

**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, March 26, 2025** at 11:00 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Bobbie Henley
Emily Cassidy

Chairperson
Assistant Secretary
Assistant Secretary

Also, present were:

Jill Burns
Roy Van Wyk *by Zoom*
Marshall Tindall

District Manager, GMS
District Counsel, Kilinski Van Wyk
Field Manager, GMS

The following is a summary of the discussions and actions taken at the March 26, 2025, VillaMar Community Development District's Regular Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 11:00 a.m. Three Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns opened the public comment period on agenda items only.

Resident asked where the waste stations will go. Ms. Burns noted they will be in areas further away from homes.

March 26, 2025

VillaMar CDD

THIRD ORDER OF BUSINESS**Approval of the Minutes of the December 18, 2024 Board of Supervisors Meeting**

Ms. Burns presented the meeting minutes from the December 18, 2024, Board of Supervisors meeting and asked for any corrections, comments, or questions. The Board had no changes to the minutes.

On MOTION by Ms. Henley, seconded by Ms. Cassidy, with all in favor, the Minutes of the December 18, 2024, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Ratification of Conveyance Documents Related to Phase 6 and 6D**

Ms. Burns stated these have already been executed. It is conveyance of the common area tracts in this phase that have been completed and being turned over to the CDD to own and maintain. She offered to take any questions.

On MOTION by Ms. Schwenk, seconded by Ms. Cassidy, with all in favor, the Conveyance Documents Related to Phase 6 and 6D, were ratified.

FIFTH ORDER OF BUSINESS**Presentation of Arbitrage Rebate Report for Series 2020 Bonds from AMTEC**

Ms. Burns noted this is a required report under the Trust Indenture. The District has to demonstrate that they do not earn more interest on the bonds than they pay. Page 4 of the report shows a negative arbitrage rebate amount. She asked for a motion to accept the report.

On MOTION by Ms. Cassidy seconded by Ms. Henley, with all in favor, Accepting the Arbitrage Rebate Report for Series 2020 Bonds from AMTEC, was approved.

SIXTH ORDER OF BUSINESS**Consideration of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns stated this is administrative where certain professions such as police or judges whose information is exempt from being turned over in a public record request for safety reasons. It is an agreement that is required to sign annually saying if those parcels are sent to the

March 26, 2025

VillaMar CDD

District for collecting assessments on the tax bill that the District will not turn those over in any records request.

SEVENTH ORDER OF BUSINESS

Consideration of 2025 Contract Agreement with Polk County Property Appraiser

Ms. Burns stated this is the annual renewal with the Polk County Property Appraiser to provide all the parcels within the community to GMS to collect assessments.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser & the 2025 Contract Agreement with Polk County Property Appraiser, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk noted two small parcels that are in 6 and 6D, they are continuous with tract C, it is a small sliver of land. There is another small sliver of land located on part of the roadway that will eventually be the right of way from Cunningham Investors. He asked the Board to accept the transfer of those two parcels along with all of the other parcels that were done in 6 and 6D.

On MOTION by Ms. Henley seconded by Ms. Schwenk, with all in favor, Accepting the Transfer of the Additional Parcels 6 and 6D, were approved.

B. Engineer

Ms. Burns stated the District Engineer is not on the line today.

C. Field Manager's Report *(to be provided under separate cover)*

Mr. Tindall reviewed the Field Managers Report.

March 26, 2025

VillaMar CDD

i. Consideration of Proposal for the Addition of Pet Waste Stations in Community *(to be provided under separate cover)*

Mr. Tindall presented a proposal for six dog waste stations, two on each side of Cunningham, one between ponds 15 & 16 by the lift station and one on the South side of pond 22.

On MOTION by Ms. Schwenk, seconded by Ms. Cassidy, with all in favor, the Proposal for the Addition Pet Waste Stations in the Community, was approved.

Ms. Burns reviewed the CSS quote to add these waste stations to the existing janitorial contract. Two times a week is \$50 per station per month.

On MOTION by Ms. Schwenk, seconded by Ms. Cassidy, with all in favor, Adding the Pet Waste Stations to the CSS Janitorial Contract – 2 Times Per Week, was approved.

Mr. Tindall asked if the Board would like to repair the existing chair lift which is battery powered or investigate potentially getting a hydro lift. Mr. Van Wyk will look at the plans to confirm if the lift is an ADA requirement and review the statute. Marshall will bring back a proposal for a hydrolift.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns stated the check register is included in the agenda package for review. She offered to take any questions.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns noted financial statements through February are in the agenda package for review. No action is necessary.

March 26, 2025

VillaMar CDD

NINTH ORDER OF BUSINESS**Other Business**

Ms. Burns noted along with the financials they will have the preliminary budget to present at the April meeting.

TENTH ORDER OF BUSINESS**Supervisors Requests and Audience Comments**

Resident spoke about his cleaning business including luxury amenities and high school locker rooms. Asked the Board to reconsider his cleaning services for the pool deck. The Board asked him to provide a proposal to Jill by April 14th.

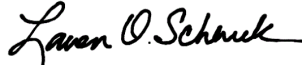
Resident noted alligators are in the back in the wet areas. She asked for signage. Mr. Tindall noted there have been trappers in that area multiple times. Call Florida Fish & Wildlife when you see an alligator for a reference number then send that number to Jill's office to authorize removal.

ELEVENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Cassidy seconded by Ms. Henley, with all in favor, the meeting was adjourned.



 Secretary/Assistant Secretary

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 Chairman/Vice Chairman