

**MINUTES OF MEETING  
SCHALLER PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Schaller Preserve Community Development District was held on **Tuesday, May 27, 2025** at 12:49 p.m. at The Hampton Inn Lakeland, 4420 N. Socrum Loop Road, Lakeland, Florida.

Present and constituting a quorum were:

Scott Shapiro	Chairman
Mike Seney	Vice Chairman
Andy Mason	Assistant Secretary

Also, present were:

Monica Virgen	District Manager, GMS
Katie O'Rourke	District Manager, GMS
Grace Rinaldi	District Counsel, Kilinski Van Wyk

*The following is a summary of the discussions and actions taken at the May 27, 2025 Schaller Preserve Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Virgen called the meeting to order at 12:49 p.m. Three Supervisors attended the meeting constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Board Members**

Ms. Virgen stated that the oath of office had been administered to Mr. Andrew Mason prior to the meeting.

**B. Consideration of Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election**

May 27, 2025

Schaller Preserve CDD

Ms. Virgen stated that this resolution certifies the results of the Landowners' election. She noted that Ms. Debbie Mason was elected to seat #3 with 200 votes, serving a four-year term. Mr. Andy Mason was elected to seat #4 with 200 votes, serving a four-year term, and Ms. Michele Shapiro was elected to seat #5 with 150 votes, serving a two-year term.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2025-01 Canvassing and Certifying the Results of the Landowner's Election, was approved.

### **C. Election of Officers**

Ms. Virgen stated that this is an opportunity for the Board members to rearrange the Board. She noted that they had Mr. Scott Shapiro currently serving as Chairman, Mr. Mike Seney serving as Vice Chairman and the remaining Board members serving as Assistant Secretaries.

### **D. Consideration of Resolution 2025-02 Electing Officers**

Ms. Virgen stated that they can take change slate of officers if they would like, or they can keep officers the same. With no changes being requested, the Board elected Mr. Scott Shapiro as Chair and Mr. Mike Seney as Vice Chair.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2025-02 Electing Officers as slated above, was approved.

## **FOURTH ORDER OF BUSINESS**

### **Approval of Minutes of the June 25, 2024 Board of Supervisors & November 5, 2024 Landowners' Meeting**

Ms. Virgen presented the minutes of the June 25, 2024 Board of Supervisors meeting and the November 5, 2024 Landowner's meeting. She asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Shapiro, seconded by Mr. Mason, with all in favor, Minutes of the June 25, 2024, Board of Supervisors Meeting and the November 5, 2024, Landowner's Meeting, were approved.

May 27, 2025

Schaller Preserve CDD

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-03  
Approving the Proposed Fiscal Year  
2025/2026 Budget and Setting the Public  
Hearing on the Adoption of the Fiscal Year  
2025/2026 Budget (Suggested Date: August  
26, 2025)**

Ms. Virgen stated that this budget is mostly just administrative expenses similar to last year. She noted that the budget is fully developer funded and there is a field contingency line that will only be billed as needed.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Resolution 2025-03 Approving the Proposed Fiscal Year 2025/2026 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget on August 26, 2025, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-04  
Authorizing the Publication of Legal  
Advertisements and Public Notices on a  
Publicly Accessible Website in Polk County**

Ms. Virgen explained that Polk County has now passed that CDD's can advertise on a website provided by Polk County and this resolution memorializes that for this District.

On MOTION by Mr. Shapiro, seconded by Mr. Mason, with all in favor, Resolution 2025-04 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County, was approved.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Audit Services Engagement  
Letter with Grau for Fiscal Year 2024 Audit**

Ms. Virgen noted that this has already been signed, and they are looking for a motion to ratify.

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, the Audit Services Engagement Letter with Grau for Fiscal Year 2024 Audit Report, was ratified.

May 27, 2025

Schaller Preserve CDD

**EIGHTH ORDER OF BUSINESS****Ratification of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Virgen stated that this is an annual agreement provided by Polk County which certifies that anything that Polk County holds exempt from public record, the District will also do that.

On MOTION by Mr. Shapiro, seconded by Mr. Mason, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

**NINTH ORDER OF BUSINESS****Ratification of 2025 Contract Agreement with Polk County Property Appraiser**

Ms. Virgen stated that this is an annual agreement provided by Polk County which allows the District to place CDD assessments on the property tax bill.

On MOTION by Mr. Shapiro, seconded by Mr. Mason, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was ratified.

**TENTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Ms. Rinaldi reminded the Board that Supervisors are required to have four hours of ethics training annually. She added that they have until the end of December to meet that requirement. She noted and clarified that the budget public hearing would be on Tuesday, August 26, 2025, at 12:30 p.m. at the Hampton Inn in Lakeland, Florida.

**B. Engineer**

There being no comments, the next item followed.

**C. District Manager's Report****i. Ratification of Funding Requests #8 through #10**

Ms. Virgen presented the Ratification of Funding Requests #8 through #10 to the Board and noted they are looking for the motion to ratify. With nothing further to add, the next item followed.

May 27, 2025

Schaller Preserve CDD

On MOTION by Mr. Shapiro, seconded by Mr. Seney, with all in favor, Funding Requests #8 through #10, were ratified.

**ii. Balance Sheet & Income Statement**

Ms. Virgen presented the financial statements and noted that no action was required.

**iii. Presentation of Number of Registered Voters – 0**

Ms. Virgen noted that they have 0 voters within the District.

**ELEVENTH ORDER OF BUSINESS      Other Business**

There being no comments, the next item followed.

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

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS      Adjournment**

On MOTION by Mr. Shapiro, seconded by Mr. Mason, with all in favor, the meeting was adjourned.

  
Secretary/Assistant Secretary

DocuSigned by:  
  
E20F905D8C5D410...  
Chairman/Vice Chairman