

**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, **July 14, 2021** at 3:15 p.m. at 346 E. Central Ave., Winter Haven, FL.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairman
Brian Walsh	Assistant Secretary
Patrick Marone	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	Hopping Green & Sams
Marshall Tindall	GMS
Dennis Wood <i>via Zoom</i>	District Engineer

The following is a summary of the discussions and actions taken at the July 14, 2021 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, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there was one member of the public present via zoom. She asked if there were any public comments. There being none, the next item followed.

THIRD ORDER OF BUSINESS Approval of Minutes of the May 12, 2021 Board of Supervisors Meeting

Ms. Burns presented the May 12, 2021 Board of Supervisors meeting minutes. She noted Ms. Rigoni had made a couple of comments prior to the meeting, and she asked for approval subject to the changes made.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Minutes of the May 12, 2021 Board of Supervisors Meeting Subject to Inclusion of Counsel Comments, were approved.

FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2022 Budget

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2021-15 Adoption of the District's Fiscal Year 2022 Budget and Appropriating Funds

Ms. Burns stated that the budget was attached as Exhibit 'A', and she listed changes that occurred since the Board had last seen the budget. Those changes included a significant increase in water bills due to an underestimation, noting that a few other line items had been reduced to compensate the increase. She noted that the platted lot amount was \$586.80 and the unplatted lot amount was \$146.70. She asked if the Board had any comments or questions, and hearing none, asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, Resolution 2021-15 Adoption of the District's Fiscal Year 2022 Budget and Appropriating Funds, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2021-16 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns noted that the resolution was included in the agenda, along with the tax bill on the amount that was previously adopted. Ms. Burns asked if there were any questions or comments, and hearing none, asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Resolution 2021-16 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the Imposition of Special Assessments on Boundary Amendment Parcels

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

i. Presentation of Amended and Restated Master Engineer's Report

Mr. Wood gave a brief overview of the report, noting that modifications had been made such as including a total of 6 phases and the increase of the boundary acreage to 435.63 acres. He also added that Phase 3 included 140 lots with 21 40' lots and 19 50' lots, Phase 4 included 200 lots with 123 40' lots and 77 50' lots, Phase 5 consisted of 271 with 164 40' lots and 107 50' lots, and Phase 6 included 242 lots 149 40' lots and 9 50' lots. He noted that the total expanded CDD include 1,468 single-family lots. He also pointed out Exhibit 'A' where the costs were broken down for each of those phases with the total being \$39,080,500.

Mr. Van Wyk asked if the amended report was consistent with the original Engineer's Report, to which Mr. Woods answered yes. Mr. Van Wyk also asked if the improvements provided a benefit to the lands within the District, as well as if the costs in the report were reasonable, to which Mr. Woods answered yes.

Ms. Burns asked if there were any other questions, and hearing none, asked for a motion to approve. Ms. Schwenk noted that she believed the unit counts were incorrect for some of the phases due to some of the lots being owned by other entities, and the Board noted for the record that the public hearing would be continued to the following Tuesday at 1:00 p.m. at the same location until the numbers were corrected.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Continuation of the Public Hearing to Tuesday, July 20, 2021, at 1 p.m. at the same location, was approved.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Amended and Restated Master Engineer's Report, was approved in substantial form.

ii. Presentation of Amended and Restated Master Assessment Methodology

This item was tabled until the next meeting

iii. Consideration of Resolution 2021-17 Levying Special Assessments on Boundary Amendment Parcels

This item was tabled until the next meeting.

iv. Consideration of Amended and Restated Notice of Special Assessments

This item was tabled until the next meeting.

D. Public Hearing on the District's Use of the Uniform Method of Levying, Collection & Enforcement of Non-Ad valorem Assessments on Boundary Amendment Parcels

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2021-18 Expressing the District's Intent to Utilize the Uniform Method of Collection on Boundary Amendment Parcels

Ms. Burns asked if there were any comments on the uniform method, and hearing none, explained that the resolution presented would allow the District to collect assessments on the tax bill for the boundary amendment. She asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, Resolution 2021-18 Expressing the District's Intent to Utilize the Uniform Method of Collection on Boundary Amendment Parcels, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-19 Designating a Date, Time, and Location for a Landowner's Meeting and Election

Ms. Burns suggested the Public Hearing for November 2, 2021 at 3:15 p.m. at the same location.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, Resolution 2021-19 Designating a Date, Time, and Location for a Landowner's Meeting and Election, for November 2, 2021 at 3:15 p.m., was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-20 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2020 Meetings

Ms. Burns presented the resolution and suggested the second Wednesday at 3:15 p.m. at the same location.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, Resolution 2021-20 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2020 Meetings, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal from AMTEC for Fiscal Year 2020 Arbitrage Rebate Services

Ms. Burns presented the proposal, noting that it was \$450 annually while also adding that AMTEC was performing the Series 2019 report. She asked if there were any questions, and hearing none asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Proposal from AMTEC for Fiscal Year 2020 Arbitrage Rebate Services, totaling \$450 annually, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal Letter for Services from Hopping, Green & Sams for 2021 Bond Issuance

Ms. Burns presented the proposal and noted that the price was a fixed amount for \$45,000. She asked if there were any questions, and hearing none, asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Proposal Letter for Services from Hopping, Green & Sams for 2021 Bond Issuance, was approved.

NINTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement for Phase 4 with Clayton Properties Group, Inc.

Ms. Burns presented the agreement and noted that they would be reimbursed out of the future bond issuance. She asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Construction Funding Agreement for Phase 4 with Clayton Properties Group, Inc., was approved.

TENTH ORDER OF BUSINESS

Consideration of Temporary Construction and Access Easement Agreement for Phase 4 with Clayton Properties Group, Inc.

Ms. Burns noted that the agreement would grant the District a temporary non-exclusive construction and access easement for the easement area, adding that it would last until the project was completed or until the District dissolved it. She asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Temporary Construction and Access Easement Agreement for Phase 4 with Clayton Properties Group, Inc., was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Arbitrage Rebate Report from AMTEC for Series 2019 Bonds

Ms. Burns presented the report, pointing out page 4 with the tables outlined. She asked for a motion to accept the report.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Arbitrage Rebate Report from AMTEC for Series 2019 Bonds, was approved.

TWELTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report.

B. Engineer

Mr. Wood had nothing further.

C. Field Manager's Report

i. Consideration of Proposals for Pond Maintenance

a) Solitude Lake Management

Mr. Tindall presented the proposal from Solitude Lake Management for a total of \$266.

b) Aquagenix

Mr. Tindall presented the proposal from Aquagenix for a total of \$529.10.

c) Aquatic Weed Management, Inc.

Mr. Tindall presented the proposal from Solitude Lake Management for a total of \$450.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Proposal from Solitude Lake Management totaling \$266, was approved.

ii. Consideration of Proposals for Pest Control

a) Orkin

b) Massey Services, Inc.

Mr. Tindall presented both proposals for pest control for the Board, and they decided that Massey Services, Inc. was the better option.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Proposal from Massey Services, Inc. for Pest Control, was approved.

iii. Consideration of Proposal for Permanent Garbage Cans at Amenity (to be provided under separate cover)

Mr. Tidwell presented the proposal, noting that the total amount would be \$1,572.74 for 6 permanent trashcan installations.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Proposal for Permanent Garbage Cans from GMS for \$1,572.74, was approved.

D. District Manager's Report

i. Approval of the Check Register

Ms. Burns reported the check register through July 7th totaled \$153,701.26. She asked if there were any questions, and hearing none, asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Check Register totaling \$153,701.26, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated that the financials were included in the package for review. These are for informational purposes and there was no action required.

iii. Ratification of Series 2019 Requisition #145

Ms. Burns stated that these had been approved and she was looking for a motion to ratify the Series 2020 Requisition #145.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Series 2020 Requisition #145, was ratified.

iv. Ratification of Summary of Series 2020 Requisitions #42 to #43; #47 to #69

Ms. Burns stated that these had been approved and she was looking for a motion to ratify the Series 2020 Requisitions #42-#43 and #47-#69.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Series 2020 Requisitions #42-#43 and #47-#69, were ratified.

v. Ratification of Kearney Change Order #1 for Phase 4

Ms. Burns stated that these had been approved and she was looking for a motion to ratify the Kearney Change Order #1 for Phase 4.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Kearney Change Order #1 for Phase 4, was ratified.

THIRTEENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

She asked if there were any supervisors requests or audience comments. Hearing none, the next item followed

FIFTEENTH ORDER OF BUSINESS

Continuation of Meeting to July 20th at 1:00 p.m.

The meeting was continued to Tuesday, July 20th at 1:00 p.m.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the meeting was Continued to July 20th at 1:00 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman