



Memorandum

To: Board of Supervisors

From: District Management

Date: October 1st, 2025

RE: HB7013 – Special Districts Performance Measures and Standards

This final report is submitted in compliance with recent legislative requirements established by the Florida Legislature during its 2024 session to enhance accountability and transparency for all special districts.

District Management had identified the following focus areas with statutorily compliant goals for the Fiscal Year 2025:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

In addition, a standardized annual reporting form was created to serve both the goal-setting and yearly reporting statutory requirements.

The goals, objectives, performance measures, and standards discussed herein represent the adopted framework by the Board of Supervisors to maintain compliance with House Bill 7013 and demonstrate the District's ongoing commitment to transparency and public accountability.

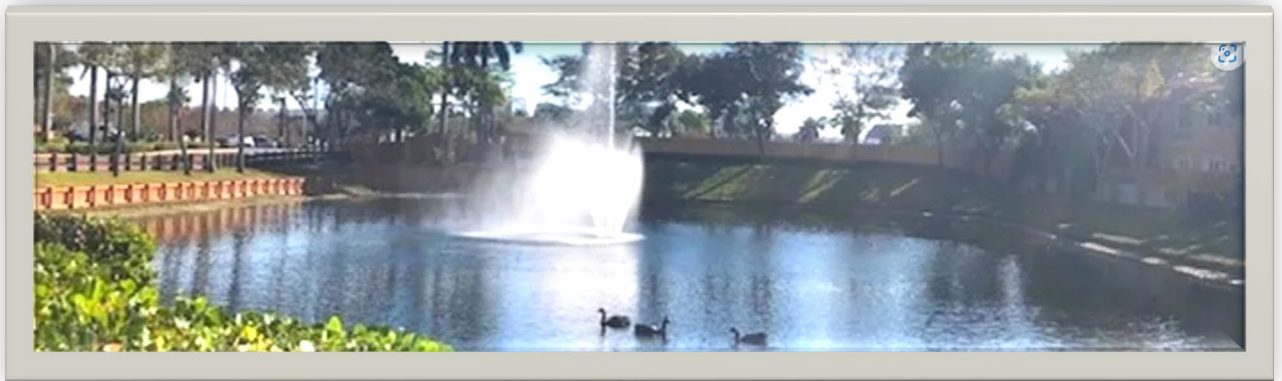
This report details the accomplishments for the Fiscal Year 2025, confirming that all goals and objectives were met, outlines the performance measures and standards employed and the District Engineer's yearly infrastructure condition assessment.

District Management recommends this report be accepted as the official and final Annual Report required under Florida Statutes Section 189.0694 and related provisions.

Andrew J. Gill
District Manager
GMS-SF

VILLA PORTOFINO EAST COMMUNITY
DEVELOPMENT DISTRICT
2024-2025 REPORT – PERFORMANCE MEASURES
AND STANDARDS

Exhibit A:
Goals, Objectives, and Annual Reporting Form



Andrew J. Gill
District Manager
GMS-SF

Villa Portofino East Community Development District
Performance Measures & Standards – Annual Report
Reporting Period: October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

The District satisfied statutory requirements by holding regular Board meetings as scheduled, despite some cancellations, with more than three meetings conducted during the Fiscal Year.

Meeting Dates:

October 21, 2024 – Met.

November 18, 2024 – Met.

December 16, 2024- Met.

January 27, 2025 (Exception) – Cancelled.

February 24, 2025 (Exception) – Cancelled.

March 17, 2025 – Cancelled.

April 21, 2025 – Cancelled.

May 19, 2025 – Met.

June 16, 2025 – Cancelled.

July 21, 2025 – Cancelled.

August18, 2025 – Met.

September 15, 2025 – Cancelled.

Result: Standard achieved.

Goal 1.2: Notice of Meetings Compliance

All meetings were properly noticed on the District’s website and via local newspaper, in compliance with Florida Statutes.

Result: Standard achieved.

Goal 1.3: Access to Records Compliance

Monthly website reviews were performed, and minutes and public records remain current and available.

Result: Standard achieved.

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field/District Management Site Inspections

Management conducted site inspections per the District Management Services Agreement.

Result: Standard achieved.

Andrew J. Gill
District Manager
GMS-SF

Goal 2.2: District Engineer Inspections

The District Engineer completed an annual infrastructure inspection and submitted a report.

Result: Standard achieved.

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

The proposed FY2025 budget was approved before June 15, and the final adopted before September 30, with both posted online.

Result: Standard achieved.

Goal 3.2: Financial Reports

The District website includes the latest annual audit, current budget, and financials as required.

Result: Standard achieved.

Goal 3.3: Annual Financial Audit

The annual independent audit done by Grau and Associates was completed, approved, published online, and sent to the State of Florida.

Result: Standard achieved.

Overall Determination

The Villa Portofino East Community Development District met all Performance Measures and Standards for Fiscal Year 2024-2025. Required meetings, transparency efforts, infrastructure maintenance, and financial protocols were fulfilled.

Signed by: Mary Papantonis
Chair/Vice Chair: _____
Print Name: Mary Papantonis
Villa Portofino East Community Development District

Date: 2026-08-05

Signed by: Andrew Gill
District Manager: _____
Print Name: Andrew Gill
Villa Portofino East Community Development District

Date: 2026-06-03

Andrew J. Gill
District Manager
GMS-SF

Certificate Of Completion

Envelope Id: 838500A2-218B-88DB-8303-7158814CA3EE

Status: Completed

Subject: Villa Portofino East: Complete with Docusign: 8-18-25 Minutes.pdf, Resolution# 2026-01.docx, FY2024

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Kingston, TN 37763

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Signer Events

Andrew Gill

agill@gmssf.com

DISTRICT MANAGER

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Andrew Gill
996FCF5DA76943E...

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

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Mary Papantonis

Mary.Papantonis@primegroupus.com

Chairman

Security Level: Email, Account Authentication
(None)

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Mary Papantonis
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Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/2/2026 7:29:18 AM
Envelope Updated	Security Checked	7/21/2026 9:48:19 AM
Envelope Updated	Security Checked	7/21/2026 9:48:19 AM
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