

**MINUTES OF MEETING  
VILLAMAR  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the VillaMar Community Development District was held on Tuesday, **February 7, 2023** at 12:00 p.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
Jennifer Kilinski	District Counsel, KVV Law
Marshall Tindall	Field Manager, GMS

*The following is a summary of the discussions and actions taken at the February 7, 2023 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 or joining via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the November 1, 2022 Board of Supervisors Meeting and January 11, 2023 Board of Supervisors Meeting**

February 7, 2023

VillaMar CDD

Ms. Burns presented the November 1, 2022 Board of Supervisors meeting and the January 11, 2023 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.

On MOTION by Ms. Schwenk, seconded by Mr. Lavoie, with all in favor, the Minutes of the November 1, 2022 Board of Supervisors Meeting and the January 11, 2023 Board of Supervisors Meeting, were approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Ratification of Revised Fiscal Year 2023 Meeting Schedule and Time of Remaining Meetings**

Ms. Burns stated that they bumped this meeting to 11:45 to allow for 45 minutes in between each meeting because they were having resident participation in all four of these meetings and there wasn't enough time.

On MOTION by Mr. Heath, seconded by Mr. Lavoie, with all in favor, the Revised Fiscal Year 2023 Meeting Schedule and Time of Remaining Meetings, was ratified.

#### **FIFTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. Attorney**

Ms. Kilinski stated that the Board may see email name changes.

##### **B. Engineer**

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

##### **C. Field Manager's Report**

- i. Current Landscape Scope Map (Phases 1-5)**
- ii. Current Landscape Contract Scope**
- iii. Landscape Proposals for Entire Area:**
  - a) Floralawn, Inc.**
  - b) Weber Environmental Services, Inc.**
  - c) Prince and Sons, Inc.**

Mr. Tindall reviewed the landscape proposals stating that Prince and Sons, Inc. was \$98,100 last time with Phases 1-5. He noted that Weber Environmental Services, Inc. came back

February 7, 2023

VillaMar CDD

at \$116,710. Floralawn, Inc. came back at \$126,840. He explained that Prince & Sons, Inc. came in at the cheapest of those three. He explained that he discussed with Prince & Sons, Inc. if they could come down to something closer to their budget, and Prince & Sons, Inc. came down to \$86,904 to include the existing plus Phase 5 for the new total. Mr. Tindall stated that it would be beneficial to go with the higher number with more pond mows. Ms. Burns stated that \$98,100 was not in the budget and that they had \$81,800 in the landscape maintenance. She stated that they had used most of the general repair and maintenance line item due to a lot of the storm damage. She noted that they had a \$7,500 contingency. She suggested at this point to go with the \$86,904 with the lower pond mows.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Landscape Proposal for Entire Area from Prince and Sons, Inc. for \$86,904, was approved.

**D. District Manager’s Report**

**i. Approval of the Check Register**

Ms. Burns presented the check register to the Board. She asked for any questions or comments. Hearing none, asked for a motion to approve.

On MOTION by Ms. Schwenk, 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.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

February 7, 2023

VillaMar CDD

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

*Jill Burns*

Secretary/Assistant Secretary

*Rennie Heath*

Chairman/Vice Chairman