

**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, June 25, 2025** at 11:09 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk  
Brian Walsh *by Zoom*  
Bobbie Henley  
Emily Hazelrig

Chairperson  
Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also, present were:

Jill Burns  
Meredith Hammock  
John Bannon *via Zoom*  
Marshall Tindall

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
District Engineer, Quiddity Engineering  
Field Manager, GMS

*The following is a summary of the discussions and actions taken at the June 25, 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 11:09 a.m. Three Supervisors were in attendance constituting a quorum. Mr. Walsh joined by Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

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

Resident (Bryan) commented on flooding on his street and was concerned that it would not change and the engineer would need to make some changes. He noted he had lived there for two years and wanted it to be repaired.

Resident (Kathie Melton) commented about the pool and the uncleanness of it and noted she had observed someone brushing the top part only. She witnessed young people hopping the

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gate or entering with out permission. She noted the staff was not paying attention to what was happening. She suggested administrators make surprise appearances. She noted she had already addressed the sidewalk issues.

Resident (Naomi Slaughter) stated she had a comment about something that was not on the agenda. Ms. Burns stated they would address those comments later in the meeting.

### **THIRD ORDER OF BUSINESS**

#### **Approval of the Minutes of the May 28, 2025 Board of Supervisors Meeting**

Ms. Burns presented the meeting minutes from the May 28, 2025 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. Hazelrig, with all in favor, the Minutes of the May 28, 2025 Board of Supervisors Meeting, were approved.

### **FOURTH ORDER OF BUSINESS**

#### **Presentation of Arbitrage Rebate Reports from AMTEC**

##### **A. Series 2022 Phase 3 Project Bonds**

##### **B. Series 2022 Phase 4 Project Bonds**

Ms. Burns presented the Phase 3 & 4 bonds and stated they were required to demonstrate the District's pay on the bonds for the indentures. She added the report confirmed this.

On MOTION by Ms. Henley, seconded by Ms. Hazelrig, with all in favor, Accepting the Arbitrage Rebate Reports from AMTEC, was approved.

### **FIFTH ORDER OF BUSINESS**

#### **Staff Reports**

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

Ms. Hammock stated that ethics training is due by December 31<sup>st</sup> and Form 1s are due to the state by July 1<sup>st</sup>.

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**B. Engineer****i. Consideration of Proposal for Phase 3 Stormwater Repair**

Mr. Bannon provided updates on the flooding issues and noted he has reviewed the problem and have found blockages from dirt in the line during construction. He added it was 50% clogged and noted they are still having issues. Ms. Schwenk asked for clarification on location and if it was a main line. He stated the construction is finished and will proceed with cleaning and a proposal with an addition of an inlet that would allow the elevation above the road. He would like to have a current video and will clean it out if needed. He added this has been submitted for approval. It was explained there was a pipeline between the lots. This would be an emergency plan to address the overflow.

Board discussion ensued regarding the flow, the continued back up, elevation, the swell, presentation of a map, modifications between 37 and 38, and an explanation of the flow of the specific issue.

Mr. Bannon noted the blockage was significant, there has been sediment, and it has been cleaned. Others noted the significant amount of water in the area. He added they have divers sent down to review the main line by the pond. He noted they stated it was clear.

Ms. Burns stated the proposal is for \$5,543.71 and would have to come from the capital reserve. She added there was an \$85,000 planned transfer has been made.

After discussion the Board decided to approve the proposal. The timeline was discussed, and Mr. Bannon stated the permitting was okay and he will reach out to find out when they can install. It was noted there was a fence across the easement, and they would need permission to gain access. Further discussion was held on the timeline.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Proposal for Phase 3 Stormwater Repair, was approved.

**C. Field Manager's Report *(to be provided under separate cover)*****i. Consideration of Proposal for Solar Lights at Mailbox *(to be provided under separate cover)***

Mr. Tindall reviewed the Field Managers report for the Board which was in the agenda package for review. This included comments on facilities, cleanliness, restroom, garbage cans, cleaning schedule 4 days/week. Additional costs were discussed and a schedule with increased services. He added comments about the chaise lounges.

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Ms. Burns commented on people jumping the fence, trespassing, suspension of amenity privileges, option on security hours 16 per week, option to staff someone all the time, and she encouraged residents to email GMS management. She added there is not a lot of feedback currently, they do not disclose the security hours, but it could be adjusted with different vendor options seasonally, process for suspension of amenities, encouraging residents to use key cards must happen, current vendor cannot add seasonal hours, and she stated there are other vendors to provide seasonal services for \$28/hour for an 8 hours shift.

Ms. Hammock suggested scheduling a shade meeting to address some of the security concerns. Ms. Burns noted they will schedule a shade meeting.

Mr. Tindall continued the review of the report and noted that an aluminum fence was damaged and replaced, storefront order for playground, and dog station installation will begin.

Mr. Tindall reviewed the landscaping maintenance report to include to include a weed issue, palms replaced, storm damage repair, areas on schedule, ponds good, trash issues are being worked on, vendor here 3/month treatment, on-site visits, water ponding in curb area, engineer commented on damage during home building, slight ponding repair costs is high, he recommended to monitor and see how it holds.

Board discussion ensued on Phase 6 &7 and the progress with ponds, sod, washouts, mailboxes, rodents in community, posts and solar lights were discussed for installation. The costs were reviewed to include \$1,700 and \$2,110 for the streetlights. The Board made the motion to approve 3 solar lights.

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| On MOTION by Ms. Schwenk, seconded by Ms. Hazelrig, with all in favor, the Proposal for Solar Lights, was approved. |
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Mr. Tindall made comments on rodent issues and locations, oak tree cluster, pest control recommended stations to be placed for \$120 for 3 stations and \$12/month to maintain. Staff direction was given to move forward with the stations for pest control.

Mr. Tindall discussed a stop sign that will be painted and speed limits signs will be installed. Mr. Tindall noted he has sought pricing for long term beautification for the community.

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**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. Hazelrig, with all in favor, the Check Register, was approved.

**ii. Balance Sheet & Income Statement**

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

**SIXTH ORDER OF BUSINESS****Other Business**

Ms. Burns noted they had addressed the Phase 3 flooding from the opening comments, and this was approved should address the issues. An additional day for clearing next meeting and bringing security options back to the next meeting.

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

Ms. Burns opened the meeting for public comments at this time.

Resident (Mary Lee Spotter) commented she had never lived in a commonality with an HOA and wants to know what it is about. She added comments on responsibility of the easement and animal urine and poop in her yard. She asked how this issue should be handled.

Resident (134 Costello Road) commented on treatment for ants, possibility of a recreational area, parking issues, pool cleaning schedule, clarity for cleaning schedule, dead tree needs removal, security issues, and vendor issues with residents' calling police.

Resident (Vince Nolla) talked about security guards not doing their job. He commented on the front of his house, and pressure washing, grading needed, and everyday there is pooling of water. He commented on mosquitoes, and bad smell causing it to be unbearable.

Resident (Sonya) commented on parking issues, problem with the tow truck, and the rat issues.

Resident (Trina Burnette) had questions on getting a second pool in the new area and the responsibility of cutting grasses and trimming.

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Resident (Bryan & Leisha) commented on concerns if they are getting streetlights in Phase 6, truck parking, and the pool with only 16 hours of security needs to be addressed.

Resident (Kathy Melton) commented on the pool, back and the entrance to VillaMar with very tall grass obstructs driving.

Resident (Bryan) commented on trash in the ponds, the roundabout traffic small curb, police patrol, cars parking correctly being towed, and other towing issues.

Ms. Burns addressed the grass and flags on Cunningham and 653. She stated this is not CDD property and is not CDD maintained. Those are county roads and mowing there would be a county issue. Ms. Burns added there will be a second pool planned from the developer for spring of 2026 in Phase 8. She addressed the area where trucks are parked is not CDD area, it is owned by county. Police have been called to ticket the trucks. Ms. Burns commented on the flags and grass are not CDD property. She added the rodent issue was addressed and pest control will be put in those areas. Ms. Burns stated the Board has asked for security options be brought to the next meeting and what information needs to be provided to the guard and need the residents to report the problems. She explained the guards give hourly reports on numbers and other issues. They will be seen on their phones providing the reports.

Ms. Burns explained the budget, increased cost for security, extra amenities are not planned currently, but can be planned during budget time, but this would increase assessments. Ms. Burns addressed the dead trees on Cunningham and the developer will take care of this. She discussed the waste on the issue and the easement tract, common area tract, or private property. She stated this resident should contact the HOA for this issue.

Mr. Tindall will address the homes, street parking, and the Board is adding phases due to construction. Mr. Tindall stated the pest control is limited to the amenity center and the Board would have to approve adding areas based on budget. He noted parking map will be updated and signs to be updated.

Ms. Burns noted the towing issue is on social media and there is phone evidence of prohibited parking. She added there are pictures for proof. Parking policies and towing were further discussed and adding phases. She noted Phase 6 has no parking and towing policies at this time. Management will mail a notice on updated parking. Parking lots will be added later.

Resident noted the pool vendor and janitorial vendors are not there 6 days per week. Other comments were made on visual staining, and pool issue specifics were provided to GMS.

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**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Laven O. Schaub*

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Chairman/Vice Chairman