

**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, September 24, 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
Brian Walsh *by Zoom*
Bobbie Shockley
Emily Hazelrig

Chairperson
Vice Chairman
Assistant Secretary
Assistant Secretary

Also, present were:

Jill Burns
Savannah Hancock
Marshall Tindall

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

The following is a summary of the discussions and actions taken at the September 24, 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 11:22 a.m. Three Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there were no members of the public present in person and opened the public comment period on agenda items only to anyone on zoom. There being no comments, she moved to the next agenda item.

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VillaMar CDD

THIRD ORDER OF BUSINESS**Approval of the Minutes of the August 27,
2025 Board of Supervisors Meeting**

Ms. Burns presented the meeting minutes from the August 27, 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. Shockley, seconded by Ms. Schwenk, with all in favor, the Minutes of the August 27, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Proposal for Playground
and Dog Park Equipment from
ProPlaygrounds for Phase 7**

Ms. Burns presented the proposal for playground and dog park equipment from ProPlaygrounds for Phase 7 totaling \$98,274. She asked if there were any questions from the Board; there were none.

On MOTION by Ms. Schwenk, seconded by Ms. Shockley, with all in favor, the Proposal for Playground and Dog Park Equipment from ProPlaygrounds for Phase 7, was approved.

FIFTH ORDER OF BUSINESS**Consideration of Equipment
Lease/Purchase Agreement for
Playground and Dog Park Equipment for
Phase 7**

Ms. Burns presented the consideration of Equipment Lease/Purchase Agreement for Playground and Dog Park Equipment for Phase 7. She stated similar to prior phases; the proposal allows the Board to finance the equipment over five years rather than pay the full cost upfront.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, the Equipment Lease/Purchase Agreement for Playground and Dog Park Equipment for Phase 7, was approved.

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SIXTH ORDER OF BUSINESS**Consideration of Resolution 2025-11
Directing Chairman and District Staff to
File a Petition Amending District
Boundaries (Phase 8 Contraction)**

Ms. Burns presented Resolution 2025-11. She stated that the developer had requested the removal of Phase 8 from the District, and this resolution would formally remove those lands from the CDD boundary and authorize staff to proceed with filing the petition.

On MOTION by Ms. Schwenk, seconded by Ms. Hazelrig, with all in favor, Resolution 2025-11, was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Boundary Amendment
Funding Agreement (Phase 8
Contraction)**

Ms. Burns presented the consideration of Boundary Amendment Funding Agreement (Phase 8 Contraction). She stated that any costs associated with the boundary amendment would be billed directly to VMAR Dev and would not be incurred by the CDD.

On MOTION by Ms. Schwenk, seconded by Ms. Hazelrig, with all in favor, the Boundary Amendment Funding Agreement (Phase 8 Contraction), was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Assignment of
Construction Contract and
Indemnification Agreement for Phase 8 –
ADDED**

Ms. Burns presented the assignment of Construction Contract and Indemnification Agreement for Phase 8. Ms. Burns explained that the construction contract, originally bid out earlier in the summer, would be assigned to the developer since the phase was privately funded, with no cost to the District.

On MOTION by Ms. Schwenk, seconded by Ms. Hazelrig, with all in favor, the Assignment of Construction Contract and Indemnification Agreement for Phase 8, was approved.

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NINTH ORDER OF BUSINESS

**Presentation of Memo Regarding
Amendments to District Rules of
Procedure**

**A. Consideration of Resolution 2025-12 Setting a Public Hearing on the Adoption of
Amended and Restated Rules of Procedure for the District**

Ms. Burns stated that updates to the District's Rules of Procedure were needed to align with recent legislative changes; most notably extending notice requirements between meetings to 35 and 28 days. She added that the update also includes minor cleanup items and requested approval of Resolution 2025-12 to set a public hearing for November 12.

On MOTION by Ms. Schwenk, seconded by Ms. Shockley, with all in favor, Resolution 2025-12 Setting a Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District for November 12, 2025, was approved.

TENTH ORDER OF BUSINESS

**Consideration of Proposals from Current
Demands for Overnight Monitoring
Security Services**

A. Initial Install

Ms. Burns presented the proposals from Current Demands for overnight monitoring security services. She noted that there is a one-time fee of \$1,548 for the converter for them to be able to utilize the existing cameras so they don't have to purchase new cameras.

B. Monthly Monitoring

Ms. Burns noted that Current Demands will monitor for \$160 per month, which is significantly less than what was being paid previously for the same service.

On MOTION by Ms. Schwenk, seconded by Ms. Hazelrig, with all in favor, the Proposals from Current Demands for Overnight Monitoring Security Services, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board to complete their ethics training and stated she would resend links if needed. She offered to answer any questions.

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B. Engineer

There being no comments, the next item followed.

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

Mr. Tindall stated that recent maintenance activities included pool repairs totaling \$4,200 for replacement of the impeller, seal plate, and one motor. He added that the mailbox areas, entry sign, and nearby sidewalks were pressure washed in preparation for the holiday season, and a rusted fire extinguisher box at the amenity center was replaced. He noted that overall landscaping and pond conditions were good, though the area remained very wet. He also reported that the aquatic maintenance contract renewal with the current vendor would remain at the same annual rate of \$34,320 and requested Board approval to renew it. Lastly, he mentioned that the modification area project had been completed and that drainage issues reported by residents had since resolved, with the District engineer reviewing the matter further.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, the Aquatic Maintenance Contract Renewal, was approved.

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

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

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

ii. Balance Sheet & Income Statement

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

TWELFTH ORDER OF BUSINESS**Other Business**

There being no comments the next item followed.

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THIRTEENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

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Laven O. Schaub
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Chairman/Vice Chairman