

**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, **May 13, 2020** at 3:15 p.m. via Zoom Teleconference.

Present and constituting a quorum:

Rennie Heath <i>via Zoom</i>	Chairman
Lauren Schwenk <i>via Zoom</i>	Vice Chair
Andrew Rhinehart <i>via Zoom</i>	Assistant Secretary
Brian Walsh <i>via Zoom</i>	Assistant Secretary

Also, present were:

Jill Burns <i>via Zoom</i>	District Manager, GMS
Roy Van Wyk <i>via Zoom</i>	Hopping Green & Sams
Patrick Marone <i>via Zoom</i>	Developer's Office
April Payeur <i>via Zoom</i>	Developer's Office

The following is a summary of the discussions and actions taken at the May 13, 2020 VillaMar Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and noted that a quorum was established with four Supervisors present. The meeting was held via Zoom call.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there were no members of the public present, and no comments were made.

THIRD ORDER OF BUSINESS

Approval of Minutes of the February 12, 2020

Ms. Burns presented the February 12, 2020 meeting minutes and asked for any comments, changes, or corrections. The board had no changes.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Minutes of the February 12, 2020 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Land Transfers

Ms. Burns stated this is property currently owned by Highland Cassidy, LLC being conveyed to the CDD. It includes the storm water facility, drainage pipe structures, inlets, manholes, sewer pumps, fire hydrants, valves, and multiple other facilities that will be conveyed to the CDD. There are tracts listed in Exhibit A for VillaMar Phase 1. Mr. Van Wyk added that these tracts are VillaMar Phase 1 plat and are ready to be turned over. Staff has looked at them and the Engineer has looked at them and agreed they are ready for acquisition.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Land Transfers in Tracts for VillaMar Phase 1, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Partial Release of Construction Easement

Ms. Burns stated this was included in your package. The District no longer needs the easement agreement that is in place because D.R. Horton is going to undertake the development work that was previously under that area. This releases that portion of the easement identified in Exhibit A.

Mr. Walsh added this was out for consideration and execution by the landowner. He noted that they are basically releasing their construction easement over the platted lots, so they can be free. He further stated this is a very common practice.

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, the Partial Release of Construction Easement, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposal for Landscape Maintenance

Ms. Burns noted in your package is a landscape proposal from Prince and Sons for \$21,504. It is for the standard 42 cuts per year, with all the items as shown included and the terms listed. There will also be a price included if they need palm tree pruning or any other services available upon request. Ms. Burns stated that was an extremely reasonable fee. The other one is from Yellowstone and the total is \$33,600. Ms. Burns noted that Yellowstone was a

vendor in the area doing a lot of CDD work all over the state. Mr. Heath asked what was budgeted for this, and Ms. Burns replied it was the exact quote from Prince & Sons. Mr. Heath asked if the scope was the same. Ms. Burns replied that the scope was for the same items as both include 42 cuts a year, and the exact same pricing for the annuals, mulching, palm pruning.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Proposal for Landscape Maintenance with Prince & Sons totaling \$21,504, and Authorization for Counsel to Draft a Form of Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2019 Audit

Ms. Burns noted page 28 starts the summary of the report. It was a clean audit, there are no instances of non-compliance, no findings in the audit. It has been reviewed by Counsel and by Management and needs to be accepted by the Board.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Acceptance of the Fiscal Year 2019 Audit, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report.

B. Engineer

There being none, the next item followed.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register from February 5th through April 5th totaling \$352,572.37.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Check Register totaling \$352,572.37 was approved.

ii. Balance Sheet and Income Statement

Ms. Burns presented the financials to the board. No action was required to be taken.

iii. Ratification of Phase 1 Change Orders #29 and #31

Ms. Burns noted these change orders needed to be ratified by the Board.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Phase 1 Change Orders #29 and #31, were ratified.

iv. Ratification of Revised Phase 2 Change Orders #15 and #16

Ms. Burns noted these were change orders that had previously been approved and need to be ratified by the Board.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Phase 2 Change Orders #15 and #16, were ratified.

v. Ratification of Funding Requests 2019-1 and 2019-2

Ms. Burns noted these Funding Request are for construction expenses and have been sent to the Developer for funding and just need to be ratified by the Board.

On MOTION by Mr. Heath, seconded by Mr. Walsh, with all in favor, Funding Request 2019-1 and 2019-2, were ratified.

vi. Presentation of Number of Registered Voters – 0

Ms. Burns stated that the number of registered voters in the District as of April 15th is zero.

NINTH ORDER OF BUSINESS

Other Business

There being the none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being the none, the next item followed.

May 13, 2020

VillaMar CDD

ELEVENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman