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 23, 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:

Lauren Schwenk	Chairperson
Bobbie Shockley	Assistant Secretary
Emily Hazelrig	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Meredith Hammock *by Zoom*	District Counsel, KVW Law
Marshall Tindall	Field Manager, GMS
John Bannon	District Engineer, Quiddity Engineering

The following is a summary of the discussions and actions taken at the September 23, 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 announced that Mr. Brian Walsh and Mr. Milton Andrade had resigned from Seats 3 and 4. Both terms were set to expire in November 2026, and Seat 4 would need to be held by a resident beginning in November.

On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, Accepting the Resignation of Brian Walsh and Milton Andrade, was approved.

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The Board appointed Ms. Jessica Spencer to Seat 3, and she was sworn in.

> On MOTION by Ms. Shockley, seconded by Ms. Hazelrig, with all in favor, Appointing Jessica Spencer to Seat 3, was approved.

Ms. Emily Hazelrig then resigned from Seat 2 and was the Board moved to appoint her to Seat 4 because she was a resident. She was sworn into her new seat.

> On MOTION by Ms. Shockley, seconded by Ms. Schwenk, with all in favor, Appointing Emily Hazelrig to Seat 4, was approved.

Ms. Lindsey Roden was appointed to fill Ms. Hazelrig's vacant Seat 2 and was also sworn in, filling all five Board seats.

> On MOTION by Ms. Shockley, seconded by Ms. Schwenk, with all in favor, Appointing Lindsey Roden to Seat 2, was approved.

Ms. Lauren Schwenk remained Chair. Ms. Burns stated they planned to bring an officers' resolution to the next meeting to update the officer's positions and fill the Vice Chair vacancy left by Mr. Walsh's resignation.

THIRD ORDER OF BUSINESS **Approval of Minutes of the August 26, 2026, Board of Supervisors Meeting**

Ms. Burns presented the meeting minutes from August 26, 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. Roden, with all in favor, the Minutes of the August 26, 2026, Board of Supervisors Meeting, were approved.

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FOURTH ORDER OF BUSINESS **Consideration of Resolution 2026-10 Directing Chairman and District Staff to File a Petition Amending District Boundaries**

Ms. Burns discussed Resolution 2026-10, which authorized the Chair and District staff to file a petition to add an adjacent parcel to the District at the developer's request. She noted that "contraction" needed to be changed to "addition." Ms. Schwenk moved to approve the resolution in substantial form with the correction.

> On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, Resolution 2026-10, Directing Chairman and District Staff to File a Petition Amending District Boundaries, was approved in substantial form.

FIFTH ORDER OF BUSINESS **Consideration of Boundary Amendment Funding Agreement**

Ms. Burns reviewed the Boundary Amendment Funding Agreement. She explained that VMAR Dev would cover all costs related to the boundary amendment, so the District would not be billed.

> On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Boundary Amendment Funding Agreement, was approved.

SIXTH ORDER OF BUSINESS **Presentation of Arbitrage Rebate Reports from AMTEC**

A. Series 2019 Project Bonds
B. Series 2023 Assessment Area 5 Project Bonds

Ms. Burns stated that the Board reviewed AMTEC's annual arbitrage rebate reports for the Series 2019 Project Bonds and the Series 2023 Assessment Area 5 Project Bonds. Ms. Burns explained that the reports compared the interest earned with the interest paid on the bonds, as required each year. The Board accepted both reports with no opposition.

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

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TWELFTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Hammock had no specific report but was available to answer questions.

B. Engineer

Mr. Bannon reported that he had received several contractor proposals for drainage repairs in Phases One and Three. He was checking quantities and finalizing the proposals for the Board to review at the next meeting. He also noted that a wetland or buffer boundary along Phase Four needed to be restaked and said he would provide the cost. Mr. Bannon added that he and Mr. Tindall had been reviewing the previously discussed stormwater repairs and expected to bring those back at the next meeting as well.

C. Field Manager's Report

i. Consideration of Maintenance Contract Renewals

a) Janitorial Maintenance Services

1. Renewal Increase Request Letter for FY 2027
2. Proposal for Pricing of Additional Services
3. Summary Breakdown of Services for FY 2027
4. Map of Waste Can Services Locations

b) Pool Maintenance Services

1. Consideration of Increase Request Letter

c) Pest Control Services

1. Consideration of Proposal for Additional Services

d) Landscape Maintenance Services Letter Regarding Continuing Fuel Surcharge

Mr. Tindall reported that they had completed extra trash pickup around the ponds and minor parking work. Fence cleaning, boulevard column painting, and additional trash pickup were planned. Recent rains had raised pond levels and left some areas too wet to mow without damaging the turf. Fence repairs had reportedly been completed in Phase One, and he had planned to check the work. The approved dog waste stations had been ordered and were expected to be installed around the end of the month. Solitude was still working on a safety shutoff recommendation for the fountain. Approved sod, mulch, and plantings were being scheduled. Mr. Tindall and and Mr. Bannon had also agreed to repair grading and install sod to stabilize the pond banks during the dry season. Mr. Tindall reviewed the annual maintenance renewals, including expanded janitorial services totaling $24,490, a pool maintenance increase from $2,955 to $3,025 per month, and

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expanded pest control totaling $1,900. He also explained that landscape pricing was expected to remain unchanged until around June, provided the fuel surcharge of up to 3% continued. He anticipated putting landscaping services out for formal bids. The Board approved all of the annual service renewals presented.

On MOTION by Ms. Spencer, seconded by Ms. Schwenk, with all in favor, the Maintenance Contract Renewals, were approved.

ii. Consideration of Proposals for Stormwater Repairs *(to be provided under separate cover)*

Mr. Tindall stated that the stormwater repair proposals were still being worked on, so the Board tabled the item until the October meeting.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns stated the check register is included in the agenda package for review. The Board approved the check register without any questions or opposition. Financial statements were included in the meeting package for review, but no action was needed.

On MOTION by Ms. Roden, seconded by Ms. Shockley, 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.

EIGHTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Paul Richie asked for meeting emails to be sent earlier and requested updates on the second pool and the fountain at the end of Cunningham.

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Ms. Burns confirmed that the second pool was moving forward, with completion estimated for spring or summer 2027. The site work permit was expected shortly. She also explained that meeting dates and agendas were available on the District's website in advance, although email notices were sometimes delayed while supporting documents were being collected. Mr. Tindall explained that the fountain replacement had been approved at the previous meeting, pending confirmation of an automatic shutoff for low water or clogs. The old fountain could not be repaired, and maintenance had stopped. Funding for a larger replacement had been included in the new fiscal year's budget, and the vendor was still working out the shutoff details.

TENTH ORDER OF BUSINESS **Adjournment**

Ms. Burns requested a motion to adjourn.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:
Lauren O. Schenck
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Chairman/Vice Chairman