

**MINUTES OF MEETING
VILLAMAR
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the VillaMar Community Development District was held on Wednesday, **December 9, 2020** at 9:00 a.m. at 346 E. Central Ave., Winter Haven, FL.

Present and constituting a quorum:

Rennie Heath
Lauren Schwenk
Brian Walsh

Chairman
Vice Chairman
Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk *via Zoom*
Clayton Smith

District Manager, GMS
Hopping Green & Sams
GMS

The following is a summary of the discussions and actions taken at the December 9, 2020 VillaMar Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and noted that a quorum was established with three supervisors present.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there were no members of the public present.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 3, 2020 and November 19, 2020 Board of Supervisor's Meeting

Ms. Burns presented the November 3rd and the November 19th Board of Supervisors meeting minutes and asked for any comments, changes, or corrections. The Board had no changes.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Minutes of the November 3, 2020 and the November 19, 2020 Board of Supervisors Meetings, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2021-04
Ratifying the Series 2020 Bonds**

Ms. Burns stated that this resolution ratifies, confirms, and approves all actions of the District staff and officers regarding closings and issuance of the Series 2020 bonds.

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, Resolution 2021-04 Ratifying the Series 2020 Bonds, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Amended and Restated
Disclosure of Public Financing**

Ms. Burns reported this has been updated to add the 2020 issuance and that she is looking for a motion to authorize counsel to record.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Amended and Restated Disclosure of Public Financing, was approved as amended.

SIXTH ORDER OF BUSINESS

**Ratification of Pro Playgrounds Invoice
for Playground Equipment**

Ms. Burns noted the total amount is \$24,499.

SEVENTH ORDER OF BUSINESS

**Ratification of Quote from Polk
Playgrounds, LLC For Equipment,
Labor, and Installation**

Ms. Burns noted that this quote was \$10,000 and then stated that she was looking for a motion to ratify both invoices.

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, the Pro Playgrounds Invoice for Playground Equipment and the Quote from Polk Playgrounds, LLC for Equipment, Labor, and instillation, were ratified.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2021-05
Authorizing Execution and Delivery of
Lease Purchase Agreement**

Ms. Burns stated the resolution was included in the agenda package and she was looking for approval of it in substantial form. There was a resolution along with a Form of Agreement included in the package for the Lease Purchase Agreement. The entity that is going to be filled in is WHFS, LLC. The total amount will be the purchase and instillation cost of \$34,499.

Mr. Van Wyk confirmed the 14% interest rate and stated that it is for a 5-year loan. He also stated that attached to the resolution is a draft form of the Lease Purchase Agreement and that they need to get it final approved by the financial company, as well as final review by the manager, for compliance with the approval of the playground equipment.

Ms. Burns asked if there were any questions on resolution or the lease agreement. There being none,

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2021-05 Authorizing Execution and Delivery of Lease Purchase Agreement, was approved in substantial form.

NINTH ORDER OF BUSINESS

**Ratification of 2021 Data Sharing and
Usage Agreement with the Polk County
Property Appraiser**

Ms. Burns reported that Polk County has required them to enter into this agreement stating that they will not disclose exempt parcels and they were looking for a motion to ratify the agreement.

On MOTION by Ms. Schwenk seconded by Mr. Heath, with all in favor, the 2021 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

TENTH ORDER OF BUSINESS

**Ratification of Non-Ad Valorem Contract
Agreement with Polk County Property
Appraiser**

Ms. Burns states that the County requires them to enter into a new contract each year. So, this is for Fiscal Year 2021.

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, the Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was ratified.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report. He stated that they are handling some of the routine notices from contractors on the amenity facility.

B. Engineer

There being none, the next item followed.

C. Field Manager's Report

Mr. Smith presented the field manager's report for the Board. The highlights included regular maintenance and monitoring. He reported that they are looking into the site irrigation. An upcoming item is the amenity lake bank clearing.

Ms. Schwenk asked why he thought the water was so high. He answered that all the other sites are off of wells and to his knowledge, this is the only one off of reclaimed water. The first bill was received at the end of November. There could be a few reasons why the bill is high, and they are looking into those possible reasons.

D. District Manager's Report

i. Approval of the Check Register

Ms. Burns reported the check register is through October 14th and the total amount is \$7,760.93. Ms. Schwenk asked what the bill for Cherry Blossom Lane was for and Ms. Burns noted it was probably for streetlights. Discussion ensued about what that actually is and Ms. Burns said they will look into it and the location.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated that the financials were included in the package for review. They are through the end of October. She noted that they are still waiting on funds to come in from the tax collector. These are for informational purposes and there was no action required.

iii. Ratification of Series 2020 Requisitions #1 and #2

Ms. Burns stated that she was looking for a motion to ratify the Series 2020 requisitions #1 and #2.

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, the Series 2020 Requisitions #1 and #2, was ratified.

TWELTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman