

**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, January 28, 2026** at 11:08 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Chairperson
Bobbie Shockley	Assistant Secretary
Emily Hazelrig	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, KVW
Mitchell Zwang <i>by Zoom</i>	District Counsel, KVW
Marshall Tindall	Field Manager, GMS

The following is a summary of the discussions and actions taken at the January 28, 2026, VillaMar Community Development District's Regular Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order. 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 or on Zoom and opened the public comment period on agenda items only. There being no comments, she moved to the next agenda item.

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THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 12, 2025 Board of Supervisors Meeting

Ms. Burns presented the meeting minutes from the November 12, 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. Hazelrig, with all in favor, the Minutes of the November 12, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-02 Setting a Public Hearing on the Adoption of Amended and Restated Rules Relating to Overnight Parking and Parking Enforcement

Ms. Burns stated this resolution is for updated language from the commercial vehicle language to the oversize vehicle language. She noted the second part of the resolution is to add Phase 6 which currently has no parking enforcement. She explained the map and the map colors. She added the public hearing would be on March 25, 2026. Ms. Hammock explained the map further and what was included for clarity

On MOTION by Ms. Hazelrig, seconded by Ms. Shockley, with all in favor, Resolution 2026-02 Setting a Public Hearing on the Adoption or Amended and Restated Rules Relating to Overnight Parking and Parking Enforcement for March 25, 2026, was approved.

FIFTH ORDER OF BUSINESS

Consideration of 2026 Contract Agreement with Polk County Property Appraiser

Ms. Burns noted this agreement is an annual renewal.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, the 2026 Contract Agreement with Polk County Property Appraiser, was approved.

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SIXTH ORDER OF BUSINESS

Ratification of 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this motion has already been executed and needs ratification.

On MOTION by Ms. Schwenk, seconded by Ms. Hazelrig, with all in favor, the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock explained the ethics training calendar for the new year and will provide this to the Board members.

B. Engineer

Ms. Burns stated there was no report from the engineer.

C. Field Manager’s Report

Mr. Tindall presented the field manager’s report to include facility cleaning of furniture, adding of new furniture, contract vendors, frost damage update, trash spots, aquatics vendors have new pick-up times, pouring concrete schedule, and upcoming repairs. He noted the water fountain in Phase 7 failed and was not appropriate for the area.

D. District Manager’s Report

i. Consideration of Proposal for Replacement Fountain in Phase 7 (to be provided under separate cover)

Mr. Tindall presented the proposal for the fountain replacement that will be bigger, more visible, and will fit the space better. The cost is \$2,500. He offered to get additional quotes if the Board would like. The Board discussed the replacement of the fountain and decided to wait until the next year when the second amenity will be added.

E. 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. There being no comments, there was a motion of approval.

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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. She noted that funds will begin coming in from the tax collector.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:
Laron O. Schuck

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Chairman/Vice Chairman