

**MINUTES OF MEETING
VILLAMAR
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the VillaMar Community Development District was held on Thursday, **September 22, 2022** at 9:58 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairman
Eric Lavoie	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KE Law Group
Marshall Tindall	Field Manager, GMS

The following is a summary of the discussions and actions taken at the September 22, 2022 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 there were three Supervisors present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

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

**THIRD ORDER OF BUSINESS
2022 Board of Supervisors Meeting**

Approval of Minutes of the August 18,

Ms. Burns presented the August 18, 2022 Board of Supervisors meeting. She asked if there were any corrections, comments, or changes to the minutes. Hearing none, she asked for a motion of approval.

September 22, 2022

VillaMar CDD

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Minutes of the August 18, 2022 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Assignment of Infrastructure and Impact Fee Credit Agreement (Thompson Nursery Road Extension Phase 1/Segment 3)

Ms. Gentry stated this is an agreement if approved today, that will be considered by the county on the upcoming meeting agenda. Mr. Heath questioned the agreement wording. They tabled this until Roy could be reached for input. Circling back to this topic the Board agreed to make the motion authorizing the Chair to sign subject to verification.

At the end of the meeting, Ms. Gentry stated she received clarification from Roy, and he explained the CDD is not in the business of holding and selling credits, so this clarifies the CDD’s obligation would end with assigning it to the Developer.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, The Assignment of Infrastructure and Impact Fee Credit Agreement (Thompson Nursery Road Extension Phase 1/Segment 3), was approved, subject to verification.

FIFTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement (Thompson Nursey Road)

Ms. Burns noted this is the funding agreement and will be authorized subject to verification from Roy on the wording.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Construction Funding Agreement (Thompson Nursey Road) in substantial form and Authorization for Mr. Heath to sign once Mr. Van Wyk reviews, was approved.

SIXTH ORDER OF BUSINESS

Discussion Regarding Street Parking Complaints

Ms. Burns stated there have been a handful of complaints on street parking. She noted Marshall did a review of the areas and suggested a public hearing could be scheduled for November on parking rules. Ms. Burns confirmed the Board wanted odd side parking, no commercial vehicles, and no overnight vehicles. The Board requested Marshall provide a map to

September 22, 2022

VillaMar CDD

show the phases completed that show no parking zones and corners. It was asked if there were mailbox parking. Notices will be sent for a hearing at the November meeting.

SEVENTH ORDER OF BUSINESS

**CLOSED SESSION of Board Discussion
Regarding Security**

Ms. Burns stated this session will be closed regarding security. She added 2 options were provided for security during peak hours and includes a mobile control. The 2nd option is 2 days/week. Ms. Burns stated this will start October 1 for the new fiscal year. Ms. Burns noted there was \$33,800 included in the budget for security. District Counsel will prepare agreement.

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Proposal for Option 2 for Security, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Notice of RFP for Phase
6 Construction Services – ADDED**

Ms. Burns stated the RFP for Phase 6 pickup date would be Friday, September 30, 2022. These will be due October 17, 2022 and the bids due Monday, October 31, 2022.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, Authorization for Staff to Issue the RFP for Phase 6 Construction Services, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry had nothing to report. She was waiting for paragraph 5 clarification on the Assignment Agreement agenda item.

B. Engineer

Ms. Burns stated that the District Engineer was not on the line today.

C. Field Manager’s Report

Mr. Tindall reviewed the Field Manager’s Report to include pool light issues, playground shade installation, key card issues, erosion, pond water level and drainage issues are being reviewed.

September 22, 2022

VillaMar CDD

i. Consideration of Proposal for Replacement Pool Lights from Resort Pools

Mr. Tindall reviewed the proposal for replacement pool lights. Possibility of lightning strikes were discussed. He discussed the issue with pool closing and the possibility of liability issues. Ms. Burns noted there was \$2,500 in the budget for current year for contingency and \$400 has been spent at this point. Under amenity and maintenance repair there is more dollars.

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Proposal for Replacement Pool Lights from Resort Pool, was approved.

D. District Manager's Report**i. Approval of the Check Register**

Ms. Burns presented the check register which totaled \$27,444.69. She asked for any questions or comments. Hearing none, asked for a motion to approve.

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

ii. Balance Sheet and Income Statement

Ms. Burns presented the unaudited financials. There was no Board action for this item.

iii. Ratification of Kearney CO #12

Ms. Burns presented the change order that has already been approved.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, Kearney CO #12, was ratified.

**iv. Next Meeting Starts New Fiscal Year 2023 Schedule (1st Tuesday @ 11:00 AM)
– Next Meeting: Tuesday, October 4, 2022**

Ms. Burns stated the upcoming meeting could be cancelled if the Board agreed. They were in agreement to cancel.

TENTH ORDER OF BUSINESS**Other Business**

September 22, 2022

VillaMar CDD

There being no other business, the next item followed.

ELEVENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

Ms. Burns asked if there were any Supervisor's requests. Hearing none,

TWELFTH ORDER OF BUSINESS

Adjournment

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

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman