

**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, **August 6, 2024**, at 11:00 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brian Walsh	Vice Chairman
Lauren Schwenk	Assistant Secretary
Eric Lavoie	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Marshall Tindall	Field Manger, GMS

*The following is a summary of the discussions and actions taken at the August 6, 2024, VillaMar Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order. There were three Supervisors present in person constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns opened the public comment portion of the meeting at this time. There being no comments, the next item followed.

August 6, 2024,

VillaMar CDD

**THIRD ORDER OF BUSINESS  
2024 Board of Supervisors Meeting**

**Approval of the Minutes of the May 7,**

Ms. Burns presented the meeting minutes from the May 7, 2024, Board of Supervisors meeting and asked for any corrections, comments, or questions. The Board had no changes to the minutes.

On MOTION by Mr. Walsh, seconded by Mr. Lavoie, with all in favor, the Minutes of the May 7, 2024, Board of Supervisors, were approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing**

**A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget**

Ms. Burns stated this hearing has been advertised in the paper and 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.

There were no public comments at this time.

**i. Consideration of Resolution 2024-11 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds**

Ms. Burns stated this budget has not changed since the Board has seen it last. The assessment amounts for the upcoming year have been preapproved. A couple of line items have been increased due to a couple items dropping off. There will be increases for the upcoming opening of the new amenity. The budget is tight, but there is room for Capital Reserve.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Resolution 2024-11 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds, was approved.

**ii. Consideration of Resolution 2024-12 Imposing Special Assessments and Certifying an Assessment Roll**

Ms. Burns stated this will certify our collections based on the budget the Board has just approved.

August 6, 2024,

VillaMar CDD

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, Resolution 2024-12 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

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 2024-13 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025**

Ms. Burns stated the meeting will be held on the 4<sup>th</sup> Wednesday of the month at 11 a.m. at the same location.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, Resolution 2024-13 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025, was approved.

**SIXTH ORDER OF BUSINESS**

**Discussion Regarding Parking Policy**

Ms. Burns stated that they have had a street parking policy and a revised street parking policy in place, but they want to move to a designated parking policy.

Mr. Tindall stated drivers often come around the curb too fast and do not see cars parked there. Due to this, they recommend moving the start for parking back to give drivers time to see the cars. There should be no parking in the cul-de-sac. Dump truck will stop blockings. Construction has moved further down, which will help the flow of traffic.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Parking Policy, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of the Adoption of Goals and Objectives for the District**

Ms. Burns stated there was a change in Florida Statute that requires Districts to adopt goals and objectives.

August 6, 2024,

VillaMar CDD

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Adoption of Goals and Objectives for the District, was approved.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2023 Audit Report**

Ms. Burn presented the audit report found on page 30 of the agenda package. It is considered a clean audit and was submitted to the state before the June 30<sup>th</sup> deadline. She noted that there were no findings.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Fiscal Year 2023 Audit Report, was approved.

**NINTH ORDER OF BUSINESS**

**Presentation of Arbitrage Rebate Reports**

- A. Series 2022 Phase 3 Project Bonds**
- B. Series 2022 Phase 4 Project Bonds**
- C. Series 2023 Assessment Area 5 Project Bonds**

Ms. Burn explained on page 4 shows a negative arbitrage rebate, which means we are not earning anymore interest in the bonds than we are paying. This is a required report under the Trust Indenture.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Arbitrage Rebate Reports, were approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

- A. Attorney**  
There was nothing further to report at this time.
- B. Engineer**
  - i. Presentation of Annual Engineer’s Report**

The District Engineer was not present. Ms. Burns stated the Engineer’s report is included in the package.

On MOTION by Ms. Schwenk, seconded by Mr. Walsh, with all in favor, the Annual Engineer’s Report, was approved.

August 6, 2024,

VillaMar CDD

**C. Field Manager’s Report**

**i. Consideration of Proposals for Playground Fencing**

**a) Danielle Fence**

**b) Williams Fence**

**c) Fence Outlet (*to be provided under separate cover*)**

Mr. Tindall stated the amenity had fallen through, which they believe is from excessive sun. They have talked manufacturer from Chase Lounge and will be \$175 with them. The shipping will be done next week. Mr. Tindall stated in the last meeting there was a lot of interest in a new playground. Williams Fence will be \$10,974, Danielle Fence \$8, 900, and Fence Outlet will be \$6,370. There was debate about the kind of chairs they will use, because a resident reached out and said the accessibility chair was not working. There needs to be work done on a road, many residents have complained. The builder signs on the side of the road were blocking drivers view.

On MOTION by Mr. Walsh, seconded by Ms. Schwenk, with all in favor, the Fence Outlet for the Playground Fencing, was approved.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns asked for a motion to approve the check register.

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

**ii. Balance Sheet & Income Statement**

Ms. Burns noted there is no action needed by the Board.

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

Ms. Burns asked for other business. The Board had no further comments.

August 6, 2024,

VillaMar CDD

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments.**

Resident (Bryan) asked if they are going to cut the area with the tall grass and he stated he is also concerned with the trash in the ponds. Ms. Burns stated the area with the tall grass is actually county property, not CDD, but they have reached out to the county regarding that issue.

Mr. Tindall stated he will fix the issue of trash in the pond.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:  
*Laven O. Schaub*  
D2332DE9DE5A400...

Chairman/Vice Chairman