

MINUTES OF MEETING

**EVEREST GMR COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING**

Wednesday, September 10, 2025, at 11:00 a.m.

**8298 W Irlo Bronson Memorial Hwy,
Kissimmee, FL 34747**

Board Members present at roll call:

David Portwood Sr.	Chairperson
Sean Palmer	Assistant Secretary
David Reed	Vice Chairperson

Also Present:

Jane Gaarlandt	PFM Group Consulting LLC	
Kwame Jackson	PFM Group Consulting LLC	(via phone)
Verona Griffith	PFM Group Consulting LLC	(via phone)
Jonathan Johnson	Kutak Rock LLP	(via phone)
Jordan Draper	Kimley-Horn	(via phone)
Eliza Sweeny	Gray-Robinson	(via phone)
Emy Orellana	Everest Place Development	
Tom Callen	Callen Law	(via phone)

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order to Confirm Quorum

Ms. Gaarlandt called the meeting to order at approximately 11:06 a.m. The Board Members and District staff in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no public comments at this time.

THIRD ORDER OF BUSINESS

**Consideration of Rozzie Franco's
Letter of Resignation from Board of
Supervisors**

- Nomination(s) for Vacant Seat
2 (term expires November
2026)**

- **Administration of Oath of Office to Newly Appointed Supervisor**

On MOTION by Mr. Reed, second by Mr. Palmer, with all in favor, the Board accepted Ms. Franco's Letter of Resignation from the Board of Supervisors.

Ms. Gaarlandt called for nominations.

On MOTION by Mr. Reed, second by Mr. Palmer, with all in favor, the Board nominated Ms. Orellana to Vacant Seat 2, with a term expiring November 2026.

Ms. Gaarlandt administered the Oath of Office to Ms. Orellana.

Mr. Johnson reviewed the Florida Sunshine law, public records laws, and ethics laws for Ms. Orellana. It was also noted that a District email can be provided if requested.

Ms. Gaarlandt will send out all necessary information via email.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-11, Electing District Officers

Ms. Gaarlandt reviewed the current slate of Officers and noted this resolution would add Ms. Orellana as an Assistant Secretary.

On MOTION by Mr. Portwood, seconded by Mr. Palmer, with all in favor, the Board approved Resolution 2025-11, Electing District Officers, removing Ms. Franco, adding Ms. Orellana as an Assistant Secretary and keeping the remaining slate of officers unchanged.

FIFTH ORDER OF BUSINESS

Consideration of the Minutes of the August 13, 2025, Board of Supervisors' Rescheduled Meeting

The Board reviewed the minutes.

On MOTION by Mr. Portwood, seconded by Mr. Reed, with all in favor, the Board approved the Minutes of the August 13, 2025, Board of Supervisors' Rescheduled Meeting.

SIXTH ORDER OF BUSINESS

Business Matters

Consideration of Fiscal Year 2026 Insurance Renewal Proposal

The Board reviewed the proposal. There was brief discussion regarding the excess liability cost. It was noted that was accounted for within the budget.

It was noted the fraud and volunteer insurance can be added at any time. The Board agreed to add these additional insurance coverages for Fiscal Year 2026.

Ms. Griffith noted the fraud insurance can range from \$500.00 - \$800.00. She reviewed the budget insurance line item.

On MOTION by Mr. Palmer, seconded by Mr. Portwood, with all in favor, the Board approved Fiscal Year 2026 Insurance Renewal Proposal, and adding Crime and Volunteer Workers' Compensation coverage in the amount of \$1,350.00.

SEVENTH ORDER OF BUSINESS

Ratification of Funding Request Nos. 95 – 96

The Board reviewed the funding requests. Ms. Gaarlandt noted these are standard District expenses.

On MOTION by Mr. Reed, seconded by Mr. Palmer, with all in favor, the Board ratified Funding Request Nos. 95-96.

EIGHTH ORDER OF BUSINESS

Ratification of Requisition Nos. 96 – 107 Paid Through Bond Funds

The Board reviewed the funding requests. Ms. Gaarlandt noted these are paid through bond funds.

Mr. Portwood recommended deferring Requisition No. 100, as the matter has not been resolved.

On MOTION by Mr. Portwood, seconded by Mr. Reed, with all in favor, the Board ratified Requisition Nos. 96-107 Paid Through Bond Funds, except for No. 100, which was deferred.

NINTH ORDER OF BUSINESS

Review of Monthly Financials

Ms. Gaarlandt noted that the financials were through July 2025, and approximately \$70,000.00 of the budget has been expended.

There was no action required by the Board.

TENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Gaarlandt noted the new fiscal year starts October 1.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no further requests or comments at this time.

TWELFTH ORDER OF BUSINESS

Adjournment

There was no further business to discuss.

ON MOTION by Mr. Portwood, seconded by Mr. Palmer, with all in favor, the September 10, 2025, Board of Supervisors' Meeting for the Everest GMR Community Development District was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman