

**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 25, 2026** at 11:03 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Brian Walsh	Vice Chairman
Bobbie Shockley	Assistant Secretary
Emily Hazelrig	Assistant Secretary

Also, present were:

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

The following is a summary of the discussions and actions taken at the March 25, 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 in person but one on Zoom and opened the public comment period on agenda items only. There were no comments.

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**THIRD ORDER OF BUSINESS
2026 Board of Supervisors Meeting**

Approval of Minutes of the February 25,

Ms. Burns presented the meeting minutes from February 25, 2026 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 February 25, 2026 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of Amended and Restated Rules Relating to Parking & Parking Enforcement

Ms. Burns asked for a motion to open the public hearing. She noted the public hearing had been advertised.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, Opening the Public Hearing, was approved.

i. Presentation of Map for Discussion Regarding Parking Policy Expansion

Ms. Burns stated the main change in the existing parking policy is the addition of Phase 6, which is now substantially complete. The policy previously applied to Phases 1 through 5 and will now also cover Phase 6. Parking areas are marked in green on the map, with yellow areas designated for mailbox parking, limited to five minutes to prevent long-term use. Signs at community entrances will indicate that on-street parking is only allowed where signage permits, and additional signs will highlight available parking areas. Phase 7 is not included in the policy yet and will be added once home construction in that phase is nearing completion.

ii. Consideration of Resolution 2026-03 Adopting Amended and Restated Rules Relating to Parking & Parking Enforcement

Ms. Burns stated the updated parking policy introduces language changes that now apply to Phases 1 through 6. The main revisions clarify procedures regarding abandoned and broken-down vehicles, specifying that vehicles can be towed if they lack a license plate, have expired registration, are visibly non-operational, have not moved for seven days (with independent staff

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verification), or are junked and undriveable. The policy also replaces the term "commercial vehicle" with "oversized vehicle," which includes vehicles heavier than a one-ton dual wheel pickup, motor homes, trailers, campers, semi-trailers, and similar types. These oversized vehicles are prohibited from parking on the street overnight between 10:00 PM and 6:00 AM and may be towed if found during those hours. Regular-sized vehicles with commercial advertising are now permitted, following legal recommendations related to free speech. The language changes aim to provide clarity for residents and towing vendors and only affect Phases 1 through 6 currently.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, Resolution 2026-03 Adopting Amended and Restated Rules Relating to Parking & Parking Enforcement, was approved.

iii. Presentation of Proposal for Parking Signage for Expansion Area

Ms. Burns stated the proposal for Phase 6 includes installing 46 "parking allowed" arrow signs and new posts, totaling \$8,615.08. This signage aims to clarify designated parking areas and enable enforcement of towing regulations in Phase 6, aligning it with the signage already present in Phases 1 through 5. Ms. Burns noted that Mr. Tindall will order all the signs now that it has been approved and once they arrive they'll be installed. Once there is confirmation that all the signage is installed, they will send a mailed notice to Phase 6. She explains the typical timeline and notification process for implementing a new parking policy. Installing many signs usually takes four to five weeks, followed by an additional week or two for finalization. Overall, Phase 6 is expected to be added in about six weeks, depending on the speed of sign installation. Residents in Phases 1 through 5 will not receive a new mailed notice, as they were already notified when their respective policies went into effect. Only Phase 6 will get a mailed notice, and a general announcement will also be sent out with updated maps and information, including details on the oversized vehicle provision and minor clarifications to the existing policy.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, the Proposal for Parking Signage for Expansion Area, was approved.

Ms. Burns asked for motion to close the public hearing.

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On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock had nothing to report.

B. Engineer

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

C. Field Manager's Report

Mr. Tindall reviewed the Field Manager's report. The report included a review of maintenance activities since the last meeting. Routine tasks such as toilet repairs, restroom provider adjustments, playground mulch redistribution, and gate minor fixes were completed. Groundskeepers continued mowing and general upkeep. Frost damage assessment is ongoing: ixoras are not recovering, but other plants like arbor and blue days show signs of improvement. Proposals for plant replacements are being prepared for consideration at the next meeting.

Recent rainfall has helped pond levels, though algal blooms remain an issue and are being treated by pond vendors. Bike rack usage at the amenity center is high, especially among students commuting to school. There are several single racks available, and options are being considered for their placement and possible expansion near the playground. Budget constraints may require using existing racks rather than purchasing new ones.

Additional updates include progress on Phase 7 with a new dog park and playground, completion of living installs, and insurance checks. Fog tracking arrangements were made in Phase 3 on the east side, with traps set to address hog activity around wetland areas. The team is monitoring results and adjusting as needed.

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

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

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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.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments the next item followed.

EIGHTH 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:
Laven O. Schaub

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Chairman/Vice Chairman