

MINUTES OF MEETING  
ELEVATION POINTE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Elevation Pointe Community Development District was held Friday, January 26, 2024 at 9:30 a.m. at the Offices of GMS-NF, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida.

Present and constituting a quorum were:

Owais Khanani	Chairman
Fernanda Loza	Assistant Secretary
Mike Rich	Assistant Secretary

Also present were:

Jeremy LeBrun	District Manager
Jonathan Johnson <i>by phone</i>	District Counsel
Brian Deitsch <i>by phone</i>	District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. LeBrun called the meeting to order and called the roll. Three Board members were present in person and one Supervisor participated on the phone constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. LeBrun noted that only Board members and staff were present at the meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of October 27, 2023  
Board of Supervisors Meeting**

Mr. LeBrun presented the minutes of the October 27, 2023 Board of Supervisors meeting and asked for any comments or corrections to the minutes. The Board had no changes to the minutes.

On MOTION by Mr. Khanani, seconded by Mr. Rich with all in favor, the Minutes of the October 27, 2023 Board of Supervisors Meeting, were approved, as presented.

**FOURTH ORDER OF BUSINESS**

**Ratification of Series 2022 Requisitions #119- #127**

Mr. LeBrun stated these requisitions have already been reviewed and approved by a responsible officer for Elevation Pointe CDD. The District Engineer has signed off on these.

On MOTION by Mr. Khanani, seconded by Mr. Rich, with all in favor, Series 2022 Requisitions #119 – #127, were ratified.

**FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2024 Budget Funding Agreement**

Mr. LeBrun stated this is on page 100 of the agenda. This agreement spells out the funding process as a request from the developer to switch over to the funding agreement. Those would only be billed for actual expenses incurred.

On MOTION by Mr. Khanani, seconded by Mr. Rich, with all in favor, the Fiscal Year 2024 Budget Funding Agreement, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-03 Amending Resolution 2023-07**

Mr. LeBrun stated this is on page 110 of the agenda. This formally memorializes changes in the assessments and switching over to that Developer Funding Agreement.

On MOTION by Mr. Khanani, seconded by Mr. Rich, with all in favor, Resolution 2024-03 Amending Resolution 2023-07, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-04 Amending the Fiscal Year 2024 Budget**

Mr. LeBrun stated on page 119 of the agenda is Resolution 2024-04 which shows the budget amendment. That change can be seen on page 122 from direct assessments to developer contribution.

On MOTION by Mr. Khanani, seconded by Mr. Rich, with all in favor, Resolution 2024-04 Amending the Fiscal Year 2024 Budget, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Johnson stated they were on the verge of filing the documents for the boundary amendment when they realized the acreage that was being removed had tripped a threshold at St. Johns County that resulted in significantly increased costs. He noted they have been working with Mr. Rich and has received some revised documents hoping they can get that acreage just under the threshold to save about \$15,000. Mr. Khanani asked Jonathan to forward him the updated information for his review.

**B. Engineer**

Mr. Deitsch noted they continue to be under construction working on anything ranging from the townhomes to Elevation Parkway and having weekly meetings with the contractors, also working with St. Johns County Utility on the reclaim line that is getting installed.

**C. District Manager’s Report**

**i. Balance Sheet and Income Statement**

Mr. LeBrun stated on page 127 is the balance sheet and income statement through December 31, 2023. No action required on the Board’s part.

**ii. Consideration of Funding Requests #43 – #47**

Mr. LeBrun noted funding requests #43 – #47 start on page 138 of the agenda. We are looking for a motion to approve those funding requests. He noted he would be happy to answer any questions, if not just looking for a motion to approve those.

On MOTION by Mr. Khanani, seconded by Mr. Rich, with all in favor, Funding Requests #43 – #47, were ratified.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors Requests**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Date – February 23, 2023**

Mr. LeBrun stated the next meeting is February 23, 2023, at the same time and same location. He noted if there are no pressing business items, the Board can look at cancelling that meeting.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

Mr. LeBrun adjourned the meeting.

On MOTION by Mr. Khanani, seconded by Mr. Rich, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman