



Seat 1 - Steve Kurtz, Chairman
Seat 2 - IV Chandler, Supervisor
Seat 3 - Arthur Rowe, Vice Chairman
Seat 4 - Gary Moyer, Supervisor
Seat 5 - Peter Evans, Supervisor

Monthly Board Meetings are held at:

District Office Board Room

984 Old Mill Run The Villages, FL 32162

The Villages, Florida 32162

AGENDA

February 6, 2019

3:30 PM

Notice to Public: Audience Comments on all issues will be received by the Board.

The District Board welcomes participation during public meetings; however, in order to conduct business in an orderly fashion the Board of Supervisors requests you limit your comments to three (3) Minutes. If you have a general comment that is not included as an item on the agenda please come before the Board during the Audience Comments portion of the meeting. If your comment pertains to a specific on the agenda, the Chairman or Vice-Chairman will request public comments when the item is addressed. Thank you for attending the meeting and for your interest in your local government.

1. Call to Order
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Observation of Moment of Silence
 - D. Welcome Meeting Attendees
 - E. Audience Comments

2. Employee Anniversaries

CONSENT AGENDA:

A motion to approve the Consent Agenda is a motion to approve all recommended actions. All matters on the Consent Agenda are considered routine and no discussion is required unless desired by a Board Supervisor or a Member of the Public.

3. Approval of the Minutes
Approval of the Minutes for the Meeting held on January 9, 2019.
4. Architectural Review Manual
Proposed revisions to the Architectural Review Manual (Manual).
5. Architectural Review Committee Selection Process
The Primary and Alternate Architectural Review Committee (ARC) Member.
6. Award of BID #19B-002 Multi Modal Path Tunnel Guide Sign Project
Review and approval of recommendation to award Invitation to Bid (ITB) #19B-002 Multi-Modal Path

Tunnel Guide Sign Projects: Districts 1, 2, 3, 4, VCCDD & SLCDD and as needed in Various Districts
(AAC Consideration Item)

NEW BUSINESS:

7. Acceptance of Audit Report for Fiscal Year 2017-2018
The annual audit of the financial statements for the Village Center Community Development District for the Fiscal Year ending September 30, 2018, is complete and a copy is attached.
8. Approval of FY 19-20 Budget Calendar
Request Board approval of dates for the Proposed Budget approval at the June 12, 2019 regular meeting, and a Public Hearing to adopt the Final Budget at the September 11, 2019 regular meeting.
9. Operating Policies and Procedures
To be provided.
10. Interlocal Service Agreement with Sumter County
Interlocal Service Agreement-The Village Center Community Development District and Sumter County Regarding the Services of Fire, Stormwater, Geographic Information Systems, Public Safety Radio System and Fleet Maintenance.
11. Approval of Additional Services – Supervisory Control and Data Acquisition (SCADA) System Upgrade Program Phase 2
The Approval of Additional Services – Supervisory Control and Data Acquisition (SCADA) System Upgrade Program Phase 2 in the Agreement with Operations Management International, Inc. (CH2M/OMI) to provide services for the SCADA System Upgrade Program (Phase 2) for Village Center Community Development District for the remainder of fiscal year 2018-2019.
12. Security Camera License Agreement
Consideration to approve a Security Camera License Agreement between the Village Center Community Development District and the following parties: Citizens First Bank, Lazy B Cattle Venture, LTD and The Villages Operating Company.

PUBLIC HEARINGS:

13. Case No. LL-03-19 VCCDD vs Lorraine & Paul Lioni, 1625 Kiley Court
Support documentation can be obtained from the District Clerk's Office
 - A. Staff Presentation of the Facts
 - B. Open Public Hearing
 - C. Owner/Interested Party Presentation
 - D. Close Public Hearing
 - E. Board Discussion/Determination

INFORMATIONAL ITEMS ONLY:

14. Financial Statements
Budget to Actual Statements as of December 31, 2019

REPORTS AND INPUT:

15. District Manager Reports
 - A. AAC After Agenda
 - B. Human Resources Update

16. District Counsel Reports
17. Supervisor Comments
18. Adjourn

HOSPITALITY * STEWARDSHIP * CREATIVITY * HARD WORK

NOTICE

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based. Audio recordings of Board meetings, workshops or public hearings are available for purchase per Florida Statute 119.07 through the District Clerk for \$1.00 per CD requested. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (352) 751-3939 at least five calendar days prior to the meeting.



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Human Resources

DATE: 2/6/2019

SUBJECT: **Employee Anniversaries**

ISSUE:

February 6, 2019 presentation of Employee Service Awards to recognize District Employees for their length of service and dedication to the District.

ANALYSIS/INFORMATION:

For our recognition ceremony the Village Center Community Development District management Staff would like to extend our appreciation and acknowledgement to those who have reached 10 years of service or longer with the District.

STAFF RECOMMENDATION:

The Village Center Community Development District Management staff would like to take the time to publicly thank the following staff members for their years of loyalty and dedication to the District.

- Joan Bulmer– 15 years of service – Recreation Assistant

MOTION:



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Jennifer McQueary, District Clerk

DATE: 2/6/2019

SUBJECT: **Approval of the Minutes**

ISSUE: Approval of the Minutes for the Meeting held on January 9, 2019.

ANALYSIS/INFORMATION: Staff requests approval of the Minutes for the Meeting held on January 9, 2019.

STAFF RECOMMENDATION: Staff recommends approval of the Minutes for the Meeting held on January 9, 2019.

MOTION: Motion to approve the Minutes for the Meeting held on January 9, 2019.

ATTACHMENTS:

Description	Type
▣ 1-9-19 Minutes	Cover Memo

**MINUTES OF MEETING
VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT**

A Meeting of the Board of Supervisors of Village Center Community Development District was held on Wednesday, January 9, 2019 at 3:30 p.m. at the District Office Board Room, 984 Old Mill Run, The Villages, Florida, 32162.

Board members present and constituting a quorum:

Steve Kurtz	Chairman
Art Rowe	Vice Chairman
IV Chandler	Supervisor

Staff Present:

Richard Baier	District Manager
Kenny Blocker	Assistant District Manager
Lewis Stone	District Counsel
John Rohan	Director of Recreation and Parks
Sam Wartinbee	District Property Management Director
Barbara Kays	Budget Director
Deb Franklin	Director of Human Resources and Strategic Planning
Anne Hochsprung	Finance Director
Mark LaRock	Purchasing Director
Brittany Wilson	Director of Technology and Board Services
Jennifer McQueary	District Clerk

FIRST ORDER OF BUSINESS:

Call to Order

A. Roll Call

Chairman Kurtz called the meeting to order at 3:30 p.m. and stated for the record that three (3) Supervisors were present representing a quorum. Gary Moyer and Peter Evans were absent.

B. Pledge of Allegiance

Chairman Kurtz led the Pledge of Allegiance.

C. Observation of a Moment of Silence

The Board and audience in attendance observed a moment of silence for those who serve our Country and community.

D. Welcome Meeting Attendees

The Board welcomed all those in attendance.

E. Audience Comments

No audience comments were received.

SECOND ORDER OF BUSINESS: Presentation of Villages Public Safety Department Firefighter of the Year Award

Richard Baier, District Manager, requested that Chief Cain of The Villages Public Safety Department (VPSD) provide an overview of the Firefighter of the Year Award and recipient.

Chief Cain addressed the Board and introduced Robert Ramage, VPSD Division Chief of Training. Chief Cain advised that Chief Ramage was selected as Firefighter of the Year, among approximately twenty (20) other nominees within a five (5) county region. The Board applauded and congratulated Chief Ramage on his hard work and dedication.

THIRD ORDER OF BUSINESS: Employee Anniversaries

Deb Franklin, Director of Human Resources and Strategic Planning, stated that District Management realizes the importance of recognizing employees for their service and dedication to the District for 10 years or more. The Village Center Community Development District (VCCDD) Board of Supervisors and Staff recognized Wayne Argast and Chris Cash with District Property Management (DPM) for 10 years of service and Charles Monton with the Recreation Department for 15 years of service.

CONSENT AGENDA:

Chairman Kurtz advised the Board that a motion to approve the Consent Agenda is a motion to approve all recommended actions. All matters on the Consent Agenda are considered routine and no discussion is required unless desired by a Board Supervisor or a member of the public.

Mr. Baier requested the Fifth Order of Business be pulled from the Consent Agenda. Staff will bring this item back to the Board at the February 6, 2019 meeting.

On MOTION by IV Chandler, seconded by Art Rowe, with all in favor, the Board took the following action on the items included on the Consent Agenda:
FOURTH ORDER OF BUSINESS: Approval of the Minutes for the Meeting held on December 12, 2018.
SIXTH ORDER OF BUSINESS: Adoption of Resolution 19-10 amending the Fiscal Year 2018/2019 Village Center Community Development District Budget to carryforward the Fiscal Year 2017/2018 requested unspent budgeted funds.

SEVENTH ORDER OF BUSINESS: Architectural Review Manual

Carrie Duckett, Director of Resident Services & Communication, advised that during the September 2018 meetings Staff advised the Boards that a review of the existing Architectural Review Committee (ARC) process was occurring to identify improvements. As part of this review, consideration of what a “substantial change” is and research was completed to determine what revisions could be made to the Manual to eliminate certain minor modifications. Ms. Duckett advised that the proposed revisions to the Manual have been provided in a strike out, underlined format and provided an overview of the recommended revisions to Section 2.5 Driveways, Walkways, Patios, Front Entry Flooring; Section 2.9 Front Doors; Section 2.10 Garage Doors/Screens; Section 2.12 Lights – Outdoor and Section 2.16 Tree Removal with the Board. Staff is requesting that the Board review the revisions and provide any comments to Staff by January 21, 2019 so that the changes can be incorporated and the final document presented at the February 6, 2019 meeting. At the request of Mr. Baier, Ms. Duckett provided an overview of the improvements that have been made to streamline the ARC process which has resulted in an increased ease of understanding for the residents and positive feedback from the ARC Members because of the reduction of the time for the weekly meetings. Staff responded to audience inquiries.

EIGHTH ORDER OF BUSINESS: Request to Declare Knox Company as a Single Source Standardized Vendor for Knox Rapid Entry Systems in Public Safety

Kenny Blocker, Assistant District Manager, advised that Staff is requesting the Board declare Knox Company as a single source standardized vendor for the Knox Rapid Entry System for Public Safety to continue standardization throughout the VPSD to store keys for the drug boxes. Mr. Blocker stated the Federal Drug Administration (FDA) requires that drugs and narcotics be stored and secured and requires that a record of personnel having access be maintained. The system will provide the ability for remote access and store unique pin codes for auditing purposes.

On MOTION by Art Rowe, seconded by IV Chandler, with all in favor, the Board approved and declared Knox Company as a single source standardized vendor for the purchase of Knox Rapid Entry Systems in Public Safety.

NINTH ORDER OF BUSINESS: Award of RFP #18P-001 Software & Implementation Services Payroll & HRIS

Mr. Blocker advised the District has been utilizing the services of Paylocity since 2011 for payroll, tax and general ledger related services and Human Resource Information Systems (HRIS) programming (HRIS) including benefits administration. Mr. Blocker advised that the District issued a Request For Proposal (RFP) for these services and five (5) responses were received. The Selection Committee reviewed the responses and selected Paychex. Paychex not only met the specifications originally established by the District, but they also included additional upgrades and technical advances which exceed those offered by Paylocity. At the request of Mr. Baier, Mr. Blocker provided an overview of the negotiation process which resulted in a reduction of the cost for the District.

On MOTION by Art Rowe, seconded by IV Chandler, with all in favor, the Board awarded RFP #18P-001 to Paychex, Inc. for the Software & Implementation Services Payroll & HRIS utilizing the negotiated pricing reflected on the Paychex Flex Fee Schedule in the amount of approximately \$181,885.50 for one (1) year and in the average amount of \$169,691.50 per subsequent years and authorized the Chairman/Vice Chairman to sign the Agreement.

TENTH ORDER OF BUSINESS: Financial Statements

The Financial Statements as of November 30, 2018 were provided as information to the Board.

ELEVENTH ORDER OF BUSINESS: Staff Reports

A. AAC After Agenda

Mr. Baier advised that the After Agenda from the Amenity Authority Committee (AAC) meeting held on December 12, 2018 has been provided.

B. FEMA Update

Mr. Baier advised that the District has begun receiving a second round of requests for information relating to the request for reimbursement submitted to the Federal Emergency Management Agency (FEMA) for expenditures relating to debris cleanup following Hurricane Irma. Staff and the Districts' Consultants are responding and providing the necessary clarification of the authorities and operations which fall under the purview of the Village Community Development Districts. An overview of the claims submitted for the District, the anticipated reimbursement to be received and the actual reimbursements received to date have been provided as information. Staff responded to the Committee's inquiries.

Mr. Baier advised that the District will hold Advanced Wastewater Workshops on Monday, January 14, 2019 from 10:00 a.m. until noon at Rohan Recreation Center and on Thursday, January 17, 2019 from 10:00 a.m. until noon at Savannah Recreation Center. These workshops will provide residents with an overview of the Districts' treatment of effluent wastewater within The Villages.

TWELFTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

THIRTEENTH ORDER OF BUSINESS: Supervisor Comments

There were no Supervisor Comments.

FOURTEENTH ORDER OF BUSINESS: Adjourn

Chairman Kurtz adjourned the meeting at 3:56 p.m.

Richard J. Baier
Secretary

Steve Kurtz
Chairman



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Candice N. Dennis, Community Standards Manager

DATE: 2/6/2019

SUBJECT: **Architectural Review Manual**

ISSUE:

Proposed revisions to the Architectural Review Manual (Manual).

ANALYSIS/INFORMATION:

During the January 2019 meeting, staff provided proposed revisions to the Manual. After discussion by each of the District Boards, staff incorporated the additional suggestions in blue for easy reference. The additions include:

Section 2.5 Driveways, Walkways, Patios, Front Entry Flooring

Courtyard Villa Pavers: Pavers shall be ~~a solid color throughout (not a mixture of colors)~~ and flush with the connecting driveway/walkway/roadway. *This portion was eliminated based on comments that pavers are not a solid color in nature but have variations within each paver.*

Section 2.10 Garage Doors/Screens

Courtyard Villa: The ARC does not review applications regarding garage door or screen modifications to install or remove glass, decorative panels, garage door screen or garage door painting if the chosen color is the color used at the time of original construction. All other exterior painting and modifications to the height or width of the garage door requires ARC approval.

On January 23, 2019, by consensus, the ARC requested staff to include the following revision to the Manual:

Section 2A Structures:

Courtyard Villa Item 3: corner/end lots for courtyard villas may be permitted to construct additions which may require moving the gate forward but not past the existing structure and so long as the addition does not encroach into any easements. If it is necessary to adjust a sidewalk as originally constructed by the Developer to accommodate the addition and gate movement, the adjusted sidewalk shall not exceed four (4) feet in width and shall not be permitted to any walkway, carpath or road right-of-way. This exception does not permit additional sidewalks.

STAFF RECOMMENDATION:

Staff recommends Village Center Community Development District approve the revisions to the Architectural Review Manual effective February 6, 2019.

MOTION:

Motion to approve the revisions to the Architectural Review Manual effective February 6, 2019.

ATTACHMENTS:

Description	Type
□ Architectural Review Manual	Cover Memo

LL/LC

Section II – Home, Courtyard Villa

Property owners (Owner) seeking Architectural Review Committee (ARC) approval shall submit a completed **ARC Home/Property Alteration Application Form** Architectural Review Committee (ARC) Application Form to the Community Standards Department (Department). Owners have the burden of demonstrating their requested improvement is aesthetically pleasing and benefits and enhances the respective subdivision. It is the Owner's responsibility to contact the Department to obtain the most up to date version of the application or print said application from the District's website: www.districtgov.org.

The District's Rule to Bring About Deed Compliance (Rule), which includes a Matrix of External Deed Restrictions and Fine Schedule (Matrix) can also be found on the above website under the Community Standards home page.

2.1 Easements and Property Lines

Site plans shall include all easement areas including but not limited to platted easements, special easements, easements described in the recorded declaration of restrictions and identified in the Rule.

Owners are responsible and liable for any and all easement encroachments regardless of ARC approval. Improvements shall not cause adverse additional drainage flow on adjacent properties. Owners receiving ARC approval remain liable for any water flow blockage, interruption of water flow, redirection of existing drainage flow, disruption to the grading of the dominant easement area and any additional drainage flow caused by any improvements made to the property including the installation of landscaping. In addition, said Owner is responsible for any damage that may be caused to any said improvements, including landscaping, should access to the easement area be necessary by any party having rights to the easement area.

A. Structures

Note: Landscape walls, curbing and edging do not constitute a "structure" for purposes of this section. These items are addressed under Section 2.1B.

Home

No structure of any kind shall be permitted in the easement areas as indicated in the Rule or on the site plan submitted with the application except for the following:

- concrete/pavers for ingress/egress doorway pads for a birdcage/screen room no larger than four (4) feet by four (4) feet.
- doorway stairs not exceeding four (4) feet by four (4) feet unless necessary to accommodate land elevations.

- concrete pads for air conditioner units no larger than necessary to accommodate the air conditioner unit.
- generators.
- pool pump and related parts including pool equipment screening.

The above doorway pads, stairs, air conditioner pad, generator and pool equipment shall remain two (2) feet from the property line under all circumstances.

If the Rule does not address easements, all structures of any kind shall be kept a minimum of seven and one-half (7 ½) feet from rear property line, five (5) feet from side property line and ten (10) feet from every street or road fronting on the subject lot for aesthetic, uniformity and drainage purposes.

Courtyard Villa

1. Rear Easements: No structure of any kind shall be permitted in rear easement areas as indicated in the Rule and/or site plan submitted with the application unless the Rule permits patio and walks within the rear easement area. If patio and walks are permitted, they shall be kept a minimum of two (2) feet from the rear wall for maintenance and drainage purposes. Additionally, landscaping shall be kept a minimum of two (2) feet from the rear wall for maintenance, drainage purposes and aesthetics. If the Rule is silent regarding easements, no structure of any kind shall be permitted within seven and one half (7 ½) feet from the rear wall except for patios and walks which shall be permitted but kept a minimum of two (2) feet from the rear wall for maintenance and drainage purposes.

2. Side Easements: Dominant Easement (Owner's side yard enjoyment area)/Servient Easements (Owner's side yard burden): No structure of any kind shall be permitted in the servient or dominant easement areas. **unless the Rule permits patio and walks within the side yard dominant easement area.** All structures **except for permitted patio and walkways,** shall be kept a minimum of five (5) feet from the side property line on the dominant easement side. **If patio and walkways are permitted within the dominant easement area, they shall be kept a minimum of two (2) feet from the side property line on the dominant easement side.** Additionally, rear room additions may extend to the servient easement side wall/fence. All other modifications (i.e. birdcages, pergolas, concrete slabs, walks and the like) to the rear of the home must remain two (2) feet from the servient easement side wall / fence for maintenance purposes. If the Rule does not address side easements, all structures of any kind shall be kept a minimum of five (5) feet from property line for aesthetic, uniformity and drainage purposes.

3. Front Yard / Driveway Area Easements: The courtyard villa front yard area consists of all the area in front of the gate. Due to the courtyard villa's unique design, easement rights, limited pervious surface and aesthetic uniformity, no

modifications shall be allowed in the front yard or driveway easement area, with the following exceptions:

- landscaping in accordance with landscaping provisions.
- corner/end lots for courtyard villas may be permitted to construct additions which may require moving the gate forward but not past the existing structure and so long as the addition does not encroach into any easement. If it is necessary to adjust a sidewalk, as originally constructed by the Developer, to accommodate the addition and gate movement, the adjusted sidewalk shall not exceed four (4) feet in width and shall not be permitted to any walkway, carpath or road right-of-way. This exception does not permit additional sidewalks.
- end lot walkway expansions to the original developer constructed walkway only if the lot and existing walkway are not situated at or near an intersection, the completed walkway width does not exceed six (6) feet, does not encroach into any easement, the expansion is being requested simultaneously with a golf cart garage addition and the golf cart garage door does not exceed six (6) feet in width. The walkway expansion shall not be permitted to any walkway or carpath.
- corner/end lot new walkway improvements only if the width does not exceed six (6) feet, does not encroach into any easement, the expansion is being requested simultaneously with a golf cart garage addition and the golf cart garage door does not exceed six (6) feet in width. The walkway shall not be permitted to any carpath or road right-of-way. The walkway is permitted to be attached to an existing driveway.

B. Landscaping

Note: *This section refers to new/additional landscaping and not landscaping originally installed at time of construction.*

Home

Note: Curbing, edging and landscape walls shall only be permitted around approved landscaping beds and not to be utilized as a dividing instrumentality.

Landscaping plans which do not include curbing, edging or landscape walls, shall be kept a minimum of two (2) feet from the property lines for aesthetics, maintenance, storm water maintenance and drainage purposes. When landscaping plans include curbing, edging and landscape walls, those items shall be kept a minimum of three (3) feet off the property line for aesthetics, maintenance, storm water maintenance and drainage purposes. Landscape walls shall be no higher than eighteen (18) inches. Landscaping walls may exceed eighteen (18) inches in height, if necessary, due to existing lot elevations. Existing sod or other plant material shall only be replaced with sod or other plant material. Rock is not an acceptable replacement for sod or other plant material(s) except as an accent material in approved landscaping beds.

Courtyard Villa

1. Side Yard: Landscaping shall not disturb the grading of the dominant easement area. Landscaping plans which do not include curbing, edging or landscape walls shall be kept a minimum of two (2) feet off the dominant tenement side yard wall/fence, a minimum of two (2) feet off the servient tenement side yard wall and a minimum of two (2) feet from the rear property line for aesthetics, maintenance, storm water maintenance and drainage purposes.

When landscaping plans include curbing, edging and landscape walls, those items shall not disturb the grading of the dominant easement area, shall be kept a minimum of three (3) feet off the dominant tenement side yard wall/fence and a minimum of three (3) feet from the rear property line for aesthetics, maintenance, storm water maintenance and drainage purposes.

2. Front Yard: The courtyard villa front yard area consists of the area in front of the gate. Landscaping plans, with or without curbing, edging and landscape walls, are permitted in the front yard area up to the street pavement, shall not disturb the grading of the dominant easement area and shall be kept a minimum of three (3) feet from the neighbor's front yard wall/fence for aesthetics, maintenance, storm water maintenance and drainage purposes. Landscaping, with or without curbing, edging or landscape walls, is not permitted in the servient easement areas.

3. Rear Yard: Landscaping plans which do not include curbing, edging or landscape walls, shall be kept a minimum of two (2) feet from the rear property line for maintenance and drainage purposes. When landscaping plans include curbing, edging or landscape walls, those items shall be kept a minimum of three (3) feet from the rear property line for maintenance, storm water maintenance and drainage purposes.

4. Existing sod may be replaced with sod, other plant material(s), rocks, or decorative stones; however, the front yard area must include some plant material (planted in the ground) for aesthetic purposes.

2.2 Arbors, Pergolas, Trellises & Gazebos

Arbor:

Home, Courtyard Villa

Arbors may be freestanding, shall be anchored into the ground for safety purposes, shall be located in the rear or side quadrant, shall not be located in any easement area and shall have no fences on either side. Only one (1) arbor per lot shall be permitted and shall be consistent with the size of the lot.

Pergola:

Home, Courtyard Villa

~~Only one (1) pergola per lot is permitted.~~ Pergolas shall not be located in any easement area, shall be anchored into the ground for safety purposes and shall

be located in the rear or side quadrant. Pergolas shall be consistent with size of lot. Pergolas constructed with a concrete pad may be screened on the sides. Pergola roofs may be screen, glass (tempered, plexi, poly carbonate, laminated, or similar product), canopy (including retractable, shade sail), solar panel or louvered. All canopy products shall be a solid color harmonious to the home.

Trellis:

Home, Courtyard Villa

A trellis is a two dimensional structure of open lattice work which may be freestanding and is permitted but shall not be permitted in any easement area. Trellises shall be consistent with the size of the lot.

Gazebos:

Home, Courtyard Villa

A gazebo is a freestanding, roofed, open-sided structure providing a shady resting place and is permitted. Only one (1) gazebo per lot is permitted. A gazebo shall not be in any easement area, shall be located in the rear quadrant, the gazebo shall be consistent with the size of the lot, and its roof material shall be harmonious with the existing home.

2.3 Awnings:

Courtyard Villa

Permanent awnings with vertical structures are prohibited within any easement area. Retractable awnings shall maintain a minimum of two (2) feet from any adjoining building or dividing wall. Awning color shall be harmonious with the color of the existing home.

**2.4 Building Additions/Screen Rooms/Birdcages/Screen Front Entry
*Home***

1. Building additions: all materials, including roof pitch, shall match existing home.
2. Screen rooms/birdcages shall have a concrete floor or some type of finished flooring with the exception of permanently raised landscape planters.
3. Canvas roof covers (full and partial) on screen rooms/birdcages are allowed. The covers shall be on a metal frame, firmly attached to the existing screen room/birdcage and be in accordance with applicable county, state and federal regulations. Canvas roof covers shall be a solid color complimenting the color of the home/roof with no stripes or designs allowed. Valances are allowed on full canvas roof covers and may have contrasting piping, but cannot exceed sixteen (16) inches in length. Valances are not allowed on partial canvas roof covers unless there are different levels in the screen room/birdcage roof. If different levels exist, partial valances are permitted as long as the length is no greater than the difference between levels or sixteen (16) inches maximum.

Architectural Review approval shall be obtained.

~~4. Partial canvas roof covers on screen rooms/birdcages are allowed. The covers shall be on a metal frame, firmly attached to the existing screen room/birdcage and be in accordance with applicable county, state and federal regulations.~~

4. The **ARC Architectural Review Committee** does not review applications for conversions from glass to screen or screen to glass so long as the original window/door opening does not change in size by more than eight (8) inches.

Courtyard Villa

1. Screen rooms/birdcages shall have a concrete floor or some type of finished flooring with the exception of permanently raised landscape planters.

2. Due to the diversity of the adopted Rule, it is necessary to refer to the specific set of adopted Rules for roofing material and pitch.

3. Screening of the front entryway is not allowed. ~~The adopted Rule states that modifications cannot be done on Courtyard Villas that would substantially alter the appearance of the home~~

4. Canvas roof covers (full and partial) on screen rooms/birdcages are allowed. The covers shall be on a metal frame, firmly attached to the existing screen room/birdcage and be in accordance with applicable county, state and federal regulations. Canvas roof covers shall be a solid color complimenting the color of the home/roof with no stripes or designs allowed. Valances are allowed on full canvas roof covers **and** may have contrasting piping but cannot exceed sixteen (16) inches in length. Valances are not allowed on partial canvas roof covers unless there are different levels in the screen room/birdcage roof. If different levels exist, partial valances are permitted as long as the length is no greater than the difference between levels or sixteen (16) inches maximum.

~~Architectural Review approval shall be obtained.~~

2.5 Driveways, Walkways, Patios, Front Entry Flooring

Home:

~~A. Painting/Coatings: Driveways and walkways may have brick pavers or may be painted.~~

The ARC does not review applications for driveway painting/coating.

Driveway extensions: Due to the diversity of each individual home unit, it is necessary to refer to the Matrix. Driveway extensions may be granted only if the extension is affixed to the existing driveway originally constructed/designed by the Developer and accommodates an existing garage, a garage expansion or addition of a golf cart garage or expansion thereof. Driveway extensions shall not be granted if proposed expansion violates any Rule provisions.

Courtyard Villa:

1. Painting/Coating: No colored coatings are permitted without prior written ARC approval. Courtyard villa driveway / walkway painting is allowed provided a

petition, approved by the ARC listing the desired colors is signed by 75% of the homeowner(s) of the villa unit. Only one signature per homesite is permitted. Once a particular villa unit's petition has been approved by the ARC, individual lot owners residing therein are not required to may submit an ARC Application Form architectural application for review when utilizing the approved petition colors. in accordance with the approved petition colors. Additional colors may be approved following the same petition process identified herein. Driveway pavers are not allowed. Floor of front entry way under existing roof line may be tiled, painted or covered with pavers.

2. Pavers: Courtyard villa driveway/walkway pavers are allowed provided a petition, approved by the ARC listing the desired color is signed by 75% of the homeowners of the villa unit. Only one signature per homesite is permitted. Pavers shall be a solid color throughout (not a mixture of colors) and flush with the connecting driveway/walkway/roadway. Once a particular villa unit's petition has been approved by ARC, individual lot owners residing therein are not required to may submit an ARC Application Form architectural application for review when utilizing the approved petition colors. in accordance with the approved petition colors. Additional colors may be approved following the same petition process as identified herein.

3. Driveway extensions are not permitted.

2.6 Fences/ Railings

Note: This section does not prevent statutorily required fencing such as pool fencing.

Home

1. Fences may be used to screen condenser/compressor units, pool pumps and related equipment and shall be no higher than the unit(s) itself.
2. Railings or fences are permitted around patio slabs so long as they are wrought iron, aluminum, plastic concrete or any other aesthetically pleasing material no higher than 48" at its highest point.
3. Railings or fences are permitted across the front of the home and/or abutting the front walkways so long as they are wrought iron, aluminum, plastic, concrete or any other aesthetically pleasing material no higher than 48" at its highest point.
4. No other fences or railings are permitted.
5. Railings or fences are not permitted on either side lengthwise of the driveway.

Courtyard Villa

1. No fences or railings are permitted on the front of the Courtyard Villa.

2. Should the construction of an addition to a Courtyard Villa require the removal of any section of a neighboring common wall or fence, District Property Management shall be notified. At the cost to Owner, the removed section of a wall or fence shall be returned to its original form as either a portion of the new construction, where permitted, and/or as a “stand alone” section as it originally existed.

2.7 Flagpoles

Home, Courtyard Villa

One (1) flagpole is allowed but shall not exceed a maximum height of 22 feet or encroach any easements.

2.8 Fountains & Waterfalls

Home, Courtyard Villa

Fountains and waterfalls shall be consistent with the lot size.

2.9 Front Doors

Courtyard Villa

The ARC does not review applications regarding front door modifications, including but not limited to glass inserts, glass side panels, screen doors, storm doors or door color. ARC approval is required if said modification is to increase the height or width of the door.

- ~~1. Front doors may be modified with glass inserts and glass side panels(s) can be added.~~
- ~~2. Screen doors and storm doors are permitted.~~

2.10 Garage Doors/Screens

Courtyard Villa

The ARC does not review applications regarding garage door or screen modifications to install or remove glass, decorative panels, garage door screen or garage door painting if the chosen color is the color used at the time of original construction. All other exterior painting and modifications to the height or width of the garage door requires ARC approval.

- ~~1. Decorative panels with windows are permitted in garage doors.~~
- ~~2. Screens shall be white, black, charcoal, gray, beige, tan or a color matching the home.~~

2.11 Landscaping

Home, Courtyard Villa, Patio Villa

Section 373.185, Florida Statute 373.185 provides states: A deed restriction or covenant may not prohibit or be enforced to prohibit any property owner from implementing Florida-friendly landscaping on his or her land. (Effective 7/1/09) Florida-friendly landscaping refers to the utilization of drought tolerant “plants”. It does not mean that sod may be replaced with rocks, decorative stone, pine straw, mulch, pine bark or similar non-plant material; however, those non-plant

materials may be used as an accent around **said** plantings in designated approved landscaping beds.

1. For all requests seeking to replace sod with Florida-friendly plantings, said plantings shall constitute “ground cover” providing full ground coverage to maintain “a lawn appearance” in keeping with the aesthetics of the community. “Ground cover” plantings are those Florida-friendly plantings that grow low to the ground providing a permanent covering. Ground cover shall be fast growing, appropriate to the region and have a mature height one (1) foot or less. Full ground coverage (i.e. providing a “lawn appearance”) shall be achieved within eight (8) months of the ARC Application Form’s **application’s** expiration date. The intent is to permit sufficient time for the plants to reach their mature spread. Mulch may be utilized in the interim period between plant installation and mature spread. After the time period identified herein, mulch shall not be visible as the ground coverage shall have filled in the spacing between plantings providing a “lawn appearance.” The Florida-Friendly Landscaping Guide to Plant Selection and Landscape Design provided by the University of Florida, IFAS Extension can be used as a guideline when approving Florida- friendly sod replacements. The following are some examples of acceptable Florida-friendly ground covers: Buglewood, Perennial Peanut, Blue Daze, Algeria Ivy, English Ivy, Twin Flower, Oblongleaf Snakeherb, Creeping Juniper, Horizontal Juniper, Sunshine Mimosa, Mondo Grass, Dwarf Lilyturf, Dwarf Liriope, Turkey Tangle Fogfruit and Capeweed.

2. Refer to Matrix for sod requirements.

3. Refer to Section 2.1B for easement regulations.

4. Owners shall comply with, and be liable for any non-compliance with, the applicable construction plan for the surface water management system pursuant to the approved plan on file with the applicable state water management district.

5. Property owner is liable for any resulting blockage, interruption, or redirection of existing drainage flow, any additional drainage flow or any type of easement encroachment(s).

Home: Existing sod shall only be replaced with sod or other plant material. Rock is not an acceptable replacement for sod or other plant material except as an accent material in approved landscaping beds.

Courtyard Villa: Existing sod may be replaced with sod, other plant material, rocks, or decorative stones; however, the front yard area must include some plant material (planted in the ground) for aesthetic purposes.

2.12 Lights – Outdoor

Home, Courtyard Villa

Low voltage landscape lighting and security lights are permitted but shall not shine into a neighboring residence window.

2.13 2.12 Painting of Residence (Base or Trim)

Home

ARC approval is not required if the chosen color is the color used at the time of original color at time of construction, a color included on the current District approved color palette or a color within the hue range of the palette. All other repaintings shall submit an ARC Application Form. architectural application. Only solid colors that are harmonious with the surrounding neighborhood and will benefit and enhance the entire subdivision in a manner generally consistent with the plan of development thereof shall be approved by the ARC. Hot, electric, neon or bright colors are not permitted.

Courtyard Villa

When repainting the residence the color shall be the same as original color at time of original construction. When repainting shutters or front doors, no owner shall undertake any exterior painting which would substantially alter the exterior appearance of their home without prior written approval. Hot, electric, neon or bright colors are not permitted.

2.14 2.13 Roof

Courtyard Villa

Re-Shingling/Re-Roofing Guidelines

1. All roofs shall be consistent in color within a given community. When re-shingling a Courtyard Villa if the original color is not available, a color closely resembling the original shall be used.
2. The shingles can be upgraded to an architectural style shingle.

2.15 2.14 Shutters

Home, Courtyard Villa

Shutters shall be a color harmonious with the home and surrounding homes. Hot, electric, neon or bright colors are not permitted. mounted in an unhinged fixed position.

2.16 2.15 Tree Removal

Home

No tree with a trunk four (4) inches or more in diameter shall be removed or effectively removed through excessive injury without first obtaining permission from the ARC. Palms are not considered a tree for purposes of this regulation.

ARC does not review applications for palm removal. For a canopy tree, the District's arborist will examine the tree and submit a report to the ARC. The ARC will review the documentation and their decisions will be determined on a case by case basis.

Generally a tree that matures at over 30 feet and is not a palm or conifer is considered a canopy tree. Per the arborist, below is a list of the most commonly used canopy trees:

- Live Oak, Shumard Oak
- Laurel Oak (not recommended by the arborist – short lived and inclined to get infested with mistletoe)
- Southern Magnolia, Little Gem Magnolia (recommended for confined areas)
- Drake Elm or Chinese Elm
- Allee Elm
- Winged Elm
- Red Maple (used in The Villages but does not do well in some areas due to poor soil or dry conditions)



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Candice N. Dennis, Community Standards Manager

DATE: 2/6/2019

SUBJECT: Architectural Review Committee Selection Process

ISSUE:

The Primary and Alternate Architectural Review Committee (ARC) Member.

ANALYSIS/INFORMATION:

On January 1, 2019, Mr. Paul Hannan, the primary ARC member submitted his resignation effective January 2, 2019. Ms. Judy Glasel, the alternate ARC member, expressed her desire to secure the primary member position. The current selection process adopted by resolution does not allow the Board to appoint Ms. Glasel as the primary ARC member. The resolution specifies the AAC shall review submitted applications, conduct interviews with the applicants and select the ARC representative at the completion of the interviews.

The AAC has two options:

- To follow the current selection process as identified above; or
- Amend the current selection process to include:
 1. When a primary member's position becomes vacant, the Board has the option to appoint the existing alternate member to the primary member position. If the alternate member declines the position, the AAC shall review submitted applications, conduct interviews with the applicants and select its ARC representative upon completion of the interviews; and
 2. When a primary or alternate ARC member's term expires, if the primary or alternate member indicates a desire to remain on the ARC, the Board has the option to re-appoint the primary or alternate member position with the existing primary or alternate member.

If the AAC **chooses to amend** the current selection process to allow the Board the option to appoint the existing alternate member to the primary member position, the Board has the option to re-appoint Ms. Judy Glasel as the primary ARC member to complete Mr. Hannan's term which expires April 30, 2020. Staff requests authorization to advertise for the alternate member position for the ARC and all submitted applications will be presented to the AAC at the March 6, 2019 meeting for applicant interviews and selection to the ARC to complete Ms. Glasel's term which expires January 31, 2021. Staff recommends a motion to adopt Resolution 19-11 Establishing the Selection Process when appointing a

primary or alternate ARC member.

If the AAC **chooses not to amend** the current selection process, staff requests authorization to advertise for the primary member position for the ARC and all submitted applications will be presented to the AAC at the March 6, 2019 meeting for applicant interviews and selection to the ARC.

STAFF RECOMMENDATION:

Proceed with the direction from the Amenity Authority Committee.

MOTION: Motion to proceed with the direction from the Amenity Authority Committee.

ATTACHMENTS:

Description	Type
☐ Resignation Letter	Cover Memo
☐ Resolution 19-11	Cover Memo

Dennis, Candice

From: Paul Hannan <pfjhannan@gmail.com>
Sent: Tuesday, January 01, 2019 10:03 PM
To: Dennis, Candice
Cc: Belon, Susan; Fuchs, Valerie; Baier, Richard
Subject: My frustration

Candice Dennis, Community Standards Manager
984 Old Mill Run
The Villages, Florida 32162

CC: Richard Baier, District Manager
Valerie C. Fuchs, Attorney at Law
Judy Glasel, Alternate, Lady Lake/Lake County

January 2, 2018

Dear Ms. Dennis,

After being on the ARC Board as a Volunteer i have seen so many changes to the imposed Deed restrictions on properties, in my opinion some good, some bad in my opinion.

As you have heard me speak out about Villages Real Estate sales people not informing new homeowners of deed restrictions, the residents cutting down trees because they drop leaves, and give sob stories to influence some board members that appear hate trees, and want all trees to go away, my frustration with the disorderly conduct of board members, and not following advice of council and the Chairman.

My frustration has come down to, sadly I will resign as the Board member of Lady Lake/Lake County as of January 2, 2019.

Respectfully,
Paul F Hannan

RESOLUTION 19-11

A RESOLUTION OF THE VILLAGE CENTER COMMUNITY DEVELOPMENT, ESTABLISHING THE SELECTION PROCESS WHEN APPOINTING A PRIMARY MEMBER AND AN ALTERNATE MEMBER TO THE ARCHITECTURAL REVIEW COMMITTEE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the authority granted in Chapter 190, Florida Statutes, and Chapter 163, Florida Statutes, Village Center Community Development District ("VCCDD"), Village Community Development District No. 1 ("District No. 1"), Village Community Development District No. 2 ("District No. 2"), Village Community Development District No. 3 ("District No. 3"), Village Community Development District No. 4 ("District No. 4"), Village Community Development District No. 5 ("District 5"), Village Community Development District No. 6 ("District 6"), Village Community Development District No. 7 ("District 7"), Village Community Development District No. 8 ("District 8"), Village Community Development District No. 9 (District 9) and Village Community Development District No. 10 ("District 10") entered into a Sixth Amendment and Restatement to the Interlocal Agreement ("Agreement") creating an Architectural Review Committee; and,

WHEREAS, the Agreement and Restatement provides that the Architectural Review Committee ("ARC") shall consist of eleven (11) primary members and eleven (11) alternate members; and,

WHEREAS, one of the primary members and one of the alternate members shall represent the geographic areas of the Town of Lady Lake and Lake County sections of The Villages; and,

WHEREAS, the Agreement and Restatement provides that selection and appointment of the resident representing the primary member and alternate member for VCCDD shall be made by its Board's own selection process.

NOW, THEREFORE, BE IT RESOLVED by the Village Center Community Development District, as follows:

1. VCCDD Board of Supervisor's ("Board") shall utilize the following procedure in selecting and appointing its primary and alternate ARC representative:
 - a. The Board shall review submitted applications.
 - b. The Board shall conduct interviews with the applicants.
 - c. The Board shall select and appoint its primary and alternate ARC representative upon completion of the interviews.

- d. When a primary or alternate ARC member's term expires, if the primary or alternate member indicates a desire to remain on the ARC, the Board shall have the option to re-appoint the primary or alternate member position with the existing primary or alternate member.
- e. When a current primary member position becomes vacant, the Board shall have the option to appoint the existing alternate member to the primary position. If the alternate member declines the position, the above process shall be followed to fill the primary member's position. If the alternate member accepts the primary member position, the resulting vacant alternate member's position shall be filled following the above process.

This resolution shall become effective upon adoption.

APPROVED AND ADOPTED THIS 6th DAY OF FEBRUARY, 2019.

ATTEST:

VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT

Secretary

By: _____
Steve Kurtz, Chairman



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Mark LaRock, Purchasing Director; Melissa Schaar, Purchasing Buyer

DATE: 1/9/2019

SUBJECT: Award of BID #19B-002 Multi Modal Path Tunnel Guide Sign Project

ISSUE:

Review and approval of recommendation to award Invitation to Bid (ITB) #19B-002 Multi-Modal Path Tunnel Guide Sign Projects: Districts 1, 2, 3, 4, VCCDD & SLCDD and as needed in Various Districts (*AAC Consideration Item*)

ANALYSIS/INFORMATION:

On November 16, 2018, Staff issued an Invitation to Bid for Multi-Modal Path Tunnel Guide Sign Projects: Districts 1, 2, 3, 4, VCCDD & SLCDD and as needed in Various Districts. These services will consist of tunnel guide sign production, removal, install, and repair services for a specific project (Exhibit A) and on an as needed basis (Exhibit B). Multiple Districts were included in this solicitation so there would be an economy of scale benefit. Two (2) Vendors (Central Florida Street Signs, LLC and Signs of Tampa Bay, LLC) attended the mandatory Pre-Bid Conference with both submitting their responses to the ITB.

Bid evaluation to determine the lowest responsive and responsible bidder included the combined grand total bid grand total and reference checks which were all positive. Central Florida Street Signs, LLC were determined to be the lowest, most responsive and responsible bid submitted.

The initial term of this Agreement with fixed and firm pricing shall be January 9, 2019 through September 30, 2021 with the option to renew for two (2) additional one (1) year periods.

Vendors	VCCDD Project Cost	*Combined Bid Grand Total
Central Florida Street Signs, LLC	\$2,011.60	\$71,328.40
Signs of Tampa Bay, LLC	\$2,349.81	\$81,489.89

*COMBINED BID GRAND TOTAL was the basis of award and included the total project pricing of Districts 1, 2, 3, 4, VCCDD & SLCDD and Various Districts as needed pricing

BUDGET IMPACT:

Funds are available in the FY2018-19 budget.

STAFF RECOMMENDATION:

Staff is requesting approval of a recommendation to award for the VCCDD portion of ITB #19B-002 Multi Modal Path Tunnel Guide Sign Project to Central Florida Street Signs, LLC utilizing the total project pricing reflected on Exhibit A in the amount of \$2,011.60 and for the unit pricing indicated in Exhibit B for as needed signage projects.

MOTION:

Motion to award the VCCDD portion of ITB #19B-002 to Central Florida Street Signs, LLC for the Multi Modal Path Tunnel Guide Sign Project utilizing the total project pricing reflected on Exhibit A in the amount of \$2,011.60 and for the unit pricing indicated in Exhibit B for as needed signage projects.

ATTACHMENTS:

Description	Type
☐ Agreement #19B-002	Exhibit
☐ Exhibit A	Exhibit
☐ Exhibit B	Exhibit

**AGREEMENT FOR SERVICES BETWEEN
VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT AND
CENTRAL FLORIDA STREET SIGNS, FOR
MULTI-MODAL PATH TUNNEL GUIDE SIGN PROJECTS
BID #19B-002**

THIS AGREEMENT is made this 9th day of January 2019, by and between **VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT** (hereafter referred to as "DISTRICT"), whose address is 984 Old Mill Run, The Villages, Florida 32162, The Villages, Florida 32162, and **Central Florida Street Signs, LLC** (hereafter referred to as "CONTRACTOR"), whose address is 1444N US Hwy 1, Ormond Beach, FL 32174.

RECITALS

WHEREAS, the DISTRICT owns or operates certain real property requiring install of multi-modal path tunnel guide signage, and wishes to enter into an agreement with a party capable of providing suitable services; and

WHEREAS, CONTRACTOR provides said services and wishes to enter into an agreement whereby the CONTRACTOR performs services for the DISTRICT in consideration of payments from the DISTRICT to the CONTRACTOR;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed as follows:

1. SERVICES BY CONTRACTOR

- 1.1 CONTRACTOR, for and in consideration of the payments hereinafter specified and agreed to be made by DISTRICT, hereby covenants and agrees to furnish and deliver all materials, to do and perform all the work, equipment and labor required for the multi-modal tunnel guide sign project, Invitation to Bid (BID) #19B-002, hereinafter referred to as BID. Specifications and other Agreement Documents, as defined in said BID, and all other related documents cited in the above stated BID are hereby made part of this Agreement as fully and with the same effect as if the same has been set forth at length in the body of this Agreement.
- 1.2 All maintenance and repair of equipment shall be the responsibility of the CONTRACTOR, and such maintenance and repairs shall not interfere with completion of required services to be provided pursuant to this Agreement.
- 1.3 The CONTRACTOR shall collect and dispose of all trash, litter, debris, refuse and discarded materials resulting from CONTRACTOR's operations, including site clean-up and policing on a daily basis. The CONTRACTOR shall remove or contract for the removal of debris and refuse in such a manner that no unsightly, unsanitary, or hazardous accumulations occur. The CONTRACTOR shall ensure that all handling and disposal of refuse materials performed pursuant to this Agreement is performed in compliance with all local, state and federal regulations. The CONTRACTOR shall provide CONTRACTOR's own dumpster(s) for the storage of such material, which shall be located in approved areas designated by the DISTRICT. The use of DISTRICT's dumpster(s) for any refuse disposal by the CONTRACTOR is strictly prohibited.
- 1.4 All CONTRACTOR and Sub-Contractor personnel shall wear personal protective equipment in the performance of their duties to include safety vests, protective eye wear or face shields, respiratory protection as necessary, gloves and protective clothing.
- 1.5 CONTRACTOR shall be responsible for adhering to all local, state and federal safety guidelines and observe all safety precautions when performing services on DISTRICT property, roadways and right-of-ways to include safe location of parked vehicles, signage, use of safety cones, flag personnel as necessary, use of safety vests on all personnel and vehicles which are clearly identifiable as belonging to the CONTRACTOR.

- 1.6 CONTRACTOR acknowledges that the public may associate the CONTRACTOR as an employee of the DISTRICT while the CONTRACTOR performs services on the DISTRICT's property. CONTRACTOR agrees to conduct its services and supervise its employees in a way not detrimental to the DISTRICT's business operation. DISTRICT reserves the right to approve dress codes for the CONTRACTOR's employees.
- 1.7 CONTRACTOR shall comply with all applicable governmental statutes, rules, regulations and orders and any amendments and modifications thereto.
- 1.8 As per State of Florida Executive Order Number 11-116, the CONTRACTOR identified in this Agreement shall utilize the U.S. Department of Homeland Security's E-Verify system to verify employment eligibility of: all persons employed during the Agreement term by the CONTRACTOR to perform employment duties pursuant to the Agreement, within Florida; and all persons, including subcontractors, assigned by the CONTRACTOR to perform work pursuant to the Agreement with the DISTRICT. (<http://www.uscis.gov/e-verify>) Additionally, the CONTRACTOR shall include a provision in all subcontracts that requires all subcontractors to utilize the U.S. Department of Homeland Security's E-Verify system to verify employment eligibility of: all persons employed during the Agreement term by the CONTRACTOR to perform work or provide services pursuant to this Agreement with the DISTRICT.

2. PAYMENT

- 2.1 In consideration of the services provided by the CONTRACTOR pursuant to this Agreement, DISTRICT agrees to pay to CONTRACTOR the "UNIT PRICES" submitted by CONTRACTOR as a result of CONTRACTOR's response to BID #19B-002 as provided for in the specific project identified in "Exhibit A" to this Agreement, and the "UNIT PRICES" for any future As Needed Installs identified in "Exhibit B" to this Agreement.
- 2.2 Invoices shall be submitted no later than the first of the month for the services performed the preceding month. Per Chapter 218.74(1), an invoice from the CONTRACTOR shall be considered as received when it has been stamped as such at the District Property Management Department, 1071 Canal Street, The Villages, Florida 32162. Payment by the DISTRICT will be made no later than forty-five (45) business days after the Application and Certificate for Payment (AIA Document G702) has been certified by the DISTRICT representative, per the "Local Government Prompt Payment Act", Florida Statutes, Chapter 218.735.
- 2.3 If payment is not made by the DISTRICT to the CONTRACTOR than forty-five (45) business days, CONTRACTOR may assess a late charge for the lesser of 1% per month, or the maximum rate permitted by law.
- 2.4 The DISTRICT agrees to pay the CONTRACTOR for additional work performed by the CONTRACTOR pursuant to written orders placed by the DISTRICT, at a rate equal to component unit costs of labor and equipment charged by the CONTRACTOR under the terms of this Agreement.

3. AGREEMENT DOCUMENTS

The Agreement Documents, which comprise the entire Agreement between DISTRICT and CONTRACTOR and which are made part hereof by this reference, consist of the following:

- 3.1 Invitation to Bid
- 3.2 Instructions, Terms, and Conditions
- 3.3 Bid Forms
- 3.4 Bidder's Certification
- 3.5 Statement of Terms and Conditions
- 3.6 Drug Free Workplace Certificate
- 3.7 Statement of Contractor's Experience, Equipment & Personnel
- 3.8 E-Verify Contractor/Subcontractor Affidavit
- 3.9 Scope of Work / Specifications
- 3.10 Plans / Drawings

- 3.11 Agreement
- 3.12 Permits / Licenses
- 3.13 All Addenda Issued Prior to Bid Opening
- 3.14 All Modifications and Change Orders Issued
- 3.15 Notice of Award / Notice to Proceed

4. TERM

The term of this Agreement shall be January 9, 2019 through September 30, 2021, with the option to renew for two (2) additional one (1) year periods. Following completion of the initial term each renewal period shall automatically occur on the anniversary date (agreement effective date) unless either party provides a minimum ninety (90) day written notice of non-renewal. **The prices proposed by the Contractor shall remain fixed and firm for the initial term of the contract.** After initial term, the Contractor will meet with Purchasing and DPM staff 60 days prior to the end of the initial term, to negotiate an increase or decrease to the current awarded pricing to become effective for the following October 1st. The negotiated price change at the end of the initial term shall remain firm for the remainder of the two (2) additional one (1) year renewals. No increase will exceed 3%.

5. INSURANCE

- 5.1 **General Liability.** CONTRACTOR shall obtain, and maintain throughout the life of the Agreement, General Liability Insurance in an amount no less than \$1,000,000 per occurrence and \$2,000,000 general aggregate for Bodily Injury and Property Damage. Insurance shall protect the CONTRACTOR, sub consultants and subcontractors from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under the Agreement. DISTRICT(s) shall be named as Additional Insured.
- 5.2 **Automobile Liability Insurance** covering all automobiles and trucks the CONTRACTOR may use in connection with this Agreement. The limit of liability for this coverage shall be a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. This is to include owned, hired, and non-owned vehicles. DISTRICT(s) shall be named as Additional Insured.
- 5.3 **Excess Liability Insurance (Umbrella Policy)** may compensate for a deficiency in general liability or automobile insurance coverage limits.
- 5.4 **Waiver of Subrogation:** By entering into any agreement as a result of this BID , CONTRACTOR agrees to a Waiver of Subrogation for each policy required above.
- 5.5 **Workers' Compensation Insurance, as required by the State of Florida.** As required by the State of Florida. CONTRACTOR and any sub consultants or subcontractors shall comply fully with the Florida Worker's Compensation Law. CONTRACTOR must provide certificate of insurance showing Worker's Compensation coverage.
- 5.6 **Certificate(s) shall be dated and show:**
 - 5.6.1 The name of the insured CONTRACTOR, the specified job by name and/or RFP number, the name of the insurer, the number of the policy, its effective date and its termination date.
 - 5.6.2 Statement that the insurer will mail notice to the DISTRICT at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
 - 5.6.3 Subrogation of Waiver clause.
 - 5.6.4 The Village Community Development Districts and any other governmental agencies using this Agreement in cooperation with the DISTRICT shall be a named additional insured on Public Liability Insurance and Automobile Liability Insurance.
 - 5.6.5 The CONTRACTOR shall require of each its sub consultants and/or subcontractors to procure and maintain during the life of its subcontract, insurance of the type specified above or insure the

activities of its sub consultants and/or subcontractors in its policy as described above.

5.6.6 All insurance policies shall be written on companies authorized to do business in the State of Florida.

6. SELF HELP BY DISTRICT

- 6.1 Within three (3) calendar days (72 hours) after being notified by DISTRICT in writing of defective or unacceptable work, if the CONTRACTOR fails to correct such work, DISTRICT may cause the unacceptable or defective work to be corrected. If the DISTRICT corrects the work, the DISTRICT shall be entitled to deduct from any monies due, or which may become due to CONTRACTOR, the reasonable cost of remedying the defective or unacceptable work. Provided, however, if the corrective work cannot reasonably be completed within such three (3) day period, and the CONTRACTOR immediately begins corrective work, and DISTRICT reasonably determines that the CONTRACTOR is diligently pursuing the completion of such corrective work, DISTRICT agrees to allow CONTRACTOR to complete correction of the defective or unacceptable work. In addition, if the CONTRACTOR, for any reason, fails to perform any portion of the services required by the CONTRACTOR pursuant to this Agreement, the DISTRICT shall be entitled to deduct from any monies due or which may become due to CONTRACTOR the actual expenditures that are necessary to complete the services not performed.
- 6.2 All costs and expenses incurred by DISTRICT pursuant to this section shall be deducted from monies due, or which may become due to CONTRACTOR for its obligations herein.
- 6.3 The provisions of this paragraph are cumulative to all other provisions of the Agreement and it is not intended that any deductions in payment taken pursuant to this paragraph shall diminish or waive DISTRICT's right to declare the CONTRACTOR in default in accordance with applicable provisions of the Agreement.

7. TERMINATION BY THE DISTRICT

- 7.1 The performance of work under this Agreement may be terminated by DISTRICT in accordance with this clause in whole or from time to time in part, whenever DISTRICT determines that CONTRACTOR is in default of the terms of this Agreement. Any such termination shall be effected by delivery to CONTRACTOR a Notice of Termination specifying the extent to which performance or work under the Agreement is terminated, and the date the termination becomes effective.
- 7.2 After receipt of a Notice of Termination, and except as otherwise directed, CONTRACTOR shall:
- 7.2.1 Stop work under this Agreement on the date and to the extent specified in the Notice of Termination.
 - 7.2.2 Place no further orders or subcontract for materials, services, or facilities except as may be necessary for completion of such portions of work under this Agreement.
 - 7.2.3 Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination.
 - 7.2.4 Settle all outstanding liabilities and all claims arising out of such termination or orders and subcontracts, and request the approval or ratification by the DISTRICT to the extent CONTRACTOR may require, which approval or ratification shall be final for all purposes of this clause.
 - 7.2.5 Continue to perform under the terms of the Agreement as to that portion of the work not terminated by the Notice of Termination.
- 7.3 After receipt of a Notice of Termination, CONTRACTOR shall submit to DISTRICT CONTRACTOR's termination claim in satisfactory form. Such claim shall be submitted promptly, but in no event later than one month from the effective date of termination unless one or more extensions in writing are granted by

DISTRICT. No claim will be allowed for any expense incurred by CONTRACTOR to after the receipt of the Notice of Termination and CONTRACTOR shall be deemed to waive any right to any further compensation.

7.4 CONTRACTOR and DISTRICT may agree upon the whole or any part of the amount or amounts to be paid to CONTRACTOR by reason of the total or partial termination of work pursuant to this clause, provided that such agreed amount or amounts, exclusive of settlement costs shall not exceed the total Agreement price as reduced by the expenditures necessary to complete the job covered by this Agreement.

7.5 DISTRICT may, for any reason, terminate performance under this Agreement by the CONTRACTOR for convenience upon thirty (30) days written notice. DISTRICT will not be held responsible for any loss incurred by CONTRACTOR as a result of DISTRICT's election to terminate this Agreement pursuant to this paragraph.

8. OTHER MATTERS

8.1 CONTRACTOR shall not utilize, nor store, any drums of material exceeding 5-gallon containers on any of the DISTRICT's property.

8.2 CONTRACTOR shall maintain complete and current printed Material Safety Data Sheets (MSDS) readily accessible to employees when they are in their work areas, during their work shifts. The CONTRACTOR acknowledges that the DISTRICT shall have no responsibility for making any disclosures to CONTRACTOR's employees or agents.

8.3 The obligations of the CONTRACTOR under this Agreement may not be delegated without the prior written consent of the DISTRICT. The DISTRICT may freely assign this Agreement to any entity acquiring the real estate which is subject to this Agreement.

8.4 In the event of default by any party to this Agreement, the prevailing party shall be entitled to recover from the defaulting party, all costs and expenses, including a reasonable attorney's fee, whether suit be instituted or not, and at the trial court and appellate court level incurred by the prevailing party enforcing its right hereunder.

8.5 The venue for the enforcement, construction or interpretation of this Agreement, shall be the County or Circuit Court for Sumter County, Florida, and CONTRACTOR does hereby specifically waive any "venue privilege" and/or "diversity of citizenship privilege" which it has now, or may have in the future, in connection with the Agreement, or its duties, obligations, or responsibilities or rights hereunder.

8.6 CONTRACTOR does hereby specifically promise and agree to "hold harmless", defend and indemnify the DISTRICT and the agents, servants, employees, officers, and officials thereof from and against any and all liability or responsibility for damage to property or person that may arise in connection with the services to be provided hereunder, including reasonable attorney fees and expenses.

8.7 CONTRACTOR shall not be construed to be the agent, servant or employee of the DISTRICT or of any elected or appointed official thereof, for any purpose whatsoever, and further CONTRACTOR shall have no express or implied authority of any kind or nature whatsoever, to incur any liability, either in contract or on a tort, as the agent, servant or employee of the DISTRICT.

8.8 These Agreement Documents constitute the entire understanding and Agreement between the Parties and supersedes any and all written and oral representations, statements, negotiations, or contracts/agreements previously existing between the Parties with respect to the subject matters of this Agreement. The CONTRACTOR recognizes that any representations, statements, or negotiations made by DISTRICT staff do not suffice to legally bind the DISTRICT in a contractual relationship unless they have been reduced to writing and signed by an authorized DISTRICT representative. This Agreement shall inure to the benefit of and be binding upon the Parties, their respective assigns, and successors in interest.

- 8.9 No amendment to this Agreement shall be effective except those agreed to in writing and signed by both of the parties to this Agreement.
- 8.10 Time is of the essence in the performance of this Agreement. The CONTRACTOR specifically agrees that it will commence operations on the date specified in the Notice to Proceed and that all work to be performed under the provisions of this Agreement shall be done according to specifications, subject only to delays caused through no fault of the CONTRACTOR.

9. CONTRACTOR'S REPRESENTATIONS

- 9.1 CONTRACTOR makes the following representations:
- 9.2 CONTRACTOR has familiarized himself with the nature and extent of the Agreement Documents, work, locality, and all local conditions, and federal, state, and local laws, ordinances, rules, and regulations that in any manner may affect cost, progress, or performance of work.
- 9.3 CONTRACTOR declares that he has visited and examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done, that he has examined the plans for the work and other Agreement Documents relative thereto and has read all the addenda furnished prior to the bid opening, and that CONTRACTOR has satisfied itself relative to the work to be performed.
- 9.4 CONTRACTOR has investigated and is fully informed of the construction and labor conditions, of obstructions to be encountered, of the character, quality and quantities of work to be performed, materials to be furnished, and requirements of the plans and other Agreement Documents.
- 9.5 CONTRACTOR has given the DISTRICT written notice of all conflicts, errors, or discrepancies that he has discovered in the Agreement Documents.
- 9.6 CONTRACTOR declares that submission of a proposal/bid for the work constitutes an incontrovertible representation that the CONTRACTOR has complied with every requirement of this Section, and that the Agreement Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.
- 9.7 Equal Opportunity: CONTRACTOR assures that no person shall be discriminated against on the grounds of race, color, creed, national origin, handicap, age or sex, in any activity under this Agreement.
- 9.8 Public Entity Crimes: In accordance with Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal/bid on a contract/agreement with a public entity for the construction or repair of a public building or public work, may not submit proposals/bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list. CONTRACTOR affirmatively represents that neither it or its owners, subcontractor or sub-subcontractor are nor will be on the convicted vendor list during the term of this Agreement.
- 9.9 Public Records Act/Chapter 119 Requirements: The District is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records law. Specifically, the Contractor shall:
- 9.9.1 Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform this service;
 - 9.9.2 Provide the agency access to public records at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law;
 - 9.9.3 Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and

- 9.9.4 Meet all requirements for retaining public records and transfers to the District, at no cost, all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the District in a format that is compatible with the current information technology systems of the District.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE
APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE
CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO
THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS
AT:**

**JENNIFER MCQUEARY, DISTRICT CLERK
984 OLD MILL RUN, THE VILLAGES FL 32162
PHONE: 352-751-3939
EMAIL: jennifer.mcqueary@districtgov.org**

IN WITNESS WHEREOF, said DISTRICT has caused this Agreement to be executed in its name by the Chairman / Vice Chairman of the **VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT**, attested by the clerk of said DISTRICT, and **CENTRAL FLORIDA STREET SIGNS, LLC** has caused this Agreement to be executed in its name by its authorized representative, attested to and has caused the seal of said corporation to be hereto attached (if applicable), all on the day and year written above.

**VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT**

By: _____

Print Name

Print Title

Date

Attest

CENTRAL FLORIDA STREET SIGNS, LLC

By: _____

Print Name

Print Title

Date

Attest

REVISED BID FORM – VCCDD
VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
BID #19B-002 Multi Modal Path Tunnel Guide Sign Project

VCCDD Tunnels					
Item	Description	Quantity	Unit	Unit Cost	Total
1	Furnish decorative pole, base and final (Black)	3	EA	\$234.3	\$702.90
2	Furnish Template E Sign Panel	2	EA	\$94.60	\$189.20
3	Furnish Template F Sign Panel	1	EA	\$126.50	\$126.50
4	Install decorative pole and sign panel (Complete)	3	EA	\$331.00	\$993.00
Total Project Cost VCCDD				\$2,011.60	

NOTE(S):

- Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to establish the lowest responsible and responsive Bidder will be determined utilizing the lowest COMBINED BID GRAND TOTAL and Contractor's References.
- Furnish decorative pole, base and final (Black) - includes Part # SB-93 base and FIN-A3 final
- Install decorative pole and sign panel (complete) - unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, excavation and backfill, foundation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- Install wall mounted sign panel (complete) - unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, anchor installation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- Remove sign assembly (complete) - unit costs shall include all labor, material and equipment costs for the removal of the sign posts, sign panels, hardware and any sign concrete foundations. The poles, hardware and sign panels shall remain property of the owner and shall be delivered to the owner's designated storage area. Any concrete foundations shall be removed from the sign posts and disposed of properly by the contractor. Unit cost of this item shall also include full restoration of landscape or infrastructure disturbed in the performance of the work.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

"The undersigned, as Bidder, hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the BID and Specifications for the work and comments hereto attached. The Bidder agrees, if this Bid is accepted, to contract with the **Village Center Community Development District** in the form of an Agreement, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor and service necessary to complete the work covered by the Bid and Contract Documents for this Project. The Bidder agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Bidder agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this Bid."

Michael Goff, President
Authorized Agent Name, Title (Print)

Authorized Signature

12/13/2018
Date

Name of Bidder's Firm:

Central Florida Street Signs. LLC

This document must be completed and returned with your Submittal

**Village Community Development Districts
Purchasing Department**

EXHIBIT A

**BID FORM - VARIOUS DISTRICTS
- As Needed Installs-
ITB #19B-002 Multi Modal Path Tunnel Guide Sign Project**

Item	Description	Unit	Total
1	Furnish decorative pole, base and finial (Black)	EA	\$234.30
2	Furnish decorative pole, base and finial (Green)	EA	\$246.40
3	Furnish Template A Sign Panel	EA	\$102.30
4	Furnish Template B Sign Panel	EA	\$86.90
5	Furnish Template C Sign Panel	EA	\$119.90
6	Furnish Template D Sign Panel	EA	\$100.10
7	Furnish Template E Sign Panel	EA	\$94.60
8	Furnish Template F Sign Panel	EA	\$126.50
9	Furnish Template G Sign Panel	EA	\$163.90
10	Furnish Template H Sign Panel	EA	\$189.20
11	Install decorative pole and sign panel (Complete)	EA	\$331.00
12	Install wall mounted sign panel (Complete)	EA	\$83.00
13	Remove sign assembly (Complete)	EA	\$122.00
Total As Needed Install Cost			\$2,000.10

- * Furnish decorative pole, base and finial (Black) - includes Part # SB-93 base and FIN-A3 finial
- * Furnish decorative pole, base and finial (Green) - includes Part # SB-93VG base and FIN-B3VG finial
- * Install decorative pole and sign panel (complete)- unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, excavation and backfill, foundation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- * Install wall mounted sign panel (complete)- unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, anchor installation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- * Remove sign assembly (complete) - unit costs shall include all labor, material and equipment costs for the removal of the sign posts, sign panels, hardware and any sign concrete foundations. The poles, hardware and sign panels shall remain property of the owner and shall be delivered to the owner's designated storage area. Any concrete foundations shall be removed from the sign posts and disposed of properly by the contractor. Unit cost of this item shall also include full restoration of landscape or infrastructure disturbed in the performance of the work.

NOTE(S):

- Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to establish the lowest responsible and responsive Bidder will be determined utilizing the lowest COMBINED BID GRAND TOTAL and Contractor's References.
 - When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
 - All price information to be used in the Bid review must be on this Bid form.
 - District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.
 - Unit prices shall include all materials, labor, tools, equipment, fuels and debris removal.

**Multi-Modal Path Tunnel Guide Sign Projects: Districts
1, 2, 3, 4, VCCDD & SLCCDD and as Needed in Various Districts**

BID # 19B-002

"The undersigned, as Bidder, hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the BID and Specifications for the work and comments hereto attached. The Bidder agrees, if this Bid is accepted, to contract with the **VILLAGE COMMUNITY DEVELOPMENT DISTRICTS** in the form of a Purchase Order, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor and service necessary to complete the work covered by the Bid and Contract Documents for this Project. The Bidder agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Bidder agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this Bid."

Michael Goff, President
Authorized Agent Name, Title (Print)

Authorized Signature

12/13/2018
Date

Name of Bidder's Firm:

Central Florida Street Signs. LLC

This document must be completed and returned with your Submittal

**Village Community Development Districts
Purchasing Department**

EXHIBIT B

REVISED BID FORM – VCCDD
VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
BID #19B-002 Multi Modal Path Tunnel Guide Sign Project

VCCDD Tunnels					
Item	Description	Quantity	Unit	Unit Cost	Total
1	Furnish decorative pole, base and final (Black)	3	EA	\$234.3	\$702.90
2	Furnish Template E Sign Panel	2	EA	\$94.60	\$189.20
3	Furnish Template F Sign Panel	1	EA	\$126.50	\$126.50
4	Install decorative pole and sign panel (Complete)	3	EA	\$331.00	\$993.00
Total Project Cost VCCDD				\$2,011.60	

NOTE(S):

- Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to establish the lowest responsible and responsive Bidder will be determined utilizing the lowest COMBINED BID GRAND TOTAL and Contractor's References.
- Furnish decorative pole, base and final (Black) - includes Part # SB-93 base and FIN-A3 final
- Install decorative pole and sign panel (complete) - unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, excavation and backfill, foundation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- Install wall mounted sign panel (complete) - unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, anchor installation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- Remove sign assembly (complete) - unit costs shall include all labor, material and equipment costs for the removal of the sign posts, sign panels, hardware and any sign concrete foundations. The poles, hardware and sign panels shall remain property of the owner and shall be delivered to the owner's designated storage area. Any concrete foundations shall be removed from the sign posts and disposed of properly by the contractor. Unit cost of this item shall also include full restoration of landscape or infrastructure disturbed in the performance of the work.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

"The undersigned, as Bidder, hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the BID and Specifications for the work and comments hereto attached. The Bidder agrees, if this Bid is accepted, to contract with the **Village Center Community Development District** in the form of an Agreement, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor and service necessary to complete the work covered by the Bid and Contract Documents for this Project. The Bidder agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Bidder agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this Bid."

Michael Goff, President
Authorized Agent Name, Title (Print)

Authorized Signature

12/13/2018
Date

Name of Bidder's Firm:

Central Florida Street Signs. LLC

This document must be completed and returned with your Submittal

**Village Community Development Districts
Purchasing Department**

EXHIBIT A

**BID FORM - VARIOUS DISTRICTS
- As Needed Installs-
ITB #19B-002 Multi Modal Path Tunnel Guide Sign Project**

Item	Description	Unit	Total
1	Furnish decorative pole, base and finial (Black)	EA	\$234.30
2	Furnish decorative pole, base and finial (Green)	EA	\$246.40
3	Furnish Template A Sign Panel	EA	\$102.30
4	Furnish Template B Sign Panel	EA	\$86.90
5	Furnish Template C Sign Panel	EA	\$119.90
6	Furnish Template D Sign Panel	EA	\$100.10
7	Furnish Template E Sign Panel	EA	\$94.60
8	Furnish Template F Sign Panel	EA	\$126.50
9	Furnish Template G Sign Panel	EA	\$163.90
10	Furnish Template H Sign Panel	EA	\$189.20
11	Install decorative pole and sign panel (Complete)	EA	\$331.00
12	Install wall mounted sign panel (Complete)	EA	\$83.00
13	Remove sign assembly (Complete)	EA	\$122.00
Total As Needed Install Cost			\$2,000.10

- * Furnish decorative pole, base and finial (Black) - includes Part # SB-93 base and FIN-A3 finial
- * Furnish decorative pole, base and finial (Green) - includes Part # SB-93VG base and FIN-B3VG finial
- * Install decorative pole and sign panel (complete)- unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, excavation and backfill, foundation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- * Install wall mounted sign panel (complete)- unit costs shall include all labor, material, and equipment necessary for the complete installation per the contract. This includes but is not limited to locates, survey, anchor installation, mounts, hardware, MOT, restoration, and any other costs associated with a complete installation.
- * Remove sign assembly (complete) - unit costs shall include all labor, material and equipment costs for the removal of the sign posts, sign panels, hardware and any sign concrete foundations. The poles, hardware and sign panels shall remain property of the owner and shall be delivered to the owner's designated storage area. Any concrete foundations shall be removed from the sign posts and disposed of properly by the contractor. Unit cost of this item shall also include full restoration of landscape or infrastructure disturbed in the performance of the work.

NOTE(S):

- Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to establish the lowest responsible and responsive Bidder will be determined utilizing the lowest COMBINED BID GRAND TOTAL and Contractor's References.
 - When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
 - All price information to be used in the Bid review must be on this Bid form.
 - District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.
 - Unit prices shall include all materials, labor, tools, equipment, fuels and debris removal.

**Multi-Modal Path Tunnel Guide Sign Projects: Districts
1, 2, 3, 4, VCCDD & SLCCDD and as Needed in Various Districts**

BID # 19B-002

"The undersigned, as Bidder, hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the BID and Specifications for the work and comments hereto attached. The Bidder agrees, if this Bid is accepted, to contract with the **VILLAGE COMMUNITY DEVELOPMENT DISTRICTS** in the form of a Purchase Order, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor and service necessary to complete the work covered by the Bid and Contract Documents for this Project. The Bidder agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Bidder agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this Bid."

Michael Goff, President
Authorized Agent Name, Title (Print)

Authorized Signature

12/13/2018
Date

Name of Bidder's Firm:

Central Florida Street Signs. LLC

This document must be completed and returned with your Submittal

**Village Community Development Districts
Purchasing Department**

EXHIBIT B



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Anne Hochsprung, Finance Director

DATE: 2/6/2019

SUBJECT: **Acceptance of Audit Report for Fiscal Year 2017-2018**

ISSUE: The annual audit of the financial statements for the Village Center Community Development District for the Fiscal Year ending September 30, 2018, is complete and a copy is attached.

ANALYSIS/INFORMATION: The financial statements need to be distributed to those entities that require submission. A representative of the audit firm of Purvis, Gray, and Company, LLP will present the financial statements to the Board for acceptance.

STAFF RECOMMENDATION:

Recommend the Board accept the Audit Report for Fiscal Year 2017 – 2018.

MOTION:

Motion to accept the Village Center Community Development District Audit Report for Fiscal Year 2017 – 2018.

ATTACHMENTS:

Description	Type
▣ VCCDD Auditor Letter	Cover Memo
▣ VCCDD Audit Report	Cover Memo

Board of Supervisors
Village Center Community Development District
The Villages, Florida

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of Village Center Community Development District (the District) for the year ended September 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 30, 2018. Professional standards also require that we communicate to you the following information related to our audit:

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. Except as noted below, no new accounting policies were adopted and the application of existing policies was not changed during 2018. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period. The following new accounting policy was adopted in the current year:

- Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (OBEP). In the current year, the District engaged an actuary and determined that the new standard materially affected the District and has recorded a liability for the unfunded portion of the District's OPEB obligations due to retirees based upon an actuarial valuation report. More detailed information can be found in the notes to the financial statements.

The following accounting standards will be applicable for the fiscal year ending September 30, 2019:

- GASB Statement No. 83, *Certain Asset Retirement Obligations*. This statement establishes criteria for determining the timing and pattern of the recognition of a liability, and a corresponding deferred outflow of resources for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. We recommend that the District determine if this standard would be applicable to any of the District's tangible capital assets subject to legally required retirement costs.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events, and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the governmental and business-type activities' financial statements were:

Certified Public Accountants

P.O. Box 141270 • 222 N.E. 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461 • FAX (352) 378-2505
Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872 • FAX (352) 732-0542
443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144 • FAX (850) 224-1762
5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350 • FAX (941) 907-0309
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Board of Supervisors
Village Center Community Development District
The Villages, Florida

Qualitative Aspects of Accounting Practices (*Concluded*)

- *Useful Lives of Assets*—Management’s estimate of the useful lives of assets is based upon known historical facts and industry standards for similar assets.
- *Valuation of Donated Capital Assets*—When capital assets are donated to the District, management estimates the value to record by obtaining the acquisition value of similar assets.
- *Fair Value of Investments*—Investments are measured at fair value and are considered Level 2 (when applicable) within the fair value hierarchy. Level 2 implies valuations using inputs for quoted prices for similar investments in active or non-active markets.
- *Estimation of Allowance for Doubtful Accounts*—Management’s estimate for the allowance is based on historical collection dates and on analysis of the collectability of individual receivables.
- *Other Postemployment Benefits*—In accordance with GASB Statement No. 75, the actuarially calculated net OPEB obligation is based upon the actuarial assumptions and employee census data information obtained. We evaluated the key assumptions used in the calculation and determined them to be reasonable.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no known misstatements that were identified during the audit process that were material to the financial statements and/or uncorrected.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors’ report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 30, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the District’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Board of Supervisors
Village Center Community Development District
The Villages, Florida

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention. The following issue was noted during the course of our audit:

- **Hurricane Irma Expenditures**—As further explained in the notes to the financial statements, the District incurred additional expenditures beginning in September 2017 and into fiscal year 2018 due to the effects of Hurricane Irma clean-up efforts, part of which have been included in the 2017 and 2018 financial statements. District management will seek reimbursement from FEMA for allowable costs at the applicable refundable rates. No estimate for the anticipated revenues from the reimbursement requests are known as of the date of this report.
- **Information Technology (IT) Services and IT General Controls (Updated from Prior Year)**
Village Center Community Development District (the District) outsources IT services to the Villages Technology Solutions Group, Inc. (VTSG). Among these services are IT infrastructure support and maintenance, hosting and administration of the network, and the financial and utility billing applications, IT help desk functions, customized financial and utility billing application development, testing and implementation, and various other IT services.

Due to the significance of the IT function to the District, and the heavy reliance on the outside provider of these services, we had recommended that the District and VTSG negotiate a contract and service level agreement that specifies the IT services the District requires and that VTSG agrees to perform. Management has successfully obtained an "IT Management Services Agreement" with VTSG.

Additionally, we provided IT staff a more detailed list of recommendations to further mature, refine, and improve its internal IT general controls in the areas of:

- Disaster Recovery Preparedness/Business Continuity Testing
- System Event Monitoring and Security
- IT Governance and IT Third-party Service Compliance
- IT Policy and Procedure Development

We recommend that management continue to develop internal control documentation that addresses the above information technology general controls over their financial applications, software, and hardware.

Other Matters

We applied certain limited procedures to the Management Discussion and Analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the use of the Board of Supervisors and management of the District, and is not intended to be, and should not be, used by anyone other than these specified parties.

Durvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida



VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Basic Financial Statements

September 30, 2018

(With Independent Auditors' Report Thereon)

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Table of Contents

	Page
Financial Section	
Independent Auditors' Report on the Financial Statements	1
Management's Discussion and Analysis	3
Basic Financial Statements:	
Statement of Net Position	10
Statement of Activities	11
Balance Sheet – Governmental Funds	12
Reconciliation of the Balance Sheet – Governmental Funds to the Statement of Net Position	13
Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Funds	14
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Funds to the Statement of Activities	15
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	16
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Public Safety Special Revenue Fund	17
Statement of Net Position – Proprietary Funds	18
Statement of Revenues, Expenses and Changes in Fund Net Position – Proprietary Funds	19
Statement of Cash Flows – Proprietary Funds	20
Statement of Fiduciary Net Position – Fiduciary Fund	21
Notes to Basic Financial Statements	22
Required Supplementary Information:	
Schedule of Other Postemployment Benefit (OPEB)	51
Other Reports	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	52
Management Letter	54
Independent Accountants' Report	56
Management Response Letter	57

ON THE COVER

The cover photograph was submitted by
Lisa Babbitt, Customer & Administrative Support Representative
in the District Customer Service Center.

INDEPENDENT AUDITORS' REPORT

Board of Supervisors
Village Center Community Development District
The Villages, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of Village Center Community Development District (the District) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Certified Public Accountants

P.O. Box 141270 • 222 N.E. 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461 • FAX (352) 378-2505
Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872 • FAX (352) 732-0542
443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144 • FAX (850) 224-1762
5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350 • FAX (941) 907-0309
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Board of Supervisors
Village Center Community Development District
The Villages, Florida

INDEPENDENT AUDITORS' REPORT
(Concluded)

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the District, as of September 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof, and the respective budgetary comparison for the General Fund and Public Safety Special Revenue Fund for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Emphases-of-Matter

Change in Accounting Principle

As described in Note 1, the District adopted new accounting guidance Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and required Other Postemployment Benefit information, as listed in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 30, 2019, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



January 30, 2019
Ocala, Florida

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Management's Discussion and Analysis

September 30, 2018

The Village Center Community Development District (the District) management's discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the District's financial activities and (c) identify changes in the District's financial position and its ability to address the next and subsequent year challenges.

Financial Highlights

Entity-Wide Level

- Net position increased over the previous year by \$14,969,129 to \$137,234,357. The governmental activities recognized an increase in net position of \$4,026,132. The business-type activities recognized an increase in net position of \$10,942,997. Of the total net position, in the governmental activities there is \$11,618,695 which is unrestricted and \$68,815,313 which is unrestricted in the business-type activities.
- All of the District's major proprietary funds (business activities) realized an increase in net position. The RAD Fund increased by \$6,337,934; VCSA Water and Sewer Fund increased by \$2,256,365; and LSSA Water and Sewer Fund increased by \$2,230,860. For the non-major funds; the Fitness Fund decreased by \$270; and the newly established TEA (The Enrichment Academy) Fund realized an increase in net position of \$118,108.
- The District's total long-term debt decreased by a net of \$12,155,749 during the current Fiscal Year. In the governmental activities, the compensated absences liability had a net increase of \$152,743 and the other post-employment benefits (OPEB) had an increase of \$16,508. At the end of the year, government activities had \$1,384,309 in outstanding long-term liabilities, while business activities had \$220,595,000 in outstanding long-term debt. Total long-term debt outstanding on September 30, 2018, was \$221,979,309.
- Both the Village Center Service Area (VCSA) and the Little Sumter Service Area (LSSA) water and sewer utility funds included 2.5 percent rate increases for all billing periods beginning October 1, 2017, and thereafter. These annual rate adjustments contributed to the financial performance of both utility funds.

Fund Level

- In the governmental fund statements, the General Fund saw an increase of \$1,947,704, the Public Safety Fund saw an increase of \$1,681,610 and the non-major funds saw an increase of \$507,966 in fund balances. At the close of the Fiscal Year, the District's governmental funds reported a fund balance of \$20,670,118, a net increase of \$4,137,280.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to basic financial statements.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business. The

Statement of Net Position presents information on all of the District's assets and deferred outflows compared to liabilities and deferred inflows, with the difference between the two reported as *net position*. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the Village Center Community Development District is improving or deteriorating.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Management's Discussion and Analysis

September 30, 2018

The **Statement of Activities** presents information showing how the government's net position changed during the most recent Fiscal Year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected assessments).

Both of the government-wide financial statements distinguish functions of the District that are principally supported by assessments and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the District include general government, public safety, and environmental services. The business-type activities of the District include the Recreation Amenities Division which provides general governmental, debt service, and culture and recreation services. The District also operates two water and sewer utilities serving different geographical areas of The Villages and a recreational fitness center. The District has no component units, as all functions are performed by the primary government.

The government-wide financial statements are provided on pages 10-11 of this report.

The Fund Financial Statements, which report by individual fund, begin on page 12. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village Center Community Development District (VCCDD), like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. There is a General Fund and five Special Revenue Funds that provide general government services, public safety services, deed compliance services and environmental and property maintenance services for the Village of Spanish Springs, Rolling Acres and Road Maintenance in commercial areas of the District. Four of the Special Revenue Funds are funded at least in part through special assessments paid by benefiting property owners. The Public Safety Special Revenue Fund also receives revenue from a variety of other sources, with the bulk of its budget funded by transfers from other units of local government. The Community Standards Fund receives payments from District Nos. 1-9 and the VCCDD RAD Fund to provide deed compliance services, along with fines that may be levied. The General Fund is funded through a large number of sources, but receives its largest share of revenue from administrative and other fees charged to benefiting governments.

The District operates four proprietary funds: the Recreation Amenities Division (RAD) Fund, two water and sewer utility funds which are the Village Center Service Area (VCSA) Fund and the Little Sumter Service Area (LSSA) Fund, and the Fitness Fund. The fund financial statements present information in more detail than the government-wide financial statements. Governmental Accounting Standards Board (GASB) Statement No. 34 provides the authoritative guidance on the governmental financial reporting model.

Governmental funds. *Governmental funds* are used to account for essentially the same functions as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the Fiscal Year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Management's Discussion and Analysis

September 30, 2018

sheet and governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District currently maintains six governmental funds. Information is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the totals of the General Fund and five special revenue funds. The General Fund and the Public Safety Special Revenue Fund are major funds and are separately displayed. The Community Standards, Village of Spanish Springs, Rolling Acres and Road Maintenance Special Revenue Funds are non-major funds and are consolidated in a single column.

The District adopts an annual budget for the governmental funds. A budgetary comparison statement for the General Fund and Public Safety Special Revenue Fund can be found on pages 16 and 17, respectively, of this report.

Proprietary funds. The District maintains four proprietary funds. The Recreation Amenities Division (RAD) Enterprise Fund provides for the operation, maintenance and debt service for bonds used to acquire recreational facilities in the Districts. The District operates two separate water and sewer utility funds serving different geographical areas of The Villages. The Village Center Service Area (VCSA) Fund serves the Village of Spanish Springs commercial area and residential areas in Lake County, plus part of District No. 1 in Sumter County. The Little Sumter Service Area (LSSA) Fund provides utility services to part of District No. 1 and all of District Nos. 2, 3, and 4. The preceding funds all meet the GASB 34 criteria to be considered major funds. The Fitness Fund was established to separately account for the operations of the Mulberry Grove fitness center. It is the only non-major proprietary fund of the District. These enterprise funds, a category of proprietary funds, are included as *business-type activities* in the government-wide financial statements.

Proprietary fund statements provide the same type of information as the government-wide financial statements, using accrual accounting, only in more detail. The proprietary fund financial statements provide separate information for the four enterprise funds. The basic proprietary fund financial statements can be found on pages 18-20 of this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Village Center Community Development District's own programs. The accounting for fiduciary funds is much like that used for proprietary funds. The District established its first fiduciary fund, the Beyond the Stars Fund, in July 2008. This fund is used to account for donations voluntarily deducted from employees' paychecks and used for charitable purposes involving needy employees and their family members. The statement can be found on page 21 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found beginning on page 22 of this report.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets exceeded liabilities by \$137.234 million as of September 30, 2018, representing an increase of \$14.969 million from the net position of \$122.265 million as of September 30, 2017. The increase in

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Management's Discussion and Analysis

September 30, 2018

net position for September 30, 2018, is due mainly to increased charges for services revenues. While there were increases in most categories of expenditures, there was a decrease in interest expense.

The District's net position is categorized as follows, as of September 30, 2018:

Net investment in capital assets. This portion of the District's net position reflects its investment in capital assets (e.g., land, buildings, machinery and equipment) less any related debt used to acquire those assets that are still outstanding. The District uses these capital assets to provide services to its residents; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves will not be used to liquidate these liabilities.

Restricted for debt service. A total of \$13.905 million of the District's net position (10.1%) represents resources that are subject to external restrictions on how they may be used. This portion of the District's restricted net position is for purposes of meeting its debt service obligations.

Restricted for special revenue purposes. A total of \$7.589 million of the District's net position (5.5%) is restricted for the special revenue purposes of public safety, community standards-deed covenants, the Village of Spanish Springs-common area maintenance, Rolling Acres-common area maintenance, commercial road maintenance and community standards.

Restricted for renewal and replacement. A total of \$6.291 million of the District's net position (4.6%) is restricted by the bond indenture for use in the renewal and replacement of the capital assets as they wear out, in the RAD and two utility proprietary funds.

Restricted for system development. A total of \$0.402 million of the District's net position (0.3%) is restricted for system development.

Unrestricted net position. The remaining balance of the District's net position may be used to meet the District's ongoing obligations to residents and creditors.

Governmental Activities

Governmental activities increased the District's net position by \$4.026 million during the year ended September 30, 2018. Most of this increase occurred in the General Fund.

Business-type Activities

Business-type activities increased the District's net position by \$10.943 million during the year ended September 30, 2018. Increases occurred in all of the major funds.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Management's Discussion and Analysis
September 30, 2018

Table 1 reflects the summary statement of net position for the current and prior years.

Table 1						
	Governmental Activities		Business-type Activities		Total	
	September 30, 2018	2017	September 30, 2018	2017	September 30, 2018	2017
Assets:						
Current and other assets	\$ 22,272,441	17,874,402	98,070,880	94,107,708	120,343,321	111,982,110
Capital assets, (net of accumulated depreciation)	14,062,616	13,926,187	110,822,822	111,800,181	124,885,438	125,726,368
Intangible assets, (net of accumulated amortization)	-	-	119,970,494	125,325,208	119,970,494	125,325,208
Total Assets	36,335,057	31,800,589	328,864,196	331,233,097	365,199,253	363,033,686
Deferred outflow of resources:						
Deferred amount on debt refunding	-	-	4,360,200	4,685,486	4,360,200	4,685,486
Total assets and deferred outflows	36,335,057	31,800,589	333,224,396	335,918,583	369,559,453	367,719,172
Liabilities:						
Current liabilities	1,602,323	1,341,564	8,657,265	9,967,874	10,259,588	11,309,438
Long-term debt						
Due within one year	180,535	132,640	12,605,000	12,325,000	12,785,535	12,457,640
Due in more than a year	1,203,774	1,082,418	207,990,000	220,595,000	209,193,774	221,677,418
Total Liabilities	2,986,632	2,556,622	229,252,265	242,887,874	232,238,897	245,444,496
Deferred inflow of resources:						
Deferred amount on debt refunding	-	-	7,873	9,448	7,873	9,448
Deferred amount on OPEB	78,326	-	-	-	78,326	-
Total liabilities and deferred inflows	3,064,958	2,556,622	229,260,138	242,897,322	232,325,096	245,453,944
Net position:						
Net investment in capital assets, restated	14,062,616	13,374,328	14,550,643	8,881,427	28,613,259	22,255,755
Restricted	7,588,788	6,095,551	20,598,302	15,265,848	28,187,090	21,361,399
Unrestricted	11,618,695	9,774,088	68,815,313	68,873,986	80,434,008	78,648,074
Total net position, restated	\$ 33,270,099	29,243,967	103,964,258	93,021,261	137,234,357	122,265,228

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Management's Discussion and Analysis
September 30, 2018

Table 2 reflects the summary statement of activities for the current and prior years.

Table 2						
	Governmental Activities		Business-type Activities		Total	
	September 30,		September 30,		September 30,	
	2018	2017	2018	2017	2018	2017
Program revenues:						
Charges for services	\$ 44,615,633	40,079,764	59,876,983	59,412,684	104,492,616	99,492,448
Operating grants and contributions	37,790	35,935	-	-	37,790	35,935
Capital grants and contributions	36,326	53,501	142,970	30,749	179,296	84,250
Gain on sale of fixed assets	-	-	25,883	17,298	25,883	17,298
General revenues:						
Investment earnings	439,081	310,540	1,677,384	1,502,794	2,116,465	1,813,334
Total revenues	<u>45,128,830</u>	<u>40,479,740</u>	<u>61,723,220</u>	<u>60,963,525</u>	<u>106,852,050</u>	<u>101,443,265</u>
Expenses:						
General government, restated	7,811,720	8,650,638	17,106,446	16,343,718	24,918,166	24,994,356
Public safety	18,834,211	16,255,689	-	-	18,834,211	16,255,689
Physical environment	3,797,919	3,707,948	3,384,319	3,291,441	7,182,238	6,999,389
Recreation	9,301,237	8,805,606	8,775,221	8,032,247	18,076,458	16,837,853
Interest on long-term debt	-	-	9,994,394	10,273,190	9,994,394	10,273,190
Depreciation (unallocated)	1,357,611	1,108,714	5,841,417	5,760,478	7,199,028	6,869,192
Attribution expense (intangible)	-	-	5,354,715	5,678,426	5,354,715	5,678,426
Amortization expense (deferred cost of refunding)	-	-	323,711	-	323,711	-
Loss on disposal of capital assets	-	7,969	-	-	-	7,969
Total expenses	<u>41,102,698</u>	<u>38,536,564</u>	<u>50,780,223</u>	<u>49,379,500</u>	<u>91,882,921</u>	<u>87,916,064</u>
Changes in net position	4,026,132	1,943,176	10,942,997	11,584,025	14,969,129	13,527,201
Total net position, beginning, restated	29,243,967	27,300,791	93,021,261	81,437,236	122,265,228	108,738,027
Total net position, ending, restated	<u>\$ 33,270,099</u>	<u>29,243,967</u>	<u>103,964,258</u>	<u>93,021,261</u>	<u>137,234,357</u>	<u>122,265,228</u>

Capital Assets

The District's capital assets as of September 30, 2018, and September 30, 2017, amounted to \$124,885,438 and \$125,726,368, respectively. This is net of accumulated depreciation and includes buildings and structures, improvements other than buildings, and machinery and equipment.

Additional information regarding the District's capital assets can be found in Note 3 to the Notes to Basic Financial Statements.

Long-term Debt

As of September 30, 2018, and September 30, 2017, the District had outstanding long-term debt, including the liability for compensated absences, of \$221,979,309 and \$234,135,058, restated, respectively. A total of \$12,785,535 of the long-term debt is due within one year.

Additional information regarding the District's long-term debt can be found in Note 6 to the Notes to the Basic Financial Statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Management's Discussion and Analysis

September 30, 2018

Economic Factors and Next Year's Budgets and Rates

- The average unemployment rate in Lake, Sumter and Marion County where the District is located was 3.6 percent in September 2018, which is a decrease from a rate of 4.1 percent a year ago. The State's average unemployment rate is 3.5 percent and is below the national average rate of 3.7 percent.
- Inflationary trends in the area are comparable to national indices. The national Consumer Price Index (CPI) annual change for all urban consumers changed from 2.23 percent in September 2017 to 2.28 percent in September 2018.

These factors were considered in preparing the District's budget for the 2018-2019 Fiscal Year. Total annual projected revenues for all funds increased to \$110.793 million from \$104.015 million in the Fiscal Year 2017-2018 final amended budget, an increase of \$6.778 million. The expenditure budget increased to \$113.087 million for Fiscal Year 2018-2019 from \$110.895 million for all funds in the Fiscal Year 2017-2018 final amended budget, an increase of \$2.192 million.

Requests for Information

The District's financial statements are designed to present users (citizens, taxpayers, customers, investors and creditors) with a general overview of the District's finances and to demonstrate the District's accountability. If you have any questions about the report or need additional financial information, contact the Village Community Development Districts, Finance Department at 984 Old Mill Run, The Villages, FL 32162; Telephone (352) 753-0421.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Statement of Net Position

September 30, 2018

Assets	Governmental Activities	Business-type Activities	Total
Cash and cash equivalents	\$ 17,437,575	44,303,326	\$ 61,740,901
Accounts receivable (net)	42,424	5,511,655	5,554,079
Investments	4,338,120	43,483,061	47,821,181
Investment in annuity	-	4,699,736	4,699,736
Due from other governments	259,928	194,212	454,140
Internal balances (net)	121,110	(121,110)	-
Prepaid items	73,284	-	73,284
Capital assets:			
Non depreciable assets	1,438,471	10,513,446	11,951,917
Depreciable assets (net of accumulated depreciation)	12,624,145	100,309,376	112,933,521
Intangible assets (net of accumulated attribution)	-	119,970,494	119,970,494
Total assets	<u>36,335,057</u>	<u>328,864,196</u>	<u>365,199,253</u>
Deferred outflow of resources			
Deferred amount on debt refunding	<u>-</u>	<u>4,360,200</u>	<u>4,360,200</u>
Liabilities			
Accounts payable	703,230	1,368,700	2,071,930
Accrued expenses	875,072	72,295	947,367
Accrued interest payable	-	4,412,668	4,412,668
Due to developer	-	31,069	31,069
Due to other governments	14,527	718,201	732,728
Unearned revenue	9,494	2,054,332	2,063,826
Total current liabilities	<u>1,602,323</u>	<u>8,657,265</u>	<u>10,259,588</u>
Long-term debt:			
Due within one year	180,535	12,605,000	12,785,535
Due in more than one year	1,203,774	207,990,000	209,193,774
Total long-term debt	<u>1,384,309</u>	<u>220,595,000</u>	<u>221,979,309</u>
Total liabilities	<u>2,986,632</u>	<u>229,252,265</u>	<u>232,238,897</u>
Deferred inflow of resources			
Deferred amount on debt refunding	-	7,873	7,873
Deferred amount on OPEB	78,326		78,326
	<u>78,326</u>	<u>7,873</u>	<u>86,199</u>
Net position			
Net investment in capital assets	14,062,616	14,550,643	28,613,259
Restricted for:			
Debt service	-	13,904,570	13,904,570
Special revenue purposes	7,588,788	-	7,588,788
Renewal and replacement	-	6,291,260	6,291,260
System development	-	402,472	402,472
Unrestricted	11,618,695	68,815,313	80,434,008
Total net position	<u>\$ 33,270,099</u>	<u>103,964,258</u>	<u>\$ 137,234,357</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Statement of Activities

September 30, 2018

Functions/Programs	Expenses	Program revenues			Net (expense) revenue and changes in net assets		
		Charges for services	Operating grants and contributions	Capital grants and contributions	Governmental activities	Business-type activities	Total
Governmental activities:							
General government	\$ 7,811,720	29,213,798	-	36,326	21,438,404	-	21,438,404
Public safety	18,834,211	15,401,835	37,790	-	(3,394,586)	-	(3,394,586)
Physical environment	3,797,919	-	-	-	(3,797,919)	-	(3,797,919)
Recreation	9,301,237	-	-	-	(9,301,237)	-	(9,301,237)
Depreciation (unallocated)	1,357,611	-	-	-	(1,357,611)	-	(1,357,611)
Total governmental activities	41,102,698	44,615,633	37,790	36,326	3,587,051	-	3,587,051
Business-type activities:							
General government	17,106,446	-	-	-	-	(17,106,446)	(17,106,446)
Physical environment	3,384,319	18,124,519	-	67,216	-	14,807,416	14,807,416
Recreation	8,775,221	41,752,464	-	75,754	-	33,052,997	33,052,997
Interest on long term debt	9,994,394	-	-	-	-	(9,994,394)	(9,994,394)
Depreciation (unallocated)	5,841,417	-	-	-	-	(5,841,417)	(5,841,417)
Attribution expense (intangible)	5,354,715	-	-	-	-	(5,354,715)	(5,354,715)
Attribution expense (deferred cost of refunding)	323,711	-	-	-	-	(323,711)	(323,711)
Total business-type activities	50,780,223	59,876,983	-	142,970	-	9,239,730	9,239,730
Total primary government	\$ 91,882,921	104,492,616	37,790	179,296	3,587,051	9,239,730	12,826,781
General revenues:							
Investment earnings					\$ 439,081	1,677,384	2,116,465
Gain on sale of property					-	25,883	25,883
Total general revenues					439,081	1,703,267	2,142,348
Change in net position					4,026,132	10,942,997	14,969,129
Net position, beginning, restated					29,243,967	93,021,261	122,265,228
Net position, ending					\$ 33,270,099	103,964,258	137,234,357

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet
Governmental Funds
September 30, 2018

	Major Funds			
	General Fund	Department of Public Safety	Non-Major Funds Total	Total
Assets				
Cash and cash equivalents	\$ 9,250,685	5,595,865	2,591,025	17,437,575
Accounts receivable (net)	26,759	14,649	1,016	42,424
Investments	874,522	2,601,533	862,065	4,338,120
Due from other funds	54,787	92,553	9	147,349
Due from other governments	10,692	249,236	-	259,928
Prepaid items	39,827	33,457	-	73,284
Total assets	<u>10,257,272</u>	<u>8,587,293</u>	<u>3,454,115</u>	<u>22,298,680</u>
Liabilities and Fund Balance				
Accounts payable	301,307	363,516	38,407	703,230
Accrued expenses	416,472	305,545	5,851	727,868
Due to other funds	18,068	2,237	5,934	26,239
Due to other governments	147,204	-	14,527	161,731
Unearned revenue	9,494	-	-	9,494
Total liabilities	<u>892,545</u>	<u>671,298</u>	<u>64,719</u>	<u>1,628,562</u>
Fund balances:				
Restricted				
Public Safety	-	5,434,006	-	5,434,006
Community Standards-deed covenants	-	-	84,440	84,440
Village of Spanish Springs-common area maintenance	-	-	1,156,335	1,156,335
Rolling Acres-common area maintenance	-	-	171,950	171,950
Commercial road maintenance	-	-	362,709	362,709
Community Standards	-	-	379,348	379,348
Committed				
Renewal and replacement	-	2,481,989	1,234,614	3,716,603
Unassigned	<u>9,364,727</u>	<u>-</u>	<u>-</u>	<u>9,364,727</u>
Total fund balance	<u>9,364,727</u>	<u>7,915,995</u>	<u>3,389,396</u>	<u>20,670,118</u>
Total liabilities and fund balance	<u>\$ 10,257,272</u>	<u>8,587,293</u>	<u>3,454,115</u>	<u>22,298,680</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position
September 30, 2018

Fund balance – governmental funds		\$	20,670,118
Total net position reported for governmental activities in the statement of net position is different because:			
Capital assets used in governmental activities are not financial resources and therefore are not reported in the general fund:			
Capital assets	\$	21,301,208	
Less accumulated depreciation		<u>(7,238,592)</u>	14,062,616
Long-term liabilities are not due and payable in the current period and therefore are not reported in the general fund:			
Compensated absences		(815,942)	
Other Post-Employment Benefits (OPEB)		<u>(568,367)</u>	(1,384,309)
Deferred Inflow of Resources - Other Post-Employment Benefits (OPEB)			(78,326)
Net position of governmental activities		\$	<u>33,270,099</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balance

Governmental Funds

Year Ended September 30, 2018

	Major Funds		Non-Major	
	General Fund	Department of Public Safety	Funds	Total
Revenues:				
Administration and maintenance fees	\$ 26,113,175	-	-	26,113,175
Amenities revenue	-	2,933,606	-	2,933,606
Intergovernmental fire assessments	-	7,320,742	-	7,320,742
Intergovernmental shared revenue	-	5,067,297	-	5,067,297
State revenue sharing-firefighters' supplemental	-	37,790	-	37,790
Assessments, Village of Spanish Springs	-	-	1,299,311	1,299,311
Assessments, Rolling Acres	-	-	107,669	107,669
Assessments, Commercial Road Maintenance	-	-	35,906	35,906
Assessments, Community Standards	-	-	703,045	703,045
Fees for services provided to developer	856,163	-	11,851	868,014
Miscellaneous revenues	53,128	80,190	33,149	166,467
Investment earnings	214,661	151,415	73,005	439,081
Contributions and donations from private sources	32,270	4,056	-	36,326
Sale of surplus material and scrap	29,635	11,125	-	40,760
Total revenues	<u>27,299,032</u>	<u>15,606,221</u>	<u>2,263,936</u>	<u>45,169,189</u>
Expenditures:				
Current				
General government	6,873,588	-	681,852	7,555,440
Public safety	5,743,324	13,088,262	-	18,831,586
Physical environment	2,730,328	-	-	2,730,328
Public works - Village of Spanish Springs	-	-	967,511	967,511
Public works - Rolling Acres	-	-	54,943	54,943
Public works - Commercial Road Maintenance	-	-	45,137	45,137
Culture/recreation	9,301,237	-	-	9,301,237
Capital outlay	702,851	836,349	6,527	1,545,727
Total expenditures	<u>25,351,328</u>	<u>13,924,611</u>	<u>1,755,970</u>	<u>41,031,909</u>
Net change in fund balance and transfers	<u>1,947,704</u>	<u>1,681,610</u>	<u>507,966</u>	<u>4,137,280</u>
Fund balance, beginning of year	<u>7,417,023</u>	<u>6,234,385</u>	<u>2,881,430</u>	<u>16,532,838</u>
Fund balance, end of year	<u>\$ 9,364,727</u>	<u>7,915,995</u>	<u>3,389,396</u>	<u>20,670,118</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds to the Statement of Activities
Year Ended September 30, 2018

Net change in fund balance – governmental funds	\$	4,137,280
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.		
Capital outlay	\$	1,545,727
Disposition of fixed assets		(51,687)
Less depreciation		<u>(1,357,611)</u>
		136,429
Decrease (increase) in long-term liabilities is shown on the government-wide statements but not on the governmental fund statements.		
Compensated absences		(152,743)
Other Post-Employment Benefits (OPEB)		<u>(16,508)</u>
		(169,251)
Decrease (increase) in Deferred Inflows OPEB is shown on the government-wide statements		<u>(78,326)</u>
Change in net position of governmental activities	\$	<u><u>4,026,132</u></u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
General Fund
Year Ended September 30, 2018

	Budgeted Amount		Actual	Variance with
	Original	Final	Amounts	final budget
Revenues:				
Administration and maintenance fees	26,113,175	26,113,175	26,113,175	-
Fees for services provided to developer	997,549	997,549	856,163	(141,386)
Miscellaneous revenue	42,000	42,000	53,128	11,128
Donations	35,000	35,000	32,270	(2,730)
Investment earnings	31,500	31,500	214,661	183,161
Sale of surplus materials and scrap	-	-	29,635	29,635
Total revenues	<u>27,219,224</u>	<u>27,219,224</u>	<u>27,299,032</u>	<u>79,808</u>
Expenditures:				
Personnel services	21,854,967	21,825,167	20,264,959	1,560,208
Professional services	457,360	469,760	352,892	116,868
Other contractual services	1,353,457	1,394,582	1,291,036	103,546
Travel and per diem	64,869	64,869	42,752	22,117
Communication and freight services	397,496	373,363	319,182	54,181
Utility services	103,672	103,672	88,584	15,088
Rents and leases	826,161	830,161	817,041	13,120
Repairs and maintenance	258,666	271,166	183,527	87,639
Printing and binding	197,944	165,158	152,614	12,544
Promotional activities	289,330	329,130	319,919	9,211
Other current charges and obligations	38,722	38,722	20,993	17,729
Office supplies	70,543	71,543	59,965	11,578
Operating supplies	905,008	948,987	681,796	267,191
Books, subscriptions and dues	104,981	104,181	53,217	50,964
Capital outlay	377,137	1,531,124	702,851	828,273
Total expenditures	<u>27,300,313</u>	<u>28,521,585</u>	<u>25,351,328</u>	<u>3,170,257</u>
Net change in fund balance	(81,089)	(1,302,361)	1,947,704	3,250,065
Fund balance, beginning of year	7,417,023	7,417,023	7,417,023	-
Fund balance, end of year	<u>\$ 7,335,934</u>	<u>6,114,662</u>	<u>9,364,727</u>	<u>3,250,065</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
Public Safety Special Revenue Fund
Year Ended September 30, 2018

	<u>Budgeted Amount</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>final budget</u>
Revenues:				
Special assessments - charges for public services	\$ 786,362	786,362	793,484	7,122
Intergovernmental fire assessments	258,890	258,890	303,551	44,661
Intergovernmental shared revenue	14,112,728	14,112,728	14,223,981	111,253
State revenue sharing - firefighters' supplemental compensation	35,430	35,430	37,790	2,360
General government charges and fees	23,000	23,000	52,077	29,077
Investment earnings	22,550	22,550	151,415	128,865
Other miscellaneous public safety revenue	8,625	8,625	32,797	24,172
Sale of surplus materials and scrap	14,500	14,500	11,126	(3,374)
Total revenues	<u>15,262,085</u>	<u>15,262,085</u>	<u>15,606,221</u>	<u>344,136</u>
Expenditures:				
Current				
Personnel services	11,157,152	11,157,152	10,448,391	708,761
Professional services	328,918	328,918	315,257	13,661
Accounting & Auditing	8,132	8,132	8,134	(2)
Contractual services	419,646	435,346	347,716	87,630
Travel and per diem	36,562	52,362	48,882	3,480
Communications and freight	39,871	41,871	34,960	6,911
Utility services	171,768	171,768	119,038	52,730
Rental and leases	166,457	145,789	128,079	17,710
Insurance	141,449	151,949	151,906	43
Repairs and maintenance/landscape	709,263	753,314	788,357	(35,043)
Current charges	14,805	14,805	2,278	12,527
Office supplies	33,811	33,811	27,846	5,965
Operating supplies	1,281,522	1,296,150	540,144	756,006
Books, publications and subscriptions	151,364	146,129	127,273	18,856
Capital outlay	262,250	756,525	836,350	(79,825)
Total expenditures	<u>14,922,970</u>	<u>15,494,021</u>	<u>13,924,611</u>	<u>1,569,410</u>
Excess of revenues over (under) expenditures	<u>339,115</u>	<u>(231,936)</u>	<u>1,681,610</u>	<u>1,913,546</u>
Other financing sources (uses)				
Transfers out	(660,000)	(660,000)	-	660,000
Total other financing sources (uses)	<u>(660,000)</u>	<u>(660,000)</u>	<u>-</u>	<u>660,000</u>
Net change in fund balance	(320,885)	(891,936)	1,681,610	2,573,546
Fund balance, beginning of year	6,234,385	6,234,385	6,234,385	-
Fund balance, end of year	<u>\$ 5,913,500</u>	<u>5,342,449</u>	<u>7,915,995</u>	<u>2,573,546</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Statement of Net Position
Proprietary Funds
September 30, 2018

Assets	Major Funds			Non-Major Funds	Total
	RAD	VCSA Water and Sewer	LSSA Water and Sewer		
Current assets:					
Cash and cash equivalents	\$ 12,694,676	3,667,589	7,831,926	200,373	24,394,564
Restricted cash and cash equivalents	12,397,025	1,728,774	3,788,967	-	17,914,766
Accounts receivable (net)	3,283,406	853,646	1,373,702	901	5,511,655
Investments	28,123,144	8,360,575	6,976,731	22,611	43,483,061
Investment in annuity	3,104,200	-	-	-	3,104,200
Due from other funds	188,322	34,539	28,986	288,653	540,500
Due from other governments	133,491	60,721	-	-	194,212
Total current assets	59,924,264	14,705,844	20,000,312	512,538	95,142,958
Non-current assets:					
Restricted cash and cash equivalents	947,039	284,259	762,698	-	1,993,996
Investment in annuity	1,595,536	-	-	-	1,595,536
Capital assets:					
Land	9,901,617	150,312	126,797	-	10,178,726
Buildings and structures	61,794,384	1,639,117	5,230,181	-	68,663,682
Infrastructure	35,365,170	36,716,365	38,247,085	-	110,328,620
Leasehold improvements	-	-	-	9,815	9,815
Furniture & fixtures	1,122,078	1,213,370	453,567	-	2,789,015
Construction in progress	305,029	19,228	10,463	-	334,720
Less accumulated depreciation	(39,779,406)	(21,816,788)	(19,876,647)	(8,915)	(81,481,756)
Intangible assets (net of accumulated amortization)	92,880,241	-	27,090,253	-	119,970,494
Total non-current assets	164,131,688	18,205,863	52,044,397	900	234,382,848
Total assets	224,055,952	32,911,707	72,044,709	513,438	329,525,806
Deferred outflow of resources:					
Deferred amount on debt refunding	3,886,900	-	473,300	-	4,360,200
Total assets and deferred outflows	227,942,852	32,911,707	72,518,009	513,438	333,886,006
Liabilities					
Current liabilities:					
Accounts payable	999,852	178,250	176,246	14,352	1,368,700
Accrued expenses	43,795	15,059	13,441	-	72,295
Accrued interest payable	2,756,969	180,543	1,475,156	-	4,412,668
Due to other funds	382,682	102,810	121,934	54,184	661,610
Due to other governments	700,978	3,624	13,599	-	718,201
Due to developer	-	-	31,069	-	31,069
Unearned revenue	1,758,327	11,463	24,755	259,787	2,054,332
Current installments of revenue bonds payable	8,830,000	1,520,000	2,255,000	-	12,605,000
Total current liabilities	15,472,603	2,011,749	4,111,200	328,323	21,923,875
Non-current liabilities:					
Revenue bonds payable, net	138,065,000	8,400,000	61,525,000	-	207,990,000
Total non-current liabilities	138,065,000	8,400,000	61,525,000	-	207,990,000
Total liabilities	153,537,603	10,411,749	65,636,200	328,323	229,913,875
Deferred inflow of resources					
Deferred amount on debt refunding	-	7,873	-	-	7,873
Total liabilities and deferred inflows	153,537,603	10,419,622	65,636,200	328,323	229,921,748
Net position					
Net investment in capital assets	18,581,013	7,993,731	(12,025,001)	900	14,550,643
Restricted for:					
Debt service	9,640,056	1,548,231	2,716,283	-	13,904,570
Renewal and replacement	5,646,775	284,259	360,226	-	6,291,260
System development	-	-	402,472	-	402,472
Unrestricted	40,537,405	12,665,864	15,427,829	184,215	68,815,313
Total net position	\$ 74,405,249	22,492,085	6,881,809	185,115	103,964,258

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds
For the Fiscal Year Ended September 30, 2018

	Major Funds			Non-Major	
	RAD	VCSA Water and Sewer	LSSA Water and Sewer	Funds	Total
Operating revenues:					
Charges for services:					
Water revenue	\$ -	2,928,401	5,527,996	-	8,456,397
Sewer revenue	-	3,865,089	5,283,008	-	9,148,097
Recreational amenity fees	38,814,672	-	-	-	38,814,672
Recreational fees	1,626,762	-	-	656,421	2,283,183
Rentals and leases	654,609	-	-	-	654,609
Other Income	475,805	21,334	22,660	226	520,025
Total operating revenues	41,571,848	6,814,824	10,833,664	656,647	59,876,983
Operating expenses:					
Water and sewer expense	-	1,763,074	1,706,987	-	3,470,061
Recreational expenses	8,156,181	-	-	542,986	8,699,167
General and administrative	14,098,225	1,364,550	1,621,245	-	17,084,020
Depreciation	2,960,073	1,294,427	1,585,936	981	5,841,417
Amortization / accretion	4,570,255	(1,575)	1,109,746	-	5,678,426
Total operating expenses	29,784,734	4,420,476	6,023,914	543,967	40,773,091
Operating income	11,787,114	2,394,348	4,809,750	112,680	19,103,892
Non-operating revenue (expenses):					
Investment earnings	1,166,478	212,258	293,490	5,158	1,677,384
Interest expense	(6,682,980)	(361,093)	(2,950,321)	-	(9,994,394)
Gain (loss) on disposal of property	(8,432)	9,389	12,188	-	13,145
Contributions and donations from private sources	75,754	-	-	-	75,754
Total non-operating revenue (expenses)	(5,449,180)	(139,446)	(2,644,643)	5,158	(8,228,111)
Income	6,337,934	2,254,902	2,165,107	117,838	10,875,781
Capital contributions - impact fees	-	1,463	65,753	-	67,216
Change in net position	6,337,934	2,256,365	2,230,860	117,838	10,942,997
Total net position, beginning	68,067,315	20,235,720	4,650,949	67,277	93,021,261
Total net position, ending	\$ 74,405,249	22,492,085	6,881,809	185,115	103,964,258

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Statement of Cash Flows
Proprietary Funds
Year ended September 30, 2018

	Major Funds			Non-Major Funds	Total
	RAD	VCSA Water and Sewer	LSSA Water and Sewer		
Cash flows from operating activities:					
Receipts from customers	\$ 41,411,174	8,065,084	13,654,252	560,883	63,691,393
Payments to suppliers and others	(22,882,777)	(4,559,609)	(6,280,021)	(776,943)	(34,499,350)
Net cash provided (used) by operating activities	<u>18,528,397</u>	<u>3,505,475</u>	<u>7,374,231</u>	<u>(216,060)</u>	<u>29,192,043</u>
Cash flows from capital and related financing activities:					
Principal payments on bonds	(8,630,000)	(1,490,000)	(2,205,000)	-	(12,325,000)
Annuity payments received	2,186,398	-	-	-	2,186,398
Contributions from others	75,754	-	-	-	75,754
Interest paid	(6,780,590)	(377,949)	(2,975,259)	-	(10,133,798)
Payment for capital assets	(3,918,377)	(581,183)	(377,237)	-	(4,876,797)
Receipt of capital contributions - impact fees	-	1,463	65,753	-	67,216
Proceeds from sale of surplus	4,306	9,389	12,188	-	25,883
Net cash (used in) provided by capital and related financing activities	<u>(17,062,509)</u>	<u>(2,438,280)</u>	<u>(5,479,555)</u>	<u>-</u>	<u>(24,980,344)</u>
Cash flows from investing activities:					
Purchase of investments	(463,214)	(129,743)	(111,643)	(1,642)	(706,242)
Interest received	1,136,001	212,258	293,490	5,158	1,646,907
Net cash provided (used) by investing activities	<u>672,787</u>	<u>82,515</u>	<u>181,847</u>	<u>3,516</u>	<u>940,665</u>
Net increase (decrease) in cash and cash equivalents	<u>2,138,675</u>	<u>1,149,710</u>	<u>2,076,523</u>	<u>(212,544)</u>	<u>5,152,364</u>
Cash and cash equivalents, beginning of year	23,900,065	4,530,912	10,307,068	412,917	39,150,962
Cash and cash equivalents, end of year	<u>26,038,740</u>	<u>5,680,622</u>	<u>12,383,591</u>	<u>200,373</u>	<u>44,303,326</u>
Reconciliation of cash and cash equivalents per statement of cash flows to the statement of net position:					
Cash per statement of net position:					
Unrestricted cash and cash equivalents	12,694,676	3,667,589	7,831,926	200,373	24,394,564
Restricted cash and cash equivalents - current	12,397,025	1,728,774	3,788,967	-	17,914,766
Restricted cash and cash equivalents - non-current	947,039	284,259	762,698	-	1,993,996
Cash and cash equivalents	<u>26,038,740</u>	<u>5,680,622</u>	<u>12,383,591</u>	<u>200,373</u>	<u>44,303,326</u>
Reconciliation of operating income to net cash provided by operating activities:					
Operating income (loss)	11,787,114	2,394,348	4,809,750	112,680	19,103,892
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation	2,960,073	1,294,427	1,585,936	981	5,841,417
Amortization / accretion	4,570,255	(1,575)	1,109,746	-	5,678,426
Change in assets and liabilities:					
(Increase) Decrease in:					
Accounts receivable	(208,394)	(56,236)	(183,881)	(171)	(448,682)
Due from other funds	(33,206)	(34,539)	(28,986)	(263,621)	(360,352)
Due from other governments	(53,242)	(59,821)	-	-	(113,063)
Increase (Decrease) in:					
Accounts payable and accrued liabilities	(833,064)	(49,992)	75,623	2,888	(804,545)
Unearned revenue	47,720	11,463	24,755	30,816	114,754
Due to developer	-	-	(67,995)	-	(67,995)
Due to other funds	260,839	34,298	47,869	(99,633)	243,373
Due to other governments	30,302	(26,898)	1,414	-	4,818
Net cash provided by operating activities	<u>\$ 18,528,397</u>	<u>3,505,475</u>	<u>7,374,231</u>	<u>(216,060)</u>	<u>29,192,043</u>

See accompanying notes to basic financial statements

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Statement of Fiduciary Net Position
Fiduciary Fund
September 30, 2018

		<u>Beyond the Stars Agency Fund</u>
Assets:		
Cash and cash equivalents	\$	44,349
Total assets		<u>44,349</u>
Liabilities:		
Due to Beyond the Stars beneficiaries		44,349
Total liabilities	\$	<u>44,349</u>

See accompanying notes to basic financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies

(a) *Reporting Entity*

The Village Center Community Development District (the District) was established in 1992 to manage and finance basic services for a community development district located in The Villages, Florida. The District is governed by a five-member Board of Supervisors who are elected on a rotating basis by the landowners within the District for terms from two to four years. The District was created by the Town of Lady Lake, Florida, in Ordinance No. 92-06, pursuant to the provisions of Chapter 190.005 of the Florida Statutes, and operates within the criteria established by Chapter 190.

The District provides water and sewer utility services, recreation, security services, fire protection and paramedic services to residents of a retirement community known as The Villages, located in The Villages, Florida. The Villages spans approximately 51 square miles across the borders of Lake, Sumter and Marion Counties, the City of Wildwood, the City of Fruitland Park and the Town of Lady Lake, Florida, and when fully developed is expected to include approximately 75,000 residences and 150,000 residents. The Villages of Lake-Sumter, Inc. was the developer and initial owner of the property within the District. The District also provides for the maintenance of common areas and roadways for the commercial areas within the District's boundaries. As of September 30, 2018, four of the five members of the Board of Supervisors are employees of or affiliated with the Developer.

There are no component units that are legally separate from the District. There are fifteen Community Development Districts (CDDs) in the total structure of The Villages, each being a separate government entity, established pursuant to Chapter 190, Florida Statutes.

The Developer has formed the following community development districts:

- Village Center CDD (Lake, Marion and Sumter Counties) – This CDD provides water and sewer utility services, recreation services, security services, fire protection, and paramedic services to the residents. The cost of operations is funded by amenity and utility fees that residents pay monthly. This CDD also provides for the maintenance of common areas and roadways for the commercial areas within the CDD boundaries. The cost of maintenance in the commercial areas is funded through commercial maintenance assessments.
- Sumter Landing CDD (Sumter County) – This CDD provides recreation and security services to the residents. The cost of operations is funded by amenity fees that residents pay monthly. This CDD also provides for the maintenance of common areas and roadways for the commercial areas within the CDD boundaries. The cost of maintenance in the commercial areas is funded through commercial maintenance assessments.
- Brownwood CDD (Sumter County) – Brownwood CDD (Sumter County) – This CDD was newly established in June 2012 by the City of Wildwood, Florida and is located at the southern end of The Villages. This CDD provides for the maintenance of common areas and roadways for the commercial areas within the CDD boundaries. The cost of maintenance in the commercial areas is funded through commercial maintenance assessments as the new downtown area builds out.
- Village CDD No. 1 (Sumter County) – This CDD's boundary consists of approximately 993 acres in the northeast corner of the county. The development included construction of 3,420 residential units.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(a) Reporting Entity (continued)

- Village CDD No. 2 (Sumter County) – This CDD’s boundary consists of approximately 990 acres in the northeast corner of the county. The development included construction of 3,668 residential units.
- Village CDD No. 3 (Sumter County) – This CDD’s boundary consists of approximately 894 acres in the northeast corner of the county. The development included construction of 3,762 residential units.
- Village CDD No. 4 (Marion County) – This CDD’s boundary consists of approximately 1,253 acres in the southern portion of the county. The development included construction of 5,432 residential units of which 85 remain unsold as of the end of the Fiscal Year.
- Village CDD No. 5 (Sumter County) – This CDD’s boundary consists of approximately 1,407 acres in the northeast corner of the county. The development included construction of 6,399 residential units.
- Village CDD No. 6 (Sumter County) – This CDD’s boundary consists of approximately 1,497 acres in the northeast corner of the county. Planned development includes construction of 6,697 residential units of which 1 remains unsold as of the end of the Fiscal Year.
- Village CDD No. 7 (Sumter County) – This CDD’s boundary consists of approximately 976 acres in the northeast corner of the county. The development included construction of 4,765 residential units.
- Village CDD No. 8 (Sumter County) – This CDD’s boundary consists of approximately 1,098 acres in the northeast corner of the county. Planned development includes construction of 5,193 residential units of which 60 remain unsold and are being used as lifestyle preview homes by the Developer.
- Village CDD No. 9 (Sumter County) – This CDD’s boundary consists of approximately 1,299 acres in the northeast corner of the county. The development included construction of 5,409 residential units.
- Village CDD No. 10 (Sumter County) – This CDD’s boundary consists of approximately 1,490 acres in the northeast corner of the county. Planned development included construction of 6,639 residential units of which 115 remain unsold as of the end of the Fiscal Year.
- Village CDD No. 11 (Lake County) – This CDD’s boundary consists of approximately 693 acres within the city limits of Fruitland Park in the western portion of Lake County. Planned development includes construction of 2,055 residential units of which 34 remain unsold as of the end of the Fiscal Year.
- Village CDD No. 12 (Sumter County) – This CDD’s boundary consists of approximately 1,483 acres within the city limits of the City of Wildwood in the northeast corner of the county. Planned development includes construction of 6,144 residential units of which 4,608 remain unsold as of the end of the Fiscal Year.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(a) Reporting Entity (continued)

Some of these community development districts have issued special assessment revenue bonds to finance various infrastructure improvements in their respective boundaries that are secured by special assessments levied on benefited lands in each district. It is anticipated that additional infrastructure improvements within The Villages will be undertaken by these community development districts and/or community development districts that will be created in the future, for which special assessments may be imposed on residences in The Villages and lands owned by the Developer.

In addition to the above there is one dependent district of Sumter County that is part of the family of Districts that comprise the local government of The Villages.

- North Sumter County Utility Dependent District (NSCUDD) (Sumter and Marion Counties) – The dependent district was established in July 2010, to manage and finance basic potable water, wastewater treatment and reclaimed water services for approximately 7,721 acres of land located in unincorporated Sumter County in The Villages, Florida. The District was created on July 13, 2010, by Sumter County, Florida, in Ordinance No. 2010-10, pursuant to the provisions of Chapter 189 of the Florida Statutes, and operates within the criteria established by Chapter 189. The service area of NSCUDD was expanded to include solid waste collection services for the entire Sumter County portion of The Villages. The City of Wildwood and Marion County entered into interlocal agreements with the District on November 20, 2012, authorizing the District to provide solid waste collection services in portions of their jurisdictions, including Brownwood District and District No. 4. The City of Fruitland Park entered into an interlocal agreement with the District on June 12, 2014, authorizing the District to provide solid waste collection services in the portion of their jurisdiction that lies within The Villages.

The financial statements of the District have been prepared in conformity with U.S. Generally Accepted Accounting Principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

(b) Basic Financial Statements

Government-wide and Fund Financial Statements

The basic financial statements include both government-wide (based on the District as a whole) and fund financial statements. The government-wide financial statements (i.e., the statement of net position and statement of activities) report information on all of the non-fiduciary activities of the District. For the most part, the effect of internal activity has been removed from these statements.

The financial reporting model focus is on either the District as a whole, or major individual funds. The government-wide statement of net position reports the governmental activities of the District (a) on a government-wide basis and (b) on a full accrual basis, using the economic resources measurement focus, which incorporates long-term assets, receivables and deferred outflows as well as long-term debt, obligations and deferred inflows. The statement of activities reflects the expenses of the District, which are offset by revenues. Program revenues

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(b) Basic Financial Statements (continued)

Government-wide and Fund Financial Statements (continued)

are defined as charges for services, operating grants and contributions, and capital grants and contributions directly associated with a given function.

The District's major funds are presented in separate columns on the fund financial statements. The definition of a major fund is one that meets certain criteria set forth in GASB 34. The General Fund and Public Safety Special Revenue Fund meet this definition as governmental funds and are designated as major funds. The Recreation Amenities Division Fund (RAD), Village Center Service Area and Little Sumter Service Area water and sewer funds also meet this definition as proprietary funds and are designated as major funds. The District has five non-major funds. The Village of Spanish Springs, Rolling Acres, Road Maintenance and Community Standards funds are all non-major governmental special revenue funds. The Fitness Fund and The Enrichment Academy are the non-major proprietary funds.

Program revenues in the statement of activities consist primarily of special assessments for the governmental funds and charges for utility and recreational amenities in the proprietary funds. Net position is categorized as net investment in capital assets, restricted, and unrestricted.

Net investment in capital assets is intended to reflect the portion of net position which is associated with capital assets net of accumulated depreciation less outstanding capital asset related debt.

Restricted net position is assets that have third party (statutory, bond covenant or granting agency) or enabling legislation limits on their use. The District would typically use restricted assets first, as appropriate opportunities arise, but reserves the right to selectively defer the use thereof to a future project or replacement equipment acquisition.

Unrestricted net position represents net position not included in *net investment in capital assets* or *restricted net position*.

(c) Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues, including recreational amenities fees and utilities charges, are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(c) *Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)*

expenditures are recorded only when payment is due and compensated absences are recognized to the extent they have matured.

Governmental funds report fund balances either as non-spendable or spendable. Spendable balances are further classified as restricted, committed, assigned or unassigned, based on the extent to which there are external or internal constraints on the spending of these fund balances. A discussion of each is as follows:

Non-spendable: Resources that cannot be spent, such as for inventories.

Restricted: Balances that only can be spent for specific purposes imposed by external sources.

Committed: Resources that can only be spent for purposes established by the highest decision making authority in the government.

Assigned: Amounts designated for specific purposes, but does not meet the criteria to be designated restricted or committed.

Unassigned: The residual classification for all remaining funds not contained in other classifications.

The District does not currently use *Non-spendable* or *Assigned* categories of fund balance. All *Restricted* fund balances relate to external debt service restrictions. The Board of Supervisors, the highest decision making authority of the District, approves the establishment, increase and reduction in *Committed* fund balances by budget resolutions and amendments. All other fund balances are *Unassigned*. *Restricted* and *Committed* fund balances are always used first for the purposes for which they are designated. Changes to this practice require prior Board of Supervisors approval. A minimum fund balance amount has not been formally adopted.

The following are the District's two major governmental funds:

General Fund

The General Fund is the main operating fund of the District and is used to account for all financial resources of general government except those required to be accounted for in another fund.

Public Safety Special Revenue Fund

The District's second major governmental fund is the Public Safety Special Revenue Fund, which is used to account for all financial resources of the Public Safety Department.

The following are the District's four non-major governmental funds:

Rolling Acres Special Revenue Fund

This fund is used to account for all financial resources, including special assessments, related to the maintenance of facilities in the Rolling Acres Plaza commercial area, a major retail center in The Villages.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(c) *Measurement Focus, Basis of Accounting, and Financial Statement Presentation (continued)*

Village of Spanish Springs (VOSS) Special Revenue Fund

This fund is used to account for all financial resources, including special assessments, related to the maintenance of facilities in the Spanish Springs commercial area, a major retail center in The Villages.

Road Maintenance Special Revenue Fund

This fund is used to account for all financial resources, including special assessments, related to the maintenance of roads and rights-of-way facilities in the commercial areas of The Villages.

Community Standards Special Revenue Fund

This special revenue fund is used to account for those services related to deed compliance within The Villages. Any fines levied are also accounted for within this fund.

The following are the District's three major enterprise funds, a type of proprietary fund:

Recreation Amenities Division (RAD) Fund

The principal operating revenues of the District's RAD fund are charges to customers for amenity fee based services, including recreation and security.

Village Center Service Area (VCSA) Utility Fund

The principal operating revenues of the District's VCSA Utility fund are charges to customers for water and waste water services. VCSA Utility's operating fund is used to account for all costs of providing services on a continuing basis to customers located in the Lake County portion of The Villages, and a portion of District No. 1 residential areas in Sumter County, along with associated commercial areas.

Little Sumter Service Area (LSSA) Utility Fund

The principal operating revenues of the District's LSSA Utility fund are charges to customers for water and waste water services. LSSA Utility's operating fund is used to account for all costs of providing services on a continuing basis in the residential areas located in District Nos. 1 (portion), 2, 3, and 4, along with associated commercial areas.

The following funds are the non-major enterprise funds within the District:

Fitness Enterprise Fund

This fund provides for the accounting of all resources for the operation of the fitness center located at the Mulberry Grove recreation center.

The Enrichment Academy (TEA)

This fund provides for the accounting of all resources for the operation of The Enrichment Academy (TEA) which was created during the 2016-2017 Fiscal Year.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(c) *Measurement Focus, Basis of Accounting, and Financial Statement Presentation (continued)*

Proprietary funds report the same functions presented as business-type activities in the government-wide financial statements, only in more detail. The District uses enterprise funds, a type of proprietary funds, to account for the operations and maintenance of the water and sewer utility systems, the fitness center, and the Recreation Amenities Division (RAD) that are financed and operated in a manner similar to private business enterprises, where the costs of providing services on a continuing basis are financed through user charges.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with an enterprise fund's principal ongoing operations. The principal operating revenues of the District enterprise funds are charges to customers for services. Operating expenses for enterprise funds include the cost of services, administrative expenses, depreciation on capital assets, and amortization of debt service premiums and discounts, as well as intangible assets. Revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Additionally, the District reports on the following fund type:

Fiduciary fund - The Beyond the Stars Agency Fund accounts for the voluntary donations made by District employees for the benefit of needy employees and their families. This fund is not reflected in the government-wide financial statements because the resources of the fund are not available to support the District's own programs. The accounting used for this fund is much like that used for proprietary funds.

(d) *Budgetary Data*

Legal authority and control are established in accordance with Section 190.008 of Florida Statutes. Annual budgets are adopted and approved by the Board of Supervisors. Annual budgets, as well as subsequent amendments, are adopted for all funds on a basis consistent with GAAP. All budget amounts presented in the statements reflect the original budget and the amended budget if so amended.

(e) *Deposits and Investments*

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, cash with fiscal agent, and short-term investments with original maturities of three months or less from the date of acquisition. The District also holds assets that are defined as investments. The District's investments are recorded at fair value unless the investment qualifies as an external investment pool and follows the guidance in GASB Statement No. 79, which allows the investment to be recorded at amortized cost.

(f) *Capital Assets*

Capital assets are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and the proprietary fund financial statements. As defined by the District, capital assets are assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(f) *Capital Assets (continued)*

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Depreciation of capital assets is computed using the straight-line method. Estimated useful lives of the assets are as follows:

Buildings and structures	15-40 years
Improvements other than buildings	10-40 years
Machinery and equipment	5-10 years

(g) *Intangible Assets*

Intangible assets represent the discounted value of future amenity fees or utilities service fees acquired from the Developer, and are capitalized at cost at the date of acquisition. Intangible assets are amortized on a straight-line basis over an estimated useful life of 40 years.

(h) *Compensated Absences*

It is the District's policy to accumulate earned but unused vacation benefits. All vacation pay is accrued when incurred in the government-wide financial statements. Compensated absences increased by \$152,743 in Fiscal Year 2017-2018 and had an ending balance of \$815,942.

(i) *Bond Discounts, Bond Premiums and Issuance Costs*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable business-type activities statement of net position. Bond premiums and discounts and bond insurance costs, are deferred and amortized over the term of the bonds using the straight-line method, which approximates the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, proprietary fund types recognize bond issuance costs during the period when the debt is issued. The face amount of debt issued is reported as other financial sources. Issuance costs are reported as other debt services expenditures.

(j) *Use of Estimates*

The preparation of financial statements requires management of the District to make a number of estimates and assumptions relating to the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

(k) *Restricted Assets – Proprietary Funds*

Certain proceeds of revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the statement of net position because their use is limited by applicable bond covenants. Restricted assets in the form of cash and cash equivalents that will be used to pay current liabilities are classified as current assets in the accompanying statement of net position.

The resolutions, authorizing both the utility and recreational revenue bonds, require that the District establish sinking fund and reserve accounts in amounts that equal the Reserve Account

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(k) Restricted Assets – Proprietary Funds (continued)

Requirements, which are defined in the Bond Trust Indentures. In addition, the bond resolutions require that a renewal and replacement reserve be established. The renewal and replacement reserve deposits are maintained as restricted assets until such time as needed to fund those necessary recreation and water and sewer system renewals and replacements.

The utility bond resolutions further require that the District deposit all system development charges promptly, upon receipt thereof, in the System Development Charges account. These funds shall be accumulated and applied by the District in accordance with the provisions of the Bond Trust Indentures.

(l) Accounts and Notes Receivable

Accounts and notes receivable in the proprietary funds consists of amounts due on amenity contracts, charges for water and sewer, and amounts owed by the developer as a portion of the settlement agreement. For uncollectible accounts receivable, the allowance method is used. As of September 30, 2018, the amounts for allowance for doubtful accounts are \$608,891 in RAD, \$108,724 for VCSA, and \$37,639 in LSSA.

(m) Retirement Benefits

Full-time employees participate in the District defined contribution retirement plans. The plans were established under IRS section 401(a) and 457(b) and are administered by Nationwide and ICMA. Employees may choose among various investment options available to plan participants. There are two classes of employees participating in the plan, regular full-time employees and professional fire-fighters. During Fiscal Year 2017-2018, regular full-time employees received a 6% contribution and professional fire-fighters received a 15% contribution based on each employee's total salary. At the end of Fiscal Year 2017-2018, there were 215 regular full-time employee participants and 116 professional fire-fighters. Employer contributions to the plan for the Fiscal Year 2017-2018 totaled \$501,034 for the regular full-time employees and \$964,532 for the professional fire-fighters. Beginning in Fiscal Year 2015-2016, the Board approved an employer match as follows: of up to 2% for those non-emergency staff that participate in either of the 457-B plans with contributions from the employee to those 457-B plans of at least 2% and of up to 1% for those emergency personnel per collective bargaining agreement that participate in either of the 457-B plans with contributions from the employee to those 457-B plans of at least 1%. Employer match contributions for the Fiscal Year 2017-2018 totaled \$73,279 for the regular full-time employees and \$46,119 for the professional fire-fighters. Employees are fully vested in the plan when employed full-time for 6 years and upon termination of employment will receive 100% of the contributions made on their behalf. If employment is terminated prior to an employee becoming fully vested, they receive a portion of the amount based on the following terms of full-time employment: 2 years – 20%, 3 years – 40%, 4 years – 60%, and 5 years – 80%. Any amounts forfeited by employees are distributed annually to the remaining members of the plan on a proportional basis. The plan can only be amended with the approval of the District Board of Supervisors and in the case of the professional fire-fighters; the IAFF Local 4770 must approve changes to the Collective Bargaining Agreement regarding pension contributions. ICMA was closed to new entrants and deferral contributions as of August 2018.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(1) Summary of Significant Accounting Policies (continued)

(n) Implementation of Governmental Accounting Standards Statements

GASB Statement No. 75

During the year ending September 30, 2018, The District implemented GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures for Other Postemployment Benefits (OPEB). As a result of implementation, Note disclosure 1(m) and the applicable Required Supplementary Information (RSI) were added to these financial statements. A requirement of the statement was restatement of prior years' financial statements in order to retroactively apply the reporting of OPEB liability. VCCDD financial statements were restated for the fiscal year ending September 30, 2017, the first year the actuary study was completed for the OPEB liability. The following is the net effect of the restatement on beginning net position for the total governmental fund balance:

		ENDING NET POSITION 2017	RESTATED ENDING NET POSITION 2017	DIFFERENCE
Total Governmental Funds	\$	29,795,826	\$ 29,243,967	\$ (551,859)

Note 12 was added to include the additional information required of this statement.

GASB Statement No. 73

During the year ending September 30, 2018, The District implemented GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. This Statement requires employers who provide Defined Contribution Pension Plans to include certain disclosures in the notes to the financial statements.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments

Short-Term Portfolio

As of September 30, 2018, the District had the following deposits and investments:

Deposits and Investment Type	Fair Value at September 30, 2018	Weighted Average Maturity (Days)	Credit Rating
Cash on Hand	\$ 3,385	-	n/a
Demand Deposits, CFB	3,004,805	1.0	n/a
Florida Education Investment Trust Fund, FEITF	7,217,630	37.0	AAAm
U.S. Bank - State Board of Administration, Florida Prime TM	19,908,762	72.0	AAAm
Florida Cooperative Liquid Assets Securities System, FLCLASS	31,650,668	49.0	AAAm
Florida Local Government Investment Trust, FLGIT	21,131,111	708.1	AAAf/S1
Florida Fixed Income Trust Enhanced Cash, FLFIT	17,886,982	321.2	AAAf/S1
Metlife Annuity Investment	4,699,736	206.2	AA-
Total Fair Value	\$ 105,503,079		
Less: Fiduciary Fund Cash & Cash Equivalent Balances	(44,349)		
Basic Financial Statement Balances	\$ 105,458,730		
Portfolio Weighted Average Maturity (WAM)		236.3	

Interest Rate Risk. Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect an investment's fair value. GASB 40 requires that interest rate risk be disclosed using one of the five approved methods. The five methods are: segmented time distribution, specific identification, Weighted Average Maturity (WAM), duration, and simulation model. The District has used the WAM method in the above chart. In accordance with the District's investment policy, the government manages its exposure to decline in fair values by limiting the WAM of its investment portfolio to less than three years. The WAM on September 30, 2018, was 236.3 days.

Credit Risk. GASB 40 requires disclosure of credit quality ratings for investments in debt securities as well as investments in external investment pools, money market funds, and other pooled investments of fixed income securities. Investments may be aggregated by ratings categories within the disclosure. Ratings are set by nationally recognized statistical rating organizations (Fitch, Moody's, and Standard and Poor's (S&P)). Fitch provides the ratings for Florida Municipal Investment Trust (FMIT), while S&P provides the ratings for the Florida Education Investment Trust Fund (FEITF), Florida Local Government Investment Trust (FLGIT), Florida Cooperative Liquid Assets Securities System (FLCLASS), and the State Board of Administration, Florida PrimeTM.

Operating cash is maintained with Citizens First Bank (CFB), a Qualified Public Depository, pursuant to Chapter 280, Florida Statutes. Interest earned on the deposits during the Fiscal Year totaled \$50,678.

The District's cash equivalents consist of funds placed with three entities:

The State Board of Administration (SBA) for participation in the Local Government Investment Pool (Florida PrimeTM) created by Section 218.415, Florida Statutes. This investment pool operates under investment guidelines established by Section 215.47, Florida Statutes. The District's investments in the Florida PrimeTM, an external investment pool, are reported at amortized cost.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Short-Term Portfolio (continued)

Credit Risk (continued)

- The District recognized \$141 in earnings from Florida PrimeTM during the 2017-2018 Fiscal Year.
- US Bank is the trustee for the restricted debt service trust accounts deposited with the Local Government Investment Pool (Florida PrimeTM). The District recognized \$254,129 in bond fund earnings from Florida PrimeTM during the 2018 Fiscal Year.
- Florida Cooperative Liquid Assets Securities System (FLCLASS). FLCLASS is an independent local government investment pool and is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. The District's investments in FLCLASS are reported at amortized cost. The District recognized \$522,725 in earnings from FLCLASS for the Fiscal Year 2017-2018.
- Florida Education Investment Trust Fund (FEITF) is a common law trust and is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. The District's investments in FEITF are reported at amortized cost. The District recognized \$127,394 in earnings from FEITF during the Fiscal Year 2017-2018.

The District's short-term investments consist of funds placed with the following entities:

- The Florida League of Cities, Inc. for participation in the Florida Municipal Investment Trust (FMIvT) investment pools is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. The District owns shares in the 1-3 Year High Quality Bond Fund pool operated by the FMIvT. GASB 31 requires all governments to mark to market the unrealized gains and losses incurred in its investments. As of September 30, 2018, the FMIvT had recorded a realized gain of \$29,671. The realization of this gain was due to the District withdrawing participation in the pool.
- The Florida Local Government Investment Trust (FLGIT), a pool sponsored by the Florida Association of Counties and the Florida Court Clerks & Comptrollers. The pool is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. GASB 31 requires all governments to mark to market the unrealized gains and losses incurred in its investments. As of September 30, 2018, the FLGIT had achieved unrealized gains of \$94,911. The realization of these gains will only occur from the future sale of underlying share in the FLGIT.
- The Board approved the transfer of funds from Florida Municipal Investment Trust (FMIvT) to Florida Fixed Income Trust (FLFIT) Enhanced Cash Pool account in June 2018. The FL-FIT Enhanced Cash Pool is an authorized investment consistent with Section 218.145 (16)(a), Florida Statutes and the District's short-term investment policy. The District recognized realized gains of \$101,646 and unrealized gains of \$87 during Fiscal Year 2018. The realization of the gain will only occur upon the future sale of the underlying shares.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Short-Term Portfolio (continued)

Credit Risk (continued)

- On May 13, 2008, The Villages of Lake Sumter, Inc. (VLS) obtained an annuity contract with MetLife, Inc. with an initial balance of \$10,961,777, and provided it to the Village Center Community Development District (VCCDD) as sole beneficiary of the contract proceeds. Provision of this annuity contract was required in the litigation settlement agreement among VLS, VCCDD and residents of The Villages. This annuity provides interest earnings at a rate of 5.87 percent with payments in various amounts due annually on December 31, 2013, through December 31, 2020, and totaling \$17,124,200. As of September 30, 2018, the annuity contract was valued at \$4,699,736, including accrued interest. MetLife is rated A+ by A.M. Best, AA- by Standard & Poor's, Aa3 by Moody's and AA- by Fitch. The Standard & Poor's rating is shown in the above schedule. The unrealized gain in Fiscal Year 2017-2018 was \$296,403. This investment is at contract value and not subject to GASB 72 fair value classifications.
- In total, the District recognized investment earnings of \$1,477,785 in the short-term portfolio during the Fiscal Year.

Concentration of Credit Risk. The District's short-term investment policy requires the diversification of its investment portfolio. Investments may be diversified by:

- Limiting investments to avoid over-concentration in securities from a specific issuer or business sector;
- Limiting investments in securities with higher credit risks;
- Investment in securities with varying maturities; and
- Continuously investing a portion of the portfolio in readily available funds, such as the Florida PrimeTM, money market funds, or overnight repurchase agreements to ensure the appropriate liquidity is maintained to meet ongoing obligations.

Custodial Credit Risk - Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District invests its operating cash solely in Qualified Public Depositories that meet the requirements of Chapter 280, Florida Statutes. In addition to protection of up to \$250,000 for its deposits with a single bank as provided by the Federal Deposit Insurance Corporation (FDIC), the District's deposits are provided the extra level of security afforded by using a public depository that meets the requirements of Chapter 280. This includes the provision by the public depository of collateral based on the amount of public deposits maintained at the institution and the ability of the State of Florida to levy other public depositories for shortages in collateral in the event of the failure of a public depository. The Citizens First Bank is a Qualified Public Depository.

Custodial Credit Risk - Investments. For an investment this is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. All investments are held in the name of the District by a custodian or a trustee for the District.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Short-Term Portfolio (continued)

Short-Term Investment Policy

The District is authorized to invest in those financial instruments as established by the short-term investment policy of the District. This policy allows investments authorized under Section 218.415, Florida Statutes amended to include Repurchase Agreements and prohibiting derivative-type investments. The authorized investments consist of:

- The Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act as provided in Section 163.01, Florida Statutes.
- Securities and Exchange Commission registered money market mutual funds with the highest credit quality rating from a nationally-recognized rating agency.
- Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02, Florida Statutes.
- Direct obligations of the United States Treasury.
- Federal agencies and instrumentalities.
- Repurchase agreements with financial institutions approved as public depositories, provided that the underlying collateral consists of obligations of the United States Government, its agencies and instrumentalities. The repurchase agreement shall be collateralized equal to at least 102 percent of the value of the District's investment.

Fair Value Measurement. The District holds assets that are defined as short-term investments. The District's investments are recorded at fair value unless the investment qualifies as an external investment pool under the guidance in GASB Statement No. 79.

The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels:

- Level 1 inputs-are quoted prices (unadjusted) for identical assets or liabilities in active markets that a government can access at the measurement date
- Level 2 inputs-are inputs other than quoted prices included within Level 1 that are observable for an asset or liability, either directly or indirectly.
- Level 3 inputs-are unobservable inputs for an asset or liability. The fair value hierarchy gives the highest priority to Level 1 inputs and the lowest priority to Level 3 inputs. If a price for an identical asset or liability is not observable, a government should measure fair value using another valuation technique that maximizes the use of relevant observable inputs and minimizes the use of unobservable inputs.

The following short-term investments are recorded at fair value:

- Florida Fixed Income Trust Enhanced Cash Pool (FLFIT)

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Short-Term Portfolio (continued)

Fair Value Measurement (continued)

- Florida Local Government Investment Trust (FLGIT).

Under the fair value hierarchy, all of these investments are considered to be Level 2.

The District's holds investments in qualified external investments pools that measure all of its investment at amortized cost for financial reporting purposes. These investments are recorded at amortized cost. The following investments are recorded at amortized costs and are not subject to the fair value hierarchy:

- Florida Local Government Investment Pool (Florida Prime™)
- Florida Cooperative Liquid Assets Securities System (FLCLASS)
- Florida Education Investment Trust Fund (FEITF)

None of the pools have limitations or restrictions on participant withdrawals including items such as redemption notices, maximum transaction amounts, and the pool's authority to impose liquidity fees or redemption gates.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Long-Term Portfolio

The District has a Long-Term Investment Policy (LTIP) which allows for investments in fixed income and equity mutual funds, and money market funds. These funds are reported at fair value and as of September 30, 2018, had the following balances:

Long Term Investment Portfolio	Fair Value at September 30, 2018	Average Maturity (years)	Credit Rating
Domestic Equity			
Vanguard Total Stock Market Index	\$ 3,393,430	N/A	N/A
iShares Edge MSCI USA Quality Factor	184,174		
Ishares Core S&P Small-Cap ETF	190,707	N/A	N/A
International Equity			
Vanguard Total International Stock Index	593,339	N/A	N/A
Vanguard International Value	390,056	N/A	N/A
J. O. Hambro International Select	484,965	N/A	N/A
Oppenheimer International Small-Mid Company	243,131	N/A	N/A
Hartford Schroders Emerging Markets Equity	174,792		
Fixed Income			
Baird Core Plus	1,027,453	7.95	A
DoubleLine Core Fixed Income I	465,402	7.09	A
PGMI Total Return	310,097	7.40	A
Vanguard Intermediate-Term Investment Grade	1,030,870	5.90	A
Vanguard High Yield Corporate	288,379	5.40	BB
Cash Equivalent			
First American Government Obligation	26,293	24 Days	AAAm
Total Fair Value	\$ 8,803,088		

The District's LTIP allocations seek to have up to 60% in equities with the remainder in fixed income and/or cash and cash equivalents. The District contracts with qualified investment managers to whom authority is delegated to invest and reinvest assets in accordance with the LTIP. The District's LTIP does not place specific limits on maturities. During the current Fiscal Year, the Long-Term Investment Portfolio had an unrealized gain of \$639,218. The realization of the gain will only occur from the future sale of underlying shares in the portfolio.

Interest Rate Risk. Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect an investment's fair value. The District's LTIP addresses managing its exposure for changes in interest rate through maintaining diversification of its investments to minimize the impact of downturns in the market.

Credit Risk. GASB 40 requires disclosure of credit quality ratings for investments in debt securities as well as investments in external investment pools, fixed income mutual funds, money market funds, and other pooled investments of fixed income securities. The District's LTIP stipulates that the average credit rating of the overall fixed income portfolio should be investment grade, based on the rating of one Nationally Recognized Statistical Rating Organization (NRSRO), such as Fitch, Moody's, Standard and Poor's (S&P), etc.

Concentration of Credit Risk. The District's LTIP requires the diversification of its portfolio. The LTIP contains an Asset Allocation Target with the objective of achieving an average total rate of

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Long-Term Portfolio (continued)

Concentration of Credit Risk (continued)

return that is equal to or greater than the portfolio's target rate of return over the long-term. The Asset Allocation Targets are as follows:

<u>Asset Classes</u>	<u>Asset Weightings</u>	
	<u>Range</u>	<u>Target</u>
Growth Assets		
Domestic Equity	20% - 60%	40%
International Equity	0% - 40%	20%
Other	0% - 20%	0%
Income Assets		
Fixed Income	20% - 60%	40%
Other	0% - 20%	0%
Real Return Assets	0% - 20%	0%
Cash Equivalents	0% - 20%	0%

Custodial Credit Risk - Investments. For an investment this is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. All investments are held in the name of the District by a custodian or a trustee for the District.

Long-Term Investment Policy. The District is authorized to invest in those financial instruments as established by the LTIP of the District. The LTIP was developed in accordance with Section 218.415, Florida Statutes, and prohibits direct investment in derivative-type investments. The authorized investments consist of:

- Domestic and International Equities
- Fixed Income Securities
- Other Assets (Alternatives)
 - Real Estate Investment Trust (REIT)
 - Treasury Inflation Protected Securities (TIPS)
- Cash Equivalents

The objectives of the LTIP are to diversify investments in order to minimize the impact of large losses from individual investments; provide funding for anticipated withdrawals; enhance the value of the portfolio in real terms over the long-term through asset appreciation and income generation, while maintaining a reasonable investment risk profile; minimize principal fluctuations over the time horizon (five years or longer); and achieve a long-term level of return commensurate with contemporary economic conditions and equal to or exceeding the performance expectation (an average total annual rate of return that is equal to or greater than the portfolio's hurdle rate of 5%).

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(2) Deposits and Investments (continued)

Long-Term Portfolio (continued)

Long-term Investment Policy (continued)

The time horizon for the LTIP is five years or longer.

Foreign Currency Risk. The District's LTIP does not allow for direct investments in foreign currency.

Fair Value Measurement. The District holds assets that are defined as long-term investments. The District's investments are recorded at fair value unless the investment qualifies as an external investment pool under the guidance in GASB Statement No. 79. All of the long-term investments are recorded at fair value.

Under the fair value hierarchy, all of these investments are considered to be Level 2.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Notes to Basic Financial Statements
September 30, 2018

(3) Capital Assets

Capital asset activity for the year ended September 30, 2018, was as follows:

	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Governmental activities:				
Assets not being depreciated:				
Land	\$ 1,427,519	-	-	1,427,519
Construction in progress	1,127,679	212,588	(1,329,315)	10,952
Total assets not being depreciated	<u>2,555,198</u>	<u>212,588</u>	<u>(1,329,315)</u>	<u>1,438,471</u>
Assets being depreciated:				
Building	4,822,878	50,629	-	4,873,507
Furniture & fixtures	11,495,762	2,603,407	(197,350)	13,901,819
Infrastructure	597,188	-	-	597,188
Leasehold improvements	490,223	-	-	490,223
Total assets being depreciated	<u>17,406,051</u>	<u>2,654,036</u>	<u>(197,350)</u>	<u>19,862,737</u>
Total assets	<u>19,961,249</u>	<u>2,866,624</u>	<u>(1,526,665)</u>	<u>21,301,208</u>
Less accumulated depreciation for:				
Building	(689,122)	(128,545)	-	(817,667)
Furniture & fixtures	(5,078,845)	(1,176,947)	154,081	(6,101,711)
Infrastructure	(121,226)	(32,169)	-	(153,395)
Leasehold improvements	(145,869)	(19,950)	-	(165,819)
Total accumulated depreciation	<u>(6,035,062)</u>	<u>(1,357,611)</u>	<u>154,081</u>	<u>(7,238,592)</u>
Governmental activities capital assets, net	<u>13,926,187</u>	<u>1,509,013</u>	<u>(1,372,584)</u>	<u>14,062,616</u>
	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Business activities:				
Assets not being depreciated:				
Land	9,891,121	287,605	-	10,178,726
Construction in progress	2,648,027	1,414,178	(3,727,485)	334,720
	<u>12,539,148</u>	<u>1,701,783</u>	<u>(3,727,485)</u>	<u>10,513,446</u>
Assets being depreciated:				
Buildings and structures	65,451,503	3,212,178	-	68,663,681
Infrastructure	107,075,322	3,271,135	(17,837)	110,328,620
Leasehold improvements	9,815	-	-	9,815
Furniture & fixtures	2,589,155	417,198	(217,337)	2,789,016
Total assets being depreciated	<u>175,125,795</u>	<u>6,900,511</u>	<u>(235,174)</u>	<u>181,791,132</u>
Total assets	<u>187,664,943</u>	<u>8,602,294</u>	<u>(3,962,659)</u>	<u>192,304,578</u>
Less accumulated depreciation for:				
Buildings and structures	(25,805,041)	(1,822,272)	-	(27,627,313)
Infrastructure	(48,217,857)	(3,846,350)	17,837	(52,046,370)
Leasehold improvements	(7,934)	(981)	-	(8,915)
Furniture & fixtures	(1,833,930)	(171,814)	206,586	(1,799,158)
Total accumulated depreciation	<u>(75,864,762)</u>	<u>(5,841,417)</u>	<u>224,423</u>	<u>(81,481,756)</u>
Business activities capital assets, net	<u>111,800,181</u>	<u>2,760,877</u>	<u>(3,738,236)</u>	<u>110,822,822</u>
Total capital assets governmental and business activities:	\$ <u>125,726,368</u>	<u>4,269,890</u>	<u>(5,110,820)</u>	<u>124,885,438</u>

Government activities depreciation expense of \$1,357,611 pertains primarily to the Department of Public Safety. Business activity depreciation expense totals \$5,841,417.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
Notes to Basic Financial Statements
September 30, 2018

(4) Intangible Assets

Intangible asset activity for the year ended September 30, 2018, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Business-type activities:				
RAD:				
Discounted value of amenity fees	\$ 171,432,090	-	-	171,432,090
Less accumulated amortization	<u>(74,280,586)</u>	<u>(4,271,263)</u>	<u>-</u>	<u>(78,551,849)</u>
Intangible assets, net	<u>97,151,504</u>	<u>(4,271,263)</u>	<u>-</u>	<u>92,880,241</u>
LSSA:				
Discounted value of utilities charges	43,338,051	-	-	43,338,051
Less accumulated amortization	<u>(15,164,347)</u>	<u>(1,083,451)</u>	<u>-</u>	<u>(16,247,798)</u>
Intangible assets, net	<u>28,173,704</u>	<u>(1,083,451)</u>	<u>-</u>	<u>27,090,253</u>
Business-type activities total:				
Discounted value of amenity fees	171,432,090	-	-	171,432,090
Discounted value of utilities charges	43,338,051	-	-	43,338,051
Less accumulated amortization	<u>(89,444,933)</u>	<u>(5,354,714)</u>	<u>-</u>	<u>(94,799,647)</u>
Intangible assets, net	<u>\$ 125,325,208</u>	<u>(5,354,714)</u>	<u>-</u>	<u>119,970,494</u>

(5) Interfund Balances

The composition of interfund balances as of September 30, 2018, is as follows:

Due to/from other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	
General Fund	RAD	\$ 3,535
	Fitness	1,292
	Safety	11
	TEA	49,949
LSSA	VCSA	28,986
VCSA	LSSA	34,539
Community Standards	General Fund	9
RAD	General Fund	16,000
	VCSA	73,824
	LSSA	87,395
	Fitness	2,943
	VOSS	29
	Safety	2,226
	Community Standards	5,905
TEA	RAD	288,653
Safety	General Fund	2,059
	RAD	90,494
Total		<u>\$ 687,849</u>

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(5) Interfund Balances (Continued)

The outstanding balances between funds result from normal monthly reimbursements that were accrued at the end of the Fiscal Year, September 30, 2018, and in most cases were liquidated by payments in October 2018.

(6) Long-term Debt

Revenue Bonds Payable

Revenue bonds payable consisted of the following:

Recreation Amenities Division Bonds:

\$172,425,000 Taxable Recreational Revenue Refunding Bonds, Series 2014 due in annual principal installments ranging from \$3,320,000 to \$11,595,000 through November 2036 in accordance with the redemption schedule. Interest is due semi-annually on May 1 and November 1 of each year until redemption or maturity. Interest rates range from 2.788% to 5.015%.

\$ 146,895,000

VCSA Utility Revenue Bonds

\$14,320,000 Utility Revenue Refunding Bonds, Series 2014A due in annual principal installments ranging from \$1,490,000 to \$1,810,000 through October 2023 in accordance with the redemption schedule. Interest is due semi-annually on April 1 and October 1 of each year until redemption or maturity. Interest rates range from 2.788% to 3.956%.

9,920,000

LSSA Utility Revenue Bonds

\$70,300,000 Utility Revenue Bonds, Series 2014B due in annual principal installments ranging from \$2,255,000 to \$4,955,000 through October 2036 in accordance with the redemption schedule. Interest is due semi-annually on April 1 and October 1 of each year until redemption or maturity. Interest rates range from 2.788% to 5.015%.

63,780,000

Total revenue bonds payable \$ 220,595,000

Less current installment of revenue bonds payable (12,605,000)

Revenue bonds payable less current installments \$ 207,990,000

The Taxable Recreational Revenue Bonds, Series 2014 are secured by a lien and pledge of amenity fees and other revenues under the indenture which are derived by the District from the users of the recreational facilities.

The VCSA Utility Revenue Bonds are secured by a lien and pledge of the revenues under the indenture which are derived by the District from the fees and charges for water and wastewater services in the Village Center Areas (VCSA).

The LSSA Utility Revenue Bonds are secured by a lien and pledge of the revenues under the indenture which is derived by the District from the fees and charges for water and wastewater services in the Little Sumter Service Areas (LSSA).

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(6) Long-term Debt (continued)

Revenue Bonds Payable (continued)

The annual requirements to amortize the principal and interest of all revenue bonds payable as of September 30, 2018, are as follows:

		<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Fiscal year ending September 30:				
	2019	12,605,000	9,818,688	22,423,688
	2020	10,495,000	9,480,931	19,975,931
	2021	9,780,000	9,117,270	18,897,270
	2022	10,190,000	8,705,579	18,895,579
	2023	10,615,000	8,276,666	18,891,666
	2024-2028	48,025,000	34,921,023	82,946,023
	2029-2033	62,795,000	22,182,050	84,977,050
	2034-2038	56,090,000	6,228,129	62,318,129
Total	\$	<u>220,595,000</u>	<u>108,730,335</u>	<u>329,325,335</u>

Changes in Long-term Debt:

		<u>Beginning balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending balance</u>	<u>Due within one year</u>
Governmental activities:						
Compensated absences	\$	663,199	152,743	-	815,942	163,188
Other post-employment benefits		551,859	16,508	-	568,367	17,347
Governmental activities long-term debt		<u>1,215,058</u>	<u>169,251</u>	<u>-</u>	<u>1,384,309</u>	<u>180,535</u>
Business-type activities:						
Bonds payable						
RAD		155,525,000	-	(8,630,000)	146,895,000	8,830,000
VCSA Water and Sewer		11,410,000	-	(1,490,000)	9,920,000	1,520,000
LSSA Water and Sewer		65,985,000	-	(2,205,000)	63,780,000	2,255,000
Total business-type activities						
long-term liabilities		<u>232,920,000</u>	<u>-</u>	<u>(12,325,000)</u>	<u>220,595,000</u>	<u>12,605,000</u>
Total debt	\$	<u>234,135,058</u>	<u>169,251</u>	<u>(12,325,000)</u>	<u>221,979,309</u>	<u>12,785,535</u>

Pledged Revenues:

The District has pledged certain amenities fee and water and sewer revenue to pay the principal and interest on Recreational Revenue and Utility Revenue Bonds issued to pay for the purchase of recreational and water and sewer utility facilities from the Developer. These Recreational and Utility Revenue Bonds were outstanding on September 30, 2018, as shown below. The table below reports the revenues pledged for each debt issue, the amounts of revenue received in the current year, the current year principal and interest paid on the debt, the approximate percentage of each revenue which is pledged to meet the debt obligation, and the date through which the revenue is pledged under the debt agreement and the total pledged future revenues for each debt, which is the amount of the remaining principal and interest on the bonds as of September 30, 2018.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(6) Long-term Debt (continued)

Pledged Revenues (continued)

Description of Debt	Pledged Revenue	Revenue Received	Principal and Interest Paid	Estimated Percent Pledged	Outstanding Principal and Interest	Pledged Through
Business type funds						
Taxable Recreational Revenue Bonds, Series 2014	Amenities Fee Revenue and Other Income of RAD Fund	\$ 42,738,326	\$ 15,312,980	35.83%	220,779,807	2036
Taxable Utility Revenue Bonds, Series 2014A	Water and Sewer Revenue, VCSA Fund	7,027,082	1,851,093	26.34%	11,108,404	2023
Taxable Utility Revenue Bonds, Series 2014B	Water and Sewer Revenue, LSSA Fund	11,127,154	5,155,321	46.33%	97,437,123	2036

(7) Related Parties

The District entered into interlocal agreements to provide Village Community Development District No. 1 (District No. 1), Village Community Development District No. 2 (District No. 2), Village Community Development District No. 3 (District No. 3), Village Community Development District No. 4 (District No. 4), Village Community Development District No. 5 (District No. 5), Village Community Development District No. 6 (District No. 6), Village Community Development District No. 7 (District No. 7), Village Community Development District No. 8 (District No. 8), Village Community Development District No. 9 (District No. 9), Village Community Development District No. 10 (District No. 10), Village Community Development District No. 11 (District No. 11), and Village Community Development District No. 12 (District No. 12), Sumter Landing Community Development District (Sumter Landing), North Sumter County Utility Dependent District and Brownwood Community Development District, certain management, finance, and administrative services for fees of \$144,485, \$156,506, \$171,856, \$226,112, \$152,028, \$157,668, \$133,494, \$151,390, \$136,510, \$143,596, \$103,677, \$108,909, \$13,442,383, \$822,469, and \$301,543, respectively, for the Fiscal Year ended September 30, 2018. Upon action by their respective Boards of Supervisors, District No. 1 through District No. 11, Sumter Landing District, NSCUDD, and Brownwood may request additional services as they deem necessary for the efficient and effective management of their respective districts. Such additional services are billed to the benefiting district at the District's cost, and include items such as payroll reimbursement for board members, reimbursement for payment of the investment advisor contract, and office equipment lease and copy costs. The District also has agreements to provide Deed Compliance Services to Village Community Development District No. 1 (District No. 1), Village Community Development District No. 2 (District No. 2), Village Community Development District No. 3 (District No. 3), Village Community Development District No. 4 (District No. 4), Village Community Development District No. 5 (District No. 5), Village Community Development District No. 6 (District No. 6), Village Community Development District No. 7 (District No. 7), Village Community Development District No. 8 (District No. 8), Village Community Development District No. 9 (District No. 9), and Village Community Development District No. 10 (District No. 10). For the year ending September 30, 2018, those fees were \$43,278, \$39,219, \$45,497, \$45,822, \$61,895, \$63,085, \$54,210, \$62,761, \$73,206, and \$112,238, respectively.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(7) Related Parties (continued)

The District has purchased from the Developer classified advertising, building rents, management services, and repair services for \$831,295. In addition, the District reimbursed the Developer \$328,605 for items and services purchased or paid for by the Developer on behalf of the District.

The District purchased water, waste water, and irrigation water, paying rates approved by the Public Service Commission, from companies affiliated with the Developer for \$22,365. The District paid bank fees and loan interest to a bank affiliated with the Developer in the amount of \$19,929 and maintained demand deposit accounts with the same bank based on a compensating balance agreement.

Substantially all capital costs for infrastructure were acquired from the Developer or paid on contracts that were assigned to the District by the Developer using bond proceeds in either the current or previous years.

The District is governed by a five-member Board of Supervisors. As of September 30, 2018, four of the five members of the Board of Supervisors are employees of, or affiliated with, the Developer.

(8) Commitments and Contingencies

Operating Leases

The District had entered into three leases with the Developer. One is an office lease that will terminate in January 2020 and two were for office leases which will expire in Fiscal Year 2023-24. Public Safety also has two facility leases with SLAD and a water tower lease with NSU. The three Developer office leases will not encounter a CPI-based increase until the sixth year of their lease renewal. The two public safety facilities and the water tower lease have a yearly CPI-based increase. The CPI increase is not included in the amounts stated below.

The District has also entered into operating leases for office equipment such as copiers. The future minimum lease payments for these leases are as follows:

	Building Leases	Equipment Leases	Total
Year Ending September 30:			
2019	860,102	35,055	895,157
2020	806,464	31,390	837,854
2021	779,644	20,478	800,122
2022	779,644	11,317	790,961
2023	779,644	2,637	782,281
2024-2028	1,146,458	-	1,146,458
2029-2033	596,105	-	596,105
2034-2035	457,010	-	457,010
Total	\$ 6,205,071	100,877	6,305,948

Hurricane Irma related expenses and revenues

In September 2017, The District sustained damage related to Hurricane Irma, in most part, with debris, trees and falling limbs. FEMA is expected to reimburse the District for storm related

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(8) Commitments and Contingencies (continued)

Hurricane Irma related expenses and revenues (continued)

damage. The District has submitted all required documentation to support the loss to FEMA. The amount of expenditures to date was \$581,059 and \$417,837 in 2018 and 2017 respectively. No FEMA reimbursement has been received or accrued to date due to the uncertainty of a reliable estimate of approved expenditures.

(9) Risk Management

The District is exposed to various risk of loss related to torts, theft, damage and destruction of assets, errors and omissions, and natural disasters. The District generally carries insurance for these risks, however, the District retains risk for certain property coverage and for losses in excess of coverage limits. There have been no claims in excess of coverage limits for the past two years.

(10) Litigation Settlement Agreement and Amenity Authority Committee (AAC)

As part of the litigation settlement agreement between the District, The Villages of Lake Sumter, and Villages residents, an initial payment of \$11,886,151 in cash was received in April 2008. In addition, a total of \$28,021,000 in further payments is due each December until 2020. The Villages of Lake Sumter provided the District an annuity contract which is held as an investment valued at \$13,110,449 to cover the last eight years of this settlement requirement. All five annual payments from the Developer have now been received. The payment of \$3,104,200 due December 31, 2018, was the sixth of the eight annuity payments received from the annuity contract.

As part of the settlement agreement, a requirement was established to form an Amenity Authority Committee (AAC) with duties, authority and limitations to be defined in an Interlocal Agreement among the Village Center Community Development District, the Town of Lady Lake, and Village Community Development District Nos. 1, 2, 3 and 4. This Interlocal Agreement dated April 18, 2008, establishes the membership of the AAC including elected representatives from each of the six jurisdictions named above. It establishes the powers and limitations of the AAC in advising and providing direction to the Board of Supervisors of the Village Center Community Development District concerning the receipt and expenditure of amenities fees, settlement proceeds and related funds.

(11) Investment Advisory Committee (IAC)

In December 2007, the Boards of Supervisors of the Village Center Community Development District, Sumter Landing Community Development District and Village Community Development District Nos. 1-8 formed an Investment Advisory Committee, comprised of one member for each District, to provide staff guidance on the Districts' investment strategy and to report back to their respective boards the status of the Districts' investments. In January 2009, an eleventh member was added to the committee, with the consent of all ten Districts, to represent the Amenity Authority Committee of the Village Center Community Development District. In addition, representatives from North Sumter County Utility Dependent District, Brownwood Community Development District, and Village Community Development Districts No. 9 and No. 10 have been added, bringing the committee to fifteen members.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(12) Other Post Employee Benefits (OPEB) Obligations

The District follows GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, for reporting the employers' OPEB Plan liability.

Plan Description. The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the District. Pursuant to the provisions of Section 112.0801, Florida Statutes, employees who retire from the District are eligible to participate in the District's medical and prescription drug coverage. The District subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The District does not offer any explicit subsidies for retiree coverage. Retirees are assumed to enroll in the Federal Medicare program for their primary coverage as soon as they are eligible. The OPEB Plan does not issue a stand-alone report, and is not included in the report of a public employee retirement system or other entity.

Summary of Membership Information. The following table provides a summary of the number of participants in the plan as of the measurement date:

Retirees and Beneficiaries	0
Inactive, Non-retired Members	0
Active Plan Members	288
Total Plan Members	288

Changes in the Total OPEB Plan Liability. The following table shows the change in the District's OPEB Plan liability:

Description	Amount
Service Cost	\$ 80,229
Interest on total OPEB Plan Liability	22,946
Difference between Expected and Actual Experience	(86,748)
Implicit Rate Study	81
Net Change in OPEB Plan Liability	16,508
Net OPEB Liability, Beginning Balance	551,859
Net OPEB Liability, Ending Balance	568,367
Net OPEB liability as a % of Covered Payroll	2.20%

Funded Status and Funding Progress. As of October 1, 2017, the most recent valuation date, the total OPEB Plan liability was \$568,367, and assets held in trust were \$0, resulting in a funded ratio of 0 percent. The covered payroll (annual payroll of active participating employees) was estimated to be \$26,202,169, and the ratio of the total OPEB Plan liability to the covered payroll was 2.20 percent.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(12) Other Post Employee Benefits (OPEB) Obligations (continued)

The OPEB Plan contribution requirements of the District and OPEB Plan members are established and may be amended through action from the Board. The District has not advance-funded or established a funding methodology for the annual OPEB expense or the net OPEB Plan liability, and the OPEB Plan is financed on a pay-as-you-go basis.

Actuarial Valuation Date. For employee and retiree population purposes, October 1, 2017, was the actuarial valuation date. For development of per capita cost purposes and for valuation purposes, October 1, 2017, was used as the effective date of OPEB Plan provisions.

Actuarial Valuation Methods and Assumptions. Actuarial valuations of an ongoing OPEB Plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment and termination, mortality, and healthcare cost trends. Amounts determined regarding the funded status of the OPEB Plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

The Individual Entry Age Normal Cost Method with an increasing normal cost pattern consistent with the salary increase assumptions used in the October 1, 2017 actuarial valuation of the Village Center Community Development District (VCCDD) Medical Plan was used in the OPEB Plan liability calculation.

Demographic assumptions employed in the actuarial valuation were the same as those employed in the October 1, 2017, actuarial valuation of the VCCDD Medical Plan. These demographic assumptions were developed by VCCDD from an Actuarial Experience Study, and therefore are appropriate for use in the OPEB Plan Actuarial Valuation. These include assumed rates of future termination, mortality, disability, and retirement. In addition, salary increase assumptions (for development of the pattern of the normal cost increases) were the same as those used in the October 1, 2017, actuarial valuation of the VCCDD Medical Plan.

The 2017 Pension Protection Act mortality tables were used in the October 1, 2017 actuarial valuation. They are based on the results of a statewide experience study covering the period 2006 through 2014.

The total OPEB Plan liability actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary Increases	2.50%

Healthcare cost trend rates were estimated with trend starting at 9.00% and gradually decreasing to an ultimate trend rate of 4.5%.

Administrative expenses are included in the claims rates.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(12) Other Post Employee Benefits (OPEB) Obligations (continued)

Discount Rate. There are no invested plan assets held in trust to finance the OPEB Plan liability. The discount rate used equals the tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA rating as of the measurement date. For the purpose of the OPEB Plan valuation, the municipal bond rate was 4.24% (based on the daily rate closest to but not later than the measurement date of the “Fidelity General Obligation AA Index”). The discount rate was 3.63% as of the beginning of the measurement period.

The District’s annual OPEB expense, net of current recognized deferred amounts totaled \$94,753 for the fiscal year ended September 30, 2018. At October 1, 2017, the District reported deferred inflows of resources related to the OPEB Plan liability from the following source:

<u>Description</u>	<u>Deferred Inflows of Resources</u>
Change of Assumptions	78,326

The deferred inflows of resources related to OPEB totaling \$86,748 arising from differences between expected and actual experiences, will be recognized in health insurance expense ratably over 10.3 years beginning in the year ending September 30, 2018 and subsequently as follows:

<u>Fiscal Year Ending September 30,</u>	<u>Amortization</u>
2019	8,422
2020	8,422
2021	8,422
2022	8,422
2023	8,422
Therefter	36,216
	<u>\$ 78,326</u>

Sensitivity of the District’s Total OPEB Plan Liability to Changes in the Discount Rate. The following presents the District’s OPEB Plan liability calculated using the discount rate of 4.24 percent, as well as what the OPEB Plan liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.24 percent) or 1-percentage-point higher (5.24 percent) than the current rate:

	1% Decrease in Discount Rate (3.24%)	Current Discount Rate (4.24%)	1% Increase in Discount Rate (5.24%)
OPEB Plan Liability	\$ 718,645	\$ 568,367	\$ 453,814

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT

Notes to Basic Financial Statements

September 30, 2018

(12) Other Post Employee Benefits (OPEB) Obligations (continued)

Sensitivity of the District's Total OPEB Plan Liability to the Healthcare Cost Trend Rate Assumption. The following presents the District's OPEB Plan liability calculated using the assumed healthcare cost trend rates as well as what the OPEB Plan's total liability would be if it were calculated using a trend rate that is one percent lower or one percent higher:

		Current Healthcare Medical Trend Rate Assumption	
	1% Decrease		1% Increase
Entry Age Normal Total OPEB Liability	\$ 443,097	\$ 568,367	\$ 738,881

**VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
SEPTEMBER 30, 2018**

Schedule of Other Postemployment Benefit (OPEB) Plan Liability and Schedule of Change in OPEB Plan Liability

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB statement No. 75 to pay related benefits.

Changes in assumptions and other inputs include the change in the discount rate from 3.63 percent as of the beginning of the measurement period to 4.24 percent as of the end of the measurement period. This change is reflected in the Schedule of Changes in Total OPEB Plan Liability.

Village Center Community Development District Required Supplementary Information Schedule of Changes in Net Other Postemployment Benefit (OPEB) Plan Liability and Related Ratios Last 10 Fiscal Years*	
	2018
Service Cost	\$ 80,229
Interest on Total OPEB Plan Liability	22,946
Difference between Expected and Actual Experience	(86,748)
Implicit Rate Study	81
Net Change in Total OPEB Plan Liability	16,508
Total OPEB Plan Liability, Beginning	551,859
Total OPEB Plan Liability, Ending	<u>\$ 568,367</u>
Total OPEB Plan Liability	\$ 568,367
Covered- Employee Payroll	\$ 26,202,169
Total OPEB Plan Liability as a Percentage of Covered-Employee Payroll	2.2%
<p>* The amounts presented for each fiscal year were determined as of October 1. The District implemented GASB Statement No. 75 for the fiscal year ended September 30, 2018. As a result, this schedule will present 10 years information as available.</p>	

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Board of Supervisors
Village Center Community Development District
The Villages, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of Village Center Community Development District (the District) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated January 30, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected, and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Certified Public Accountants

P.O. Box 141270 • 222 N.E. 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461 • FAX (352) 378-2505
Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872 • FAX (352) 732-0542
443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144 • FAX (850) 224-1762
5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350 • FAX (941) 907-0309
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Board of Supervisors
Village Center Community Development District
The Villages, Florida

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS
(Concluded)**

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Durvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

MANAGEMENT LETTER

Board of Supervisors
Village Center Community Development District
The Villages, Florida

Report on the Financial Statements

We have audited the financial statements of Village Center Community Development District (the District) as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated January 30, 2019.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, *Rules of the Florida Auditor General*.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountants' Report on an examination conducted in accordance with AICPA *Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosures in those reports, which are dated January 30, 2019, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. All prior audit findings have been addressed.

Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government be disclosed in this management letter, unless disclosed in the notes to the financial statements (see Note 1 of the District's September 30, 2018, basic financial statements for this information).

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556 (7), *Rules of the Auditor General*, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Certified Public Accountants

P.O. Box 141270 • 222 N.E. 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461 • FAX (352) 378-2505
Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872 • FAX (352) 732-0542
443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144 • FAX (850) 224-1762
5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350 • FAX (941) 907-0309
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Board of Supervisors
Village Center Community Development District
The Villages, Florida

MANAGEMENT LETTER
(Concluded)

Financial Condition and Management (Concluded)

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), *Rules of the Auditor General*, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires that we communicate any recommendations to improve financial management. There are no current year recommendations.

Additional Matters

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, and the Board of Supervisors and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.

We wish to take this opportunity to thank you and your staff for the cooperation and courtesies extended to us during the course of our audit. Please let us know if you have any questions or comments concerning this letter, our accompanying reports, or other matters.



January 30, 2019
Ocala, Florida

**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH
FLORIDA STATUTE SECTION 218.415 - INVESTMENT OF PUBLIC FUNDS**

Board of Supervisors
Village Center Community Development District
The Villages, Florida

We have examined Village Center Community Development District's (the District) compliance with Section 218.415, Florida Statutes, with regards to the District's investments during the fiscal year ended September 30, 2018. District management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the requirements referenced above. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements during the fiscal year ended September 30, 2018.

This report is intended solely for the information and use of the Florida Auditor General, the Board of Supervisors of the District, and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.

Purvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

Certified Public Accountants

P.O. Box 141270 • 222 N.E. 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461 • FAX (352) 378-2505
Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872 • FAX (352) 732-0542
443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144 • FAX (850) 224-1762
5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350 • FAX (941) 907-0309
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS



January 30, 2019

Board of Supervisors
Village Center Community Development District
The Villages, FL 32162

RE: Management Response Letter

Dear Supervisors:

Attached is the completed audit for Fiscal Year 2017 – 2018 for the Village Center Community Development District. We are proud to report that this audit has an unmodified opinion.

There are no internal control deficiencies, material weaknesses, or compliance issues identified and reported. No prior year comments were identified, as all have been corrected in previous years, and no new comments have been identified in the current audit report.

Your District staff has worked hard to assure you, as supervisors, that the management of the District's funds is conducted professionally, consistent with generally accepted accounting principles, and governing Florida Statutes.

We believe that Village Center Community Development District continues to set an example for the appropriate management of Community Development Districts as conceived in Chapter 190, Florida Statutes. We would particularly like to commend the staff of the Villages District Finance Department for their diligent efforts in recording and maintaining the financial records of the District.

We would be happy to entertain any questions members of the Board of Supervisors may have on the audit report or the management of District resources.

Sincerely,

Anne Hochsprung
Finance Director

Richard J. Baier
District Manager

Village Center Community Development District
984 Old Mill Run, The Villages, FL 32162
Business Telephone (352) 753-0421 Business Fax (352) 751-3901



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Barbara E. Kays, Budget Director

DATE: 2/6/2019

SUBJECT: **Approval of FY 19-20 Budget Calendar**

ISSUE:

Request Board approval of dates for the Proposed Budget approval at the June 12, 2019 regular meeting, and a Public Hearing to adopt the Final Budget at the September 11, 2019 regular meeting.

ANALYSIS/INFORMATION:

It's Budget Kick-off time! Attached is the District's tentative Fiscal Year 2019-20 Budget Calendar. The Village Center Community Development District budget schedule is explained below and highlighted on the attached calendar.

The approval of the Proposed Budget will take place during your regular meeting on June 12, 2019 in the District Large Conference Room.

The Public Hearing to adopt the Final Budget followed by the Board's adoption of the Final Budget is scheduled to take place at your regular meeting on September 11, 2019 in the District Large Conference Room. District Administration will meet individually with the Village Center Community Development District Board members to review budgets as necessary.

STAFF RECOMMENDATION:

Staff recommends Board approval of dates for the Proposed Budget approval at the June 12, 2019 regular meeting, and a Public Hearing to adopt the Final Budget at the September 11, 2019 regular meeting.

MOTION:

Move to approve the Fiscal Year 2019-20 Budget Calendar as presented.

ATTACHMENTS:

Description	Type
□ FY 19-20 Budget Calendar	Cover Memo

FY2019-20 TENTATIVE BUDGET CALENDAR

Mar 11	(Mon)	Regular Meeting - Preliminary Budget Workshop following meeting PWAC 8:30 am District - Large Conference Room
Mar 20	(Wed)	Joint Workshop - Amenity Deferral Discussion AAC/PWAC 9:00 am Savannah Center, Ashley Wilkes Room
Mar 25	(Mon)	Departments Submit Requested Budget Packet
Apr 8	(Mon)	Regular Meeting - Budget Update PWAC 8:30 am District - Large Conference Room
Apr 10	(Wed)	Regular Meeting - Budget Update AAC 9:00 am Savannah Center, Ashley Wilkes Room
No later than	May 1st	Submit Safety Recommended budget to Sumter County Administrator
May 6	(Mon)	Regular Meeting - Budget Review PWAC 8:30 am District - Large Conference Room
May 8	(Wed)	Regular Meeting - Budget Review AAC 9:00 am Savannah Center, Ashley Wilkes Room
May 9	(Thu)	Regular Meeting - Budget Review District 7 8:00 am District - Large Conference Room District 12 9:30 am District - Large Conference Room District 11 11:00 am District - Large Conference Room District 13 1:30 pm District - Large Conference Room
May 13	(Mon)	Budget Workshop District 5 8:00 am District - Large Conference Room District 6 9:30 am District - Large Conference Room District 8 11:00 am District - Large Conference Room District 9 1:30 pm District - Large Conference Room District 10 3:00 pm District - Large Conference Room
May 20	(Mon)	Budget Workshop District 1 8:00 am District - Large Conference Room District 2 9:30 am District - Large Conference Room District 3 11:00 am District - Large Conference Room District 4 1:30 pm District - Large Conference Room
Jun 3	(Mon)	Regular Meeting - Provide Recommendation PWAC 8:30 am District - Large Conference Room
Jun 6	(Thu)	Regular Meeting - Approve Proposed Budget SLCDD 10:00 am District - Large Conference Room BCDD 11:00 am District - Large Conference Room District 9 1:30 pm District - Large Conference Room District 10 3:00 pm District - Large Conference Room

Jun 7	(Fri)	Regular Meeting - Approve Proposed Budget
		District 5 8:00 am District - Large Conference Room
		District 6 9:30 am District - Large Conference Room
		District 8 11:30 am District - Large Conference Room
Jun 10	(Mon)	Regular Meeting - Review Recommend Budget
		NSCUDD 9:00 am District - Large Conference Room
Jun 12	(Wed)	Regular Meeting - Recommend Approval of Proposed Budget
		AAC 9:00 am Savannah Center, Ashley Wilkes Room
Jun 12	(Wed)	Regular Meeting - Approve Proposed Budget
		VCCDD 3:30 pm District - Large Conference Room
Jun 13	(Thu)	Regular Meeting - Approve Proposed Budget
		District 7 8:00 am District - Large Conference Room
		District 12 9:30 am District - Large Conference Room
		District 11 11:00 am District - Large Conference Room
		District 13 1:30 pm District - Large Conference Room
Jun 14	(Fri)	Regular Meeting - Approve Proposed Budget
		District 1 8:00 am District - Large Conference Room
		District 2 9:30 am District - Large Conference Room
		District 3 11:00 am District - Large Conference Room
		District 4 1:30 pm Savannah Center, Ashley Wilkes Room
Jul 9	(Tue)	Regular Meeting - Approve Proposed Budget
		NSCUDD 9:00 am District - Large Conference Room
No later than	July 15th	Submit Approved NSCUDD Proposed Budget to the Sumter County Administrator (SC Ordinance 2010-10)
Sep 3	(Tue)	Regular Meeting - Approve Final Budget Recommendation
		PWAC 8:30 am District - Large Conference Room
Sep 5	(Thu)	Regular Meeting - Public Hearing to Adopt Final Budget
		SLCDD 10:00 am District - Large Conference Room
		BCDD 11:00 am District - Large Conference Room
		District 9 1:30 pm District - Large Conference Room
		District 10 3:00 pm District - Large Conference Room
Sep 6	(Fri)	Regular Meeting - Public Hearing to Adopt Final Budget
		District 5 8:00 am District - Large Conference Room
		District 6 9:30 am District - Large Conference Room
		District 8 11:30 am District - Large Conference Room
Sep 11	(Wed)	Regular Meeting - Approve Final Budget Recommendation
		AAC 9:00 am Savannah Center, Ashley Wilkes Room
Sep 11	(Wed)	Regular Meeting - Public Hearing to Adopt Final Budget
		VCCDD 3:30 pm District - Large Conference Room

Sep 12 (Thu)	Regular Meeting - Public Hearing to Adopt Final Budget
	District 7 8:00 am District - Large Conference Room
	District 12 9:30 am District - Large Conference Room
	District 11 11:00 am District - Large Conference Room
	District 13 1:30 pm District - Large Conference Room
 Sep 13 (Fri)	 Regular Meeting - Public Hearing to Adopt Final Budget
	District 1 8:00 am District - Large Conference Room
	District 2 9:30 am District - Large Conference Room
	District 3 11:00 am District - Large Conference Room
	District 4 1:30 pm Savannah Center, Ashley Wilkes Room
 No later than Sep 15th	 Sumter County Board of Commissioners - Adopt NSCUDD Final Budget (SC Ordinance 2010-10)

District - Large Conference Room is located at 984 Old Mill Run (Lake Sumter Landing).
Savannah Recreation Center is located at 1545 Buena Vista Boulevard.

As of 1/28/2019



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Richard J. Baier, District Manager

DATE: 2/6/2019

SUBJECT: **Operating Policies and Procedures**

ISSUE: To be provided.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
□ Draft Rule Amendment	Cover Memo

DRAFT GENERAL AND PROCEDURAL RULES
TABLE OF CONTENTS

1.1	General Introduction
1.2	Standards of Civil Discourse
1.3	Board of Supervisors; District Manager, Officers and Voting
1.4	Public Information and Inspection of Records
1.5	Meetings and Workshops
1.6	Rulemaking Proceedings
1.7	Decisions Determining Substantial Interests
1.8	Purchasing Policies and Procedures
1.9	Effective Date

1.1 General Introduction.

- 1) The Village Center Community Development District (the "District") was created pursuant to the provisions of Chapter 190, Florida Statutes, to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these Rules of Procedure (the "Rules") is to describe the general operations of the District. Any conflict or need for clarification arising out of the following Rules shall be resolved, where applicable, by law. Any amendments to the Rules shall be administratively prepared and adopted by the Board of Supervisors. These Rules are adopted to guide the District through its primary operations and functions. They are designed to provide the structure needed to conduct District business while also maintaining the flexibility needed to efficiently and effectively carry out the public business as circumstances may dictate.
- 2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.

1.2 Standards of Civil Discourse.

- 1) The District encourages citizen participation in the democratic process and recognizes and protects the right of freedom of speech afforded to all. As the Board conducts the business of the District, rules of civility shall apply. District Board Supervisors, Staff members, and members of the public are to respectfully communicate. Persons shall speak only when recognized by the Board Chair and, at that time, refrain from engaging in personal attacks or derogatory or offensive language. Outbursts will not be tolerated and those who do not conduct themselves in a respectful and lawful manner shall be subject to removal. It shall be the responsibility of each individual to demonstrate civility.

1.3 Board of Supervisors; District Manager, Officers, and Voting.

- 1) Board of Supervisors. The Board of Supervisors of the District (the "Board") shall exercise the powers granted to the District. The Board shall consist of five members. Members of the Board must be residents of Florida and citizens of the United States.
- 2) District Manager. The Board shall employ a District Manager. The District Manager shall have charge and supervision of the works of the district and shall be responsible for preserving and maintaining any improvement or facility constructed or erected pursuant to the provisions of state statutes, for maintaining and operating the equipment owned by the District, and for performing such other duties as may be prescribed within the legal purview of the Board.
- 3) Term of Supervisors. Board Supervisors shall hold office pursuant to Section 190.006, Florida Statutes. If, during the term of office of any Board Supervisor(s), one or more vacancies occur, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the unexpired term(s).
- 4) Compensation. In accordance with Section 190.006, Florida Statutes, each Board Supervisor is entitled to receive an amount not to exceed \$200 per meeting of the Board of Supervisors, not to exceed \$4,800 annually.
- 5) Vacancies; Quorum. Three members of the Board physically present in the same location shall constitute a quorum for the purposes of conducting its business and exercising its powers and for all other purposes. When a quorum is not present, the meeting shall be cancelled in accordance with the Board's established policy. However, if three or more vacancies occur at the same time, a quorum is not necessary to fill the vacancies. Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in these Rules or required by State Statutes.
- 6) Officers. At any Board meeting held after each election where the newly elected members take office, the Board may select a chair, vice chair, treasurer and secretary. Such selection may be deferred to subsequent meetings. The District Manager shall serve as secretary and treasurer.
 - a. The chair must be a member of the Board. If the chair resigns from that office or ceases to be a member of the Board, the Board shall select a chair to serve the remaining portion of the term, after filling the board vacancy. The chair may be authorized to sign checks and warrants for the District, countersigned by the treasurer or other persons authorized by the Board. The chair may convene and conduct all meetings of the Board. In the event the chair is unable to attend a meeting, the vice chair or other member of the Board may convene and conduct the meeting.

i.Options for Selection of a Board Chair

1. Nomination and majority vote by Board following a general election

2. Rotation of seats

3. Annual or bi-annual review

- b. The vice chair shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. If the vice chair resigns from that office or ceases to be a member of the Board, the Board shall select a vice chair to serve the remainder of the term, after filling the Board vacancy.

i. Options for Selection of Vice Chair

1. Nomination and majority vote by Board following a general election

2. Rotation of seats

3. Annual or bi-annual review

- 7) Committees. The Board may establish committees of the District or provide representation on established committees by formal motion referencing this Rule, either on a permanent or temporary basis, to perform specifically-designated functions. Committees may include individuals who are not members of the Board, but must be a property owner who maintains permanent residency in the District. Committee representation shall be reviewed annually at the October Board Meeting following the beginning of a new fiscal year. Committee representation will be determined by nomination and majority vote by the Board.
- 8) Record Book. The District shall keep a permanent record book entitled "Record of Proceedings of the Village Center Community Development District" in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, bonds and corporate acts.
- 9) Meetings. The Board shall establish a schedule of regular meetings and may also meet upon call of the chair or three Board Supervisors. Nothing herein shall prevent the Board from holding other meetings as it deems necessary or from canceling any regularly scheduled meetings. A previously noticed regular meeting may be canceled, provided that notice of cancellation shall be given in substantially the same manner as notice for the meeting or in such other manner as may provide substantially equivalent notice of cancellation. Meetings will be cancelled in accordance with the Board's policy adopted via resolution. All meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes.
- 10) Voting Conflict of Interest. The Board shall comply with Section 112.3143, Florida Statutes, so as to ensure the proper disclosure of conflicts of interests on matters coming before the Board for a vote. Nothing in this Rule shall prohibit the Board Supervisor with a voting conflict of interest from voting on a matter. For the purposes of this section, "voting conflict of interest" shall be governed by Chapters 112 and 190, Florida Statutes, as amended from time to time.

- a. When a Board Supervisor knows that he/she has a conflict of interest on a matter coming before the Board, the member should notify the Board's secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes of the meeting. The Board Supervisor may then vote. The Board's secretary shall prepare a memorandum of voting conflict which shall then be signed by the Board Supervisor that had the conflict.
 - b. If a Board Supervisor inadvertently votes on a matter and later learns he or she has a conflict thereon, the member shall immediately notify the Board's secretary. Within fifteen days (15) days of the notification, the member shall file the appropriate memorandum of voting conflict which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The memorandum shall immediately be provided to other Board Supervisors and shall be read publicly at the next meeting held subsequent to the filing of the written memorandum. The Board Supervisor's vote shall be unaffected by this filing.
- 11) Board Supervisor Conduct. No individual Board Supervisor shall direct the District Manager to perform extensive research, take action on a policy matter, or make representations on behalf of the Board without formal direction from the collective Board of Supervisors at a regularly scheduled Board meeting. Nothing precludes a Board Supervisor from initiating individual correspondence pertaining to the seat they currently hold. Nothing in this Rule is to be construed to limit or restrict a Board Supervisor from acting in his or her official capacity from coordinating with the District Manager in answering or responding to correspondence or communications relative to the business of the District.

1.4 Public Information and Inspection of Records.

- 1) Public Records. All District public records within the meaning of Chapter 119, Florida Statutes, and not otherwise restricted by law, including the "Record of Proceedings of the Village Community Development District No. X," may be copied or inspected at the offices of the District Manager during regular business hours.
- 2) Copies. The custodian of public records upon request shall furnish a copy or a certified copy of a record for a fee as authorized by Florida Statute Chapter 119. Copies of public records shall be made available to the requesting person at a charge of \$.15 per page if not more than 8-1/2 by 14 inches, and for copies in excess of that size at a charge not to exceed the actual cost of reproduction. Certified copies of public records shall be made available at a charge of \$1.00 per page. If the nature or volume of public records requested to be inspected, examined or copied is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance, a special service charge, which shall be reasonable and based on the actual cost incurred, may be charged in addition to the actual cost of duplication.

1.5 Meetings and Workshops.

- 1) Meetings and Workshops. All meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida State Statutes.
- 2) Notice. Except in emergencies, or as otherwise required by State Statutes, at least seven (7) days public notice shall be given of any meeting or workshop of the Board of Supervisors. Public notice shall be given by publication in a newspaper of general circulation in the District and shall state:
 - a. The date, time, and place of the meeting or workshop;
 - b. A brief description of the nature, subjects and purposes of the meeting or workshop;
 - c. The address where persons may obtain a copy of the agenda;
 - d. The notice shall state that if a person decides to seek review of any official decision made at the Board meeting, a record of the proceedings will be required and the person intending to appeal will need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence necessary for the appeal.
 - e. When a previously noticed meeting is canceled, notice of cancellation shall be given in substantially the same manner as notice for the meeting or in any manner that will give adequate notice of cancellation.
- 3) Agenda. The District Manager shall prepare a notice of the meeting or workshop and an agenda. The agenda shall be available to the public in the offices of the District Manager prior to each regularly scheduled meeting or workshop and on the website. Minutes shall be taken, and reviewed and approved by the Board at a subsequent meeting. In accordance with State Statutes, the agenda and available supporting documentation will be available electronically seven days in advance of the meeting.
- 4) Agenda Format.
 - a. Call to Order
 - i. Roll Call
 - ii. Pledge of Allegiance
 - iii. Observation of Moment of Silence
 - iv. Welcome Meeting Attendees
 - v. Audience Comments
 - b. Consent Agenda
 - c. New Business
 - d. Old Business
 - e. Public Hearings
 - f. Public Hearings
 - g. Informational Items Only
 - h. Reports and Input
 - i. District Manager Reports
 - ii. District Counsel Reports

- iii. Supervisor Comments
- iv. Adjourn

- 5) Oath of Office. At the next regularly scheduled meeting following an election, newly elected Board Supervisors shall take and subscribe to the oath of office as prescribed by Section 876.05 of Florida State Statutes. The oath office shall be administered by the District Clerk immediately following the call to order of the meeting.
- 6) Procedures for Including Items on Agenda. Items to be included on the agenda may be submitted by an individual Board Supervisor and will be addressed under the “Supervisor Comments” section of the agenda for discussion purposes; if formal action is desired, the item will be presented on the agenda at the following regularly scheduled Board Meeting. In order for an item to be included on the agenda, a request must be submitted to the District Manager no later than 10 business days in advance of the next regularly scheduled meeting.
- 7) Consent Agenda. Content of items on the consent agenda shall be limited to routine items that normally do not require discussion such as the minutes, resolutions, payment requests and reports from committees, etc. During the reading of the consent agenda, any Board Supervisor, the District Manager, or member of the public, may pull an item for separate discussion.
- 8) Resolutions. An enacted resolution is an internal legislative act that is a formal statement of policy concerning matters of special or temporary character. Board action shall be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired. All resolutions shall be reduced to writing.
- 9) Motions. An enacted motion is a form of action taken by the Board to direct that a specific action be taken on behalf of the District. A motion, once approved and entered into the record, is the equivalent of a Resolution in those instances where a resolution is not required by law. All motions shall be made and seconded before debate.
 - a. A motion is to be worded in a concise, unambiguous, and complete form.
 - b. No speech is to be made in reference to a motion when it is introduced. There will be no debate until a motion has been seconded and, if requested by a Board Supervisor, the question stated by the Board Chair or District Clerk.
 - c. When the question has been stated, it is before the Board and mover is entitled to the floor.
- 10) Reconsideration of Action Previously Taken. A motion to reconsider shall be allowed at any time by any Board Supervisor who voted on the prevailing side, during a meeting, except when a motion on some other subject is pending.

- 11) Rescinding Action Previously Taken. Board action may be rescinded by a majority vote if the motion to reconsider is made by a Board Supervisor who voted on the prevailing side. After a motion to reconsider has been adopted by a majority vote, any Board Supervisor may move to rescind action previously taken.
- 12) Roll Call Vote. Roll call votes will be conducted at the prerogative of the Board Chair, or at the District Manager's request to the Board Chair.
- 13) Public Comment. The Board shall conduct public comment in accordance with Florida State Statutes. Members of the audience making public comment shall approach the microphone, state their name and address for the record, and address all comments to the Board Chair. The following Public Participation Policy was adopted by the Board of Supervisors via a Resolution and shall apply to meetings of District boards or committees as provided herein unless otherwise required by State Statutes;
 - a. Citizen's Rights
 - i. Right to be Heard: Members of the public shall be given a reasonable opportunity to be heard on a proposition before a District board except as provided for below. Public input shall generally be limited to three (3) minutes for each speaker and a total of thirty (30) minutes for public comment relating to any particular proposition, with the Board Chair having the option to allow additional time for good cause shown after consideration of the circumstances.
 - ii. Group or Faction Representatives: At meetings in which a large number of individuals are in attendance, the Board Chair may ask for a show of hands to identify individuals who wish to address the board. If a large number of individuals wish to be heard, the Board Chair may require individuals to complete speaker cards that include the individual's name, address, the proposition on which they wish to be heard, the individual's position on the proposition (i.e., "for," "against," or "undecided"). In the event large groups or factions of individuals desire to speak (i.e., consisting of more than five individuals), the Board Chair may require each group or faction to designate a representative to speak on behalf of such group or faction but shall allow such representative at least ten minutes to address the board.
 - b. This right does not apply to;
 - i. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the board to act;
 - ii. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;

- iii. A meeting that is exempt from §286.011; or
- iv. A meeting during which the board is acting in a quasi-judicial capacity.
This paragraph does not affect the right of a person to be heard as otherwise provided by law.

14) Public Hearings/ Quasi-Judicial Hearings

a. Order of Testimony

- i. The Board Chair shall announce the Public Hearing and ask staff to review the subject of the public hearing.
- ii. The Board Chair shall then open the public hearing and receive comment from anyone in attendance.
- iii. Persons wishing to provide comment shall approach the microphone, state name and address for the record, and make his/her comments.
- iv. Comments shall be limited to the subject of the public hearing only.
- v. Upon determination of no additional public comment, the Board Chair shall close the Public Hearing and restrict discussion to members of the Board and staff.
- vi. Upon completion of the discussion, the Board Chair shall entertain such action as the Board may desire.

b. Ex- Parte Communication

- i. Board Supervisors became subject to additional constitutional and statutory prohibitions when conducting quasi-judicial proceedings. When a Board acts in a quasi-judicial capacity, its Board Supervisors are prohibited from receiving ex-parte communications. This means a Board Supervisor cannot receive information or participate in communications about such matter without providing notice and opportunity for the other party to be heard at the same time. If a Board Supervisor conducts ex-parte (i.e. one-on-one) communications they could be accused of violating an individual's constitutional right to due process of law.

15) Receipt of Notice. Persons wishing to receive, by mail, notices or agendas of meetings, may advise the District Manager or secretary at the Board's office. Such persons shall furnish a mailing address in writing and may be required to pay the cost of copying and mailing.

16) Emergency Meeting. The chair, or the vice-chair if the chair is unavailable, may convene an emergency meeting of the Board without first having complied with Subsections (1), (2), and (3), to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to notify all Board Supervisors of an emergency meeting 24 hours in advance. Reasonable efforts may include telephone notification. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date, and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.

- 17) Budget Hearing; Budget Amendment. Notice of hearing on the annual budget(s) shall be in accordance with Section 190.008, Florida Statutes. Once adopted in accordance with Section 190.008, Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item. All expenditures in excess of 15%, or \$25,000, of any line item in the budget must be approved by the Board in advance of incurring such expense; however, in the case of an emergency expenditure affecting the health, safety or welfare of the District, its residents, or landowners, such expenditures must be approved in advance by the District Manager.
- 18) Continuances. Any meeting of the Board or any item or matter included on the agenda or coming before the Board at a noticed meeting may be continued without re-notice or re-advertising provided that the continuance is to a specified date, time and location publicly announced at the Board meeting where the item or matter came before the Board.

1.6 Rulemaking Proceedings.

- 1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to the applicable provisions of Chapter 120, Florida Statutes, and these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District.
- 2) Notice of Rule Development. Except when the intended action is the repeal of a rule, the District shall provide notice of the development of proposed rules by publication of a notice of rule development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by paragraph (3). The notice of rule development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule, and a statement of how a person may promptly obtain a copy of any preliminary draft, if available. All rules should be drafted in accordance with Chapter 120, F.S.
- 3) Notice of Proceedings and Proposed Rules. Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, setting forth a short, plain explanation of the purpose and effect of the proposed action; a reference to the specific rulemaking authority pursuant to which the rule is adopted; and a reference to the section or subsection of the Florida Statutes or the Laws of Florida being implemented, interpreted, or made specific. The notice shall include a summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2), and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within 21 days after publication of the notice. The notice must state the procedure for requesting a public hearing on the proposed rule unless one is otherwise scheduled. Except when the intended action is the repeal of a rule, the notice shall include a reference both to the date on which and to the place where the notice of rule development that is required by subsection (2) appeared.
 - a. The notice shall be published in a newspaper of general circulation in the District not less than 28 days prior to the intended action. The proposed rule shall be available for inspection and copying by the public at the time of the publication of notice.
 - b. The notice shall be mailed to all persons named in the proposed rule. Any person may file a written request with the District Manager or secretary at the Board's office to receive notice by mail of District proceedings to adopt, amend or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing. Notice will then be mailed to all persons whom, at least 14 days prior to such mailing, have made requests of the district for advance notice of its proceedings.

- 4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Board Chair must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.
- 5) Petitions to Initiate Rulemaking. All petitions for the initiation of rulemaking proceedings pursuant to Section 120.54(7), Florida Statutes, must contain the name, address, and telephone number of the Petitioner, specific action requested, specific reason for adoption, amendment, or repeal, the date submitted, and shall specify the text of the proposed rule and the facts showing that the Petitioner is regulated by the District or has a substantial interest in the rule or action requested. Petitions to initiate rulemaking shall be filed with the District. The Board shall then act on the petition in accordance with Section 120.54(7), Florida Statutes (1999), except that copies of the petition shall not be sent to the Administrative Procedures Committee, and notice may be given in a newspaper of general circulation in the county in which the District is located.
- 6) Rulemaking Materials. After the publication of the notice to initiate rulemaking, the Board shall make available for public inspection and shall provide, upon request and payment of cost of copies, the following materials:
 - a. The text of the proposed rule, or any amendment or repeal of any existing rules;
 - b. A detailed written statement of the facts and circumstances justifying the proposed rule;
 - c. A copy of the statement of estimated regulatory costs if required by Section 120.541; and
 - d. The published notice.
- 7) Rulemaking Proceedings - No Hearing. When no hearing is requested and the Board chooses not to initiate a hearing on its own, or if the rule relates exclusively to organization, practice or procedure, the Board may direct the proposed rule be filed with the District Office no less than twenty-eight (28) days following notice. Such direction may be given by the Board either before initiating the rule-adoption process or after the expiration of the twenty-one (21) days during which affected persons may request a hearing.
- 8) Rulemaking Proceedings - Hearing. If the proposed rule does not relate exclusively to organization, practice or procedure, the District shall provide (upon request) a public hearing for the presentation of evidence, argument and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay or disruption of the proceedings. Any affected person may request a hearing within twenty-one (21) days after the date of publication of the notice of intent to adopt, amend or repeal a rule.
- 9) Request for a Public Hearing. A request for a public hearing shall be in writing and shall specify how the person requesting the public hearing would be affected by the proposed rule. The request shall be submitted to the District within 21 days after notice of intent to

adopt, amend, or repeal the rule is published as required by law, in accordance with the procedure for submitting requests for public hearing stated in the notice of intent to adopt, amend, or repeal the rule.

- a. If the notice of intent to adopt, amend, or repeal a rule did not notice a public hearing and the District determines to hold a public hearing, the District shall publish notice of a public hearing in a newspaper of general circulation within the District at least 7 days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing.
 - b. Written statements may be submitted by any person within a specified period of time prior to or following the public hearing. All timely submitted written statements shall be considered by the District and made a part of the rulemaking record.
- 10) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of emergency rules shall be published as soon as practical in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District and otherwise complies with these provisions
- 11) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54, Florida Statutes.
- 12) Variances and Waivers. Variances and waivers from District rules may be granted subject to the provisions and limitations contained in Section 120.542, Florida Statutes.

1.7 Decisions Determining Substantial Interests.

- 1) Conduct of Proceedings. Proceedings may be held by the District in response to a written request submitted by a substantially affected person within fourteen (14) days after written notice or published notice of District action or notice of District intent to render a decision. Notice of both action taken by the District and the District's intent to render a decision shall state the time limit for requesting a hearing and shall reference the District's procedural rules. If a hearing is held, the Board Chair shall designate any member of the Board (including the Chair), District Manager, District General Counsel, or other person to conduct the hearing.
 - a. The person conducting the hearing may:
 - i. Administer oaths and affirmations;
 - ii. Rule upon offers of proof and receive relevant evidence;
 - iii. Regulate the course of the hearing, including any prehearing matters;
 - iv. Enter orders;
 - v. Make or receive offers of settlement, stipulation, and adjustment.
 - b. The person conducting the hearing shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action.
 - c. The District shall issue a final order within forty-five (45) days:
 - i. After the hearing is concluded, if conducted by the Board;
 - ii. After a recommended order is submitted to the Board and mailed to all parties, if the hearing is conducted by persons other than the Board; or
 - iii. After the Board has received the written and oral material it has authorized to be submitted, if there has been no hearing.
- 2) Eminent Domain. After determining the need to exercise the power of eminent domain pursuant to Subsection 190.11(11), Florida Statutes, the District shall follow those procedures prescribed in Chapters 73 and 74, Florida Statutes. Prior to exercising the power of eminent domain, the District shall:
 - a. Adopt a resolution identifying the property to be taken;

- i. If the property is beyond the boundaries of the District, obtain approval by resolution of the governing body of the county if taking will occur in an unincorporated area, or of the municipality if the taking will occur within the municipality.

1.8 Purchasing Policies and Procedures.

- 1) The Village Center Community Development District's purchasing policies and procedures will be conducted in accordance with the authority given in Chapter 190 of Florida State Statutes and all other applicable laws.

1.9 Effective Date.

- 1) These Rules shall be effective _____, 2019, except that no election of officers required by these Rules shall be required until after the next regular election for the Board of Supervisors.

Specific Authority:

Chapter 190, F.S. and other applicable laws



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Kenny Blocker, Assistant District Manager

DATE: 2/6/2019

SUBJECT: Interlocal Service Agreement with Sumter County

ISSUE: Interlocal Service Agreement-The Village Center Community Development District and Sumter County Regarding the Services of Fire, Stormwater, Geographic Information Systems, Public Safety Radio System and Fleet Maintenance.

ANALYSIS/INFORMATION:

The Interlocal Service Agreement with Sumter County continues the effort of partnering with Sumter County to provide services in the most efficient, cost effective manner for our residents. The VCCDD will realize economies of scale, and cost savings for services that will be consolidated with Sumter County.

The Florida Interlocal Cooperation Act of 1969, Section 163.01, Florida Statutes encourages and empowers local governments to cooperate on matters of mutual interest and advantage, and provides for Interlocal Agreements between local governments on matters such as public facilities and services.

STAFF RECOMMENDATION:

Staff recommends the Board approve the Interlocal Service Agreement between The Village Center Community Development District and Sumter County Regarding the Services of Fire, Stormwater, Geographic Information Systems, Public Safety Radio and Fleet Maintenance.

MOTION: Approve the Interlocal Service Agreement between The Village Center Community Development District and Sumter County Regarding the Services of Fire, Stormwater, Geographic Information Systems, Public Safety Radio and Fleet Maintenance

ATTACHMENTS:

Description	Type
□ Interlocal Service Agreement with Sumter County	Cover Memo

Interlocal Service Agreement

The Village Center Community Development District and Sumter County

February 6, 2019

**Interlocal Service Agreement
The Village Center Community Development District and Sumter County**

Table of Contents

	<u>Page</u>
Master Interlocal Service Agreement Between The Village Center Community Development District and Sumter County.....	2
Fire Service Sub-Agreement.....	7
Stormwater Sub-Agreement.....	14
Geographic Information Systems Sub-Agreement.....	16
Public Safety Radio System Sub-Agreement.....	18
Fleet Maintenance Sub-Agreement.....	20

**MASTER INTERLOCAL SERVICE
AGREEMENT
BETWEEN THE VILLAGE CENTER COMMUNITY DEVELOPMENT
DISTRICT AND SUMTER COUNTY**

This Master Interlocal Service Agreement (the "Agreement") is made and entered into this 6th day of February 2019, by and between The Village Center Community Development District ("District"), and Sumter County ("County").

WHEREAS, the County possesses Home Rule powers pursuant to Article VIII, Section 1(g), Florida Constitution and Section 125.01, Florida Statutes; and

WHEREAS, the Florida Interlocal Cooperation Act of 1969, Section 163.01, Florida Statutes encourages and empowers local governments to cooperate on matters of mutual interest and advantage, and provides for interlocal agreements between local governments on matters such as public facilities and services, and

NOW, THEREFORE, in consideration of the mutual covenants set forth in this Agreement, the receipt and sufficiency of which are hereby acknowledged, the District and the County agree as follows:

1. Incorporation of Preamble. The Preamble above is true and correct and incorporated into this Agreement as if fully set forth herein.
2. Incorporation of Sub-Agreements. The following sub-agreements, attached hereto, are fully incorporated as if fully set forth herein:
 - a. Fire Services
 - b. Stormwater Services
 - c. Geographic Information Systems
 - d. Public Safety Radio System
 - e. Fleet Maintenance
4. Term of Agreement. This Agreement and all attached sub-agreements shall take effect upon final adoption of this agreement enacted by the County and the District. The effective date shall be ninety (90) days following the date of final adoption by the County or District, whichever is later. The term of this Agreement and all sub-agreements shall be ten (10) years from the effective date of this Agreement.

5. Renewal of Agreement. This Agreement may be renewed for a subsequent period as approved by both District and County.
6. Termination of Agreement. The County or District may terminate this Agreement or any sub-agreement at any time upon delivery of a notice of termination to the other Party at least 90 days prior to the proposed date of termination. A Party delivering a notice of termination may, in such Party's sole discretion, revoke such notice of termination at any time prior to the effective date of termination.
7. Dispute Resolution. The County and District agree to resolve any dispute related to the interpretation or performance of this Agreement in the manner described in this section. Either Party may initiate the dispute resolution process by providing written notice to the other Party. Initiation of the dispute resolution process shall operate as a stay of the action which is the subject of the dispute.
 - a. Notwithstanding the foregoing, in the event that either Party determines in its sole discretion and good faith that it is necessary to file a lawsuit or other formal challenge in order to meet a jurisdictional time deadline, to obtain a temporary injunction, or otherwise to preserve a legal or equitable right related to this Agreement, such lawsuit or challenge may be filed, but upon the filing and any other act necessary to preserve the legal or equitable right or to obtain the temporary injunction, the Parties shall thereafter promptly file a joint motion with the reviewing court or administrative law judge requesting that the case be abated in order to afford the Parties an opportunity to pursue the dispute resolution procedures set forth herein. If the abatement is granted, the Parties shall revert to and pursue the dispute resolution procedures set forth herein.
 - b. Within ten (10) days of the abatement order, the allegedly aggrieved party shall then effect the transmittal of a notice of conflict, in the form of a certified letter, to all governmental bodies involved in the dispute at issue. Upon receipt of the notice, which shall specify the areas of disagreement, the Parties agree to conduct a conflict assessment meeting at a reasonable time and place, as mutually agreed upon, within thirty (30) days of receipt of the notice of conflict.
 - c. If discussions between the Parties at the conflict resolution meeting fail to resolve the dispute, within forty (40) days of the receipt of the notice described in subparagraph a, above, the Parties shall conduct mediation in the presence of a neutral third party Florida Supreme Court certified circuit civil mediator. If the Parties are unable to agree upon a mediator, the County shall request the appointment of a mediator by the Chief Judge of the Circuit Court in and for Sumter County, Florida. The mediation contemplated by this Section is intended to be an informal and non-adversarial process with the objective of helping the Parties reach a mutually acceptable and voluntary agreement. The decision-making shall rest solely with the Parties. The mediator shall assist the Parties in identifying issues, fostering joint problem-solving and exploring settlement alternatives.
 - d. If the Parties are unable to reach a mediated settlement, within fifty (50) days of the receipt of the initial notice of conflict, the parties shall hold a joint intergovernmental

meeting. If the joint intergovernmental meeting does not successfully resolve the issues identified in the notice of conflict, the entities participating in the dispute resolution procedures described herein may avail themselves of any otherwise available rights, including the suspension of abatement of existing actions.

- e. The Parties agree that this dispute resolution procedure satisfies the requirements of Chapters 164 and 190, Florida Statutes.
- 8. Duplication of Services. The Parties hereto agree that if any Party undertakes any action which will result in overlapping, competition, or duplication in the current service delivery arrangements or in the future service delivery strategy described in this Agreement, that Party shall notify the other Parties to this Agreement, in accordance with Florida law and this Agreement. Further, the transfers of any lands, transportation facilities (including street lights and street signals), or any other public facilities (such as radio equipment) under the terms of this Agreement shall not be reversed if this Agreement is terminated, except through a separate agreement in writing approved by both Parties.
- 9. Noticing. All notices, consents, approvals, waivers, and elections that any Party requests or gives under this Agreement will be in writing and shall be given only by hand delivery for which a receipt is obtained, or certified mail, prepaid with confirmation of delivery requested. Notices will be delivered or mailed to the addresses set forth below or as either Party may otherwise designate in writing.

If to the County:

Sumter County
Attn: County Administrator
7375 Powell Road
Wildwood, FL 34785

If to the District:

The Villages Center Community Development
District
Attn: District Manager
984 Old Mill Run
The Villages, Florida 32162

Notices, consents, approvals, waivers, and elections will be deemed given when received by the Party for whom intended.

- 10. Sole Benefit. This Agreement is solely for the benefit of the County and District, and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party. Nothing in this Agreement, either expressed or implied, is intended or shall be construed to confer upon or give any person, corporation or governmental entity other than the Parties any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof, and all of the provisions, representations, covenants, and

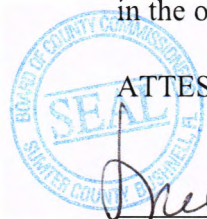
conditions herein contained shall inure to the sole benefit of and shall be binding upon the Parties and their respective representatives, successors and assigns.

11. Authority. The County and District each represent and warrant to the other its respective authority to enter into this Agreement, and each party acknowledges the validity and enforceability of this Agreement. The County and District hereby represents, warrants and covenants that this Agreement constitutes a legal, valid and binding contract enforceable by the Parties in accordance with its terms, and that the enforceability hereof is not subject to any impairment by the applicability of any public policy or police powers.
12. Enforcement. This Agreement shall be enforceable by the Parties hereto by whatever remedies are available in law or equity, including but not limited to injunctive relief and specific performance.
13. Defense. If this Agreement or any portion hereof is challenged by any judicial, administrative, or appellate proceeding (each Party hereby covenanting with the other Party not to initiate or acquiesce to such challenge or not to appeal any decision invalidating any portion of this Agreement), the Parties collectively and individually agree, at their individual sole cost and expense, to defend in good faith its validity through to a final judicial determination, unless both Parties mutually agree in writing not to defend such challenge or not to appeal any decision invalidating any portion of this Agreement.
14. Periodic Review. Each month, during the term of this Agreement, the District Manager or District's designee and County Administrator may meet to discuss and resolve any issues or concerns related to this Agreement
15. Amendments. Amendments may be proffered by either Party at any time. Proposed amendments shall be in writing and must be approved by a majority of the governing boards of each Party or shall be considered not adopted.
16. Supremacy. The Parties agree and covenant, having given and received valuable consideration for the promises and commitments made herein, it is their desire, intent and firm agreement to be bound by and observe the terms of this Agreement wherever such terms are more stringent than those subsequently enacted by the Legislature. Should the terms of this Agreement conflict with previous agreements between the Parties, the terms of this Agreement shall control.
17. Entire Understanding. Except as otherwise set forth herein, this Agreement embodies and constitutes the entire understanding of the Parties with respect to the subject matters addressed herein, and all prior agreements, understandings, representations and statements, oral or written, are superseded by this Agreement.
18. Governing Law and Venue. The laws of the State of Florida shall govern this Agreement, and venue for any action to enforce the provisions of this Agreement shall solely and exclusively in the Circuit Court in and for Sumter County, Florida. If

circumstances arise which cause a conflict between this paragraph and paragraph 7 (“Dispute Resolution”) paragraph 7 shall control.

19. Severability. Any term or provision of this Agreement that is invalid or unenforceable in any situation in any jurisdiction shall not affect the validity or enforceability of the remaining terms and provision hereof or the validity or enforceability of the offending term or provision in any other situation or in any other jurisdiction.
20. **IF THE DISTRICT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DISTRICTS’ DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 352-689-4400, Sumter County Lessor of County Commissioners, 7375 Powell Road, Wildwood, Florida 34785 or via email at Administrative.Services@sumtercountyfl.gov.**

IN WITNESS WHEREOF, each of the undersigned has executed this Agreement on behalf of the respective party set forth below, pursuant to the authority granted to each of the undersigned in the ordinance by which each party approved and adopted this Agreement.



ATTEST:

Melissa Elliott

Deputy Clerk

SUMTER COUNTY

[Signature]

Chairman

ATTEST:

VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT

Chairman

Fire Service Delivery Sub-Agreement

This Fire Services Delivery Sub-Agreement is made and entered into this 6th day of February 2019, by and between the Village Center Community Development District (“City”) and Sumter County (“County”).

WHEREAS, the County provides fire prevention and suppression and non-transport emergency medical services in the unincorporated and incorporated areas of the county through two Fire Service operations (Sumter County Fire & EMS and The Villages Public Safety Department); and

WHEREAS, County entered into Interlocal Service Boundary Agreements (ISBAs) with all of its municipalities regarding the provision of services within each of their jurisdictions including the consolidation of fire services; and

WHEREAS, County and District desire to coordinate the management of the two Fire Service operations so conflicts do not exist in meeting the consolidated fire services for County’s municipalities and remaining consistent with Florida Statutes § 252.38 that charges the County with emergency management powers; and

WHEREAS, County amended its Code of Ordinances to more accurately reflect Florida Statutes Sections 633.208, 633.212, and 633.216, where County is the Authority Having Jurisdiction (AHJ), as that term is defined, for all fire plan review and inspections in Sumter County; however, this Agreement provides District the delegated authority to perform these functions solely within The Villages® development (defined herein as any mixed-use development developed by The Villages® companies in or adjacent to Sumter County, Florida); and

WHEREAS, County and District agree that all prior Interlocal Agreements and amendments thereto pertaining to The Villages Fire District are canceled and voided, and replaced with this Agreement; and

WHEREAS, County agrees to provide District access and use of County’s fire station facilities located at 8013 E. C-466, Oxford (Station #41) and 3290 CR 521, Wildwood (Station #46) for the provision of services until such time as District deems it no longer has a need of these facilities; and

WHEREAS, a provision in the Water and Sewer Service Sub-Agreements of the aforementioned ISBAs requires County to performs fire flow tests, minor fire hydrant maintenance (limited to oiling, greasing, and painting), street markings for fire hydrant locations, and reporting of any maintenance issues related to fire hydrants noted beyond the minor maintenance noted herein for each of the municipalities and District desires to assume these responsibilities within The Villages® development located within Sumter County’s municipalities; and



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Richard Baier, District Manager

DATE: 2/6/2019

SUBJECT: **Approval of Additional Services – Supervisory Control and Data Acquisition (SCADA) System Upgrade Program Phase 2**

ISSUE:

The Approval of Additional Services – Supervisory Control and Data Acquisition (SCADA) System Upgrade Program Phase 2 in the Agreement with Operations Management International, Inc. (CH2M/OMI) to provide services for the SCADA System Upgrade Program (Phase 2) for Village Center Community Development District for the remainder of fiscal year 2018-2019.

ANALYSIS/INFORMATION:

Pursuant to Article 3.02 – Additional Services, in the agreement dated August 20, 2013 between Operations Management International, Inc. and Village Center Community Development District, staff has negotiated a contract addendum for additional services and compensation for engineering, labor, and project oversight. The SCADA System Upgrade Program Phase 2 was approved as part of the FY 18/19 Budget as a Capital Improvement Project by this Board on September 12, 2018 in the amount of \$50,000.00 as a combined total for both VCSA & LSSA. This agreement allows for an 8% markup for project administration overhead, including but not limited to purchasing, inventory, accounts payable, invoicing, and management. This project administration is included in the original budget amount of \$50,000.

STAFF RECOMMENDATION:

Staff requests approval to the Additional Services Agreement – SCADA System Upgrade Program Phase 2 between CH2M/OMI and Village Center Community Development District for services provided to Village Center Service Area & Little Sumter Service Area.

.

MOTION:

Motion to approve the Additional Services Agreement – SCADA System Upgrade Program Phase 2 with

Operations Management International Inc. (CH2M/OMI), and authorize the Chairman or Vice Chairman to execute the Agreement.

ATTACHMENTS:

Description	Type
☐ Agreement	Cover Memo



CH2M

9189 South Jamaica Street
Suite 400
Englewood, CO 80112
Tel 303.740.0019

Fax 720.286.9250

January 28, 2019

Mr. Steve Kurtz
Chairman
Village Center Community
Development District (VCCDD)
984 Old Mill Run
The Villages, FL 32162

Subject: Additional Services Agreement – SCADA System Upgrade Program Phase 2

Dear Mr. Kurtz:

Pursuant to Article 3.02 – Additional Services in the Agreement dated August 15, 2013, CH2M will perform a SCADA System Upgrade Program (Phase 2) for the selected utilities noted below. CH2M and VCCDD mutually agree that CH2M will provide the following additional services:

Scope: See Exhibit A

Term: Anticipated completion of this work scope is September 1, 2019.

Price of services: The not-to-exceed amount for the services provided under this Additional Services Letter Agreement shall be a total of \$125,000.00 for all utility locations. The total cost shall be split among the utilities as follows:

VCCDD-LSSA	20%
VCCDD-VCSA	20%
NSCUDD-NSU/VWCA	40%
CSU	10%
SWCA	10%

The VCCDD LSSA and VCSA utilities would be responsible for 40% of the total cost with the maximum cost of \$50,000.00 to be split equally between LSSA and VCSA.

The following cost estimates are based on the scope of work in Exhibit A:

Senior Engineer- actual hours @ \$144/hr rate	\$ 10,080
Travel @ actual costs	\$ 920
Subcontract Labor w/ 8% markup	\$112,938
 Total Cost Estimate for Scope of Work	 \$123,938

Billing and Payment terms: Clients will be billed their percentage for these additional services upon the completion of the scope of work detailed in Exhibit A and payment will be due and payable within thirty (30) days following receipt of CH2M's invoice.

These services shall be performed under the terms and conditions of the Agreement dated August 15, 2013 between CH2M Operations Management International, Inc. ("CH2M") and VCCDD, which are incorporated herein by reference, and remain in full force and effect.

If these terms are agreeable to you, please sign both copies of this letter. We will return one fully executed original for your files.

CH2M appreciates the opportunity to provide these additional services to VCCDD.

Sincerely,

Rock Raiford
Program Director

Both parties indicate their approval of the above described services by their signature below.

Authorized: _____

Steve Kurtz
Chairman

Authorized: _____

Jonathan Mantay
Vice President

Village Center Community
Development District

Date: _____

CH2M OMI

Date: _____

Exhibit A

Scope of Work

Purpose and Intent: Citect Application Restructure and Hardware Upgrade

Phase 2: Tasks and Cost Estimates

	Task	Description	Cost Estimate with 8% markup
1.	Oversight/Management of Jacobs Senior Engineer	Phase 2 tasks completion estimated 40 hours and travel costs.	\$6,500
2.	Upgrade Citect to ver. 7.5 then to ver. 8.0	Subcontract estimated at 120 hours, Jacobs senior engineer estimated at 30 hours plus travel costs	\$14,220
3.	Develop process standard for PLC programming	Subcontract estimated 80 hours for PLC and 80 hours for SCADA	\$12,960
4.	Implement Process Standard on new PLCs	Up to 13 stations subcontract estimated at \$3,000 per station	\$42,120
5.	Recommendation for SCADA hardware upgrade	Subcontract estimated 20 hours	\$1,620
6.	New SCADA grade monitors, wired keyboards and mice	Dell 27 USB-C Monitor: P2719HC	\$4,752
7.	Upgrade WIN911 Software to most suitable	Subcontract labor to combine 3 systems to 2 systems with current version support	\$5,940
8.	Trending Enhancement in Citect	Historian Standard, 5,000 Tag with 4 license installations and setup	\$35,826
		Total Phase 2 Cost Estimate	\$123,938



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Richard J. Baier, District Manager

DATE: 2/6/2019

SUBJECT: Security Camera License Agreement

ISSUE:

Consideration to approve a Security Camera License Agreement between the Village Center Community Development District and the following parties: Citizens First Bank, Lazy B Cattle Venture, LTD and The Villages Operating Company.

ANALYSIS/INFORMATION:

The Village Center Community Development District (VCCDD) operates and maintains certain infrastructure in the Village of Spanish Springs (VOSS) through the receipt of assessments from commercial property owners. The VCCDD is currently preparing to acquire and install additional cameras to increase the security of the VOSS downtown that would be located on privately owned commercial buildings.

The License Agreement (attached) permits the VCCDD as the Grantee to install, operate, maintain and repair security cameras and other associated surveillance equipment, at the VCCDD's expense, on property owned by the following entities, collectively referred to as the Grantor: Citizens First Bank, Lazy B Cattle Venture, LTD and The Villages Operating Company. As necessary, the VCCDD may remove, modify and add cameras to the subject properties with the approval from the Grantor.

The VCCDD will be responsible for maintaining and storing all the data collected through the cameras in accordance with all applicable laws.

The term of the License Agreement is ten (10) years, commencing on the effective date, and will automatically be extended for consecutive periods of five (5) years each. The Agreement can be terminated by either party for any cause with at least thirty (30) days written notice.

STAFF RECOMMENDATION:

Staff recommends the Board approve the Security Camera License Agreement between the Village Center Community Development District and the parties collectively referred to as the Grantor.

MOTION:

Motion to approve the Security Camera License Agreement between the Village Center Community Development District and the parties collectively referred to as the Grantor and authorize the Chairman to execute the agreement.

ATTACHMENTS:

Description	Type
▣ VOSS Security Camera License Agreement	Cover Memo

SECURITY CAMERA LICENSE AGREEMENT

THIS SECURITY CAMERA LICENSE AGREEMENT ("License") is made and entered into this ____ day of _____, 2019 ("Effective Date") by and between **CITIZENS FIRST BANK**, a Florida banking corporation, whose address is 1050 Lake Sumter Landing, The Villages, Florida 32162; **LAZY B CATTLE VENTURE, LTD.**, a Florida limited partnership whose address is 3619 Kiessel Road, The Villages, Florida 32163; **THE VILLAGES OPERATING COMPANY**, a Florida corporation whose address is 3619 Kiessel Road, The Villages, Florida 32163 (jointly and severally, the "Grantor"); and **VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special government created pursuant to Chapter 190, Florida Statutes, whose address is 984 Old Mill Run, The Villages, Florida 32162 (the "Grantee").

RECITALS

A. Grantor is the owner of certain commercial buildings and other property (the "Property") located in and around Spanish Springs Town Square and La Plaza Grande Shopping Center, in The Villages, Florida (collectively, "VOSS").

B. Grantee owns, operates, and maintains certain areas of VOSS, including but not limited to roadways, walkways, parking areas, drive aisles, landscaped areas, and the area commonly known as the "square".

C. In an effort to deter crime and protect the public safety of guests and invitees of VOSS, Grantee wishes to install, operate, maintain and repair security cameras and other related surveillance equipment (collectively, the "Cameras") upon the exterior of certain Property throughout VOSS, and Grantor wishes to permit Grantee the right to do so.

D. At this time, Grantor and Grantee wish to set forth their agreement regarding the Grantee's installation, operation, maintenance and repair of the Cameras on certain VOSS Property.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and other good and valuable consideration, receipt of which is acknowledged, the parties hereto agree as follows:

1. **Grant of License.** Grantor hereby grants to Grantee a license and permission to install, operate, maintain and repair the Cameras on certain portions of the Property. All installation, operation, maintenance, repair, removal, and other activities undertaken upon the Property by Grantee and its agents, employees, contractors, and their subcontractors in reference

to the Cameras (collectively, the "Work") shall comply with all applicable laws and regulations. From time to time throughout the term of the License, Grantee may remove, modify, and add other Cameras on the Property provided that Grantee first receives Grantor's approval of plans therefor in accordance with Section 3 below.

2. **Term.** The initial term of this Agreement shall be for ten (10) years, commencing on the Effective Date. Thereafter, this Agreement shall automatically be extended for consecutive periods of five (5) years each. This Agreement may be terminated at any time, by any party hereto, and for any cause, with the terminating party providing at least thirty (30) days written notice of termination to the non-terminating party.

3. **Installation; Operation; Maintenance and Repair.** Grantee, at its sole cost and expense, shall be responsible for the selection, installation, operation, maintenance and repair of the Cameras upon Grantor's Property at locations determined by Grantee, subject to Grantor's approval. Notwithstanding anything contained herein, prior to undertaking any Work upon the Property, Grantee shall submit to Grantor, for Grantor's approval, proposed plans for the Work. Grantee shall not commence any Work upon the Property until Grantor has approved Grantee's plans therefor. Grantor's approval of any such plans do not, and shall not be deemed to constitute an approval that any such plans constitute best practices, or are in accordance with applicable law or matters of public record. Grantor shall allow Grantee reasonable access to the interior of any buildings located within the Property necessary to complete Grantor-approved Work. Grantee shall promptly repair, upon Grantor's demand, any and all damage to the Property as a result of the Work.

4. **Ownership; Control.** Grantee shall be the owner of all information gathered through the use of the Cameras, and shall maintain and store such information in accordance with applicable law. Except for the approval of plans described in Section 3 above, Grantor shall have no control over the selection, placement, or operation of the Cameras, or the information they may gather.

5. **Consideration.** In exchange for Grantor granting this License to Grantee, Grantee shall allow Grantor reasonable access to the information gathered through the use of the Cameras upon reasonable notice.

6. **Utilities.** Each Grantor shall be responsible for the provision of electrical service to the Cameras and all other equipment necessary in the operation of the Cameras located on or attached to their respective property. Notwithstanding the foregoing, Grantor makes no representation or warranty that power shall be continuously supplied to the Cameras, and Grantee agrees to hold Grantor harmless from all claims arising due to the failure of the Cameras to the extent caused by the lack of or failure of utilities.

7. **Public Records.** Grantor acknowledges that Grantee is a public entity and is subject to Chapter 190, Florida Statutes. Chapter 190 results in certain information becoming a public record once shared with or provided to the Grantee and Grantor acknowledges it is familiar with the rights and obligations arising from Chapter 190.

8. **Construction, Jurisdiction, and Venue.** This License shall be construed according to the laws of the State of Florida. Jurisdiction and Venue for any action hereunder shall lie with the Fifth Judicial Circuit, in and for Sumter County, Florida.

9. **Attorneys' Fees.** In the event either party shall be in default under this License, or if any dispute shall arise between the parties concerning the interpretation of this License, and if an action shall be brought in connection therewith in which it shall be finally (with no further appeal being available due to the expiration of appeal periods or otherwise) determined that either party was in default, or that the court agrees with one party's interpretation of the disputed provision of this License, the party determined by the court to be in default, or with whose interpretation of this License the court does not agree, shall pay to the other party all attorney's fees and litigation expenses incurred or paid by the other party in connection therewith.

10. **Miscellaneous.** Grantor and Grantee acknowledge that the parties and their counsel have reviewed and revised this License, and that the normal rule of construction (ambiguities are to be resolved against the drafting party) shall not be employed in the interpretation of this License.

11. **Notices.** All notices and other communications hereunder shall be in writing and shall be deemed to have been duly given when delivered in person or sent by certified or overnight U.S. mail, to their appropriate addresses set forth above, or to such other address as may be furnished in writing by a party to the other.

12. **Entire Agreement.** This instrument constitutes the entire agreement between the parties and supersedes all previous discussions, understandings and agreements between the parties relating to the subject matter of this License. No amendment hereto is effective unless made in writing and signed by both parties.

(Signatures on Following Pages)

IN WITNESS WHEREOF, Grantor and Grantee have executed this License the day and year first above written.

WITNESSES:

April P. Richey
Print Name: April P. Richey
Lisa Vandersdale
Print Name: Lisa Vandersdale

GRANTOR:

CITIZENS FIRST BANK, a Florida
banking corporation

By: Scott J. Sullivan
Print Name: Scott J. Sullivan
Title: Chief Operating Officer

WITNESSES:

Doris A. Pardo
Print Name: Doris A. Pardo
Christi G. Jacquay
Print Name: Christi G. Jacquay

LAZY B CATTLE VENTURE, LTD., a
Florida limited partnership

BY: LBCV, Inc., a Florida corporation,
its general partner

By: Kelsea Morse Manly
Print Name: Kelsea Morse Manly
Title: Vice President

Doris A. Pardo
Print Name: Doris A. Pardo
Christi G. Jacquay
Print Name: Christi G. Jacquay

THE VILLAGES OPERATING COMPANY,
a Florida corporation

By: Kelsea Morse Manly
Print Name: Kelsea Morse Manly
Title: Vice President

GRANTEE:

**VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT**, a local unit of
special purpose government created pursuant
to Chapter 190, Florida Statutes, as amended

ATTEST:

Richard J. Baier, District Manager

By: _____
Print Name: _____
Title: _____



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: District Staff

DATE: 2/6/2019

SUBJECT: **Case No. LL-03-19 VCCDD vs Lorraine & Paul Lioni, 1625 Kiley Court**

ISSUE:

ANALYSIS/INFORMATION:

When hearing and deciding alleged violations of the District's Deed Compliance Rule this Board is acting in a quasi-judicial capacity. You are acting in a similar capacity as a Judge. This means that Due Process shall govern all proceedings:

- A) Proper notice must be given to the alleged violator;
- B) The alleged violator must have an opportunity to be heard; and,
- C) The Board's decision must be made on substantial competent evidence.

Associated with quasi-judicial actions is the prohibition of ex-parte communications which means that Board Members shall not speak with the alleged violator, Staff or other interested parties or review evidence or materials related to the alleged violations outside the public hearing and without first providing notice to any adversely affected parties.

As a Board Member you should only hear and consider evidence that is presented to you at the hearing. Thus, you will note that you have not been provided with any back-up information concerning the cases that will be presented to you at the hearing. This is to avoid any allegations accusing you of receiving ex-parte communications which could result in a complaint being filed against you and the Circuit Court reversing the Board's order.

If, following the conclusion of a Public Hearing, a member of the public would like to obtain a copy of support documentation presented by Staff that information can be obtained from Community Standards Staff at (352) 751-3912.

STAFF RECOMMENDATION:

MOTION:



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Anne Hocksprung, Finance Director

DATE: 2/6/2019

SUBJECT: **Financial Statements**

ISSUE: Budget to Actual Statements as of December 31, 2019

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
❑ VCCDD Budget to Actual	Cover Memo
❑ Cash Sheet	Cover Memo

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT								
GENERAL FUND OPERATING BUDGET								
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)								
Three (3) Months of Operations- 25.00% of Year								
Account Number	Description of Account		Annual Budget	Actual Information		Year-to-Date Variance	Percent of Annual Budget	Footnotes
				Current Month Actual	Year-to-Date Actual			
	REVENUES:					Over/(Under)		
338000	Management Fees - Intergovernmental		\$ 5,648,855	\$ 467,746	\$ 1,403,439	\$ (4,245,416)	24.84%	
338000	Fees for Services - Intergovernmental		21,035,968	1,752,994	5,259,022	(15,776,946)	25.00%	
338000	Tech Service Fees - Intergovernmental		746,690	62,226	186,656	(560,034)	25.00%	
341301	Admin Fees from Developer		144,468	12,039	36,117	(108,351)	25.00%	
341302	Recreation Fees from Developer		1,222,840	101,903	305,713	(917,127)	25.00%	
341307	Tech Service Fees from Developer		39,272	3,273	9,815	(29,457)	24.99%	
341308	Tech Service Fees from CSU		29,167	2,431	7,288	(21,879)	24.99%	
341309	Tech Service Fees from SWCA		142	12	34	(108)	23.94%	
341310	Admin Service Fees from CSU		204,224	17,019	51,053	(153,171)	25.00%	
341311	Admin Service Fees from SWCA		9,004	750	2,254	(6,750)	25.03%	
341312	Admin Service Fees from FWCA		16,194	1,350	4,044	(12,150)	24.97%	
341313	Admin Service Fees from Tri-County Sntn		8,348	696	2,084	(6,264)	24.96%	
341314	Admin Service Fees from SSU		26,039	2,170	6,509	(19,530)	25.00%	
341315	Tech Service Fees from FWCA		2,119	177	526	(1,593)	24.82%	
341316	Tech Service Fees from SSU		3,144	262	786	(2,358)	25.00%	
341317	Community Watch from Developer		470,502	44	136	(470,366)	0.03%	A
341900	Other General Government Charges		42,000	55	13,138	(28,862)	31.28%	
361110	Interest Income		60,500	19,992	57,168	(3,332)	94.49%	B
361307	Unrealized Gain or Loss- LTIP		-	8,570	(37,454)	(37,454)	0.00%	C
366010	Donations - Other		35,000	1,470	7,329	(27,671)	20.94%	
	Total Revenues:		\$ 29,744,476	\$ 2,455,179	\$ 7,315,657	\$ (22,428,819)	24.60%	
	EXPENDITURES :					Under/(Over)		
500100	Salaries and Wages		\$ 18,275,077	\$ 1,294,026	\$ 3,525,485	\$ 14,749,592	19.29%	
500200	Employee Benefits		5,860,425	125,517	1,547,076	4,313,349	26.40%	
	Subtotal Personal Service Expenses		24,135,502	1,419,543	5,072,561	19,062,941	21.02%	
500310	Professional Services		426,778	27,409	85,101	341,677	19.94%	
500340	Other Contractual Services		1,169,076	80,062	281,100	887,976	24.04%	
500400	Travel & Per Diem		71,087	1,632	8,289	62,798	11.66%	
500410	Communications & Freight Services		425,757	26,740	52,784	372,973	12.40%	
500430	Utilities Services		100,772	7,184	20,795	79,977	20.64%	
500440	Rentals & Leases		834,484	74,583	205,617	628,867	24.64%	
500460	Repairs & Maintenance Services		267,346	30,285	43,221	224,125	16.17%	
500470	Printing & Binding		210,108	7,772	53,295	156,813	25.37%	
500480	Promotional Activities		339,430	12,912	42,097	297,333	12.40%	
500490	Other Current Charges		37,272	6,954	6,954	30,318	18.66%	
500510	Office Supplies		72,636	5,549	10,912	61,724	15.02%	
500520	Operating Supplies		1,000,850	65,982	203,845	797,005	20.37%	
500540	Books, Publications, Subscriptions & Dues		123,661	9,887	14,996	108,665	12.13%	
	Subtotal Operating Expenses		5,079,257	356,951	1,029,006	4,050,251	20.26%	
500641	Vehicles		450,853	32,383	32,383	418,470	7.18%	D
500642	Capital FF&E		78,864	-	-	78,864	0.00%	E
500600	Capital Project Expense		529,717	32,383	32,383	497,334	6.11%	
	Total Expenditures		\$ 29,744,476	\$ 1,808,877	\$ 6,133,950	\$ 23,610,526	20.62%	
	Change in Unreserved Net Position		\$ -	\$ 646,302	\$ 1,181,707	\$ 1,181,707		

	Fund Balance Analysis:	** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
	Unassigned	\$ 9,364,727	\$ 646,302	\$ 1,181,707	\$ 10,546,434		
	Total Fund Balance	\$ 9,364,727	\$ 646,302	\$ 1,181,707	\$ 10,546,434		
	** Beginning fund balance is preliminary until completion of 2017/18 audit.						

A	Direct charge for gate maintenance to be handled at year end Developer True up process.					
B	Interest Income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS) and Florida Education Investment Trust Fund (FEITF).					
		Month	CFB	FLCLASS	FEITF	
		Oct-18	1.64%	2.29%	2.26%	
		Nov-18	1.64%	2.41%	2.32%	
		Dec-18	1.73%	2.51%	2.46%	
C	LTIP unrealized gain/ loss will not be available until next month.					
		Month	LTIP			
		Oct-18	-16.75%			
		Nov-18	12.39%			
		Dec-18	-			
D	YTD Expenditures are for Community Watch dispatch new portable radios. Budgeted replacement and new vehicles are for Office of District Manager Admin and Customer Service (2), Recreation (4), Community Watch (7), and Property Management (4).					
E	Budgeted expenditures are for 6 workstations for Community Watch Dispatch.					

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT								
VILLAGE OF SPANISH SPRINGS (VOSS) BUDGET								
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)								
Three (3) Months of Operations - 25.00% of Year								
Account Number	Description of Account		Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget	Footnotes
	REVENUES:					Over/(Under)		
325214	CAM & Road Maintenance Assessments		\$ 1,299,311	\$ 216,552	\$ 649,655	\$ (649,656)	50.00%	A
341999	Miscellaneous Revenue		2,000	-	-	(2,000)	0.00%	
361000	Interest Income		13,700	3,593	9,988	(3,712)	72.91%	B
362003	Ground Lease		1,116	-	-	(1,116)	0.00%	
362019	Rents & Leases		28,387	855	3,328	(25,059)	11.72%	
	Total Revenues:		1,344,514	221,000	662,971	(681,543)	49.31%	
361306	Unrealized Gain or Loss- FLGIT		-	465	598	598	0.00%	C
361307	Unrealized Gain or Loss- LTIP		-	1,977	(8,643)	(8,643)	0.00%	C
361309	Unrealized Gain or Loss-FLFIT		-	55	(182)	(182)	0.00%	B
361409	Realized Gain (Loss)-FLFIT		-	396	783	783	0.00%	B
	Total Available Resources:		\$ 1,344,514	\$ 223,893	\$ 655,527	\$ (689,770)	48.76%	
	EXPENDITURES:					Under/(Over)		
539311	Management Fee		\$ 140,313	\$ 11,692	\$ 35,085	\$ 105,228	25.00%	
539312	Engineering Services		6,500	-	-	6,500	0.00%	
539318	Technology Services		2,448	204	612	1,836	25.00%	
539319	Other Professional Services		4,057	265	401	3,656	9.88%	
539341	Janitorial (Porter) Services		73,243	5,910	18,371	54,872	25.08%	
539343	Systems Management Support		94,804	200	250	94,554	0.26%	
539431	Utilities- Electricity		98,266	7,663	22,720	75,546	23.12%	
539432	Utilities- Natural Gas		557	44	114	443	20.47%	
539433	Utilities- Water & Sewer		4,025	547	1,084	2,941	26.93%	
539434	Irrigation Water		30,189	5,677	8,287	21,902	27.45%	
539442	Equipment Rental		1,500	-	-	1,500	0.00%	
539444	Storage Unit Rental		3,000	190	190	2,810	6.33%	
539461	Equipment Maintenance		500	-	-	500	0.00%	
539462	Building/Structure Maintenance		210,532	12,015	108,310	102,222	51.45%	D
539463	Landscape Maintenance- Recurring		199,124	-	31,122	168,002	15.63%	
539464	Landscape Maintenance- Non-Recurring		57,800	-	-	57,800	0.00%	E
539468	Irrigation Repair		12,007	150	150	11,857	1.25%	
539469	Other Maintenance		286,350	17,982	57,677	228,673	20.14%	
539493	Permits & Licenses		250	-	-	250	0.00%	
539499	Miscellaneous Current Charges		15,000	5,750	5,750	9,250	38.33%	
539522	Operating Supplies		2,700	-	215	2,485	7.96%	
539524	Non-Capital FF&E		8,300	49	49	8,251	0.59%	
	Subtotal Operating Expenditures		1,251,465	68,338	290,387	961,078	23.20%	
500633	Infrastructure		233,460	-	-	233,460	0.00%	F
500642	Capital FF&E		340,000	1,078	1,078	338,922	0.32%	F
	Subtotal Non-operating Expenditures		573,460	1,078	1,078	572,382	0.19%	
539916	Transfer to Road Maintenance Fund		38,765	3,230	9,695	29,070	25.01%	
	Subtotal Transfers		38,765	3,230	9,695	29,070	25.01%	
	Total Expenditures		\$ 1,863,690	\$ 72,646	\$ 301,160	\$ 1,562,530	16.16%	
	Change in Unreserved Net Position		\$ (519,176)	\$ 151,247	\$ 354,367	\$ 872,760		
	Change in Unreserved Net Position indicates a budgeted use of General R&R (\$283,460) and use of Working Capital (\$233,460).							

[illegible][illegible]

B	Interest Income includes monthly interest from CFB, our depository bank, investments with Florida Cooperative Liquid Assets Security System (FLCLASS), Florida Education Investment Trust Fund (FEITF) and Florida Fixed Income Trust (FLFIT).	
---	--	--

[illegible][illegible]

--	--	--	--	--	--	--	--	--

[illegible][illegible]

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT								
ROLLING ACRES PLAZA SPECIAL REVENUE FUND BUDGET								
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)								
Three (3) Months of Operations - 25.00% of Year								
Account Number	Description of Account	Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget	Footnotes	
	REVENUES:				Over/(Under)			
325214	CAM & Road Maintenance Assessments	\$ 107,669	\$ 10,977	\$ 74,738	\$ (32,931)	69.41%	A	
361000	Interest Income	1,950	545	1,472	(478)	75.49%	B	
	Total Revenues:	\$ 109,619	\$ 11,522	\$ 76,210	\$ (33,409)	69.52%		
361307	Unrealized Gain or Loss- LTIP	-	257	(1,127)	(1,127)	0.00%	C	
	Total Available Resources:	\$ 109,619	\$ 11,779	\$ 75,083	\$ (34,536)	68.49%		
	EXPENDITURES:				Under/(Over)			
539311	Management Fee	\$ 14,042	\$ 1,170	\$ 3,512	\$ 10,530	25.01%		
539318	Technology Services	439	37	106	333	24.15%		
539319	Other Professional Services	406	10	22	384	5.42%		
539411	Telephone	450	38	114	336	25.33%		
539431	Electricity	475	41	119	356	25.05%		
539434	Irrigation Water	4,694	772	961	3,733	20.47%		
536462	Building/Structure Maintenance	6,250	-	-	6,250	0.00%		
539463	Landscape Maintenance- Recurring	25,331	1,850	5,552	19,779	21.92%		
539464	Landscape Maintenance- Non-Recurring	2,250	-	-	2,250	0.00%		
539467	Gate Maintenance	2,958	201	201	2,757	6.80%		
539468	Irrigation Repair	1,569	-	-	1,569	0.00%		
539469	Other Maintenance	8,700	-	495	8,205	5.69%		
539522	Operating Supplies	200	-	-	200	0.00%		
	Subtotal Operating Expenses	67,764	4,119	11,082	56,682	16.35%		
539633	Capital Outlay Expenditures - Infrastructure	53,850	-	-	53,850	0.00%	D	
	Subtotal Non-Operating Expenditures	53,850	-	-	53,850	0.00%		
539916	Transfer to Road Maintenance Fund	27,437	2,286	6,863	20,574	25.01%		
	Subtotal Transfers	27,437	2,286	6,863	20,574	25.01%		
	Total Expenditures	\$ 149,051	\$ 6,405	\$ 17,945	\$ 131,106	12.04%		
	Change in Unreserved Net Position	\$ (39,432)	\$ 5,374	\$ 57,138	\$ 96,570			
Change in Unreserved Net Position indicates a budgeted use of Working Capital								
	Fund Balance Analysis:	** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance			
	Unassigned	\$ 171,950	\$ 5,374	\$ 57,138	\$ 229,088			
	Committed General R&R Reserve	80,000	-	-	80,000			
	Total Fund Balance	\$ 251,950	\$ 5,374	\$ 57,138	\$ 309,088			
** Beginning fund balance is preliminary until completion of 2017/18 audit.								
Footnotes:								
A	Revenue is billed in six monthly installments from October to March. Target requested their assessment be billed in one annual invoice which was done in October.							
B	Interest Income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS).							
		Month	CFB	FLCLASS				
		Oct-18	1.64%	2.29%				
		Nov-18	1.64%	2.41%				
		Dec-18	1.73%	2.51%				
C	FLGIT and LTIP Unrealized gain/loss will be booked next month. Current month investment Rate of Return will not be available until next month.							
		Month	FLGIT	LTIP				
		Oct-18	0.96%	-16.75%				
		Nov-18	3.37%	12.39%				
		Dec-18	-	-				
D	Budgeted Capital Expenditures are for Oak Meadow entry fence replacment (\$15,000) and a chain link fence replacement (\$38,850).							

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
ROAD MAINTENANCE SPECIAL REVENUE FUND BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)
Three (3) Months of Operations - 25.00% of Year

Account Number	Description of Account	Annual Budget	Actual Information		Year-to-Date Variance	Percent of Annual Budget	Footnotes
			Current Month Actual	Year-to-Date Actual			
	REVENUES:				Over/(Under)		
325214	Road Maintenance Assessments	\$ 36,606	\$ -	\$ 36,605	\$ (1)	100.00%	A
361101	Interest Income	3,700	816	2,239	(1,461)	60.51%	B
361409	Realized Gain or Loss - FLFIT	-	200	395	395	0.00%	B
	Total Revenues:	40,306	1,016	39,239	(1,067)	97.35%	
381005	Transfer-in from VOSS & Rolling Acres	66,202	5,516	16,558	(49,644)	25.01%	
361306	Unrealized Gain or Loss - FLGIT	-	248	319	319	0.00%	C
361307	Unrealized Gain or Loss - LTIP	-	586	(2,563)	(2,563)	0.00%	C
361309	Unrealized Gain or Loss - FLFIT	-	27	(92)	(92)	0.00%	B
	Total Available Resources:	\$ 106,508	\$ 7,393	\$ 53,461	\$ (53,047)	50.19%	
	EXPENDITURES:				Under/(Over)		
539311	Management Fees	\$ 6,812	\$ 567	\$ 1,709	\$ 5,103	25.09%	
539318	Technology Services	200	17	47	153	23.50%	
539319	Other Professional Services	998	23	51	947	5.11%	
539462	Building/Infrastructure Maintenance	14,000	-	-	14,000	0.00%	D
539469	Other Maintenance	11,500	-	-	11,500	0.00%	E
	Subtotal Operating Expenditures	33,510	607	1,807	31,703	5.39%	
	Total Expenditures	\$ 33,510	\$ 607	\$ 1,807	\$ 31,703	5.39%	
	Change in Unreserved Net Position	\$ 72,998	\$ 6,786	\$ 51,654	\$ (21,344)		
	Change in Unreserved Net Position indicates a budgeted addition of \$72,998 to Working Capital						
	Fund Balance Analysis:	** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
	Unassigned	\$ 362,709	\$ 6,786	\$ 51,654	\$ 414,363		
	Committed General R&R Reserve	226,450	-	-	226,450		
	Total Fund Balance	\$ 589,159	\$ 6,786	\$ 51,654	\$ 640,813		
	** Beginning fund balance is preliminary until completion of 2017/18 audit.						
Footnotes:							
A	Annual revenue for maintenance assessments is billed in October.						
B	Interest Income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS), and Florida Fixed income Trust (FLFIT).						
		Month	CFB	FLCLASS	FLFIT		
		Oct-18	1.64%	2.29%	2.58%		
		Nov-18	1.64%	2.41%	2.64%		
		Dec-18	1.73%	2.51%	2.69%		
C	FLGIT and LTIP Unrealized gain/ loss has been booked through October 2018. Current month investment Rate of Return will not be available until next month.						
		Month	FLGIT	LTIP			
		Oct-18	0.96%	-16.75%			
		Nov-18	3.37%	12.39%			
		Dec-18	-	-			
D	Budgeted expenditures for rejuvenator at Paige Place (\$8,000) and road repairs (\$6,000) have not occurred to date.						
E	Budgeted expenditures for pressure washing at the crosswalks have not occurred to date.						

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT	
PUBLIC SAFETY DEPARTMENT SPECIAL REVENUE FUND BUDGET	
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)	
Three (3) Months of Operations - 25.00% of Year	

				Actual Information			
Account Number	Description of Account		Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget
							Footnotes
	REVENUES:					Over/(Under)	
325212	Fire Assessment- Lake County Residential		\$ 784,259	\$ 547,700	\$ 627,716	\$ (156,543)	80.04%
335211	Firefighter Supplemental Compensation		39,000	-	-	(39,000)	0.00%
338033	Safety Fees from RAD - Current		1,075,700	89,605	268,815	(806,885)	24.99%
338034	Safety Fees from SLAD- Current		1,822,683	159,243	475,924	(1,346,759)	26.11%
338035	Safety Fees from SLAD- Future		121,274	-	-	(121,274)	0.00%
338036	Sumter County Fire Assessments		6,224,199	-	-	(6,224,199)	0.00%
338038	Sumter County Oxville Assessments		394,444	2,707	2,707	(391,737)	0.69%
338039	Sumter County Medical Assessments		7,098,803	-	-	(7,098,803)	0.00%
338040	Management Fees - Community Watch		275,214	22,796	68,388	(206,826)	24.85%
338100	Safety Fees from RAD - Future		14,688	1,020	2,917	(11,771)	19.86%
339201	Fire Protection - Fruitland Park		325,000	27,859	83,577	(241,423)	25.72%
341999	Miscellaneous Revenue		26,000	8,094	11,481	(14,519)	44.16%
342401	CPR Class Fees		9,300	810	1,230	(8,070)	13.23%
342999	Other Public Safety Fees		-	-	73	73	0.00%
361100	Interest Income		29,500	5,910	22,582	(6,918)	76.55%
364001	Disposition of Fixed Assets		43,500	-	-	(43,500)	0.00%
366000	Donations		-	250	895	895	0.00%
361409	Realized Gain(Loss) - FLFIT		-	1,918	3,794	3,794	0.00%
	Total Revenues:		18,283,564	867,912	1,570,099	(16,713,465)	8.59%
361306	Unrealized Gain or Loss- FLGIT		-	2,549	3,277	3,277	0.00%
361307	Unrealized Gain or Loss- LTIP		-	7,884	(34,457)	(34,457)	0.00%
361309	Unrealized Gain or Loss - FLFIT		-	265	(881)	(881)	0.00%
	Total Available Resources:		\$ 18,283,564	\$ 878,610	\$ 1,538,038	\$ (16,745,526)	8.41%
	EXPENDITURES:					Under/(Over)	
500110	Personnel Services		\$ 12,931,636	\$ 745,411	\$ 2,738,054	\$ 10,193,582	21.17%
500310	Professional Services		388,359	34,057	95,908	292,451	24.70%
500320	Accounting & Auditing		8,649	2,153	2,153	6,496	24.89%
500340	Other Contractual Services		434,889	22,403	186,475	248,414	42.88%
500400	Travel & Per Diem		36,274	11,860	26,825	9,449	73.95%
500410	Communications & Freight		42,076	3,270	8,106	33,970	19.27%
500430	Utility Service		178,001	11,808	29,002	148,999	16.29%
500440	Rentals & Leases		224,805	12,060	32,778	192,027	14.58%
500450	Insurance Premiums		169,177	1,068	161,579	7,598	95.51%
500460	Repair & Maintenance		741,791	39,002	85,975	655,816	11.59%
500490	Other Current Charges		18,103	3,785	3,785	14,318	20.91%
500510	Office Supplies		37,797	1,461	2,403	35,394	6.36%
500520	Operating Supplies		1,218,329	43,889	119,990	1,098,339	9.85%
500540	Books, Dues & Subscriptions		187,289	19,020	26,676	160,613	14.24%
	Subtotal Operating Expenditures		16,617,175	951,247	3,519,709	13,097,466	21.18%
500622	Buildings		116,950	105,571	170,270	(53,320)	145.59%
500641	Vehicles		950,000	326	49,349	900,651	5.19%
500642	Capital FF&E		160,000	-	-	160,000	0.00%
	Subtotal Non-operating Expenditures		1,226,950	105,897	219,619	1,007,331	17.90%
500911	Transfer to General R&R Reserve		100,000	8,333	25,003	74,997	25.00%
500920	Transfer to Vehicle Equipment R&R		508,000	42,333	127,003	380,997	25.00%
	Subtotal Reserve Transfers		608,000	50,666	152,006	455,994	25.00%
	Total Expenditures		\$ 18,452,125	\$ 1,107,810	\$ 3,891,334	\$ 14,560,791	21.09%
	Change in Unreserved Net Position		\$ (168,561)	\$ (229,200)	\$ (2,353,296)	\$ (2,184,735)	
	Change in Unreserved Net Position indicates a budgeted Addition to Working Capital of \$306,439 and Use of Committed Vehicle/Equipment R&R Reserve of (\$475,000).						

	Fund Balance Analysis:		** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
	Unassigned		\$ 5,434,005	\$ (229,200)	\$ (2,353,296)	\$ 3,080,709		
	Committed General R&R Reserve		2,481,989	8,333	25,003	2,506,992		
	Committed R&R Vehicle/Equipment		-	42,333	127,003	127,003		
	Total Fund Balance		\$ 7,915,994	\$ (178,534)	\$ (2,201,290)	\$ 5,714,704		

[illegible][illegible]

--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--

			Month	CFB	FLCLASS	FEITF	FLFIT	
			Oct-18	1.64%	2.29%	2.26%	2.58%	
			Nov-18	1.64%	2.41%	2.32%	2.64%	
			Dec-18	1.73%	2.51%	2.46%	2.69%	

--	--	--	--	--	--	--	--	--

			Month	FLGIT	LTIP			
--	--	--	-------	-------	------	--	--	--

			Oct-18	0.96%	-16.75%			
			Nov-18	3.37%	12.39%			
			Dec-18	--	--			

[illegible][illegible]

--	--	--	--	--	--	--	--	--

Vehicles - Expenditures are for the remaining purchase of Fire Prevention Vehicles #166, #167 & #168. Unspent budgeted expenditures are for a

Capital FF&E - Unspent budgeted expenditures are for LifePak-15 and Holmatro Jaws of Life for the 2 new engines.		
--	--	--

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
COMMUNITY STANDARDS SPECIAL REVENUE FUND OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)
Three (3) Months of Operations - 25.00% of Year

Account Number	Description of Account	Annual Budget	Actual Information		Year-to-Date Variance	Percent of Annual Budget	Footnotes
			Current Month Actual	Year-to-Date Actual			
	REVENUES:				Over/(Under)		
338056	Community Standard Fees from RAD	\$ 70,077	\$ 5,840	\$ 17,517	\$ (52,560)	25.00%	
338058	Community Standard Fees from District 1	46,464	3,872	11,616	(34,848)	25.00%	
338059	Community Standard Fees from District 2	42,485	3,540	10,625	(31,860)	25.01%	
338060	Community Standard Fees from District 3	36,307	3,026	9,073	(27,234)	24.99%	
338061	Community Standard Fees from District 4	52,956	4,413	13,239	(39,717)	25.00%	
338062	Community Standard Fees from District 5	59,396	4,950	14,846	(44,550)	24.99%	
338063	Community Standard Fees from District 6	65,208	5,434	16,302	(48,906)	25.00%	
338064	Community Standard Fees from District 7	50,705	4,225	12,680	(38,025)	25.01%	
338065	Community Standard Fees from District 8	64,998	5,417	16,245	(48,753)	24.99%	
338066	Community Standard Fees from District 9	66,098	5,508	16,526	(49,572)	25.00%	
338067	Community Standard Fees from District 10	101,032	8,419	25,261	(75,771)	25.00%	
341303	Community Standard Fees from Developer	24,297	2,025	6,074	(18,223)	25.00%	
354001	Deed Compliance Fines	27,500	1,150	2,150	(25,350)	7.82%	
361100	Interest Income	5,100	888	2,559	(2,541)	50.18%	A
361307	Unrealized Gain or Loss- LTIP	-	433	(1,890)	(1,890)	0.00%	B
	Total Revenues:	\$ 712,623	\$ 59,140	\$ 172,823	\$ (539,800)	24.25%	
	EXPENDITURES:				Under/(Over)		
519100	Salary & Wages	\$ 288,158	\$ 17,990	\$ 51,063	\$ 237,095	17.72%	
519200	Employee Benefits	127,914	1,906	31,203	96,711	24.39%	
	Subtotal Personnel Services	416,072	19,896	82,266	333,806	19.77%	
519311	VCCDD Management Fees	154,951	12,912	38,743	116,208	25.00%	
514313	Legal Fees	60,900	7,976	20,396	40,504	33.49%	
519318	Technology Services	2,688	224	672	2,016	25.00%	
519319	Other Professional Services	254	17	38	216	14.96%	
519343	Systems Management Support	12,288	884	4,677	7,611	38.06%	C
519411	Telephone	2,288	70	161	2,127	7.04%	
519412	Postage	2,000	116	265	1,735	13.25%	
519442	Equipment Rental	12,264	1,367	2,499	9,765	20.38%	
519465	Vehicle Repair & Maintenance	2,865	58	70	2,795	2.44%	
519469	Other Maintenance	15,000	800	800	14,200	5.33%	
519471	Printing & Binding	2,000	130	173	1,827	8.65%	
519497	Legal Advertising	75	-	-	75	0.00%	
519511	Office Supplies	3,208	378	464	2,744	14.46%	
519521	Gasoline/Diesel	12,100	79	352	11,748	2.91%	D
519522	Operating Materials & Supplies	1,570	144	288	1,282	18.34%	
519525	Non-Capital Hardware/Software	1,000	-	-	1,000	0.00%	
519541	Books & Publications	100	-	-	100	0.00%	
519542	Training & Education	1,000	-	-	1,000	0.00%	
519993	Surplus Fines	10,000	-	-	10,000	0.00%	E
	Subtotal Operating Expenses	296,551	25,155	69,598	226,953	23.47%	
	Total Expenditures	\$ 712,623	\$ 45,051	\$ 151,864	\$ 560,759	21.31%	
	Change in Unreserved Net Position	\$ -	\$ 14,089	\$ 20,959	\$ 20,959		

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT							
COMMUNITY STANDARDS SPECIAL REVENUE FUND OPERATING BUDGET							
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)							
Three (3) Months of Operations - 25.00% of Year							
	Fund Balance Analysis:	** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
	Unassigned	\$ 379,348	\$ 14,089	\$ 20,959	\$ 400,307		
	Committed - Deed Compliance	84,440	-	-	84,440		
	Total Fund Balance	\$ 463,788	\$ 14,089	\$ 20,959	\$ 484,747		
	** Beginning fund balance is preliminary until completion of 2017/18 audit.						
Footnotes:							
A	Interest Income includes monthly interest from CFB, our depository bank and investments with Florida Cooperative Liquid Assets Security System (FLCLASS).						
		Month	CFB	FLCLASS			
		Oct-18	1.64%	2.29%			
		Nov-18	1.64%	2.41%			
		Dec-18	1.73%	2.51%			
B	LTIP unrealized gain/ loss will not be available until next month.						
		Month	LTIP				
		Oct-18	-16.75%				
		Nov-18	12.39%				
		Dec-18	-				
C	Expenditures include the yearly license for Microsoft Software Assurance (\$1,495) and the yearly renewal for the Ricoh application extender (\$1,604) - a document manager that holds all the ARC scanned documents.						
D	Gasoline/Diesel expenditures are on a month lag basis.						
E	Surplus Fines are related to the amount of deed compliance revenue collected in excess of expenses on closed cases. The excess funds are returned to the appropriate district.						

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT	
RECREATION AMENITIES DIVISION (RAD)	
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)	
Three (3) Months of Operations - 25.00% of Year	

			Actual Information				
Account Number	Description of Account		Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget
							Footnotes
	REVENUES:					Over/(Under)	
341318	Amenity Fees		\$ 39,178,621	\$ 3,279,884	\$ 9,824,300	\$ (29,354,321)	25.08%
341900	Other General Government Charges		266,680	23,438	72,587	(194,093)	27.22%
342900	Other Public Safety Charges & Fees		140,100	28,826	52,281	(87,819)	37.32%
347200	Parks & Recreation Fees & Charges		1,437,400	117,393	335,547	(1,101,853)	23.34%
361100	Interest Income		189,000	31,651	108,503	(80,497)	57.41%
361409	Realized Gain/Loss - FLFIT		-	23,354	46,187	46,187	0.00%
362000	Rentals & Royalties		618,364	56,398	163,519	(454,845)	26.44%
364001	Disposition of Fixed Assets		-	-	5,285	5,285	0.00%
365001	Sale of Surplus Materials		-	549	549	549	0.00%
	Total Revenues:		41,830,165	3,561,493	10,608,758	(31,221,407)	25.36%
361306	Unrealized Gain or Loss- FLGIT		-	35,989	46,272	46,272	0.00%
361307	Unrealized Gain or Loss- LTIP		-	43,957	(192,106)	(192,106)	0.00%
361309	Unrealized Gain or Loss - FLFIT		-	3,217	(10,731)	(10,731)	0.00%
	Total Available Resources:		\$ 41,830,165	\$ 3,644,656	\$ 10,452,193	\$ (31,377,972)	24.99%
	EXPENSES :					Under/(Over)	
513311	Administrative Services		\$ 7,631,554	\$ 635,961	\$ 1,907,905	\$ 5,723,649	25.00%
500312	Engineering Services		65,200	8,643	17,048	48,152	26.15%
500313	Legal Services		75,000	1,347	7,619	67,381	10.16%
500316	Deed Compliance Services		70,077	5,840	17,517	52,560	25.00%
500318	Technology Services		183,410	15,284	45,854	137,556	25.00%
500319	Other Professional Services		60,100	4,571	7,221	52,879	12.01%
500310	Subtotal Professional Services		8,085,341	671,646	2,003,164	6,082,177	24.78%
500320	Accounting & Auditing Services		39,676	18,940	18,940	20,736	47.74%
500340	Other Contractual Services		3,411,927	303,256	793,595	2,618,332	23.26%
500410	Communications & Freight Services		157,099	8,866	25,514	131,585	16.24%
500430	Utilities Services		1,471,530	123,732	378,147	1,093,383	25.70%
500440	Rentals & Leases		37,698	2,720	9,197	28,501	24.40%
500450	Casualty & Liability Insurance		803,518	69,172	204,308	599,210	25.43%
500460	Repairs & Maintenance Services		9,002,926	616,293	1,741,958	7,260,968	19.35%
500470	Printing & Binding		234,750	-	19,843	214,907	8.45%
500480	Promotional Activities		56,000	4,456	7,192	48,808	12.84%
500490	Other Current Charges		107,555	10,811	67,163	40,392	62.45%
500510	Office Supplies		16,250	821	2,278	13,972	14.02%
500520	Operating Supplies		782,180	22,508	136,884	645,296	17.50%
	Subtotal Operating Expenses		16,121,109	1,181,575	3,405,019	12,716,090	21.12%
	Total Operating & Professional Expenses		24,206,450	1,853,221	5,408,183	18,798,267	22.34%
500633	Infrastructure		1,352,990	18,343	437,636	915,354	32.35%
	Subtotal Capital Outlay		1,352,990	18,343	437,636	915,354	32.35%
500991	Settlement Projects			-	-	-	0.00%
500710	Debt Service Principal		8,830,000	-	8,830,000	-	100.00%
500721	Debt Service Interest		6,436,804	536,400	1,609,200	4,827,604	25.00%
	Subtotal Non-operating Expenses		15,266,804	536,400	10,439,200	4,827,604	68.38%
500911	Transfer to General R&R		2,000,000	166,666	500,006	1,499,994	25.00%
	Subtotal Transfers		2,000,000	166,666	500,006	1,499,994	25.00%
	Total Expenses		\$ 42,826,244	\$ 2,574,630	\$ 16,785,025	\$ 26,041,219	39.19%
	Change in Unreserved Net Position		\$ (996,079)	\$ 1,070,026	\$ (6,332,832)	\$ (5,336,753)	
	Change in Unreserved Net Position indicates a budgeted Addition to Working Capital of \$356,911 and Use of Unrestricted R&R General Reserve (\$1,352,990).						

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT	
RECREATION AMENITIES DIVISION (RAD)	
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)	
Three (3) Months of Operations - 25.00% of Year	

	Fund Balance Analysis:	** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
	Unrestricted - Unreserved	\$ 58,361,241	\$ 1,070,026	\$ (6,332,832)	\$ 52,028,409		
	Unrestricted R&R General Reserve	14,537,734	166,666	500,006	15,037,740		
	Unrestricted R&R Insurance Reserve	300,000	-	-	300,000		
	Restricted Debt Service	1,206,274	-	-	1,206,274		
	Total Fund Balance	\$ 74,405,249	\$ 1,236,692	\$ (5,832,826)	\$ 68,572,423		
	** Beginning fund balance is preliminary until completion of 2017/18 audit.						
Footnotes:							
A	Interest Income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS), Florida Education Investment Trust Fund (FEITF), Florida Fixed Income Trust (FLFIT), and US Bank where the trust accounts are held.						
		Month	CFB	FLCLASS	FEITF	FLFIT	
		Oct-18	1.64%	2.29%	2.26%	2.58%	
		Nov-18	1.64%	2.41%	2.32%	2.64%	
		Dec-18	1.73%	2.51%	2.46%	2.69%	
B	The unbudgeted revenue relates to auction proceeds from the sale of miscellaneous recreation items.						
C	FLGIT and LTIP Unrealized gain/ loss will be booked next month. Current month investment Rate of Return will not be available until next month.						
		Month	FLGIT	LTIP			
		Oct-18	0.96%	-16.75%			
		Nov-18	3.37%	12.39%			
		Dec-18	-	-			
D	Annual Trustee fees for the 2014 Bond Series and FY 17-18 Audit fees.						
E	Majority of Other Current Charges are related to Bond and Maintenance Assessments paid to the counties (\$40,069).						
F	YTD Capital Expenditures are for La Hacienda Parking Lot Mill and Overlay (\$107,006), Mulberry Trellis Replacement (\$48,214), Golf View Pump Station generator (\$84,100), Mira Mar Pump Station generator (\$81,753),and Chula Vista Golf 6' Wide Cart Path (\$116,563).						
G	The Bond Series principal payment for the year was paid on November 1st.						

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT								
LITTLE SUMTER SERVICE AREA UTILITY								
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)								
Three (3) Months of Operations - 25.00% of Year								
				Actual Information				
Account Number	Description of Account		Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget	Footnotes
	REVENUES:					Over/(Under)		
341999	Miscellaneous Revenue		\$ 3,000	\$ 11	\$ 10,033	\$ 7,033	334.43%	A
343601	Water Fees- Residential		4,519,202	364,202	1,288,020	(3,231,182)	28.50%	
343602	Water Fees- Commercial		446,759	36,496	121,362	(325,397)	27.16%	
343603	Sewer Fees- Residential		4,743,867	406,276	1,255,695	(3,488,172)	26.47%	
343604	Sewer Fees- Commercial		548,772	48,900	144,183	(404,589)	26.27%	
343607	Meter/Water Impact Fees		3,000	-	-	(3,000)	0.00%	
343609	Reconnect Fees		5,000	513	1,881	(3,119)	37.62%	
343610	Fire Protection Water		28,221	2,942	8,755	(19,466)	31.02%	
343611	Metered Irrigation Water		509,464	46,668	149,706	(359,758)	29.39%	
343612	Metered Construction Water		-	165	435	435	0.00%	
343613	NSF Check Fees		2,500	338	806	(1,694)	32.24%	
343615	Miscellaneous Water & Sewer		80,000	-	7,655	(72,345)	9.57%	
343616	Utility Late Penalty Fee		8,500	1,401	3,765	(4,735)	44.29%	
361000	Interest Income		69,000	21,495	55,751	(13,249)	80.80%	B
361409	Realized Gain or Loss - FLFIT		-	5,467	10,812	10,812	0.00%	B
365001	Sales of Surplus Material & Sc		6,000	-	3,197	(2,803)	53.28%	C
	Total Revenues:		10,973,285	934,874	3,062,056	(7,911,229)	27.90%	
361306	Unrealized Gain or Loss- FLGIT		-	9,472	12,178	12,178	0.00%	D
361307	Unrealized Gain or Loss- LTIP		-	10,497	(45,877)	(45,877)	0.00%	D
361309	Unrealized Gain or Loss - FLFIT		-	753	(2,512)	(2,512)	0.00%	B
	Total Available Resources:		\$ 10,973,285	\$ 955,596	\$ 3,025,845	\$ (7,947,440)	27.57%	
	EXPENSES:					Under/(Over)		
536311	Management Services		\$ 414,845	\$ 34,570	\$ 103,715	\$ 311,130	25.00%	
536312	Engineering Services		212,630	14,329	29,967	182,663	14.09%	
514313	Legal Services		2,750	97	624	2,126	22.69%	
536318	Technology Services		28,310	2,359	7,079	21,231	25.01%	
536319	Other Professional Services		81,136	3,228	6,528	74,608	8.05%	
500321	Accounting Services		1,000	-	-	1,000	0.00%	
536322	Auditing Services		5,613	1,435	1,435	4,178	25.57%	
536323	Trustee Fees		15,527	13,200	13,200	2,327	85.01%	E
536324	Arbitrage Services		3,000	-	-	3,000	0.00%	
536343	Systems Management Support		12,078	270	286	11,792	2.37%	
536349	Misc Contractual Services		2,010,850	148,330	444,990	1,565,860	22.13%	
536411	Telephone		200	36	72	128	36.00%	
536412	Postage		2,000	11	11	1,989	0.55%	
536431	Electricity		709,170	39,337	123,825	585,345	17.46%	
536451	Insurance		31,970	2,627	7,882	24,088	24.65%	
536462	Building/Structure Maintenance		305,790	2,559	8,985	296,805	2.94%	F
536463	Landscape Maintenance-Recurring		-	175	525	(525)	0.00%	
536464	Landscape Maintenance-Non-recurring		8,085	-	-	8,085	0.00%	
536465	Vehicle Repair & Maintenance		500	-	9	491	1.80%	
536471	Printing and Binding		2,300	-	-	2,300	0.00%	
536491	Bank Charges		-	-	12	(12)	0.00%	
536493	Permits and Licenses		6,025	-	-	6,025	0.00%	
536497	Legal Advertising		2,000	-	-	2,000	0.00%	
536524	Non-Capital FFE		-	-	2,321	(2,321)	0.00%	
536526	Meter Supplies		82,500	-	-	82,500	0.00%	G
500529	Operating Supplies-Other		112,585	5,575	18,030	94,555	16.01%</	

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT						
LITTLE SUMTER SERVICE AREA UTILITY						
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)						
Three (3) Months of Operations - 25.00% of Year						
Fund Balance Analysis:	** Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
Unrestricted Unreserved	\$ (3,842,079)	\$ 358,328	\$ (988,619)	\$ (4,830,698)		
Restricted Debt Service	4,881,938	-	-	4,881,938		
Unrestricted R&R General	5,050,000	75,000	225,000	5,275,000		
Unrestricted Capital Project	400,000	-	-	400,000		
Unrestricted Water CIAC	221,526	-	-	221,526		
Unrestricted Sewer CIAC	170,425	-	-	170,425		
Total Fund Balance	\$ 6,881,810	\$ 433,328	\$ (763,619)	\$ 6,118,191		
** Beginning fund balance is preliminary until completion of 2017/18 audit.						
Footnotes:						
A	YTD revenue is mainly for the Jacobs reimbursement of first \$10,000 per contract for replacement of LSSA Lift Station #2 Chopper Pump.					
B	Interest Income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS), Florida Education Investment Trust Fund (FEITF), the Florida Fixed Income Trust (FLFIT), and US Bank (USB) where the trust accounts are held.					
	Month	CFB	FLCLASS	FEITF	FLFIT	
	Oct-18	1.64%	2.29%	2.26%	2.58%	
	Nov-18	1.64%	2.41%	2.32%	2.64%	
	Dec-18	1.73%	2.51%	2.46%	2.69%	
C	Obsolete or broken water meters are collected and sold when a certain amount are accumulated.					
D	FLGIT and LTIP Unrealized gain/loss will be booked next month. Current month investment Rate of Return will not be available until next month.					
	Month	FLGIT	LTIP			
	Oct-18	0.96%	-16.75%			
	Nov-18	3.37%	12.39%			
	Dec-18	-	-			
E	Yearly Trustee Services to US Bank were paid in December.					
F	To date large budgeted expenditures for Building/Structure maintenance have not occurred. Costs for repairs to District owned assets provided by Jacobs (\$100,000), Water tower annual maintenance - inspection and exterior painting (\$78,600), Lift Station WW02-18 Oxidation ditch 3 grit removal (\$35,000), and unforeseen repairs (\$70,000).					
G	Meter Supplies expenditures occur once the meter change out program is complete.					
H	Unexpended capital infrastructure is for WWTP Oxidation Ditch #1 aeration upgrade (\$585,000), WWS logic computer upgrades (\$52,000), Force Main System 3 air release valve vaults El Camino and Cazaras (\$45,000), WTP #2 Well #4 soft start replacement (\$16,000), WTP Well #7 and #8 valve flushing system (\$65,000), SCADA upgrade Phase 2 (\$25,000), and Security Systems projects (\$100,000). Expenditures to date are for the Meter Change Out Program (\$30,323) and the underground valve replacement program (\$12,782).					
I	The 2014B Bond Series principal payment for the year was paid on October 1st.					

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
VILLAGE CENTER SERVICE AREA UTILITY
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)
Three (3) Months of Operations - 25.00% of Year

			Actual Information				
Account Number	Description of Account	Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget	Footnotes
	REVENUES:				Over/(Under)		
341999	Miscellaneous Revenue	\$ 2,000	\$ -	\$ 4	\$ (1,996)	0.20%	
343601	Water Fees- Residential	2,305,525	202,844	658,982	(1,646,543)	28.58%	
343602	Water Fees- Commercial	253,476	19,740	62,230	(191,246)	24.55%	
343603	Sewer Fees- Residential	3,297,754	281,847	839,312	(2,458,442)	25.45%	
343604	Sewer Fees- Commercial	568,113	45,006	141,374	(426,739)	24.88%	
343607	Meters Impact Fees	-	-	68	68	0.00%	
343609	Reconnect Fees	10,000	969	2,600	(7,400)	26.00%	
343610	Fire Protection Water	16,800	1,646	4,898	(11,902)	29.15%	
343611	Metered Irrigation Water	285,815	28,354	95,713	(190,102)	33.49%	
343613	Returned Check Fees	2,000	186	1,079	(921)	53.95%	
343615	Other Miscellaneous Water & Sewer	51,000	1,650	7,108	(43,892)	13.94%	
343616	Utility Late Penalty Fee	10,000	1,639	3,691	(6,309)	36.91%	
361000	Interest Income	31,500	10,300	26,603	(4,897)	84.45%	A
361409	Realized Gain or Loss - FLFIT	-	7,143	14,126	14,126	0.00%	A
365000	Disposition of Fixed Assets/Surplus Material	3,500	-	2,337	(1,163)	66.77%	B
	Total Revenues:	6,837,483	601,324	1,860,125	(4,977,358)	27.20%	
361306	Unrealized Gain or Loss- FLGIT	-	10,778	13,857	13,857	0.00%	C
361307	Unrealized Gain or Loss- LTIP	-	11,883	(51,935)	(51,935)	0.00%	C
361309	Unrealized Gain or Loss- FLFIT	-	984	(3,282)	(3,282)	0.00%	A
	Total Available Resources:	\$ 6,837,483	\$ 624,969	\$ 1,818,765	\$ (5,018,718)	26.60%	
	EXPENSES :				Under/(Over)		
536311	Management Services	\$ 356,357	\$ 29,696	\$ 89,093	\$ 267,264	25.00%	
536312	Engineering Services	197,630	12,453	26,959	170,671	13.64%	
514313	Legal Services	3,850	474	768	3,082	19.95%	
514318	Technology Services	21,826	1,819	5,455	16,371	24.99%	
536319	Other Professional Services	39,210	546	1,192	38,018	3.04%	
500321	Accounting Services	1,000	-	-	1,000	0.00%	
536322	Auditing Services	3,589	923	923	2,666	25.72%	
536323	Trustee Fees	9,046	7,295	7,295	1,751	80.64%	D
536324	Arbitrage Services	-	3,000	3,000	(3,000)	0.00%	E
536343	Systems Management Support	8,200	305	357	7,843	4.35%	
536349	Misc Contractual Services	1,953,449	153,977	461,932	1,491,517	23.65%	
536412	Postage	2,000	11	11	1,989	0.55%	
536431	Electricity	553,923	21,820	79,262	474,661	14.31%	
536451	Insurance	17,051	1,314	3,941	13,110	23.11%	
536462	Building/Structure Maintenance	234,130	-	69,941	164,189	29.87%	F
536463	Landscape Maint. - Recurring	-	300	900	(900)	0.00%	
536464	Landscape Maint. - Non-Recurring	7,957	-	-	7,957	0.00%	
536465	Vehicle Repair & Maintenance	500	-	9	491	1.80%	
536471	Printing and Binding	2,300	-	-	2,300	0.00%	
536491	Banking Charges	-	-	12	(12)	0.00%	
536493	Permits and Licenses	6,000	-	-	6,000	0.00%	
536497	Legal Advertising	2,000	-	-	2,000	0.00%	
536524	Non-Capital FF&E	-	-	2,321	(2,321)	0.00%	
536526	Meter Supplies	82,500	-	-	82,500	0.00%	G
500529	Operating Supplies-Other	64,515	3,161	9,806	54,709	15.20%	
	Subtotal Operating Expenses	3,567,033	237,094	763,177	2,803,856	21.40%	
500633	Infrastructure	758,056	1,152	28,918	729,138	3.81%	H
	Subtotal Capital Outlay	758,056	1,152	28,918	729,138	3.81%	
536710	Debt Service Principal	1,520,000	-	1,520,000	-	100.00%	I
536721	Debt Service Interest	318,720	26,560	79,680	239,040	25.00%	
	Subtotal Non-operating Expenses	1,838,720	26,560	1,599,680	239,040	87.00%	
536911	Transfer to General R&R	900,000	75,000	225,000	675,000	25.00%	
	Transfer to Budgeted Reserve	900,000	75,000	225,000	675,000	25.00%	
	Total Expenses	\$ 7,063,809	\$ 339,806	\$ 2,616,775	\$ 4,447,034	37.04%	
	Change in Unreserved Net Position	\$ (226,326)	\$ 285,163	\$ (798,010)	\$ (571,684)		
	Change in Unreserved Net Assets indicates a budgeted Use to Working Capital of (\$226,326).						

Three (3) Months of Operations - 25.00% of Year

I	The 2014A Bond Series principal payment for the year was paid on October 1st.
---	---

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT							
THE ENRICHMENT ACADEMY (TEA) BUDGET							
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)							
Three (3) Months of Operations - 25.00% of Year							
Account Number	Description of Account	Annual Budget	Actual Information		Year-to-Date Variance	Percent of Annual Budget	Footnotes
			Current Month Actual	Year-to-Date Actual			
	REVENUES:				Over/(Under)		
347246	The Enrichment Academy-S	\$ 766,800	\$ 20,705	\$ 317,743	\$ (449,057)	41.44%	A
347247	The Enrichment Academy-M	-	-	165	165	0.00%	A
347248	The Enrichment Academy-L	8,000	104	4,388	(3,612)	54.85%	A
361100	Interest Income	1,000	405	682	(318)	68.20%	B
	Total Revenues:	\$ 775,800	\$ 21,214	\$ 322,978	\$ (452,822)	41.63%	
	EXPENSES:				Under/(Over)		
500121	Regular Salary & Wages	\$ 81,882	\$ 7,899	\$ 22,761	\$ 59,121	27.80%	
500131	Other Salary & Wages	105,036	-	-	105,036	0.00%	
500152	Special Pay - Cell Phones	720	60	180	540	25.00%	
500211	Social Security Taxes	11,632	486	1,402	10,230	12.05%	
500212	Medicare Taxes	2,720	114	328	2,392	12.06%	
500221	Retirement Contr. Employer	4,913	441	1,627	3,286	33.12%	
500222	Retirement Contr. Employer-Mtch	1,638	63	63	1,575	3.85%	
500231	Health & Life Insurance	17,215	74	4,282	12,933	24.87%	
500241	Worker's Compensation	541	-	2,018	(1,477)	373.01%	C
	Subtotal Personnel Services	226,297	9,137	32,661	193,636	14.43%	
500311	Management Fees	68,950	2,770	8,318	60,632	12.06%	
500318	Technology Services	4,263	355	1,068	3,195	25.05%	
500319	Other Professional Services	54,000	1,055	1,055	52,945	1.95%	D
500341	Janitorial Services	41,040	-	-	41,040	0.00%	E
500343	Systems Management Support	3,719	29	651	3,068	17.50%	
500349	Misc Contractual Services	220,671	28,584	58,512	162,159	26.52%	
500401	Travel & Per Diem	500	-	60	440	12.00%	
500411	Telephone	1,500	-	-	1,500	0.00%	
500412	Postage	4,000	-	-	4,000	0.00%	
500431	Electricity	12,120	-	-	12,120	0.00%	E
500432	Natural Gas	360	-	-	360	0.00%	E
500433	Water & Sewer	880	-	-	880	0.00%	E
500441	Office Leases	24,000	-	-	24,000	0.00%	E
500442	Equipment Rental	9,900	-	-	9,900	0.00%	
500461	Equipment Maintenance	100	-	-	100	0.00%	
500471	Printing & Binding	19,000	1,526	1,526	17,474	8.03%	
500485	Box Office Fees	8,200	847	1,435	6,765	17.50%	
500491	Bank Charges	11,800	558	1,208	10,592	10.24%	
500499	Misc Current Charges	500	-	-	500	0.00%	
500511	Office Supplies	5,000	56	511	4,489	10.22%	
500522	Operating Supplies	6,700	-	162	6,538	2.42%	
575524	Non-Capital FF&E	52,300	-	-	52,300	0.00%	F
	Operating Expenditures	549,503	35,780	74,506	474,997	13.56%	
	Total Expenses	\$ 775,800	\$ 44,917	\$ 107,167	\$ 668,633	13.81%	
	Change in Unreserved Net Position	\$ -	\$ (23,703)	\$ 215,811	\$ 215,811		

[illegible]



VILLAGE CENTER CDD DISTRICT
ENTERPRISE - CASH AND INVESTMENT SUMMARY
AS OF DECEMBER 31, 2018

Fund Code	Account Name	Bank	Balance 10/1/18	Current Balance	Reconciled Yes/No
RECREATIONAL AMENITIES DIVISION (RAD)					
421	RAD Operating Cash	CFB	560,371.66	3,971,778.27	Yes
421	RAD - Golf Cash	CFB	245,725.75	243,581.09	Yes
421	RAD - FEITF	FEITF	2,940,112.75	2,957,554.91	Yes
421	RAD - FI-Class	FI-Class	8,946,080.92	8,912,588.47	Yes
421	RAD- FLFIT	FLFIT	10,856,335.53	10,891,790.62	Yes
421	FLGIT Investment	FLGIT	12,781,284.58	12,827,556.32	Yes
421	Long Term Investment	USB	4,485,524.13	4,293,418.37	Yes
Sub-total CASH, CASH EQUIVALENTS & INVESTMENTS			40,815,435.32	44,098,268.05	
421	Interest 2014	USB-SBA	3,408,836.06	1,692,779.50	Yes
421	Principal 2014	USB-SBA	8,988,188.77	1,851,793.67	Yes
421	Renewal/Replacement 2014	USB-SBA	947,039.50	953,167.39	Yes
Sub-total DEBT SERVICE			13,344,064.33	4,497,740.56	
TOTAL - RAD			54,159,499.65	48,596,008.61	

VCCDD - LITTLE SUMTER SERVICE AREA (LSSA)					
422	Operating Cash	CFB	665,051.18	632,774.17	Yes
422	LSSA FEITF	FEITF	1,533,648.85	1,542,747.19	Yes
422	LSSA - FL-Class	FI-Class	5,633,225.81	6,818,892.76	Yes
422	LSSA - FLFIT	FLFIT	2,541,498.80	2,549,798.93	Yes
422	FLGIT Investment	FLGIT	3,364,043.62	3,376,222.37	Yes
422	Long Term Investment	USB	1,071,188.52	1,025,311.72	Yes
Sub-total CASH, CASH EQUIVALENTS & INVESTMENTS			14,808,656.78	15,945,747.14	
422	Interest - 2014B	USB-SBA	1,533,759.02	790,704.36	Yes
422	Principal - 2014B	USB-SBA	2,255,208.10	580,219.17	Yes
422	R&R - 2014B	USB-SBA	360,226.01	362,556.87	Yes
422	System Development 2014B	USB-SBA	402,471.64	405,075.87	Yes
Sub-total DEBT SERVICE			4,551,664.77	2,138,556.27	
TOTAL - LSSA			19,360,321.55	18,084,303.41	

VCCDD - VILLAGE CENTER SERVICE AREA (VCSA)					
423	Operating Cash	CFB	463,785.69	344,985.37	Yes
423	VCSA - FEITF	FEITF	701,685.79	705,848.52	Yes
423	VCSA - FL-Class	FI-Class	2,382,430.18	3,379,689.01	Yes
423	VCSA - FLFIT	FLFIT	3,320,437.50	3,331,281.53	Yes
423	FLGIT Investment	FLGIT	3,827,506.06	3,841,362.68	Yes
423	Long Term Investment	USB	1,212,631.51	1,160,697.00	Yes
Sub-total CASH, CASH EQUIVALENTS & INVESTMENTS			11,908,476.73	12,763,864.11	
423	System Development Oper	CFB	119,687.43	152,419.07	Yes
Sub-total SYS DEV			119,687.43	152,419.07	
423	2014A Interest Fund	USB-SBA	208,613.35	112,352.43	Yes
423	2014A Principal Fund	USB-SBA	1,520,160.30	391,418.77	Yes
423	2014A R&R Fund	USB-SBA	284,259.09	286,098.22	Yes
Sub-total DEBT SERVICE			2,013,032.74	789,869.42	
TOTAL - VCSA			14,041,196.90	13,706,152.60	

FITNESS FUND					
424	Operating Cash	CFB	102,598.15	112,534.58	Yes
424	VC Fitness - FL-Class	FI-Class	59,500.16	48,512.00	Yes
424	Long Term Investment	USB	22,611.08	21,642.69	Yes
Sub-total CASH, CASH EQUIVALENTS & INVESTMENTS			184,709.39	182,689.27	
TOTAL - FITNESS FUND			184,709.39	182,689.27	

425	Operating Cash (TEA)	CFB	38,074.56	255,318.56	YES
			87,783,802.05	80,824,472.45	



VILLAGE CENTER CDD DISTRICT
GOVERNMENT - CASH AND INVESTMENT SUMMARY
AS OF DECEMBER 31, 2018

Fund Code	Account Name	Bank	Balance 10/1/18	Current Balance	Reconciled Yes/No
GOVERNMENTAL FUNDS					
001	General Fund -Operating Cash	CFB	262,954.09	121,912.19	Yes
001	General Fund Payroll	CFB	909.95	725.24	Yes
001	General Fund - Cash Flex Med	CFB	6,458.98	92,444.03	Yes
001	General Fund FEITF	FEITF	836,582.40	841,545.41	Yes
001	General Fund FL-Class	FL-Class	8,142,979.50	8,736,298.16	Yes
001	Long Term Investment	USB	874,522.34	837,068.35	Yes
	Sub-total General Fund		10,124,407.26	10,629,993.38	
121	VOSS -Operating Cash	CFB	83,963.09	84,191.15	Yes
121	VOSS - FEITF	FEITF	446,303.03	448,950.71	Yes
121	VOSS - FI-Class	FI-Class	1,033,357.44	1,175,925.37	Yes
121	VOSS-FLFIT	FLFIT	184,171.16	184,772.63	Yes
121	FLGIT Investment	FLGIT	165,079.03	165,676.66	Yes
121	Long Term Investment	USB	201,800.77	193,158.06	Yes
	Sub-total VOSS		2,114,674.52	2,252,674.58	
122	Rolling Acres - Operating Cash	CFB	65,810.25	66,789.00	Yes
122	Rolling Acres- FI-Class	FI-Class	161,785.98	208,731.44	Yes
122	Long Term Investment	USB	26,306.78	25,180.12	Yes
	Sub-total Rolling Acres		253,903.01	300,700.56	
123	Road Maint - Operating Cash	CFB	50,054.40	50,075.57	Yes
123	Road Maint - FI-Class	FI-Class	298,181.13	350,051.44	Yes
123	Road Maint - FLFIT	FLFIT	92,753.55	93,056.47	Yes
123	FLGIT Investment	FLGIT	87,987.40	88,305.93	Yes
123	Long Term Investment	USB	59,830.98	57,268.55	Yes
	Sub-total ROAD MAINT		588,807.46	638,757.96	
124	Safety -Operating Cash	CFB	208,299.09	85,959.06	Yes
124	Safety - Flex	CFB	8,797.39	68,932.67	Yes
124	Safety - FEITF	FEITF	759,296.85	763,801.37	Yes
124	Safety - FL-Class	FL-CLASS	4,619,471.48	1,940,439.32	Yes
124	Safety - FLFIT	FLFIT	891,785.52	894,697.94	Yes
124	FLGIT Investment	FLGIT	905,210.65	908,487.76	Yes
124	Long Term Investment	USB	804,537.10	770,080.43	Yes
	Sub-total SAFETY		8,197,398.08	5,432,398.55	
125	Community Standards-Operating Cash	CFB	85,848.48	97,795.47	Yes
125	Community Standards - FI-Class	FL-Class	365,721.10	344,176.65	Yes
125	Long Term Investment	USB	44,135.41	42,245.18	Yes
	Sub-total Comm Standards		495,704.99	484,217.30	

21,774,895.32	19,738,742.33
----------------------	----------------------

FIDUCIARY FUND					
751	Beyond the Stars - Operating	CFB	36,415.35	37,420.22	Yes
751	Beyond the Stars - FI-Class	FL-Class	7,933.98	7,982.20	Yes
	Total STARS		44,349.33	45,402.42	

44,349.33	45,402.42
------------------	------------------

TOTAL - Governmental Funds	21,774,895.32	19,738,742.33
TOTAL - Enterprise Funds	87,783,802.05	80,824,472.45
TOTAL - Fiduciary Fund	44,349.33	45,402.42
TOTAL - VCCDD	109,603,046.70	100,608,617.20



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: District Staff

DATE: 2/6/2019

SUBJECT: AAC After Agenda

ISSUE: AAC After Agenda

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
□ 2/6/19	Cover Memo



*District 1 - Carl Bell
District 2 - Ann Forrester, Chairman
District 3 - John Wilcox, Vice Chairman
District 4 - Don Deakin
Lady Lake/Lake Co. - Lowell Barker
VCCDD Board - Gary Moyer*

***Amenity Authority Committee
Monthly Board Meetings are held at:
Savannah Regional Recreation Center
Ashley Wilkes Room 1545 Buena Vista Blvd. The
Villages, FL 32162
The Villages, Florida 32162***

AFTER AGENDA

February 6, 2019
9:00 AM

Notice to Public: Audience Comments on all issues will be received by the Board.

The District Board welcomes participation during public meetings; however, in order to conduct business in an orderly fashion the Board of Supervisors requests you limit your comments to three (3) Minutes. If you have a general comment that is not included as an item on the agenda please come before the Board during the Audience Comments portion of the meeting. If your comment pertains to a specific on the agenda, the Chairman or Vice-Chairman will request public comments when the item is addressed. Thank you for attending the meeting and for your interest in your local government.

1. Call to Order
 - A. Roll Call – **Don Deakin was absent.**
 - B. Pledge of Allegiance
 - C. Observation of Moment of Silence
 - D. Welcome Meeting Attendees
 - E. Audience Comments – **No audience comments were received.**

NEW BUSINESS:

2. Approval of the Minutes

Approval of the Minutes for the Meeting held on January 9, 2019. – **The Committee approved and no discussion occurred.**
3. Approval of FY 19-20 Budget Calendar

Request approval of the attached tentative Fiscal Year 2019-20 Budget Calendar dates to review the budgets for the Recreation Amenities Division and Mulberry Fitness Funds. – **Following Staff overview, the Committee approved.**

4. Architectural Review Manual
Proposed revisions to the Architectural Review Manual (Manual). – **Following Staff overview, the Committee approved.**
5. Architectural Review Committee Selection Process
The Primary and Alternate Architectural Review Committee (ARC) Member. – **The Committee amended the current selection process and recommended approval of Ms. Judy Glasel to the ARC.**
6. Award of BID #19B-002 Multi Modal Path Tunnel Guide Sign Project
Review and approval to present a recommendation to award of Invitation to Bid (ITB) #19B-002 Multi-Modal Path Tunnel Guide Sign Projects: Districts 1, 2, 3, 4, VCCDD & SLCDD and as needed in Various Districts to the Village Center Community Development District Board. – **Following Staff overview and sign presentation, the Committee approved.**

OLD BUSINESS:

7. Old Business Status Update
Old Business Status Update - February 6, 2019
8. Capital Projects Update
The Capital Project Update will be provided to the Committee at the Meeting.

INFORMATIONAL ITEMS ONLY:

9. VCCDD Financial Statements
 - A. VCCDD Budget to Actuals as of December 31, 2018
 - B. Interest Allocation as of December 31, 2018
10. RAD Fund: Capital Projects Work Plan
Fiscal Year 2018-19 RAD Fund: Capital Projects Work Plan - February

REPORTS AND INPUT:

11. District Manager Reports
 - **The Committee approved expenditure of \$15,000 to proceed with re-design of Del Mar Gate**
 - **The Committee approved proceeding with installation of 8 Aquatic Access Lifts at pools north of CR 466 which does not currently have one.**
 - **The Committee approved proceeding with a \$6.5 million placeholder for design/construction/ renovation of Villages of Marion. Any reconstruction or renovation to Paradise Recreation Center will be addressed at a later date.**
12. District Counsel Reports
13. Supervisor Comments
14. Adjourn – **The meeting was adjourned at 10:09 a.m.**



AGENDA REQUEST

TO: Board of Supervisors
Village Center Community Development District

FROM: Deborah Franklin, Director of Human Resources and Strategic Planning

DATE: 2/13/2019

SUBJECT: **Human Resources Update**

ISSUE:Update on Human Resources Projects

ANALYSIS/INFORMATION:

Recruitment:

- Issue: Length of time from recruitment to selection for Villages Fire Rescue positions of incumbent/pending firefighters
- Solution:
 - Human Resources and Villages Fire Rescue met and reviewed entire process, from receipt of initial application to first day on job, resulting in reduction of 2 weeks' time.
- Outcomes:
 - Decreased applicant ability to accept other offers of employment in the time pending between our initial offering and their scheduled start date
 - Creates efficiencies in recruitment process
 - Reduces last minute vacancies due to loss of candidates

Compensation & Pay Study:

- Final Product due March- April 2019
- Progress to date includes:
 - Informational meetings to all staff
 - Job Assessment Questionnaires completed by staff and undergoing supervisor review
 - Survey targets selected
 - Target Positions identified

Employee Communications

- Quarterly Momentum Meeting:
- February 7, 2019, Lake Miona Regional Recreation Center, 9:30 am & 5:30 PM
- Survey sent to all staff to encourage input for inclusion in presentation, and many suggestions and issues will be included
- Videotaping for posting – looking into live streaming for future

Payroll/HRIS transition

- Paychex implementation kick off meeting scheduled and timeline being created for transition 2Q 2019

Strategic Planning

- Senior Management training/team building conducted
- SWOT Analysis in process for 2019-2020 project planning
- “Learn and Lead” leadership series kick off February 12.
 - An “essential skills” training class for first time managers/supervisors, or those new to the District to ensure a strong foundation in new leadership team members
 - 5 modules over 5 weeks, with each module building upon the prior
 - Final assessment by attendees of both overall class and of the individual modules will help determine final product for on-going training of future/new leadership members.

STAFF RECOMMENDATION:**MOTION:**