

**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, August 11, 2021 at 3:15 p.m. at 346 E. Central Ave., Winter Haven, FL.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairman
Patrick Marone	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	KE Law Group
Clayton Smith <i>via Zoom</i>	GMS
Marshall Tindall	GMS
Bethany	HOA/Resident

The following is a summary of the discussions and actions taken at the August 11, 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 there were 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 July 14, 2021 Board of Supervisors Meeting and the July 20, 2021 Continued Meeting

Ms. Burns presented the July 14, 2021 Board of Supervisors meeting minutes and the July 20, 2021 continued meeting minutes. She asked if there were any corrections to the minutes. Hearing none,

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Minutes of the July 14, 2021 Board of Supervisors Meeting and the July 20, 2021 Continued Meeting, were approved.

FOURTH ORDER OF BUSINESS

Ratification of Fee Agreement with KE Law Group

Ms. Burns stated the fees in the agreement were the same as they were previously for counsel's services. She offered to answer any questions.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Fee Agreement with KE Law Group, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Conveyance Documents

Ms. Burns stated that Phases 1 and 2 were included in the documents. She offered to answer any questions. Hearing none,

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Conveyance Documents, were approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-21 Re-Designating the Registered Agent for the District

Ms. Burns stated that this resolution would change the registered agent to Ms. Burns and her office. She elaborated that this meant that any correspondence with the state would get sent to her office.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2021-21 Re-Designating the Registered Agent for the District, was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of the Fiscal Year 2020 Audit Report

Ms. Burns stated that there were no findings in the audit and no instances of non-compliance. This was a clean audit. The Board had no questions.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Fiscal Year 2020 Audit Report, was accepted.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report.

B. Engineer

There being none, the next followed.

C. Field Manager's Report

Mr. Tindall reviewed his report for the Board. The full report was provided in the package. Mr. Tindall reviewed key points that included repairs to irrigation lines, finalizing new service contracts, pest control, completed Wi-Fi setup and keycard installation. He stated that wildlife safety signs had been ordered as well but was put on hold because Mr. Tindall wanted to give the Board a chance to approve this order. Ms. Burns followed up that this was for signage that warned against alligators and snakes possibly being in ponds. The total for these 5 signs was \$847.95.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Wildlife Safety Signage, was approved.

Mr. Tindall stated that there were some upcoming repairs for a street signpost and for a chair lift remote that was damaged. Mr. Tindall reached out to the manufacturer about the chair

lift repair needed, and he ordered the part necessary for the repair. He asked that the Board approve a spare battery to be ordered.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Spare Battery for the Chair Lift, was approved.

- i. Consideration of Proposal to Add a Bike Rack at the Amenity Center**
Mr. Tindall presented the proposal to the Board and they discussed it briefly.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Proposal to Add a Bike Rack at the Amenity Center, was approved.

- ii. Consideration of Proposal for Security Camera System**
The Board tabled this item after a brief discussion.

- iii. Consideration of Proposal for a New Toilet Paper Dispensers at the Amenity Center** *(to be provided under separate cover)*

Mr. Tidwell presented the proposal, he stated that they would like to have these to keep the bathrooms in less of a mess. He stated that they would need 8 of the dispensers.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Proposal for New Toilet Paper Dispensers at the Amenity Center, was approved.

D. District Manager's Report

- i. Approval of the Check Register**

Ms. Burns presented the check register. She asked if there were any questions, and hearing none, asked for a motion to approve.

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. These are for informational purposes and there was no action required.

iii. Ratification of Summary of Series 2020 Requisitions #70 and #71

Ms. Burns stated that these had been approved and she was looking for a motion to ratify the Series 2020 Requisitions #70 and #71.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Series 2020 Requisitions #70 and #71, were ratified.

iv. Ratification of Fiscal Year 2021 Funding Requests #1 to #6

Ms. Burns stated that these had been approved and she was looking for a motion to ratify the Fiscal Year 2021 Funding Requests #1 to #6.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Fiscal Year 2021 Funding Requests #1 to #6, were ratified.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

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

ELEVENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman