/30/2017	\$ 250.00	
Inv. #146666 Service thru 12/31/2017	\$ 250.00	
Inv. #147314 Service thru 01/31/2018	\$ 250.00	
2 GMS - So. Florida, LLC		
Inv. #134 Management Fees - November 2017	\$ 604.63	
Inv. #135 Management Fees - December 2017	\$ 604.47	
Inv. #136 Management Fees - January 2018	\$ 604.17	
Inv. #137 Management Fees - February 2018	\$ 604.17	
TOTAL	\$ 3,917.44	\$ -

⁽¹⁾ Capital related items will be reimbursed to the developer once bonds are issued.

Please make check payable to:

Portofino Vineyards CDD
 5385 North Nob Hill Road
 Sunrise, Florida 33351

Portofino Vineyards
Community Development District

Funding Request #55
April 23, 2018

PAYEE	GENERAL FUND	CAPITAL PROJECTS ⁽¹⁾
1 Billing, Cochran, Lyles, Mauro & Ramsey, P.A.		
Inv. #148012 Service thru 02/28/2018	\$ 250.00	
Inv. #148570 Service thru 03/31/2018	\$ 250.00	
2 GMS - So. Florida, LLC		
Inv. #138 Management Fees -March 2017	\$ 604.62	
Inv. #141 Management Fees - April 2017	\$ 612.44	
TOTAL	\$ 1,717.06	\$ -

⁽¹⁾ Capital related items will be reimbursed to the developer once bonds are issued.

Please make check payable to:

Portofino Vineyards CDD
5385 North Nob Hill Road
Sunrise, Florida 33351

**PORTOFINO VINEYARDS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
March 31, 2018**

	<u>General</u>
<u>ASSETS:</u>	
CASH	\$1,293
DUE FROM DEVELOPER	\$165,754
	<hr/>
TOTAL ASSETS	<u>\$167,046</u>
<u>LIABILITIES:</u>	
ACCOUNTS PAYABLE	\$154,698
FUND BALANCES:	
UNRESERVED	\$12,348
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	<hr/> <u>\$167,046</u>

PORTOFINO VINEYARDS
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance
For The Period Ending March 31, 2018

<u>Description</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/2018</u>	<u>ACTUAL THRU 03/31/2018</u>	<u>VARIANCE</u>
<i>Revenues</i>				
Developer Contributions	\$34,525	\$17,263	\$6,398	(\$10,865)
Total Revenues	\$34,525	\$17,263	\$6,398	(\$10,865)
<i>Expenditures</i>				
<i>Administrative</i>				
Engineering	\$2,500	\$1,250	\$0	\$1,250
Attorneys Fees	\$5,000	\$2,500	\$1,500	\$1,000
Auditing	\$6,000	\$0	\$0	\$0
Management Fees	\$6,000	\$3,000	\$3,000	\$0
Computer Time	\$750	\$375	\$375	\$0
Website Compliance	\$500	\$250	\$250	\$0
Telephone	\$100	\$50	\$0	\$50
Postage	\$750	\$375	\$1	\$374
Printing & Binding	\$1,500	\$750	\$1	\$749
Insurance	\$6,100	\$0	\$0	\$0
Legal Advertising	\$2,400	\$1,200	\$231	\$969
Other Current Charges	\$500	\$250	\$189	\$61
Office Supplies	\$500	\$250	\$0	\$250
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Capital Outlay	\$250	\$125	\$0	\$125
Contingency	\$1,500	\$750	\$0	\$750
Total Expenditures	\$34,525	\$11,300	\$5,722	\$5,578
Excess Revenues/(Expenditures)	\$0		\$676	
Fund Balance - Beginning			\$11,672	
Fund Balance - Ending			\$12,348	