



Seat 1 - Joe Nisbett, Vice-Chairman
Seat 2 - Dr. Randy McDaniel, Supervisor
Seat 3 - Brad Brown, Supervisor
Seat 4 - Mike Berning, Chairman
Seat 5 - Gerry Lachnicht, Supervisor

Monthly Board Meetings are held at:

District Office Board Room

984 Old Mill Run The Villages, FL 32162

The Villages, Florida 32162

AGENDA

March 14, 2019

10:00 AM

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

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

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.

2. Approval of the Minutes

Approval of the Minutes for the Meeting held on February 14, 2019.
3. Request to Declare Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at Recreation Centers.

Request to declare and approve Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at District Recreation Centers. *(PWAC Consideration Item)*
4. Approval of Amendment One to RFP #18P-014 Landscape and Irrigation Maintenance for District 12 Villas, Cul-De-Sacs, Basins and Roadways

Review and approval of Amendment One to RFP #18P-014 between Sumter Landing Community Development and Cepra Landscape, LLC for Landscape and Irrigation Maintenance for District 12 Villas, Cul-De-Sacs, Basins and Roadways. *(PWAC Consideration Item)*
5. Termination of RFP #17P-023 VCCDD and SLCDD Professional Janitorial Services (PWAC consideration item)

Standardization of janitorial contracts is desired as is the increased scope of services to meet the District's service expectations *(PWAC consideration item)*.

6. Award of BID #19B-003 Roof Replacements at Various Recreation Centers
Review and approval of recommendation to award Invitation to Bid (ITB) #19B-003 Roof Replacements at Various Recreation Centers (*PWAC Consideration Item*)
7. Request to Approve Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools.
Review and approval of Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools by the Sumter Landing Community Development District Board (SLCDD). (*PWAC Consideration Item*)

NEW BUSINESS:

8. Discussion Item: Operating Policies and Procedures
9. Long-term Investment Portfolio
Approval of Increase to Long-Term Investment Portfolio

INFORMATIONAL ITEMS ONLY:

10. Financial Statements
Budget to Actual Statements as of January 31, 2019

REPORTS AND INPUT:

11. District Manager Reports
 - A. PWAC After Agenda
 - B. Updated Resident Academy Flyer
 - C. Reminder: District Government Update Meeting
12. District Counsel Reports
13. Supervisor Comments
14. 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
Sumter Landing Community Development District

FROM: Jennifer McQueary, District Clerk

DATE: 3/14/2019

SUBJECT: **Approval of the Minutes**

ISSUE: Approval of the Minutes for the Meeting held on February 14, 2019.

ANALYSIS/INFORMATION: Staff requests approval of the Minutes for the Meeting held on February 14, 2019.

STAFF RECOMMENDATION: Staff recommends approval of the Minutes for the Meeting held on February 14, 2019.

MOTION: Motion to approve the Minutes for the Meeting held on February 14, 2019.

ATTACHMENTS:

Description	Type
□ 2-14-19	Cover Memo

**MINUTES OF MEETING
SUMTER LANDING COMMUNITY
DEVELOPMENT DISTRICT**

A Meeting of the Board of Supervisors of Sumter Landing Community Development District was held on Thursday, February 14, 2019 at 10:00 a.m. at the District Office Board Room, 984 Old Mill Run, The Villages, Florida, 32162.

Board members present and constituting a quorum:

Mike Berning	Chairman
Joe Nisbett	Vice Chairman
Randy McDaniel	Supervisor
Brad Brown	Supervisor
Gerry Lachnicht	Supervisor

Staff Present:

Richard Baier	District Manager
Kenny Blocker	Assistant District Manager
Lewis Stone	District Counsel
Sam Wartinbee	District Property Management Director
Barbara Kays	Budget Director
Anne Hochsprung	Finance Director
Brittany Wilson	Director, Technology and Board Support Services
Jennifer McQueary	District Clerk
Julie Kulas	Administrative Assistant

FIRST ORDER OF BUSINESS:

Call to Order

A. Roll Call

Chairman Berning called the meeting to order at 10:06 a.m. and stated for the record that all Supervisors were present representing a quorum.

B. Pledge of Allegiance

The Chairman led the Pledge of Allegiance.

C. Observation of a Moment of Silence

The Board observed a moment of silence for those who have served our Country and their community.

D. Welcome Meeting Attendees

The Board welcomed all those residents in attendance.

E. Audience Comments

No audience comments were received.

CONSENT AGENDA:

Chairman Berning 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 will occur unless desired by a Supervisor or a member of the public.

On MOTION by Brad Brown, seconded by Gerry Lachnicht, with all in favor, the Board took formal action on the following items included on the Consent Agenda:
SECOND ORDER OF BUSINESS: Approval of the Minutes for the Meeting held on January 7, 2019.
THIRD ORDER OF BUSINESS: Award 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 \$57,389.60 for the unit pricing indicated in Exhibit B for as needed signage projects and authorized the Chairman/Vice Chairman to sign the Agreement.

FOURTH ORDER OF BUSINESS: Acceptance of Audit Report for Fiscal Year 2017/2018

Anne Hochsprung, Finance Director, advised that Purvis Gray & Company, the District's Auditor, has completed the audit report for Fiscal Year 2017/2018 and reviewed the Statement of Activities as well as the Balance Sheet of Governmental Funds with the Board. The following items were highlighted from the Fiscal Year 2017/2018 audit:

- The assets of the District exceeded its liabilities as of September 30, 2018 by \$69,100,685 (net position), an increase of \$5,263,959. Of the total net position, \$58,399,735 of unrestricted net position exists that can be used at the discretion of the Board of Supervisors.

- The District's total net position increased by \$5,263,959 during the Fiscal Year. This increase in net position resulted from a decrease of \$928,457 in net position in the governmental funds, while there was a \$6,192,416 increase in the proprietary funds. The proprietary fund increase was \$5,911,488 in the Sumter Landing Amenities Division (SLAD) Fund and an increase of \$280,928 in the three fitness centers.
- The District's long-term debt decreased during the year due to annual payments of \$8,435,000 on the issued bonds, bringing the ending balance of the bonds to \$397,095,000 as of September 30, 2018.
- At the close of the fiscal year, the District's governmental funds reported combined fund balances of \$9,016,107, a net decrease of \$302,712, compared to the prior year. Of the total, \$5,399,403 is unassigned fund balance, available for use by the District on a discretionary basis. Capitalized assets and their associated depreciation are not recorded in the fund based financial statements due to the near-term focus of governmental revenue and expenditure flow.

Helen Painter with Purvis & Gray, the District's Auditors, advised an unmodified opinion has been issued and believes that the financial statements are fairly presented in accordance with generally accepted accounting principles and are free from material mistakes. Ms. Painter thanked Staff for their cooperation in providing all necessary documents to them for the completion of their audit. Ms. Painter responded to the inquiries of the Board.

The Board thanked the auditors for the report provided.

On MOTION by Brad Brown, seconded by Gerry Lachnicht, with all in favor, the Board accepted the Sumter Landing Community Development District Fiscal Year 2017/2018 Audit.

FOURTH ORDER OF BUSINESS: Approval of Fiscal Year 19/20 Budget Calendar

Barbara Kays, Budget Director, provided the Board with the Fiscal Year 2019/2020 Budget Calendar and advised that approval of the Proposed Budget will occur during the Board's regular meeting to be held on June 6, 2019 in the District Large Conference Room and a Public Hearing to

adopt the Final Budget is scheduled to occur at the Board's regular meeting to be held on September 5, 2019 in the District Large Conference Room.

On MOTION by Brad Brown, seconded by Randy McDaniel, with all in favor, the Board approved the Fiscal Year 2019/2020 Budget Calendar.

SIXTH ORDER OF BUSINESS: Operating Policies and Procedures

Brittany Wilson, Director of Technology and Board Support Services, advised that a draft of the Operating Policies and Procedures was provided to the Board via email and as an attachment to the agenda package. Staff has conducted a review of the District's existing Policies and Procedures, Statutory requirements, Operating Policies of other governmental entities and procedures and existing policies that the Board has adopted throughout the years, which have been incorporated into the document presented. Ms. Wilson advised that Staff has highlighted those areas where options have been provided to the Board for consideration and are requesting that the Board review the document and provide comments to Staff to be incorporated prior to the March Board Meeting. Once the Operating Policies and Procedures have been finalized, Staff will move forward with the advertisement process for the Board to hold a Public Hearing to adopt the Rule.

SEVENTH ORDER OF BUSINESS: Lease Agreement with The Villages of Lake-Sumter for Fire Station No. 40

Mr. Baier advised that this Board has previously approved a Request for Proposal (RFP) to expand and renovate Fire Station 40 located on Parr Drive. In order to accomplish this, the District will need to lease a parcel of land adjacent to the existing fire station to provide employee housing, as well as lay down. Mr. Baier stated the term until completion is eleven (11) months commencing on March 4, 2019 to January 31, 2020.

On MOTION by Brad Brown, seconded by Randy McDaniel, with all in favor, the Board approved the Lease Agreement with The Villages of Lake-Sumter, Inc.

EIGHTH ORDER OF BUSINESS: Quit Claim Deed between The Villages of Lake-Sumter, Inc. to Sumter Landing Community Development Districts

Mr. Baier advised that Staff received a Quit Claim Deed from The Villages of Lake-Sumter, Inc. for Tract J of The Villages of Sumter (VOS) Colony Golf Course which falls within the District's boundaries.

On MOTION by Brad Brown, seconded by Gerry Lachnicht, with all in favor, the Board accepted the Quit Claim Deed from the Villages of Lake-Sumter, Inc.

NINTH ORDER OF BUSINESS: Approval of Agreement for Maintenance Services with VLS

Sam Wartinbee, District Property Management (DPM) Director, advised that during the Project Wide Advisory Committee (PWAC) meeting held on January 14, 2019, the Committee reviewed the proposed revisions to Exhibit "A" of the Interlocal Governmental Agreement for Maintenance of Project Wide Improvements and recommended approval to this Board. Subsequently, at the January 17, 2019 meeting, the Board adopted Resolution 19-08 updating Resolution 19-08 updating and revision Exhibit "A" of the Project Wide Fund. Mr. Wartinbee stated that the District has received an Agreement for Maintenance Services from the Villages of Lake-Sumter, Inc., to provide landscape maintenance services, on behalf of the District, for the areas adjacent to Fenney Recreation Center and Spanish Moss Postal Facility, which fall under the purview of the Project Wide Fund for maintenance. The agreement will ensure that maintenance of these areas adheres to the best practices established as development continues and transitions, with a cost to the District of \$10 per year from the date of the Agreement until September 30, 2021.

On MOTION by Brad Brown, seconded by Gerry Lachnicht, with all in favor, the Board approved the Agreement for Maintenance Services with the Villages of Lake-Sumter, Inc.

TENTH ORDER OF BUSINESS: Financial Statements

Ms. Hochsprung provided an overview of the Budget to Actual Statements as of December 31, 2018 and highlighted the following:

- The Sumter Landing Amenities Division (SLAD) Fund revenues are \$18,364,412 which is 25.20% of the annual budget and the expenses are \$20,958,426 which is 30.12% of the annual budget.
- The Fitness Fund total revenues are \$191,125 which is 22.64% of the annual budget and the expenses are \$175,521 which is 13.76% of the annual budget.
- The Project Wide Fund revenues are \$3,142,169 which is 25.07% of the annual budget and the expenses are \$2,235,194 which is 17.15% of the annual budget.
- The Lake Sumter Landing Budget revenues are \$385,142 which is 24.29% of the annual budget and the expenses are \$315,133 which is 16.89% of the annual budget.

Vice Chairman Nisbett inquired if Staff anticipated any large expenses upcoming from the Fitness Fund budget. Ms. Kays advised that Staff will review proposed expenditures in detail as part of the budget process.

ELEVENTH ORDER OF BUSINESS: District Manager Reports

A. PWAC After Agenda

Mr. Baier advised that the After Agenda from the Project Wide Advisory Committee (PWAC) held on February 11, 2019 was included as an attachment and reviewed the items addressed by the Committee.

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

The meeting was adjourned at 10:47 a.m.

On MOTION by Brad Brown, seconded by Randy McDaniel, with all in favor, the Meeting was adjourned.

Richard J. Baier
Secretary

Mike Berning
Chairman



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Kenneth Blocker, Assistant District Manager; Mark LaRock, Purchasing Director

DATE: 3/14/2019

SUBJECT: **Request to Declare Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at Recreation Centers.**

ISSUE:

Request to declare and approve Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at District Recreation Centers. (*PWAC Consideration Item*)

ANALYSIS/INFORMATION:

The District has used and/or evaluated various product lines such as NIDY and Versacourt for their Shuffleboard Court Resurfacing needs. After use of the Nova Product line, Novaplay II Nova Green (Shuffleboard Formulation) surface coats and Nova WB100 (water based prime coat) on many of our shuffleboard courts which include Seabreeze, Rohan, Truman and Manatee Recreation Centers, this product has been found to play far superior to the other products available on the market. The Recreation Centers that currently have the Nova Product have received positive resident feedback, particularly from the Villages Shuffleboard Club, regarding exceptional playability. Therefore we are requesting to standardize and use the Nova product line on all future Shuffleboard Court Resurfacing Projects.

BUDGET IMPACT:

The average cost for Shuffleboard Court Resurfacing including materials and installation for each court is budgeted at \$1265.00 (materials \$403.00 and installation \$862.00) and will only be purchased on an as needed basis.

STAFF RECOMMENDATION:

Staff requests approval to declare Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at District Recreation Centers.

MOTION:

Motion to approve and declare Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at District Recreation Centers.

ATTACHMENTS:

Description	Type
▣ Standardization Form	Backup Material

STANDARDIZATION
Request and Justification

Received
FEB 15 2019
Julia
The Villages®
Community Development Districts

Date: Feb 14, 2019

District: Village Center CDD and SLCDD

Requested By: Blair Bean

Department: DPM

Commodity / Service: Shuffleboard Court Surfacing Product

Vendor: NOVA Sports USA

JUSTIFICATION

1. What is the purpose and need of this product or service?

Products are used for the initial surfacing and maintenance resurfacing of shuffleboard courts within the District. Staff proposes the use of NOVA products (1) Novaplay II Nova Green (Shuffleboard Formulation) surface coat and (2) NOVA product WB100 (water based prime coat) as STANDARD PRODUCTS for shuffleboard surfacing.

2. What functional or performance specifications does this product have that others do not have?

Functionally the surface was evaluated by District Property Management and Recreation and found to play superior to other surfaces evaluated including existing Nidy surfaces and new court surface tiles such as Versacourt.

3. Why was this product or service selected over all other products for services?

Feedback from residents and District personnel regarding the improved quality of the finished product. (Feedback Attached)

4. What other vendors' products / services have been evaluated?

Nidy and Versacourt. Nidy is a similar but not the same product. Versacourt tiles were evaluated as an alternative but they are a tile and not a coating system. Neither was recommended by staff as an alternative to the NOVA product.

5. Specifically, why doesn't each of the other products or services meet the functional or performance requirements listed in question 1?

Products do not play the same. Nidy had been used in the past but staff and resident feedback has indicated a preference for the NOVA surface. The court tiles did not play the same (much slower surface).

Standardization of the product is necessary to provide a consistent playing experience for residence, to allow for partial repairs of playing surfaces when needed (reduced maintenance cost) and allow for price break opportunities based on volume discounts.

Purchasing Authority Approval:

District Manager

[Signature]
2/14/19
Date 2.13.19

Board Approved: ☐ Yes ☐ No

Date: *[Signature]*



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Mark LaRock, Purchasing Director; Joan Fiege, Contract Administrator

DATE: 3/14/2019

SUBJECT: **Approval of Amendment One to RFP #18P-014 Landscape and Irrigation Maintenance for District 12 Villas, Cul-De-Sacs, Basins and Roadways**

ISSUE:

Review and approval of Amendment One to RFP #18P-014 between Sumter Landing Community Development and Cepra Landscape, LLC for Landscape and Irrigation Maintenance for District 12 Villas, Cul-De-Sacs, Basins and Roadways. (*PWAC Consideration Item*)

ANALYSIS/INFORMATION:

On June 14, 2018 Sumter Landing Community Development District entered into the Landscape and Irrigation Maintenance Agreement for District 12 Villas, Cul-De-Sacs, Basins and Roadways with Cepra Landscape, LLC for an annual amount of \$460,320.25.

As a result of growth in District 12, staff requests review and approval of Amendment One to the Agreement for the addition of Basins VOSO Unit 14 Tract, VOSO Unit 15 Tract, VOSO BW-10, Basins 1, 2, 3, 4, 9, 10, 11, 12 and 29, Roadways VOF Frontage 468 and Reader Path South. The addition of these areas adds \$114,981.20 annually to this Agreement.

This Amendment One also removes all or parts of the roadways from the Agreement (Fenney Way Phase 1, Fenney Way Phase 2, and Fenney Way Phase 3) in the annual amount of \$82,343.05.

The additions (\$114,981.20) and deletions (-\$82,343.05) as stated above will add an additional annual amount of \$32,638.15 to the Sumter Landing Community Development District Agreement for a total annual Agreement amount of \$492,958.40 (\$41,079.87 monthly).

BUDGET IMPACT:

Funds were included in the FY 18-19 budget for these additions.

STAFF RECOMMENDATION:

Staff requests approval of Amendment One to RFP #18P-014 Landscape and Irrigation Maintenance for District 12 Villas, Cul-De-Sacs, Basins and Roadways between Sumter Landing Community Development District and Cepra Landscape, LLC for the addition of Basins listed above and the removal of all or parts of the roadways listed above for an additional annual agreement amount of \$32,638.15 and a new total annual Agreement amount of \$492,958.40 (\$41,079.87 monthly).

MOTION:

Motion to approve Amendment One to RFP #18P-014 Landscape and Irrigation Maintenance Agreement for District 12 Villas, Cul-De-Sacs, Basins and Roadways between Sumter Landing Community Development District and Cepra Landscape, LLC for an annual increase of \$32,638.15 and a new total annual contract price of \$492,958.40 (\$41,079.87 monthly), and authorize the Chairman/Vice Chairman to sign Amendment One.

ATTACHMENTS:

Description	Type
▣ SLCDD Cepra Landscaping, LLC 18P-014 Amend1	Exhibit

**AMENDMENT ONE TO THE AGREEMENT FOR SERVICES BETWEEN
SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT AND
CEPRA LANDSCAPE, LLC FOR
LANDSCAPE AND IRRIGATION MAINTENANCE
FOR DISTRICT 12 VILLAS, CUL-DE-SACS, BASINS AND ROADWAYS**

RFP # 18P-014

THIS AMENDMENT is entered into this 14th day of March 2019, and made effective on the 1st day of April, 2019, by and between SUMER LANDING COMMUNITY DEVELOPMENT DISTRICT (SLCDD), whose mailing address is 984 Old Mill Run, The Villages, Florida 32162 and CEPRA LANDSCAPE, LLC (CONTRACTOR).

RECITALS

WHEREAS, SLCDD and CONTRACTOR entered into the Agreement for scheduled Landscape and Irrigation Maintenance (Agreement) services for SLCDD dated June 14, 2018; and

WHEREAS, SLCDD and CONTRACTOR desire to further amend the Agreement and Amendments thereto, to add and remove various areas as set forth below.

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual covenants and conditions contained herein, SLCDD and CONTRACTOR agree as follows:

1. The above Recitals are true and correct and are hereby incorporated into this paragraph.
2. SLCDD and CONTRACTOR hereby amend the Agreement and any amendments thereto, to add Basins VOSO Unit 14 Tract, VOSO Unit 15 Tract, VOSO BW-10, Basins 1, 2, 3, 4, 9, 10, 11, 12 and 29, Roadways VOF Frontage 468 and Reader Path South. The addition of these areas adds One Hundred Fourteen thousand, Nine Hundred Eighty-One and 20/100 dollars (\$114,981.20) annually to this Agreement.
3. SLCDD and CONTRACTOR hereby amend the Agreement and any amendments thereto, to remove all or parts of the Roadways (Fenney Way Phase 1, Fenney Way Phase 2, and Fenney Way Phase 3) in the annual amount of Eighty-Two Thousand, Three hundred Forty-three and 05/100 dollars (\$82,343.05).
4. For the satisfactory performance of the work outlined in the Agreement and this Amendment, SLCDD agrees to pay to CONTRACTOR an annual amended agreement amount of Four Hundred Ninety-Two Thousand, Nine Hundred Fifty-Eight and 40/100 Dollars (\$492,958.40) as provided for in Exhibit "A" to this Amendment.
5. SLCDD and CONTRACTOR agree that all other terms and conditions of the Agreement and Amendments thereto are hereby ratified and confirmed and shall continue in full force and effect except as amended herein.

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment on the date set forth above.

**SUMTER LANDING COMMUNITY
DEVELOPMENT DISTRICT**

CEPRA LANDSCAPE, LLC

By: _____

By: _____

Print Name

Print Name

Print Title

Print Title

Date

Date

Attest

Attest

SLCDD (P/W) - District 12 Basins and Roadways

Area Description	Annuals (x4 change outs per year)	Zoysia (Sq Yd)	St. Augustine (Sq Yd)	Bahia Turf (Sq Yd)	Shrub Beds (Sq Yd)	Basin Beds (Sq Yd)	Trees	Palms	Irrigation Zones
Basins									
Fenney Guardhouse Ponds	543	0	111	0	1400	0	8	0	12
VOSO Unit 14 Tract	0	0	0	3327	0	0	0	0	0
VOSO Unit 15 Tract	0	0	0	1651	0	984	4	12	5
VOSO BW-10	0	0	113	5847	0	2133	54	20	12
Basin 1	0	0	0	4873	0	3740	74	25	4
Basin 2	0	0	0	4406	0	1167	35	16	2
Basin 3	0	0	1933	18714	0	1611	85	17	3
Basin 4	0	0	0	2747	0	1052	33	9	2
Basin 5	0	0	457	5816	1675	0	81	21	3
Basin 6	0	0	0	19053	4853	0	105	45	7
Basin 7	0	0	0	4070	1073	0	40	22	2
Basin 8	0	0	0	6447	1279	0	39	22	1
Basin 9	0	0	306	4869	0	1672	43	24	3
Basin 9a	0	0	0	4520	11129	0	30	10	9
Basin 10	0	0	0	9069	0	2073	58	13	2
Basin 11	0	0	112	4217	0	2746	43	37	3
Basin 12	0	0	96	1900	0	1091	33	23	4
Basin 13	0	0	668	2916	6661	0	145	45	9
Basin 13A	0	0	0	3357	968	0	26	13	2
Basin 14	0	0	0	58821	5307	0	313	53	8
Basin B-15	0	0	0	55998	6363	0	159	72	6
Basin B-16	0	0	0	4191	2095	0	42	20	5
Basin 17	0	0	379	0	3466	0	68	19	7
Basin 18	0	0	0	13881	3179	0	61	22	3
Basin 19	0	0	89	2549	792	0	19	13	3
Basin 20	0	0	777	3373	1319	0	40	14	6
Basin B-21	0	0	2381	9353	3570	0	110	41	15
Basin 22	0	0	1078	2855	1110	0	25	13	8
Basin B-23 & 27	0	0	1913	16468	4284	0	142	60	13
Basin B-24	0	0	0	11774	1342	0	42	20	6
Basin B-25	0	0	2372	5125	2754	0	26	36	5
Basin 28	0	0	0	7770	1733	0	37	17	8
Basin 29	0	0	0	24737	0	1804	38	17	1
Roadways									
Fenney Way 468 104E Main entry	0	0	922	0	1397	0	17	0	6
VOF Frontage 468	0	0	4994	0	2260	0	34	32	16
Fenney Way Phase 1	5130	0	9983	0	8054	0	31	58	39
Fenney Way Phase 1	-1808	0	-6564	0	-4042	0	-23	-64	-29
Fenney Way Ph2	0	0	11102	0	3854	0	39	64	29
Fenney Way Ph2	0	0	-11102	0	-3854	0	-39	-64	-29
Fenney Way Ph3	63	0	7577	0	3235	0	49	56	28
Fenney Way Ph3	-63	0	-7,577	0	-3,235	0	-49	-56	-28
Reader Path South	580	0	983	0	2,959	0	0	5	8
Total Quantities	4,445	0	23,103	324,694	76,980	20,073	2,117	822	219
Unit Price	\$ 1.65	\$ 1.60	\$ 1.40	\$ 0.65	\$ 1.75	\$ 0.70	\$ 15.00	\$ 15.00	\$ 125.00
Grand Total	\$29,337.00	\$ -	\$32,344.20	\$211,051.10	\$134,715.00	\$14,051.10	\$31,755.00	\$12,330.00	\$27,375.00
Total Monthly Amount For All Areas									\$41,079.87
Total Annual Amount For All Areas									\$492,958.40



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Sam Wartinbee, District Property Management

DATE: 3/14/2019

SUBJECT: **Termination of RFP #17P-023 VCCDD and SLCDD Professional Janitorial Services (PWAC consideration item)**

ISSUE:

Standardization of janitorial contracts is desired as is the increased scope of services to meet the District's service expectations (*PWAC consideration item*).

ANALYSIS/INFORMATION:

Over the past four years janitorial contracts have been awarded with different scopes of service and specifications. The majority of janitorial contracts are set to expire or begin their renewal period on October 1st, 2019.

In an effort to standardize and increase the scopes of service to a level that ensures the District's service expectations are met, District Property Management recommends terminating contract RFP #17P-023 with Premier Janitorial Services effective September 30th, 2019 and not renewing any other existing janitorial contracts. This will allow us to include all amenity facilities in a single RFP with the same scope of services and specifications.

We have increased the scope and frequency of the following tasks:

- Pool bath showers – weekly steam cleaning, and the application of approved anti-slip products quarterly on all dry surfaces
- Daily washing of doors, windows, and walls
- Daily polishing of kick plates using stainless steel and brass polish where appropriate
- Daily kitchen cleaning
- Daily securing of the entire facility
- Daily cleaning of interior and exterior windows
- Postal facilities (NRC's & Stand-alone postal stations): – cleaning of walls, ceilings, boxes, fixtures, polishing of water coolers, ATMs, and display cases. All tasks are now performed daily

- Additional 20 hours per week for a day porter per regional area
- Facilities will now be closed for quarterly maintenance (machine scrubbing ceramic tile, sealing grout lines, striping and waxing of VCT flooring, etc.)

BUDGET IMPACT:

District Property Management anticipates a 20% increase in the cost for janitorial services for the upcoming fiscal year. The increase equates to approximately \$292,123 annually and will be included in the FY 19-20 budget request.

STAFF RECOMMENDATION:

Staff recommends terminating contract RFP #17P-023 with Premier Janitorial Services effective September 30th, 2019 and not renewing any other existing janitorial contracts until a new RFP can be issued.

MOTION:

Motion to approve the termination of contract RFP #17P-023 with Premier Janitorial Services effective September 30th, 2019 and not renewing any other existing janitorial contracts until a new RFP can be issued.



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

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

DATE: 3/14/2019

SUBJECT: **Award of BID #19B-003 Roof Replacements at Various Recreation Centers**

ISSUE:

Review and approval of recommendation to award Invitation to Bid (ITB) #19B-003 Roof Replacements at Various Recreation Centers (*PWAC Consideration Item*)

ANALYSIS/INFORMATION:

On December 31, 2018, Staff issued an Invitation to Bid for roof replacement services at five (5) recreation centers. In the effort to obtain an economy of scale benefit and uniform installation service, these roof replacement services were solicited for both SLCDD (Laurel Manor and Lake Miona Recreation Centers) and VCCDD (the Wood Shop, Chula Vista and La Hacienda Recreation Centers). The roof replacement services will consist of roof removal, install, and repair services. Eleven (11) Contractors attended the Mandatory Pre-Bid Conference of which five (5) submitted responses to the ITB.

Bid evaluation to determine the lowest overall, most responsive and responsible bidder included the grand total bid price and reference checks. Dunnrite Roofing, Inc. was determined by their grand total bid price to be the lowest, most responsive and responsible bidder. Bid Tabulations are as follows:

Contractors	*Combined Bid Grand Total SLCDD & VCCDD Projects
Dunnrite Roofing, Inc.	\$560,889.00
Turley Construction Inc. DBA Turley Roofing	\$648,552.00
1st Class Roofing, Inc.	\$720,237.00
Ryman Roofing, Inc	\$798,573.00
Black Horse Maintenance, LLC	\$940,275.00

*COMBINED BID GRAND TOTAL was the basis of award and included the total project pricing of SLCDD (Laurel Manor and Lake Miona Recreation Centers) and VCCDD (Wood Shop, Chula Vista and La Hacienda Recreation Centers).

Dunnrite Roofing, Inc. pricing for Laurel Manor and Lake Miona Roof Replacements are shown in Exhibit A. Contractor also provided prices for Additional Services (if needed) which were included on the Bid Form to cover any unforeseen removal and replacement services (\$3.00/sqft). All references provided by the Dunnrite Roofing, Inc. were verified and represented positive responses.

BUDGET IMPACT:

The roof replacement projects for the Laurel Manor and Lake Miona Recreation Centers were budgeted in the Fiscal Year 2018-19 Budget. These projects were budgeted for an estimated \$300,000 each, based on the prior roof replacement bid, thus sufficient funds are available.

<u>Project</u>	<u>Budget</u>	<u>Bid Award</u>	<u>Over/(Short)</u>
Laurel Manor Rec Center	300,000	84,748	215,252
Lake Miona Rec Center	300,000	68,051	231,949
TOTAL	600,000	152,799	447,201

STAFF RECOMMENDATION:

Staff is requesting approval of a recommendation to award for the SLCDD portion of ITB #19B-003 for roof replacement at Laurel Manor and Lake Miona Recreation Centers to Dunnrite Roofing, Inc. utilizing the total project pricing reflected on Exhibit A in the amount of \$152,799.00 (Laurel Manor for \$84,748.00 and Lake Miona for \$68,051.00).

MOTION:

Motion to award the SLCDD portion of ITB #19B-003 to Dunnrite Roofing, Inc. for the roof replacement at Laurel Manor and Lake Miona Recreation Centers utilizing the total project pricing reflected on Exhibit A in the amount of \$152,799.00 (Laurel Manor for \$84,748.00 and Lake Miona for \$68,051.00) and authorize the chairman/vice chairman to sign the agreement for services.

ATTACHMENTS:

Description	Type
▣ 19B-003 Agreement	Exhibit
▣ Exhibit A	Exhibit

**AGREEMENT FOR SERVICES BETWEEN
SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT AND
DUNNRITE ROOFING, INC., FOR ROOF REPLACEMENTS AT LAKE MIONA AND LAUREL
MANOR RECREATION CENTERS
BID #19B-003**

THIS AGREEMENT is made this 14th day of March 2019 by and between **SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT** (hereafter referred to as "DISTRICT"), whose address is 984 Old Mill Run, The Villages, Florida 32162, and **DUNNRITE ROOFING, INC.** hereafter referred to as "CONTRACTOR"), whose address is 4480 NE 35th St. Ocala, FL 34479

RECITALS

WHEREAS, the DISTRICT owns or operates certain real property requiring roof replacement services and wishes to enter into an agreement with a party capable of providing suitable roof replacement 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:

- I. Construction Materials, Services and Labor: That for and in consideration of the mutual promises and covenants hereinafter contained, together with the monetary considerations hereinafter recited, the CONTRACTOR shall furnish all labor, services and materials for the Roof Replacements at Lake Miona and Laurel Manor Recreation Centers, Invitation to Bid (BID) #19B-003. All work and labor shall be done in accordance with the plans and specifications as provided to the CONTRACTOR for the BID and all incidental and necessary work thereto.
- II. Agreement Price: In consideration of the work, labor, services and materials to be furnished by the CONTRACTOR, in accordance with said plans and specifications, the DISTRICT agrees to pay the CONTRACTOR, upon completion and acceptance thereof by the DISTRICT, the total Agreement price of One Hundred Fifty-Two Thousand, Seven Hundred Ninety -Nine Dollars and 00/100 (\$152,799.00) as evidenced by Exhibit "A" to this Agreement.
- III. Agreement Documents:
 - a. Invitation to Bid
 - b. Instructions, Terms, and Conditions
 - c. Bid Forms
 - d. Bidder's Certification
 - e. Statement of Terms and Conditions
 - f. Drug Free Workplace Certificate
 - g. Statement of Contractor's Experience, Equipment & Personnel
 - h. E-Verify Contractor/Subcontractor Affidavit
 - i. Scope of Work / Specifications
 - j. Plans / Drawings
 - k. Agreement
 - l. Permits / Licenses
 - m. All Addenda Issued Prior to Bid Opening Date
 - n. All Modifications and Change Orders Issued
 - o. Notice of Award / Notice to Proceed

- IV. Insurance: Before performing any contract work, the CONTRACTOR shall procure and maintain during the life of the Agreement the insurance listed below.
- a. 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, subconsultants 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.
 - b. Automobile Liability Insurance covering all automobiles and trucks the CONTRACTOR may use in connection with this BID. 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.
 - c. Excess Liability Insurance (Umbrella Policy) may compensate for a deficiency in general liability or automobile insurance coverage limits.
 - d. 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.
 - e. Workers' Compensation Insurance, as required by the State of Florida. As required by the State of Florida. CONTRACTOR and any subconsultants or subcontractors shall comply fully with the Florida Worker's Compensation Law. CONTRACTOR must provide certificate of insurance showing Worker's Compensation coverage.
 - f. Certificate(s) shall be dated and show:
 - i. The name of the insured CONTRACTOR, the specified job by name and/or BID number, the name of the insurer, the number of the policy, its effective date and its termination date.
 - ii. 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.
 - iii. Subrogation of Waiver clause.
 - iv. 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.
 - v. The CONTRACTOR shall require of each its subconsultants 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 subconsultants and/or subcontractors in its policy as described above.
 - vi. All insurance policies shall be written on companies authorized to do business in the State of Florida.
- V. Contractor's Affidavit: When all work contemplated by the Agreement has been completed, inspected and approved by the DISTRICT, the CONTRACTOR shall furnish to the DISTRICT the CONTRACTOR's affidavit as required by the Construction Lien Law, Florida Statutes Ch. 713. Signed Release of Lien may also be required by the DISTRICT at its option.
- VI. Warranty: The CONTRACTOR warrants to the DISTRICT that all materials and equipment furnished under the Agreement will be of good quality and new, unless otherwise required or permitted by the Agreement Documents that the work will be free from defects not inherent in the quality required or permitted, and the work will conform to the requirements of the Agreement Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized may be considered defective. The CONTRACTOR's warranty excludes

remedy for damage or defect cause by abuse or modifications not executed by the CONTRACTOR, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage.

- a. If applicable, all installed landscape material shall be under CONTRACTOR warranty for a period of ninety (90) days. Such warranty period shall begin on the date the final payment to CONTRACTOR by the DISTRICT is issued.
- b. All labor and materials shall be under CONTRACTOR warranty for a period of two (2) years. Such warranty period shall begin on the date of the final payment to CONTRACTOR by the DISTRICT.

VII. Correction of Work: The CONTRACTOR shall promptly correct work rejected by the DISTRICT or work failing to conform to the requirements of the Agreement Documents, whether observed before or after acceptance by the DISTRICT and whether or not fabricated, installed or completed. The CONTRACTOR shall bear costs of corrected such rejected work, including additional testing and inspections and any compensation for the services and expenses made necessary thereby. If within one (1) year after the date of acceptance any of the work is found to be not in accordance with the requirements of the Construction Documents, the CONTRACTOR shall correct it promptly after receipt of written notice from the DISTRICT to do so unless the DISTRICT has previously given the CONTRACTOR a written acceptance of such condition. The obligation under this paragraph shall survive the termination of this Agreement. The DISTRICT shall give such notice promptly after discovery of the condition.

VIII. Payment: Upon certification, approval of final inspection by the DISTRICT and submittal of applicable invoice, one payment shall be made to the CONTRACTOR upon CONTRACTOR's application for all services or work completed or materials furnished in accordance with the Agreement. CONTRACTOR shall submit application for payment by the first of the month for services provided the preceding month. All pay requests shall be submitted to the DISTRICT on an AIA Document G702 "Application and Certificate for Payment" (or equivalent). All applications for payment must be submitted to the DISTRICT's representative for Certification and must be delivered to:

Village Community Development Districts
Attn: Sam Wartinbee
984 Old Mill Run
The Villages, Florida 32162

Payment by the DISTRICT will 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.

- IX. Time for Performance: Time is of the essence in the performance of this Agreement. The CONTRACTOR specifically agrees that he 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 for roof replacement services at Lake Miona and Laurel Manor Recreation Centers and shall be completed within 60 calendar days, subject only to delays caused through no fault of the CONTRACTOR.
- X. Indemnification: To the fullest extent permitted by Florida Statute 725.06, CONTRACTOR shall indemnify and hold harmless the DISTRICT and the officers, directors, members, partners, employees, agents, consultants, and subcontractors from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolutions costs) arising out of or relating to the performance of the work, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury or destruction of tangible property (other than the work itself), including the loss of use resulting therefrom but only to the

extent caused by any negligent act or omission of CONTRACTOR, any subcontractor, any supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the work or anyone for whose acts any of them may be liable. The monetary limitation on the extent of the indemnification by CONTRACTOR shall be \$1 million dollars per occurrence.

- XI. Changes: No changes to this Agreement or the performance contemplated hereunder shall be made unless the same are in writing and signed by the parties hereto. In the event of any disagreement as to the provisions of this Agreement with the plans and specifications that are made a part hereof by reference, the Agreement shall prevail.
- XII. Liquidated Damages: The parties to this Agreement agree that time is of the essence in the work provided for herein and that a precise determination of actual damages which would be incurred by the DISTRICT for delay in the completion of the work provided for herein would be difficult to ascertain. Accordingly, the parties to the Agreement agree that the liquidated damages for each and every day that the time consumed in completing the work provided for in these Agreement Documents exceeds the time(s) allowed therefore, shall be the amount(s) stated below per day, including Saturdays, Sundays and legal holidays. The parties specifically agree that the liquidated damages provided for herein do not constitute a penalty.

The amount(s) of liquidated damages caused by the CONTRACTOR's delay will be deducted and retained out of the monies payable to the CONTRACTOR. If not so deducted, the CONTRACTOR and sureties for the CONTRACTOR shall be liable therefore.

The amount of liquidated damages to be assessed for each calendar day that final completion is delayed beyond the required date of completion per Paragraph IX of this Agreement shall be Two Hundred Fifty and 00/100 Dollars (\$250.00) per day.

XIII. General Conditions:

- a. 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.
- b. 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.
- c. 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.
- d. 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.
- e. CONTRACTOR shall comply with all applicable governmental statutes, rules, regulations and orders and any amendments and modifications thereto.

- f. 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.
- g. 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.

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.

- h. 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.
- i. 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.
- j. No amendment to this Agreement shall be effective except those agreed to in writing and signed by both of the parties to this Agreement.

XIV. Contractor's Representations: CONTRACTOR makes the following representations:

- a. 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.
- b. 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 proposal/bid opening, and that CONTRACTOR has satisfied himself relative to the work to be performed.
- c. 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.
- d. CONTRACTOR has given the DISTRICT written notice of all conflicts, errors, or discrepancies that he has discovered in the Agreement Documents.
- e. 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.

- f. 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.
- g. E-Verification: As per the Immigration and Nationality Act of 1952 (INA), Immigration Reform and Control Act of 1986 (IRCA) and 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. It is understood that the DISTRICT will not be responsible for any violations of Federal law and the CONTRACTOR, solely, will be responsible and liable for any violations and or penalties associated with such violation.
- h. 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 nor its owners, sub-contractor or sub-subcontractor are nor will be on the convicted vendor list during the term of this Agreement.
- i. 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:
 - 1. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform this service;
 - 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;
 - 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
 - 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 SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT, attested by
the clerk of said DISTRICT, and DUNNRITE ROOFING, INC. 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.

SUMTER LANDING COMMUNITY
DEVELOPMENT DISTRICT

By: _____

Print Name

Print Title

Date

Attest

DUNNRITE ROOFING, INC.

By: _____

Print Name

Print Title

Date

Attest

SLCDD BID FORM
SLCDD Roof Projects
ITB #19B-003

DESCRIPTION Roof Replacement	QUANTITY	PRICE
Laurel Manor Recreation Center Roof Replacement	1 LS	\$ 84,748. ⁰⁰
Lake Miona Recreation Center Roof Replacement	1 LS	\$ 68,051. ⁰⁰
SLCDD COMBINED TOTAL		\$ 152,799. ⁰⁰

ADDITIONAL ITEM PRICING REQUIRED:

DESCRIPTION	UNIT	UNIT PRICE
Additional Removal and Replacement of "Deteriorated Roof Decking" Areas if found. Only upon approval by The District DPM Staff (as needed if necessary)	Sq/Ft	WOOD = \$ 3. ⁰⁰ /sqft. Steel = \$ 7. ⁵⁰ /sqft.

NOTE(S):

- Bid prices shall include all labor and materials needed to complete the project per specifications. Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to determine the lowest and responsive Bidder will include the Combined Bid Grand Total and Contractor's References. The Combined Bid Grand Total is the only pricing that shall be utilized for bid award.
- All price information to be used in the Bid must be on this Bid Form and the Schedule of Values / Detailed Cost Breakdown (Use AIA Document Forms G702 & G703). - ONE AIA FORM PER BUILDING.
- 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.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.
- The District maintains the right to utilize other vendors/contractors to address any unforeseen conditions as they may arise.
- All traffic control costs shall be included in bid pricing, and no additional special compensation will be allowed.
- It shall be the responsibility of the BIDDER to perform whatever test and/or calculations as are necessary to determine quantities required for the performance of the work described herein.
- Should certain additional work be required, or should the quantities submitted by the Contractor of certain classes of work be increased or decreased from those required by the Contract Documents, by authorization of the Owner, the unit prices contained in the following Schedule of Unit Prices shall, at the option of the Owner, be the basis of payment to the Contractor credit to the Owner, for such increase or decrease in the work.

**Roof Replacements at Various Recreation
Centers**

BID #19B-003

- The Unit Prices shall represent the per unit price to be paid by the Contractor (in the case of additions or increases) or to be refunded by the Owner (in the case of decrease). No additional adjustments will be allowed for overhead, profit, insurance, or to other direct or indirect expenses of the Contractor or Subcontractors, and no additional adjustments will be allowed. **Unit prices are required where noted.** Incomplete bids may not be acceptable. Where required, quantities shall be bid as lump sum, based on the amount needed for the areas indicated to achieve the design intent of the plans. Associated unit prices may be used for changes in the extent of work.

"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 Sumter Landing 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 Agreement 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."

<u>THOMAS H. DUNN, PRESIDENT</u>	<u><i>Thomas H. Dunn</i></u>	<u>1/30/19</u>
Authorized Agent Name, Title (Print)	Authorized Signature	Date

Name of Bidder's Firm:

DUNNRITE ROOFING, INC.

This document must be completed and returned with your Submittal

**Village Community Development Districts
Purchasing Department**

EXHIBIT A

**SLCDD BID FORM
SLCDD Roof Projects
ITB #19B-003**

DESCRIPTION Roof Replacement	QUANTITY	PRICE
Laurel Manor Recreation Center Roof Replacement	1 LS	\$ 84,748. ⁰⁰
Lake Miona Recreation Center Roof Replacement	1 LS	\$ 68,051. ⁰⁰
SLCDD COMBINED TOTAL		\$ 152,799. ⁰⁰

ADDITIONAL ITEM PRICING REQUIRED:

DESCRIPTION	UNIT	UNIT PRICE
Additional Removal and Replacement of "Deteriorated Roof Decking" Areas if found. Only upon approval by The District DPM Staff (as needed if necessary)	Sq/Ft	WOOD = \$ 3. ⁰⁰ /sq ft. Steel = \$ 7. ⁵⁰ /sq ft.

NOTE(S):

- Bid prices shall include all labor and materials needed to complete the project per specifications. Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to determine the lowest and responsive Bidder will include the Combined Bid Grand Total and Contractor's References. The **Combined Bid Grand Total is the only pricing that shall be utilized for bid award.**
- All price information to be used in the Bid must be on this Bid Form and the Schedule of Values / Detailed Cost Breakdown (Use AIA Document Forms G702 & G703). - **ONE AIA FORM PER BUILDING**.
- 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.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.
- The District maintains the right to utilize other vendors/contractors to address any unforeseen conditions as they may arise.
- All traffic control costs shall be included in bid pricing, and no additional special compensation will be allowed.
- It shall be the responsibility of the BIDDER to perform whatever test and/or calculations as are necessary to determine quantities required for the performance of the work described herein.
- Should certain additional work be required, or should the quantities submitted by the Contractor of certain classes of work be increased or decreased from those required by the Contract Documents, by authorization of the Owner, the unit prices contained in the following Schedule of Unit Prices shall, at the option of the Owner, be the basis of payment to the Contractor credit to the Owner, for such increase or decrease in the work.

Roof Replacements at Various Recreation Centers

BID #19B-003

- The Unit Prices shall represent the per unit price to be paid by the Contractor (in the case of additions or increases) or to be refunded by the Owner (in the case of decrease). No additional adjustments will be allowed for overhead, profit, insurance, or to other direct or indirect expenses of the Contractor or Subcontractors, and no additional adjustments will be allowed. **Unit prices are required where noted.** Incomplete bids may not be acceptable. Where required, quantities shall be bid as lump sum, based on the amount needed for the areas indicated to achieve the design intent of the plans. Associated unit prices may be used for changes in the extent of work.

"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 Sumter Landing 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 Agreement 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."

THOMAS M. DUNN, PRESIDENT *Thomas M. Dunn* 1/30/19
Authorized Agent Name, Title (Print) Authorized Signature Date

Name of Bidder's Firm:

DUNNRITE ROOFING, INC.

This document must be completed and returned with your Submittal

**Village Community Development Districts
Purchasing Department**

EXHIBIT A



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Kenny Blocker, Assistant District Manager

DATE: 3/14/2019

SUBJECT: **Request to Approve Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools.**

ISSUE:

Review and approval of Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools by the Sumter Landing Community Development District Board (SLCDD). (*PWAC Consideration Item*)

ANALYSIS/INFORMATION:

The District has installed and currently maintains Aquatic Access, Inc. pool chair lift models at District facilities. Benefits of the formal Standardization are volume discount pricing, ability to stock repair parts to reduce out of service times, uniformity of operation for staff and residents to be consistent at all facilities.

Current cost to supply a chair lift for installation is \$5309 each (includes freight) upcoming price increase in April 2019 to \$5418 each (includes freight).

Vendor Proposal for purchase of chairs prior to April 1, 2019 is \$4841 each (includes freight).

Vendor Proposal for purchase of chairs (lot of 5) after April 1, 2019 is \$5297 each (includes freight).

Vendor Proposal for purchase of chairs (lot of 10) after April 1, 2019 is \$5097 each (includes freight).

STAFF RECOMMENDATION: Staff requests approval of request to declare Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools.

MOTION:

Motion to approve and declare Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools.

ATTACHMENTS:

Description	Type
▣ Standardization Form	Cover Memo

Standardization Request and Justification

The Villages®
Community Development Districts

Date: Feb 19, 2019

District: VCCDD and SLCDD

Requested By: Blair Bean

Department: DPM

Commodity / Service: Pool Chair Lifts

Vendor: Aquatic Access

JUSTIFICATION

1. What is the purpose and need of this product or service?

At the recreation center pools where these pool chair lifts are installed, they provide ADA access for pool use. Currently all but 8 pools in the VCCDD area have these installed. There is a current proposal to provide these at the remaining 8 pools in the District during the next fiscal year. In the SLCDD facilities there are over 30 pools which do not have these lifts and there is discussion at PWAC and SLCDD regarding the addition of more of these lifts.

2. What functional or performance specifications does this product have that others do not have?

Aquatic Access pool chair lifts models IGAT-180 and IGAT-180-AD are the models currently installed at the majority of the District recreation facilities. This request is to formalize the standardization of these pool lift products for use.

3. Why was this product or service selected over all other products for services?

Aquatic Access pool chair lifts models IGAT-180 and IGAT-180-AD are the lift models currently installed at the majority of the District facilities. Model IGAT-180 is the most common and is used on flat pool decks. Model IGAT-180-AD can be used where there is a raised curb at pool edge. Standardization allows for volume discount pricing, ability for service vendor to stock repair parts and provide better maintenance repair response, retain uniform equipment operation to allow for staff training and increased resident familiarity with product use as all pools will have the same equipment. Concurrence from Parks and Recreation Department and discount pricing proposal from vendor attached.

4. What other vendors' products / services have been evaluated?

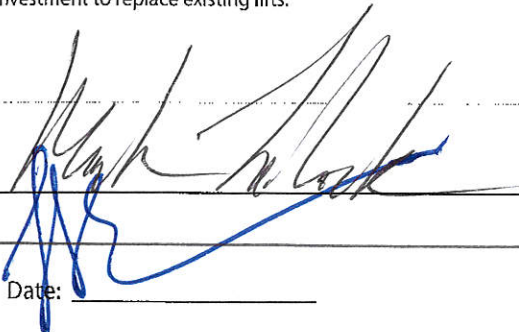
Other vendors have not been considered as the existing serviced facilities already have these lifts installed and they have performed as expected. Standardization with other products would require a significant up-front investment to replace existing lifts.

5. Specifically, why doesn't each of the other products or services meet the functional or performance requirements listed in question 1?

Other vendors have not been considered as the existing serviced facilities already have these lifts installed and they have performed as expected. Standardization with other products would require a significant up-front investment to replace existing lifts.

Purchasing Authority Approval:

DISTRICT MANAGER



3/4/19

Date

3/5/19

Board Approved: ☐ Yes ☐ No

Date:



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Richard J. Baier, District Manager

DATE: 2/7/2019

SUBJECT: **Discussion Item: Operating Policies and Procedures**

ISSUE:

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
□ Draft Operating Policy	Cover Memo

DRAFT GENERAL AND PROCEDURAL RULES
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1.1 General Introduction.

- 1) The Sumter Landing 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 Sumter Landing 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. Informational Items Only
 - g. 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 of 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 become 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. The District Manager may authorize transfers not to exceed \$100,000 for the Sumter Landing Community Development District. If it is necessary to transfer a balance that exceeds the authorized amounts for approval by the District Manager, then it is required to receive approval by the Board. A budget resolution is required for approval by the Board if the budget total will change. 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 Sumter Landing 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
Sumter Landing Community Development District

FROM: Anne Hochsprung, Finance Director

DATE: 3/14/2019

SUBJECT: Long-term Investment Portfolio

ISSUE:

Approval of Increase to Long-Term Investment Portfolio

ANALYSIS/INFORMATION:

The Investment Advisory Committee met with PFM Advisors on February 5, 2019 to review the annual cash flow analysis. The analysis is performed annually to determine the appropriate allocation of cash, cash equivalents and investments in the Long Term Investment Portfolio (LTIP). As previously defined by the Board, the balance in the LTIP should be 15% of the total cash and investment portfolio, net of the short term allocation. Based on this analysis, the IAC recommended a net \$4 million increase to the LTIP across all Districts combined to be reevaluated every quarter and deposited ratably over the next four quarters, beginning April 1, 2019.

Total cash and investments on hand in all SLCDD funds as of September 30, 2018 were \$55,195,102, of which \$6,542,212 should be in the LTIP as outlined by fund below.

STAFF RECOMMENDATION:

Increase the amount invested in the LTIP in quarterly installments, beginning April 1, 2019 as follows:

District Name	Recommended LTIP Balance (15%)	LTIP Balance as of September 30, 2018	Total Add'l Funds to Deposit	Adjusted LTIP Balance	April 1 Qtrly Install
SLCDD - LSL Operating	\$ 256,616	\$ 437,082	\$ -	\$ 437,082	\$ -
SLCDD Project Wide	797,817	1,182,490	-	1,182,490	-
SLCDD Fitness	472,599	545,824	-	545,824	-
SLCDD SLAD Golf	-	-	-	-	-
SLCDD SLAD Operating Cash	5,015,180	2,626,188	2,388,992	5,015,180	597,248
Total SLCDD	\$ 6,542,212	\$ 4,791,584	\$ 2,388,992	\$ 7,180,576	\$ 597,248

MOTION:

Move to approve a total \$597,248 increase to the SLAD Long Term Investment Portfolio as of April 1, 2019. Maintain the current LTIP balance for the Lake Sumter Landing, Project Wide and Fitness funds.



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Anne Hochsprung, Finance Director

DATE: 3/14/2019

SUBJECT: **Financial Statements**

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

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
▣ Budget to Actual	Cover Memo
▣ Cash Sheet	Cover Memo

SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT							
SUMTER LANDING AMENITIES DIVISION (SLAD)							
BUDGET TO ACTUAL STATEMENT AS OF: January 31, 2019 (Unaudited)							
Four (4) Months of Operations - 33.33% 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)		
341302	Recreation Fees from Developer	249,058	20,755	83,018	(166,040)	33.33%	
341304	Golf Mgmt Fees from Developer	586,140	48,845	195,380	(390,760)	33.33%	
341318	Amenity Fees	67,640,264	5,690,444	22,713,770	(44,926,494)	33.58%	
341300	General Government	68,475,462	5,760,044	22,992,168	(45,483,294)	33.58%	
341905	Property Damage Reimbursements	15,000	-	-	(15,000)	0.00%	A
341908	Electric Reimbursement	1,500	-	1,574	74	104.93%	B
341910	Sales Tax Collection Allowance	350	47	170	(180)	48.57%	
341911	Lien Fees	500	-	160	(340)	32.00%	
341918	Access Cards / Keys Fees	325,000	37,448	128,682	(196,318)	39.59%	
341919	Gate Repair Fee	25,000	3,500	14,000	(11,000)	56.00%	C
341921	Amenity Late Penalty Fee	75,000	5,467	22,238	(52,762)	29.65%	
341999	Miscellaneous Revenue	40,000	5	1,322	(38,678)	3.31%	D
341900	Other General Govt. Charges & Fees	522,350	46,467	168,146	(314,204)	32.19%	
342901	Home / Business Watch Services	15,000	773	5,158	(9,842)	34.39%	E
342902	Security (Futures)	321,019	20,422	73,443	(247,576)	22.88%	
342903	Fire Safety (Futures)	121,274	8,266	29,727	(91,547)	24.51%	
342904	Model Home Check	5,000	-	-	(5,000)	0.00%	F
342906	Recreation Special Events	200,000	16,666	86,616	(113,384)	43.31%	G
342900	Other Public Safety Charges & Fees	662,293	46,127	194,944	(467,349)	29.43%	
347203	Daily Trail Fees	529,000	55,853	193,110	(335,890)	36.50%	
347204	Golf Cart Rentals	19,500	2,623	7,126	(12,374)	36.54%	
347205	Green Fees	310,000	30,254	126,449	(183,551)	40.79%	
347208	Annual Trail Fees	1,445,000	124,961	475,043	(969,957)	32.87%	
347210	Dances - Box Office	20,000	-	14,891	(5,109)	74.46%	H
347215	Lifestyle Events- General	26,000	1,519	6,206	(19,794)	23.87%	
347216	Lifestyle Events- Global	115,000	9,446	33,273	(81,727)	28.93%	I
347226	Boat Tours	40,500	4,461	15,606	(24,894)	38.53%	
347299	Recreation - Miscellaneous	2,000	11,639	13,298	11,298	664.90%	J
347200	Parks & Recreation Fees	2,507,000	240,756	885,002	(1,621,998)	35.30%	
361100	Interest Income - Cash Equiv & USB	324,500	91,484	302,228	(22,272)	93.14%	K
362002	ATM Lease (Taxable)	15,390	15,397	15,397	7	100.05%	L
362006	Vending Machines	6,500	511	2,049	(4,451)	31.52%	
362007	Lease Revenue	168,476	6,529	25,635	(142,841)	15.22%	
362010	Room Rentals- (Taxable)	146,000	21,413	79,807	(66,193)	54.66%	M
362016	Room Rentals- (Non-Taxable)	3,000	1,122	1,692	(1,308)	56.40%	M
362000	Rents and Royalties	339,366	44,972	124,580	(214,786)	36.71%	
364001	Disposal of Fixed Assets	-	-	3,238	3,238	0.00%	N
365001	Sales of Surplus Materials	-	-	2,239	2,239	0.00%	N
366001	Contributions from the Developer	75,000	-	-	(75,000)	0.00%	O
	Total Revenues:	\$ 72,905,971	\$ 6,229,850	\$ 24,672,545	\$ (48,193,426)	33.84%	
361306	Unrealized Gain (Loss)- FLGIT	-	21,480	35,289	35,289	0.00%	P
361307	Unrealized Gain (Loss)- LTIP	-	(111,807)	(224,366)	(224,366)	0.00%	P
361309	Unrealized Gain (Loss)-FLFIT	-	1,599	(1,031)	(1,031)	0.00%	K
361404	Realized Gain (Loss)- FMlvt	-	50	50	50	0.00%	Q
361409	Realized Gain (Loss)- FLFIT	-	8,253	31,350	31,350	0.00%	K
	Total Resources Available:	\$ 72,905,971	\$ 6,149,425	\$ 24,513,837	\$ (48,352,134)	33.62%	
	EXPENSES:				Under/(Over)		
500310	Professional Services	13,957,423	1,157,576	4,625,847	9,331,576	33.14%	
500320	Accounting & Auditing Services	74,800	-	49,550	25,250	66.24%	R
500340	Other Contractual Services	6,729,696	531,316	2,006,540	4,723,156	29.82%	
500410	Communications & Freight Services	105,389	6,055	17,844	87,545	16.93%	
500430	Utility Services	2,829,076	289,701	879,554	1,949,522	31.09%	
500440	Rentals & Leases	58,732	2,180	11,271	47,461	19.19%	
500450	Insurance- Casualty & Liability	693,547	53,252	215,732	477,815	31.11%	
500460	Repair & Maintenance	** 15,735,335	1,237,086	3,964,432	11,770,903	25.19%	
500470	Printing & Binding	569,150	87,355	136,153	432,997	23.92%	
500480	Promotional Activities	90,000	1,770	7,808	82,192	8.68%	
500490	Other Current Charges	177,475	3,549	85,768	91,707	48.33%	
500510	Office Supplies	43,000	2,685	7,612	35,388	17.70%	
500520	Operating Supplies	** 2,634,250	272,483	566,303	2,067,947	21.50%	
500540	Books, Publ, Subscriptions & Training	1,000	-	-	1,000	0.00%	
	Subtotal Operating Expenses	\$ 43,698,873	\$ 3,645,008	\$ 12,574,414	\$ 31,124,459	28.78%	
500622	Capital Outlay - Buildings	600,000	-	-	600,000	0.00%	S
500633	Capital Outlay - Infrastructure	190,170	-	-	190,170	0.00%	T
517710	Debt Service Principal- SLAD Senior Lien Bonds	7,500,000	-	7,500,000	-	100.00%	U
517721	Debt Service Interest- SLAD Senior Lien Bonds	15,866,058	1,322,171	5,288,690	10,577,368	33.33%	
	Subtotal Non-operating Expenses	\$ 24,156,228	\$ 1,322,171	\$ 12,788,690	\$ 11,367,538	52.94%	
513911	Transfer to General R&R Reserve	2,250,000	187,500	750,000	1,500,000	33.33%	
	Transfers	\$ 2,250,000	\$ 187,500	\$ 750,000	\$ 1,500,000	33.33%	
	Total Expenses	\$ 70,105,101	\$ 5,154,679	\$ 26,113,104	\$ 43,991,997	37.25%	
	Change in Unreserved Net Position	\$ 2,800,870	\$ 994,746	\$ (1,599,267)	\$ (4,360,137)		
	Change in Unreserved Net Position indicates a budgeted Addition to Working Capital of \$2,760,870.						

SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT						
SUMTER LANDING AMENITIES DIVISION (SLAD)						
BUDGET TO ACTUAL STATEMENT AS OF: January 31, 2019 (Unaudited)						
Four (4) Months of Operations - 33.33% of Year						
	Fund Balance Analysis:	Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance	
276000	Net Assets, Unrestricted & Unreserved	\$ 5,717,414	\$ 994,746	\$ (1,599,267)	\$ 4,118,147	
275002	Restricted Debt Service	1,408,410	-	-	1,408,410	
276004	Net Assets, Unrestricted R & R General	15,683,088	187,500	750,000	16,433,088	
276011	Net Assets, Unrestricted Insurance Reserve	75,000	-	-	75,000	
	Total Fund Balance	\$ 22,883,912	\$ 1,182,246	\$ (849,267)	\$ 22,034,645	
	Footnotes:					
A:	No property damage revenue recorded year-to-date.					
B:	SECO Electric Reimbursement					
C:	Reimbursement for Gate Repairs are higher than anticipated budget.					
D:	Miscellaneous Revenue includes Copy revenue and Return Check Fees and Reimbursements for FY17-18 Expenses.					
E:	Revenue Allocation for Home & Business Watch for the 2018-2019 fiscal year is 36% RAD and 64% SLAD.					
F:	SLAD will receive Model Watch/T-S Revenue for Fenney later in the year.					
G:	Revenue Allocation for the 2018-2019 fiscal year is 36% RAD and 64% SLAD . This month's Special Events for the District include events held at Brownwood Market Square, Lake Sumter Landing Market Square and at Spanish Springs Market Square.					
H:	Dance-Box Office revenue is higher than expected Budget due to New Year's Eve Dances held at various recreation centers.					
I:	Revenue Allocation for the 2018-2019 fiscal year is 36% RAD and 64% SLAD. Global Events include The 5K Race, Outdoor Exp, Senior Games, Camp Villages and Softball Tournament revenue.					
J:	Recreation - Miscellaneous Revenue is running higher than expected budget.					
K:	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) and Florida Fixed Income Trust					
		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%
		Jan-19	1.89%	2.63%	2.61%	2.76%
L:	Annual ATM Lease was billed in January.					
M:	Room Rentals revenues are running higher than expected Budget.					
N:	Auction proceeds from the sale of vehicles and various miscellaneous items owned by the Sumter Landing District.					
O:	SLAD will seek reimbursement from the Developer for insurance, once an invoice is received and paid by the District.					
P:	FLGIT and LTIP Unrealized gain/ loss and rate of return will not be available until next month.					
		Month	FLGIT	LTIP		
		Oct-18	0.96%	-63.06%		
		Nov-18	3.37%	12.39%		
		Dec-18	6.73%	-53.31%		
		Jan-19	-	-		
Q:	FMIvT conducted an audit and determined the District was owed additional realized gain.					
R:	Annual Trustee fees for the 2015 and 2016 Bond Series and FY 17-18 Audit fees					
S:	Budget cost for Replace Roofs at Laurel Manor and Lake Miona Recreation Centers will occur later in the year.					
T:	Budget costs for Replace Bridge at Mangrove Golf Course and Mill and Overlay at Virginia Trace will occur later in the year.					
U:	The annual 2015 and 2016 SLAD Recreation Bond Principal payments were made in October.					
	Budget transfers and resolutions processed during the month are as follows:					
**	Carryforward Balance:					
	Repair & Maintenance	117,723				
	Operating Supplies	406,796				
	TOTAL	524,519				

SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT
FITNESS FUND BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: January 31, 2019 (Unaudited)
Four (4) Months of Operations - 33.33% of Year

Account Number	Description of Account		Actual Information				Percent of Annual Budget	Footnotes
		Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance			
	REVENUES:				Over/(Under)			
347217	Merchandise - Fitness	-	21	63	63	0.00%	A	
347223	Laurel Manor Fitness Memberships	220,000	25,400	80,578	(139,422)	36.63%		
347224	Colony Cottage Fitness Memberships	220,000	21,534	67,185	(152,815)	30.54%		
347227	SeaBreeze Fitness Memberships	250,000	25,489	80,958	(169,042)	32.38%		
347238	Rohan Fitness Memberships	130,000	16,136	51,677	(78,323)	39.75%		
347239	Fenney Fitness Memberships	8,000	1,809	6,335	(1,665)	79.19%	B	
	Parks & Recreation Fees	\$ 828,000	\$ 90,389	\$ 286,796	\$ (541,204)	34.64%		
361102	Interest Income-Cash Equiv	16,300	4,114	14,878	(1,422)	91.28%	C	
	Total Revenues:	\$ 844,300	\$ 94,503	\$ 301,674	\$ (542,626)	35.73%		
361306	Unrealized Gain or Loss- FLGIT	-	4,451	7,313	7,313	0.00%	D	
361307	Unrealized Gain or Loss- LTP	-	(23,238)	(46,632)	(46,632)	0.00%	D	
361309	Unrealized Gain or Loss-FLFIT	-	350	(226)	(226)	0.00%	C	
361404	Realized Gain(Loss) FMlVt	-	11	11	11	0.00%	E	
361409	Realized Gain(Loss) FLFIT	-	1,809	6,871	6,871	0.00%	C	
	Total Resources:	\$ 844,300	\$ 77,886	\$ 269,011	\$ (575,289)	31.86%		
	EXPENSES:				Under/(Over)			
575311	Management Fees	\$ 374,432	31,200	\$ 124,832	\$ 249,600	33.34%		
575318	Technology Services	18,564	1,548	6,180	12,384	33.29%		
575319	Other Professional Services	3,580	219	682	2,898	19.05%		
575341	Janitorial Services	77,883	4,950	19,801	58,082	25.42%		
575343	Systems Management Services	14,364	1,197	2,499	11,865	17.40%		
575411	Telephone	9,873	139	414	9,459	4.19%		
575413	Cable	7,886	555	1,659	6,227	21.04%		
575431	Electricity	28,729	1,745	7,881	20,848	27.43%		
575432	Natural Gas	2,433	208	337	2,096	13.85%		
575433	Water & Sewer	3,426	359	912	2,514	26.62%		
575434	Irrigation Water	1,525	212	393	1,132	25.77%		
575436	Solid Waste	1,226	143	349	877	28.47%		
575461	Equipment Maintenance	92,680	3,358	16,611	76,069	17.92%		
575462	Building/Structure Maintenance	63,685	429	2,373	61,312	3.73%		
575463	Landscape Maintenance - Recurring	22,221	2,152	6,333	15,888	28.50%		
575464	Landscape Maint. - Non-Recurring	6,298	-	-	6,298	0.00%		
575468	Irrigation Repair	568	-	1	567	0.18%		
575469	Other Maintenance	4,770	-	68	4,702	1.43%		
575471	Printing & Binding	8,100	-	-	8,100	0.00%		
575491	Bank Charges	30,675	1,724	6,450	24,225	21.03%		
575494	Overage & Shortage	-	(253)	(139)	139	0.00%	F	
575499	Misc Current Charges	900	-	-	900	0.00%		
575511	Office Supplies	4,500	-	238	4,262	5.29%		
575522	Operating Supplies	46,200	-	2,520	43,680	5.45%		
575523	Recreation Supplies	2,250	-	-	2,250	0.00%		
575524	Non-Capital FF&E	344,258	-	-	344,258	0.00%		
575525	Non-Capital Hardware / Software	4,800	-	-	4,800	0.00%		
	Subtotal Operating Expenses	\$ 1,175,826	\$ 49,885	\$ 200,394	\$ 975,432	17.04%		
575911	Transfer to General R&R Reserve	100,000	8,332	33,344	66,656	33.34%		
	Subtotal Transfers	\$ 100,000	\$ 8,332	\$ 33,344	\$ 66,656	33.34%		
	Total Expenses	\$ 1,275,826	\$ 58,217	\$ 233,738	\$ 1,042,088	18.32%		
	Change in Unreserved Net Position	\$ (431,526)	\$ 19,669	\$ 35,273	\$ 466,799			
	Change in Unreserved Net Position indicates a budgeted Use of Working Capital of \$431,526.							
	Fund Balance Analysis:	Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance			
276000	Net Assets, Unrestricted	3,141,607	19,669	35,273	3,176,880			
247004	Net Assets, Unrestricted R&R General	639,505	8,332	33,344	672,849			
	Total Fund Balance	\$ 3,781,112	\$ 28,001	\$ 68,617	\$ 3,849,729			
	Footnotes:							
A:	Unbudgeted merchandise revenue from head phones.							
B:	Fenney Fitness Memberships revenue is running higher than expected budget.							
C:	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) and Florida Fixed Income Trust							
		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%		
		Jan-19	1.89%	2.63%	2.61%	2.76%		
D:	FLGIT and LTIP Unrealized gain/ loss and Rate of Return will not be available until next month.							
		Month	FLGIT	LTIP				
		Oct-18	0.96%	-63.06%				
		Nov-18	3.37%	12.39%				
		Dec-18	6.73%	-53.31%				
		Jan-19	-	-				
E:	FMlVt conducted an audit and determined the District was owed additional realized gain.							
F:	Cash shortages and overages incurred at various fitness centers.							

Four (4) Months of Operations - 33.33% of Year

Change in Unreserved Net Position indicates a budgeted Use of Working Capital of \$167,471 and General R&R \$190,500.

SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT							
LAKE SUMTER LANDING (LSL) BUDGET							
BUDGET TO ACTUAL STATEMENT AS OF: January 31, 2019 (Unaudited)							
	Fund Balance Analysis:		Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance	
284000	Unassigned		602,784	(26,553)	43,456	646,240	
282004	Committed R&R General		853,307	-	-	853,307	
282005	Committed R&R Roads		590,781	4,022	16,097	606,878	
	Total Fund Balance		\$ 2,046,872	\$ (22,531)	\$ 59,553	\$ 2,106,425	
	Footnotes:						
A:	YTD Miscellaneous Revenue includes receipts for Kiosk agreement.						
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) and Florida Fixed Income Trust.						
			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%
			Jan-19	1.89%	2.63%	2.61%	2.76%
C:	Rents and Leases/T-S revenue includes the Continuing Use Agreement with VLS for Lake Sumter Landing Market Square. Three bills are issued for normal use. The first invoice is issued in October for the period of October through December in the amount of \$2,300, the second for January through June in the amount of \$4,525 and the third for July to September in the amount of \$2,300. Additional Revenue is earned for the additional use of the Market Square outside the normal agreement schedule.						
D:	Rents and Leases/NT-S revenue includes leases for RJ Gators and Cody's.						
E:	FLGIT and LTIP Unrealized gain/ loss and Rate of Return will not be available until next month.						
			Month	FLGIT	LTIP		
			Oct-18	0.96%	-63.06%		
			Nov-18	3.37%	12.39%		
			Dec-18	6.73%	-53.31%		
			Jan-19	--	--		
F:	FMIvT conducted an audit and determined the District was owed additional realized gain.						
G:	Majority of YTD expense is for Old Mill Drainage project and budget transfer will be processed later in the fiscal year.						
H:	Purchase of Vintage Whiskey Barrels for Trash Cans and Planters.						
I:	Budget cost for Kayak and Boat Launch will occur later in the year.						
J:	YTD expenditures are for the Security Camera Project.						
	Budget transfers and resolutions processed during the month are as follows:						
**	Carryforward Balance:						
	Landscape Maintenance- Non-Recurring		55,761				
	Other Maintenance		22,025				
	TOTAL		77,786				

SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT
SUMTER LANDING PROJECT WIDE BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: January 31, 2019 (Unaudited)
Four (4) Months of Operations - 33.33% of Year

Account Number	Description of Account		Actual Information		Year-to-Date Variance	Percent of Annual Budget	Footnotes
		Annual Budget	Current Month Actual	Year-to-Date Actual			
	REVENUES:				Over/(Under)		
337401	Sumter Co Road Agreement	\$ 355,569	\$ -	\$ 88,891	\$ (266,678)	25.00%	A
338026	Project Wide Fee from District #5	1,693,538	141,128	564,514	(1,129,024)	33.33%	
338027	Project Wide Fee from District #6	1,879,698	156,641	626,570	(1,253,128)	33.33%	
338028	Project Wide Fee from District #7	1,197,929	99,827	399,313	(798,616)	33.33%	
338029	Project Wide Fee from District #8	1,344,195	112,016	448,067	(896,128)	33.33%	
338030	Project Wide Fee from District #9	1,526,723	127,226	508,915	(1,017,808)	33.33%	
338031	Project Wide Fee from District #10	1,942,554	161,879	647,522	(1,295,032)	33.33%	
338032	Project Wide Fee from Lake Sumter Landing	96,706	8,058	32,242	(64,464)	33.34%	
338054	Project Wide Fee from District #11	651,547	54,295	217,187	(434,360)	33.33%	
338094	Project Wide Fees from Brownwood	209,125	17,427	69,709	(139,416)	33.33%	
338101	Project Wide Fee from District #12	1,546,066	128,838	515,362	(1,030,704)	33.33%	
338000	Shared Revenue From Other Local Govts.	12,088,081	1,007,335	4,029,401	(8,058,680)	33.33%	
341905	Property Damage Reimbursement	-	4,396	4,496	4,496	0.00%	B
341999	Miscellaneous Revenue	42,263	1,976	51,211	8,948	121.17%	C
341900	Other General Governmental Charges & Fees	42,263	6,373	55,707	13,444	131.81%	
361100	Interest Income - Cash Equiv	48,000	6,775	22,538	(25,462)	46.95%	D
	Total Revenues:	\$ 12,533,913	\$ 1,020,483	\$ 4,196,537	\$ (8,337,376)	33.48%	
361306	Unrealized Gain (Loss)- FLGIT	-	10,030	16,478	16,478	0.00%	E
361307	Unrealized Gain or Loss- LTP	-	(50,343)	(101,025)	(101,025)	0.00%	E
361309	Unrealized Gain or Loss- FLFIT	-	809	(521)	(521)	0.00%	D
361404	Realized Gain (Loss)- FMInvT	-	25	25	25	0.00%	F
361409	Realized Gain (Loss)- FLFIT	-	4,172	15,850	15,850	0.00%	D
	Total Sources:	\$ 12,533,913	\$ 985,176	\$ 4,127,344	\$ (8,406,569)	32.93%	
	EXPENSES (Cash Basis):				Under/(Over)		
539311	Management Fees	\$ 485,849	\$ 40,487	\$ 161,953	\$ 323,896	33.33%	
539312	Engineering Services	40,000	12,730	22,450	17,550	56.13%	G
514313	Legal Services	-	2,937	4,304	(4,304)	0.00%	H
539318	Technology Services	10,315	860	3,435	6,880	33.30%	
539319	Other Professional Services	441,117	11,868	51,144	389,973	11.59%	
500310	Professional Services	977,281	68,882	243,286	733,995	24.89%	
539343	Systems Management Support	37,940	4,942	16,371	21,569	43.15%	
539349	Misc. Contractual Services	-	1,240	3,582	(3,582)	0.00%	I
500343	Other Contractual Services	37,940	6,182	19,953	17,987	52.59%	
539412	Postage	-	-	35	35	0.00%	J
539410	Communications & Freight Services	-	-	35	35	0.00%	
539431	Electricity	687,930	51,946	206,613	481,317	30.03%	
539434	Irrigation Water	737,264	33,194	150,198	587,066	20.37%	
539435	Irrigation Phones	-	79	237	(237)	0.00%	K
500430	Utility Services	1,425,194	85,219	357,049	1,068,145	25.05%	
539442	Equipment Rental	1,000	200	200	800	20.00%	
500440	Rental & Leases	1,000	200	200	800	20.00%	
539461	Equipment Maintenance	1,600	-	-	1,600	0.00%	
539462	Building/Structure Maintenance	** 524,718	22,935	88,830	435,888	16.93%	
539463	Landscape Maintenance- Recurring	5,684,656	695,450	1,617,220	4,067,436	28.45%	
539464	Landscape Maintenance- Non-Recurring	** 407,661	61,765	133,396	274,265	32.72%	
539468	Irrigation Repair	228,452	13,614	27,468	200,984	12.02%	
539469	Other Maintenance	** 3,740,715	244,592	863,620	2,877,095	23.09%	
500460	Repair & Maintenance	10,587,802	1,038,356	2,730,534	7,857,268	25.79%	
539471	Printing & Binding	500	2	2	498	0.40%	
500471	Printing & Binding	500	2	2	498	0.40%	
539522	Operating Supplies	4,000	-	118	3,882	2.95%	
539524	Non-Capital FF&E	1,800	-	-	1,800	0.00%	
500520	Operating Supplies	5,800	-	118	5,682	2.03%	
	Subtotal Operating Expenses	\$ 13,035,517	\$ 1,198,841	\$ 3,351,177	\$ 9,684,340	25.71%	
539633	Capital Outlay Expenses- Infrastructure	280,642	-	82,857	197,785	29.52%	L
	Subtotal Non-operating Expenses	\$ 280,642	\$ -	\$ 82,857	\$ 197,785	29.52%	
	Total Expenses	\$ 13,316,159	\$ 1,198,841	\$ 3,434,034	\$ 9,882,125	25.79%	
369901	Change in Unreserved Net Position	\$ (782,246)	\$ (213,665)	\$ 693,310	\$ 1,475,556		
	Change in Unreserved Net Position indicates a budgeted Use of Working Capital of (\$721,850) and Lake Miona LT Maint (\$60,396).						

SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT							
SUMTER LANDING PROJECT WIDE BUDGET							
BUDGET TO ACTUAL STATEMENT AS OF: January 31, 2019 (Unaudited)							
Four (4) Months of Operations - 33.33% of Year							
	Fund Balance Analysis:	Balance Forward 09/30/18	Current Month Actual	Year to Date Actual	Current Balance		
284000	Unassigned	\$ 4,796,620	\$ (213,665)	\$ 687,310	\$ 5,483,930		
282004	Committed R&R General	2,112,220	-	-	2,112,220		
282012	Committed Enc	60,396	-	6,000	66,396		
	Total Fund Balance	\$ 6,969,236	\$ (213,665)	\$ 693,310	\$ 7,662,546		
	Footnotes:						
A:	Project Wide Fund will receive a portion of the Right of Way revenue this fiscal year. Invoices are issued at the end of each quarter.						
B:	Reimbursement for Property Damage. Revenue is not budgeted due to the uncertainty of the revenue stream.						
C:	YTD Miscellaneous Revenue includes receipts for annual CPM Maintenance agreements and Lake Miona Conservation Easement maintenance plan.						
D:	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) and Florida Fixed Income Trust (FLFIT).						
		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%	
		Jan-19	1.89%	2.63%	2.61%	2.76%	
E:	FLGIT and LTIP Unrealized gain/ loss and Rate of Return will not be available until next month.						
		Month	FLGIT	LTIP			
		Oct-18	0.96%	-63.06%			
		Nov-18	3.37%	12.39%			
		Dec-18	6.73%	-53.31%			
		Jan-19	--	--			
F:	FMlVT conducted an audit and determined the District was owed additional realized gain.						
G:	Majority of YTD expenses are for Water Resource Management and Tunnel Guide Sign Project.						
H:	Unbudgeted legal services. Majority of YTD expenses are for Review of Board Meeting items by Stone and Gerken.						
I:	Expenditures are for administrative services provided by Disaster Law and Consulting, LLC to assist with FEMA matters related to Hurricane Irma.						
J:	Unbudgeted postage to ship plant samples.						
K:	Irrigation Phone expenditure is higher than budget due to the delay in conversion to the Maxicom system which does not require phones.						
L:	YTD expenditures are for Fence replacement (\$72,103), Pipe Rehabilitation (\$4,220), Drainage Improvements (\$6,517), and Maxicom systems conversion (\$17).						
	Budget transfers and resolutions processed during the month are as follows:						
**	Carryforward Balance:						
	Building/Structure Maintenance	15,547					
	Landscape Maintenance- Non-Recurring	207,661					
	Other Maintenance	60,396					
	TOTAL	283,604					



**CASH AND INVESTMENT SUMMARY
AS OF JANUARY, 2019**

Fund Code	Account Name	Bank	Balance as of 10/1/18	Current Balance	Reconciled Yes/No
SUMTER LANDING AMENITIES DISTRICT (SLAD)					
431	Operating Cash	CFB	2,898,152.34	671,553.79	Yes
431	Golf	CFB	37,349.71	95,215.77	Yes
431	Cash - SBA LGIP - Opns	SBA		-	Yes
431	Cash Equiv - FLCLASS	FLCLASS	24,607,632.59	30,650,925.43	Yes
431	Cash Equiv - FEITF	FEITF	4,945,464.80	4,985,814.27	Yes
431	Cash-FL-FIT	FLFIT	3,540,713.63	3,571,033.21	Yes
431	Cash-FMIVT 1-3 Yr	FMIVT		-	Yes
431	Cash - FLGIT	FLGIT	3,814,328.99	3,849,618.44	Yes
431	Cash - LTIP USB	USB	2,626,187.68	2,401,821.27	Yes
	Sub-total Checking		42,469,829.74	46,225,982.18	
431	Interest 2015	USB-SBA	1,162,716.48	781,644.95	Yes
431	Principal 2015	USB-SBA	1,722,411.82	607,796.81	Yes
431	TB Redemption 2015	USB-SBA		-	Yes
431	Reserve 2015	USB-SBA		-	Yes
431	Renew & Repl 2015	USB-SBA	261,331.64	263,595.56	Yes
431	Acquisition 2015	USB-SBA		-	Yes
431	Redemption 2015	USB-SBA		-	Yes
431	Sr Interest 2016	USB-SBA	6,241,909.10	4,176,715.45	Yes
431	Sr Principal 2016	USB-SBA	5,389,871.44	1,901,731.67	Yes
431	Sr Reserve 2016	USB-SBA		-	Yes
431	Renew & Repl 2016	USB-SBA	987,945.33	1,033,454.37	Yes
431	Sub Interest 2016	USB-SBA	730,823.32	485,048.65	Yes
431	Sub Principal 2016	USB-SBA	499,028.74	177,205.40	Yes
431	Sub Reserve 2016	USB-SBA		-	Yes
431	Project 2016	USB-SBA	60.54	61.06	Yes
431	COI 2016	USB-SBA		-	Yes
431	NP Guaranty 2016	USB-SBA		2.20	Yes
	Sub-total Debt Service		16,996,098.41	9,427,256.12	Yes
	TOTAL - SLAD		59,465,928.15	55,653,238.30	



**CASH AND INVESTMENT SUMMARY
AS OF JANUARY, 2019**

SUMTER LANDING FITNESS (SL-FIT)					
434	Cash Operating	CFB	192,520.13	219,970.65	Yes
434	Cash - SBA- Fitness	SBA		-	Yes
434	Cash Equiv - FLCLASS	FLCLASS	1,064,796.95	1,163,316.71	Yes
434	Cash Equiv - FEITF	FEITF	568,762.89	573,403.36	Yes
434	Cash-FL-FIT	FLFIT	775,979.71	782,624.53	Yes
434	Cash- FMIVT 1-3 Yr	FMIVT		-	Yes
434	Cash FLGIT	FLGIT	790,441.38	797,754.39	Yes
434	Cash LTIP USB	USB	545,823.96	499,191.89	Yes
	Sub-total Operating		3,938,325.02	4,036,261.53	
	TOTAL - FITNESS		3,938,325.02	4,036,261.53	

LAKE SUMTER LANDING (LSL)					
131	Cash Operating	CFB	84,142.82	84,942.78	Yes
131	Cash - SBA LGIP - Opns	SBA		-	Yes
131	Cash Equiv - FLCLASS	FLCLASS	254,086.27	273,965.99	Yes
131	Cash-FL-FIT	FLFIT	804,780.89	811,672.34	Yes
131	Cash - FMIVT 1-3 Yr	FMIVT		-	Yes
131	Cash-FLGIT	FLGIT	558,376.98	563,542.98	Yes
131	Cash LTIP USB	USB	437,082.51	399,740.69	Yes
	Sub-total Operating		2,138,469.47	2,133,864.78	
	TOTAL - LSL		2,138,469.47	2,133,864.78	

SUMTER LANDING PROJECT-WIDE (PW)					
132	Cash Operating	CFB	112,163.48	230,576.86	Yes
132	Cash - SBA LGIP - Opns	SBA		-	Yes
132	Cash Equiv - FLCLASS	FLCLASS	728,290.28	1,895,940.08	Yes
132	Cash Equiv - FEITF	FEITF	1,054,409.51	1,063,012.31	Yes
132	Cash-FL-FIT	FLFIT	1,790,102.22	1,805,431.10	Yes
132	Cash - FMIVT 1-3 Yr	FMIVT		-	Yes
132	Cash FLGIT	FLGIT	1,781,022.08	1,797,499.76	Yes
132	Cash LTIP USB	USB	1,182,489.69	1,081,464.56	Yes
	Sub-total Operating		6,648,477.26	7,873,924.67	
	TOTAL - PW		6,648,477.26	7,873,924.67	

Grand Totals

72,191,199.90	69,697,289.28
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AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM:

DATE:

SUBJECT: PWAC After Agenda

ISSUE:

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
▣ PWAC After Agenda	Cover Memo



District 5 - Chuck Wildzunus, Primary; Jerry Knoll, Alternate
District 6 - Peter Moeller (C), Primary; Tom Griffith, Alternate
District 7 - Jerry Vicenti, Primary; Dennis Broedlin, Alternate
District 8 - Dennis Hayes (VC), Primary; Phil Walker, Alternate
District 9 - Steve Brown, Primary; Dave Green, Alternate
District 10 - Don Wiley, Primary; Ken Lieberman, Alternate
District 11 - Patty Hoxie, Primary; Allen Vanover, Alternate

Project Wide Advisory Committee
Monthly Board Meetings held at:
District Office Board Room
984 Old Mill Run The Villages, FL
32162
The Villages, Florida 32162

AFTER AGENDA

March 11, 2019
8:30 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 item 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 – All present
 - B. Pledge of Allegiance
 - C. Observation of Moment of Silence
 - D. Welcome Meeting Attendees
 - E. Audience Comments
 - Staff recommended approval to declare Aquatic Access, Inc. as the Standardized Product for use for Pool Installation and Replacement Projects at Recreation Center Pools to the SLCDD March meeting. Audience comment was received regarding the importance of the AAL at the pools and requesting the Committee recommend approval. The Committee unanimously approved installation of the AAL's to the currently uninstalled pools as soon as can be scheduled.

Audience comments were received regarding the marsh area on the Championship golf course. Staff will address the issue with the appropriate party to determine what options are available and will provide an update at the April meeting.

Audience comment was received requesting additional lighting at the pickleball courts, specifically Rohan Recreation Center. The Committee concurred not to take any action on the request.

2. Please note: The PWAC will address SLAD related items and hold its Preliminary Budget Workshop prior to all other items being addressed.
 - Staff reviewed a PowerPoint of the Preliminary Budget Workshop with the Committee
 - Staff will forward the questions and responses previously provided from District 4 Supervisor and Staff to the PWAC, AAC and PWAC alternates as information.

Project Wide Fund

NEW BUSINESS:

3. Approval of the Minutes
Approval of the Minutes for the Meeting held on February 11, 2019. – **The Committee approved.**
4. Recommend Approval of Amendment One to RFP #18P-014 Landscape and Irrigation Maintenance for District 12 Villas, Cul-De-Sacs, Basins and Roadways
Review and approval to present Amendment One to RFP #18P-014 between Sumter Landing Community Development District and Cepura Landscape, LLC for Landscape and Irrigation Maintenance for District 12 Basins and Roadways to the Sumter Landing Community Development District Board (SLCDD). – **The Committee approved.**

OLD BUSINESS:

5. Old Business - PWF
Old Business Status Update - Project Wide Fund

INFORMATIONAL ITEMS ONLY:

6. Financial Statements - PWF
Budget to Actual Statements - Project Wide Fund
7. Project Wide Capital Project Plan
Fiscal Year 2018-19 Project Wide Fund: Capital Projects Work Plan - March

Please note the following information is provided as information only.
Sumter Landing Amenities Division Fund

NEW BUSINESS:

8. Request to Declare Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at Recreation Centers.
Review and approval to present request to declare and approve Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at District Recreation Centers to the Sumter Landing Community Development District Board (SLCDD). – **The Committee approved.**
9. Termination of RFP #17P-023 VCCDD and SLCDD Professional Janitorial Services
Standardization of janitorial contracts is desired as is the increased scope of services to meet the District's service expectations. – **The Committee approved.**
10. Award of BID #19B-003 Roof Replacements at Various Recreation Centers
Review and approval to present a recommendation to award of Invitation to Bid (ITB) #19B-003 Roof Replacements at Various Recreation Centers to the Sumter Landing Community Development District Board. – **The Committee approved.**
11. Discussion Item: Night Lights for Pickleball Courts at Regional Centers – **Item was previously addressed.**
12. SLAD Fund - Preliminary Budget Workshop Packet
SLAD Fund - Preliminary Budget Workshop Packet – **Item was previously addressed.**

OLD BUSINESS:

13. Old Business - SLAD
Old Business Status Update - Sumter Landing Amenities Division

INFORMATIONAL ITEMS ONLY:

14. Financial Statements - SLAD
Budget to Actual Statements - Sumter Landing Amenities Division
15. SLAD Fund: Capital Projects Work Plan
Fiscal Year 2018-19 SLAD Fund: Projects Work Plan - March

REPORTS AND INPUT:

16. District Manager Reports
 - A. Follow-up to Questions Received During 2/28/19 Meeting
17. Supervisor Comments
 - Supervisor Vicenti advised he received an email regarding the lack of lighting at the Hemingway Pool. Staff will review and provide an update back to the Committee.
 - Chairman Moeller commented on the “my agility” email recently received. Staff will resend the email as information as well as review the format.

- Staff advised the Committee that residents addressed concerns at the recent District 11 Meeting re: the maintenance of the common stormwater drainage infrastructure area. Staff has communicated with the environmental consultants who have advised there is no prohibition to maintaining the 3 foot along the outside of the fence that will be a buffer area. District 11 has requested PWAC consider adding the item to the routine maintenance at a one-time cost of approximately \$5,300 for initial clean up and weed whipping with an ongoing yearly maintenance of approximately \$3,200. The Committee approved a 3 foot weed whipping area along the orange areas of the map, with no further clearing and no change to the current ownership and maintenance responsibility specified by the deed for any of the stack block wall and/or multi-board fence.

18. Adjourn – The meeting was adjourned at 11:28 a.m.



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: District Staff

DATE: 3/6/2019

SUBJECT: Updated Resident Academy Flyer

ISSUE:

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
▣ Resident Academy Flyer	Cover Memo



Resident ACADEMY

You are invited!

JOIN US AT AN UPCOMING RESIDENT ACADEMY.

AN INTERACTIVE PROGRAM TO LEARN ABOUT YOUR LOCAL GOVERNMENT.

- Help alleviate the confusion, questions and misinformation that exists regarding the responsibilities and functions of The Villages® Community Development Districts.
- Learn all about the history and benefits of special districts.
- Have the opportunity to tour the North Sumter Utility Plant.
- Obtain information on the following District departments – The Villages Fire Rescue, Property Management, Customer Service, Community Standards, Community Watch, Recreation & Parks, Executive Golf, Budget, Utilities, Finance and MORE!

UPDATED FORMAT • UPDATED INFORMATION • NO WAITING LIST

CHOOSE FROM 3 CONVENIENT DATES IN 2019 TO FIT YOUR ACTIVE LIFESTYLE

Registration begins Thursday, February 28th.

APRIL 29 • 12:30P.M. - 5:30P.M. • ROHAN RECREATION CENTER

JULY 29 • 12:30P.M. - 5:30P.M. • ROHAN RECREATION CENTER

NOVEMBER 13 • 8A.M. - 1P.M. • SAVANNAH CENTER

www.DistrictGov.org

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Resident ACADEMY


EASY REGISTRATION

- Register online at www.DistrictGov.org by clicking on the 'Resident Academy' link.
- Register in person at the District Customer Service Center or at any Regional Recreation Center.
- For assistance, contact the District Customer Service Center at (352) 753-4508.


To keep up with what's happening, make sure you are signed up to receive e-Notifications! By signing up for these email notifications, we will notify you of future opportunities and other helpful community information. Need help signing up? Contact us at (352) 753-4508 for assistance.

Follow these 4 simple steps to sign up for e-Notifications


Follow these 4 simple steps to sign up for e-Notifications




1



2



3



4

Submit Feedback, Inquiry, or Concern

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Public Records Information

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Choose the specific notifications you would like to receive and click 'Sign Up'

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Check your email and confirm

4

Check your email and confirm

For additional information or to request an accommodation, please contact the District Customer Service Center at (352) 753-4508.

The Villages®
Community Development Districts

www.DistrictGov.org



AGENDA REQUEST

TO: Board of Supervisors
Sumter Landing Community Development District

FROM: Richard J. Baier, District Manager

DATE: 3/6/2019

SUBJECT: **Reminder: District Government Update Meeting**

ISSUE: A District Government Update Meeting will be held on Friday, April 5, 2019 from 9:00 to 11:00 am. at the Rohan Regional Recreation Center in the Colony Cottage and Laurel Manor Rooms.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION: