The Villages®
Community Development Districts
District 5

Seat 1 - Walter Martin, Vice Chairman
Seat 2 - Jerry Knoll, Supervisor
Seat 3 - Gerald Ferlisi, Supervisor
Seat 4 - Chuck Wildzunas, Supervisor
Seat 5 -Gary Kadow, Chairman

Monthly Board Meetings are held at:
District Office Board Room
984 Old Mill Run The Villages, FL 32162
The Villages, Florida 32162

AGENDA

February 15, 2019
8:00 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

NEW BUSINESS:

2. Approval of the Minutes

   Approval of the Minutes for the Meeting held on January 18, 2019

3. Acceptance of Audit Report for Fiscal Year 2017-2018

   The annual audit of the financial statements for the Village Community Development District No. 5 for the Fiscal Year ending September 30, 2018, is complete and a copy is attached.

4. Approval of FY 19-20 Budget Calendar

   Request Board approval of dates for a Budget Workshop on May 13, 2019, approval of the Proposed Budget at the June 7, 2019 regular meeting and a Public Hearing to adopt the Final Budget at the September 6, 2019 regular meeting.

5. Operating Policies and Procedures

6. Architectural Review Manual

   Proposed revisions to the Architectural Review Manual (Manual).

OLD BUSINESS:

7. Old Business Status Update

   Old Business Status Update - February 15, 2019

INFORMATIONAL ITEMS ONLY:

8. Financial Statements

   Budget to Actual Statements as of December 31, 2018

9. DPM Monthly Report

REPORTS AND INPUT:

10. District Manager Reports
11. District Counsel Reports
12. Audience Comments
13. Supervisor Comments
    A. Supervisor Wildzunas: PWAC After Agenda
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.

The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	Jennifer McQueary, District Clerk
DATE:	2/15/2019
SUBJECT:	**Approval of the Minutes**

ISSUE: Approval of the Minutes for the Meeting held on January 18, 2019

ANALYSIS/INFORMATION: Staff requests approval of the Minutes for the Meeting held on January 18, 2019.

STAFF RECOMMENDATION: Staff recommends approval of the Minutes for the Meeting held on January 18, 2019.

MOTION: Motion to approve the Minutes for the Meeting held on January 18, 2019.

ATTACHMENTS:

Description	Type
1-18-19 Minutes	Cover Memo

MINUTES OF MEETING
VILLAGE COMMUNITY
DEVELOPMENT DISTRICT NO. 5

A Meeting of the Board of Supervisors of Village Community Development District No. 5 was held on Friday, January 18, 2019 in the District Office Large Conference Room, 984 Old Mill Run, The Villages Florida, 32162.

Board members present and constituting a quorum:

Gary Kadow	Chairman
Walter Martin	Vice Chairman
Jerry Ferlisi	Supervisor
Jerry Knoll	Supervisor
Chuck Wildzunas	Supervisor

Staff Present:

Richard Baier	District Manager
Kenny Blocker	Assistant District Manager
Valerie Fuchs	District Counsel
Diane Tucker	Administrative Operations Manager
Sam Wartinbee	District Property Management Director
Anne Hochsprung	Finance Director
Brittany Wilson	Director of Technology and Board Services
Jennifer McQueary	District Clerk
Candice Harris	Deputy District Clerk
Julie Kulas	Administrative Assistant

FIRST ORDER OF BUSINESS: Call to Order

A. Roll Call

Chairman Kadow called the meeting to order at 8:02 a.m. and stated for the record that all Supervisors were present representing a quorum.

B. Pledge of Allegiance

Chairman Kadow led the Pledge of Allegiance.

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C. Observation of a Moment of Silence

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

D. Welcome Meeting Attendees.

The Board welcomed all those residents in attendance.

SECOND ORDER OF BUSINESS: Approval of Minutes

On MOTION by Jerry Knoll, seconded by Chuck Wildzunas, with all in favor, the approved the Minutes from the Board Meetings held on November 16, 2018 and December 7, 2018.

THIRD ORDER OF BUSINESS: Architectural Review Manual

Carrie Duckett, Director of Resident Services and Communication, provided an overview of the improvements that have been made to streamline the Architectural Review Committee (ARC) application process which has resulted in increased ease of understanding for the residents and positive feedback from the ARC Members because of the reduced time for the weekly meetings. As part of this review, consideration of what a "substantial change" is has occurred and research was completed to determine what revisions could be made to the Manual to eliminate certain minor modifications. Ms. Duckett provided an overview of the improvements that have been made to streamline the ARC process which has resulted in increased ease of understanding for the residents and positive feedback from the ARC Members, and has reduced the time for the weekly meetings.

Candy Dennis, Community Standards Manager, advised that the proposed revisions to the Architectural Review Manual have been provided in a strike out, underlined format and a review of the recommended revisions to Section 2.4 Building Additions/Screen Rooms/Birdcages/Screen Front Entry; Section 2.5 Driveways, Walkways, Patios, Front Entry Flooring; 2.9 Front Doors; Section 2.10 Garage Doors/Screens; Section 2.12 Lights – Outdoor and Section 2.16 Tree Removal with the Committee. Staff is requesting that the Committee Members review the revisions and provide any comment to Staff by January 28, 2019 so that the changes can be incorporated and the final document presented at the February 14, 2019 meeting.

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Diane Reichert, Architectural Review Alternate Committee Member, complimented Staff on the positive changes that are being made to the architectural review application and meeting processes.

Staff responded further to the inquiries made by the Board.

The Board thanked Staff for the improvements that have been made to the ARC process and the dedication of the ARC Members.

FOURTH ORDER OF BUSINESS: Old Business Status Update

Richard Baier advised that there were no old business items to be addressed.

FIFTH ORDER OF BUSINESS: Financial Statements

The Budget to Actual Financial Statement as of November 30, 2018 was provided to the Board as information.

SIXTH ORDER OF BUSINESS: DPM Monthly Report

The District Property Management (DPM) Monthly Report was provided to the Board as information.

Supervisor Knoll stated that approximately a year ago he advised Staff about a pothole along the multi-modal path, approximately 150 feet north of Lake Sumter, which was repaired but has now redeveloped and will need to be repaired. Additionally, there are portions of fence behind Cornerstone Hospice that are in need of repair.

Chairman Kadow stated that he is aware this item does not fall under the District's purview, but there are low hanging branches along CR 472, near Lake Miona Park, that need to be trimmed and requested Staff communicate the issue with Sumter County. Mr. Baier advised that Staff would communicate the concern.

SEVENTH ORDER OF BUSINESS: District Manager Reports

A. FEMA Update

Mr. Baier advised that the District has begun receiving a second round of requests for informa-

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tion relating to the request for reimbursement submitted with Federal Emergency Management Agency (FEMA) for expenditures relating to debris cleanup following Hurricane Irma, which Staff and the Districts' Consultants are responding to, and are providing the necessary clarification of authorities and operations of the Village Community Development Districts. An overview of the claims submitted for the District, the anticipated reimbursement to be received and the actual reimbursements have been provided as information.

Staff responded to the Committee's inquiries.

Mr. Baier thanked the residents and Board members who attended the second in the series of the Advanced Wastewater workshops. Approximately 300 individuals attended.

Mr. Baier stated that on January 5, 2019 an article was printed in the Daily Sun which announced that RCLCO Real Estate, one of the nation's leading advisory and consulting firms, rated The Villages as the number one master planned community. The article reviewed the benefits of a master planned community.

B. Future Technology Initiatives

Mr. Baier stated that as part of the reorganization of the District that occurred in July of 2018, District Management had provided an overview of the importance and the necessity to advance the Districts' technology to more efficiently and effectively manage the infrastructure and its resources, and although not directly under the purview of this Board, Mr. Baier requested that Brittany Wilson, Director of Technology and Board Support Services, provide an overview of the Asset Management System and other technology advances.

Brittany Wilson, Director of Technology and Board Support Services, advised that at their November 2018 meetings, the Village Center Community Development District and the North Sumter County Utility Dependent District Boards approved moving forward with three new software initiatives for asset management, financial management and document management. While these programs are not under the purview of the residential Boards and committees, there will be long term benefits achieved by each District.

The following overview was provided;

<u>CityWorks Asset Management</u>

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Collectively, the vertical and horizontal assets of the District are approaching $2 billion, and include recreation facilities, parks, golf courses, postal facilities, gates and water/wastewater utility infrastructure.

The District currently has asset management related data stored in multiple, disconnected databases and file cabinets with a heavy reliance on Microsoft Excel to consolidate and bring data together. The addition of a true asset management system will allow us to fully maximize the value of assets by providing us the ability to more effectively monitor utilization, consolidate maintenance and repair history, forecast preventative maintenance and increase resident engagement.

The CityWorks system works in conjunction with a geographic information system (GIS). GIS is developed in digital layers which allows an organization to geographically review and identify detailed data for a specific area or building – from work orders to equipment maintenance schedules to contracts. This function will also significantly benefit staff and the general public with regard to reporting maintenance concerns for an exact area pinpointed on a map. Sumter County currently maintains and supports GIS data for municipalities in the county and has offered the same services to the District. An agreement to outline this service is forthcoming and will result in a significant cost savings to the District and avoids duplication of services.

This is a multi-phase project that will be developed over a few years, with the initial focus on the water and waste water utility infrastructure. Additional infrastructure that will be added in the future includes recreational amenities, sign walls, signage, roadways and stormwater management areas.

BS&A Financial Management System

In 2015, the Village Center Community Development District approved a contract with BS&A Software for the implementation of the Billing, Collection and customer Service System. The RFP process and BS&A response to the RFP included additional modules that could be discussed and negotiated at a later date. The additional modules that are being accomplished in the second phase include multiple financial elements, budget module and a purchasing module.

The District is entrusted to collectively manage in excess of $344 million dollars. The management of these funds is currently accomplished through numerous standalone systems and manual, paper driven processes. The BS&A modules will result in numerous efficiencies and electronic work flow features to improve internal processes.

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For example, Finance Department staff currently manually enters in upwards of 150 monthly recurring journal entries each month. In addition to the manual entry, the information is then printed out and delivered to a Manager for approval. The new BS&A system will provide the ability to use recurring journal entries by inputting a single entry which is then replicated in the system each month and electronically approved.

Purchase orders are also tracked and managed manually as the existing system does not permit the encumbrance of funds. This manual process results in staff reviewing a purchase order each time an associated purchase is made to ensure adequate funds are available. The new BS&A system will electronically route purchase orders from inception to approval, and funds are automatically encumbered.

LaserFiche Document Management System

The District currently utilizes an electronic document management system known as Docusphere. This program electronically stores and organizes data such as paid invoices and copies of issued checks. The version of Docusphere being utilized is hosted on a server which is no longer supported by Microsoft, so it was necessary for the District to research and identify a new system. The Laserfiche software fully integrates with BS&A and will allow us to maximize the function of the system. The benefits of Laserfiche include intelligent scanning software with built in optical character recognition (OCR) capabilities, a customizable workflow system to automate manual processes and reduce paper, as well as a web-based interface for access.

Ms. Wilson responded to inquiries received from an audience member and the Board Supervisors.

Jennifer McQueary, District Clerk, introduced Julie Kulas who was recently hired as Administrative Assistant for the District Clerk's Office.

EIGHTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

NINTH ORDER OF BUSINESS: Audience Comments

No Audience Comments were received.

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TENTH ORDER OF BUSINESS: Supervisor Comments

Supervisor Wildzunas advised that the After Agenda from the Project Wide Advisory Committee (PWAC) January 14, 2019 meeting was provided as information and highlighted the following items:

- The Committee will hold an evening informational meeting which will review the roles and responsibilities of the PWAC and provide residents an opportunity to ask questions. The meeting is scheduled to be held on Thursday, February 28th from 6:00 to 8:00 p.m. at the Rohan Regional Recreational Center.
- The Committee will hold a joint workshop with the Amenity Authority Committee (AAC) on Wednesday, January 23rd at 1:30 p.m. at Savannah Recreation Center in the Ashley Wilkes Room to review the prevailing amenity fee rate and the current deferral rate.
- The Committee was provided with the costs associated to install an aquatic access lift (AAL) at those pools between CR 466 and SR 44 where one is currently not installed. The Committee will consider the $340,000 cost as part of the upcoming budget process.

ELEVENTH ORDER OF BUSINESS:

The meeting was adjourned at 9:12 a.m.

On MOTION by Jerry Knoll, seconded by Chuck Wildzunas, with all in favor, the Board adjourned the meeting.

Richard J. Baier	Gary Kadow
Secretary	Chairman

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The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO: Board of Supervisors
Village Community Development District 5

FROM: Anne Hochsprung, Finance Director

DATE: 2/15/2019

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

ISSUE: The annual audit of the financial statements for the Village Community Development District No. 5 for the Fiscal Year ending September 30, 2018, is complete and a copy is attached.

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

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

MOTION: Motion to accept the Village Community Development District No. 5 Audit Report for Fiscal Year 2017 – 2018.

ATTACHMENTS:

Description	Type
D5 Audit Report	Cover Memo
D5 Auditor Letter	Cover Memo

The Villages®
Community Development Districts
District 5

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Basic Financial Statements

September 30, 2018

(With Independent Auditors' Report Thereon)

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

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ON THE COVER

The cover photograph was submitted by
Shelli Farnsworth, Deed Compliance Officer
in the District Community Standards Department.

Purvis Gray & Company

INDEPENDENT AUDITORS' REPORT

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

Report on the Financial Statements
We have audited the accompanying financial statements of the governmental activities and each major fund of Village Community Development District No. 5 (the District) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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

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

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

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

Certified Public Accountants
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MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

INDEPENDENT AUDITORS' REPORT
(Concluded)

Opinions
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District, as of September 30, 2018, and the respective changes in financial position, and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

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

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

Purvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5
Management's Discussion and Analysis
September 30, 2018

The Village Community Development District No. 5 (the District) management's discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues; (b) provide an overview of the District's financial activities; and (c) identify changes in the District's financial position and its ability to address the next and subsequent year challenges.

Financial Highlights

Entity-Wide Level

- The assets and deferred outflows of the District exceeded its liabilities and deferred inflows as of September 30, 2018, by $102,483,610 (net position). Of this amount, $12,663,360 of unrestricted net position may be used to meet the District's ongoing obligations to residents and creditors.
- The District's total net position decreased by $2,627,106. The decrease in net position results primarily from depreciation expense of $3,301,532. Depreciation expense is provided to reflect the using up over time of the value of capital assets in order to allow for the planning of the timely replacement or renovation of these assets.
- The District's total long-term debt decreased by $2,067,972 during the current Fiscal Year. The decrease relates to principal payments made on outstanding revenue bonds during the year ended September 30, 2018.

Fund Level

- At the close of the Fiscal Year, the District's governmental funds reported combined fund balances of $14,661,174, a net increase of $755,922, compared to the prior year. Of the total, $3,541,285 is available for spending at the District's discretion as *unassigned fund balance*.
- At the end of the year, unassigned fund balance of the General Fund was $3,541,285 or 128.4 percent of total General Fund annual expenditures. This provides a healthy contingency for unexpected expenditures.
- Special assessments are shown as assessments receivable. At the fund level, there is an offsetting line item for unavailable revenue pertaining to assessments due in future years, which is a deferred inflow of resources. Assessments receivable decreased by $2,157,044 during the year and has a September 30, 2018, balance of $27,018,043.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Village Community Development District No. 5's basic financial statements. The District's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business. The **Statement of Net Position** presents information on all of the District's assets and deferred outflows compared to liabilities and deferred inflows, with the difference between the two reported as *net position.* Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the Village Community Development District No. 5 is improving or deteriorating.

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

Both of the government-wide financial statements distinguish functions of the District that are principally supported by assessments and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the District include general government and debt service. The District has no business-type activities. The District also has no component units, as all functions are performed by the primary government.

The government-wide financial statements are provided on pages 9-10 of this report.

The Fund Financial Statements, which report by individual fund, begin on page 11. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village Community Development District No. 5, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are considered governmental funds. There are no proprietary or fiduciary funds maintained by the District. The fund financial statements present information in more detail than the government-wide financial statements. Governmental Accounting Standards Board (GASB) Statement No. 34 provides the authoritative guidance on the governmental financial reporting model.

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

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the General Fund and Debt Service Fund, both of which are considered to be major funds.

The District adopts an annual appropriated budget for both its General Fund and its Debt Service Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget. The basic governmental fund financial statements can be found on pages 11-15 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes can be found beginning on page 16.

Government-wide Financial Analysis

The District's net position as of September 30, 2018, and September 30, 2017, were $102.484 million and $105.111 million, respectively, representing a decrease of approximately $2.627 million. The District's revenues for the years ended September 30, 2018, and September 30, 2017, including assessments, donations, and investment earnings, were approximately $4.554 million and $4.747 million, respectively. The District's expenses for the years ended September 30, 2018, and September 30, 2017, were $7.181 million and $7.108 million, respectively.

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

Table 1
Net Position

		Governmental Activities	
		September 30, 2018	**September 30, 2017**
Assets:			
Current and other assets	$	14,749,054	14,089,635
Assessments receivable		27,018,043	29,175,087
Capital assets - net		88,542,625	91,844,157
Total assets		130,309,722	135,108,879
Deferred outflows of resources:			
Deferred amount on debt refunding		308,812	328,843
Liabilities:			
Current and other liabilities		505,255	629,365
Long-term liabilities			
Due in less than one year		1,355,000	1,340,000
Due in more than one year		26,274,669	28,357,641
Total liabilities		28,134,924	30,327,006
Net position:			
Net investment in capital assets		61,521,768	62,775,359
Restricted for debt service		27,511,996	29,544,678
Restricted for capital improvements		786,486	538,360
Unrestricted		12,663,360	12,252,319
Total net position	$	102,483,610	105,110,716

The largest share of the District's net position (60.0 percent) relates to net investment in capital assets. Reserves to pay debt service expenses represent another 26.8 percent. The resources required to repay the debt must be provided annually from assessments, since the capital assets themselves cannot be liquidated to pay the liabilities. Net position restricted for capital improvements is 0.8 percent of the total net position. The remaining net position is unrestricted.

Table 2 below reflects the summary statement of changes in net position for the current year and prior year.

Table 2
Changes in Net Position

		Governmental Activities	
		September 30, 2018	**September 30, 2017**
Revenues:			
Special assessments	$	4,266,939	4,442,776
Intergovernmental revenue		15,629	25,829
Miscellaneous revenue		1,575	1,676
Investment earnings		269,679	276,420
Total revenues		4,553,822	4,746,701
Expenses:			
General government services		419,961	431,318
Physical environment		2,238,985	2,089,451
Transportation		177,989	192,798
Interest on long-term debt		1,042,461	1,104,763
Depreciation (unallocated)		3,301,532	3,290,159
Total expenses		7,180,928	7,108,489
Change in net position	$	(2,627,106)	(2,361,788)

Revenues

Revenues include special assessments on District landowners for maintenance and debt service. Other revenue includes reimbursements from Sumter County for the District maintenance of county road right-of-ways. Investment earnings totaled $269,679 in Fiscal Year 2018, a $6,741 decrease over prior year due to a reduction in long term unrealized gains offset by an increase in the short term portfolio earnings.

Additional information can be found in Note 2 of the Notes to Basic Financial Statements.

Expenses

General government expenses of the District decreased from the prior Fiscal Year by $11,357. Physical environment expenses are mainly for landscaping, irrigation, utilities and maintenance costs. These expenses increased $149,534 over prior year primarily due to debris removal and other expenses associated with Hurricane Irma. Transportation expenses, which relate primarily to street lighting electric bills, decreased by $14,809 from the prior Fiscal Year. Interest on the long-term debt is the amount of interest paid to bondholders pertaining to the District's revenue bonds. Interest expense decreased $62,302 compared to the prior year. The interest on the long-term debt will continue to decrease as the existing bond issues are paid off and because of the lower interest rates on the refunded debt. Depreciation expenses increased $11,373. Total expenses increased $72,439.

Financial Analysis of the Government's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the District's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the District's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of a Fiscal Year. As of the end of Fiscal Year 2018, the District's governmental funds reported combined ending fund balances of $14,661,174, an increase of $755,922 in comparison with the end of Fiscal Year 2017. Approximately 24.2 percent of this total amount, $3,541,285, constitutes *unassigned fund balance,* which is available for spending at the government's discretion. The remainder of the fund balance is *reserved or committed* to indicate that it is not available for new spending because it has already been committed ($9,122,075 to renewal and replacement) or restricted ($1,211,328 for debt service and $786,486 to capital improvements).

The General Fund is the chief operating fund of the District. At the end of Fiscal Year 2018, unassigned fund balance was $3,541,285 while total fund balance reached $13,449,846. This represents an increase of $659,167, compared to the balance at the end of Fiscal Year 2017. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 128.4 percent of annual General Fund expenditures, while total fund balance represents 487.5 percent of that same amount.

The Debt Service Fund has a total fund balance of $1,211,328, all of which is reserved for the payment of debt service. The net increase in fund balance was $96,755 due to a transfer to the General Fund of $248,126. This fund's revenue is comprised entirely of special assessment proceeds and interest earnings on cash balances.

General Fund Budgetary Highlights

During the year, there was no increase in the revenue budgeted for the General Fund between the original and final budget. Total fiscal year expenditures increased $78,666, primarily due to an increase in repairs and maintenance/landscape of $78,966, an increase in other contractual services of $12,900 and an offsetting decrease in utility services of $14,000 and a slight increase in professional services.

Capital Asset and Debt Administration

Capital Assets. The District's capital assets as of September 30, 2018, and September 30, 2017, amounted to $88,542,625 and $91,844,157, respectively. These amounts are net of accumulated depreciation, and include land and improvements. Depreciation expenses of $3,301,532 occurred between October 1, 2017, and September 30, 2018.

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

Long-term Debt. As of September 30, 2018, and September 30, 2017, the District had long-term debt outstanding of $27,629,669 and $29,697,641, respectively. Debt principal of $2,055,000 was retired. All of the debt is special assessment debt and is secured solely by special assessment revenue sources. Outstanding long-term debt includes premiums on the bond refunding. Those premiums are amortized during the life of the bond. During the current Fiscal Year, $12,972 of that premium balance was amortized.

Additional information regarding the District's long-term debt can be found in Note 4 of the Notes to Basic Financial Statements.

Economic Factors and Next Year's Budgets and Rates

- The unemployment rate in Sumter County where the District is located was 4.3 percent in September 2018 which is a decrease from a rate of 4.7 percent a year ago. The State's average unemployment rate is 3.5 percent and is below the national average rate of 3.7 percent.

- Inflationary trends in the area are comparable to national indices. The national Consumer Price Index (CPI) annual change for all urban consumers changed from changed from 2.23 percent in September 2017 to 2.28 percent in September 2018.

These factors were considered in preparing the Districts' budget for the 2019 Fiscal Year. Total annual revenues are projected to increase by $17,164 in the Fiscal Year 2019 General Fund budget compared to the final Fiscal Year 2018 budget. This increase can be seen in investment income. Total Fiscal Year 2019 General Fund expenditures are projected to decrease by $405,582 compared to the Fiscal Year 2018 final budget, primarily due to a reduction in the transfer to the General Repair and Replacement and Other Road funds.

Requests for Information

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

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Statement of Net Position

September 30, 2018

		Governmental Activities
Assets		
Cash and cash equivalents	$	3,500,733
Investments		11,207,513
Interest receivable		2,845
Due from other governments		37,963
Assessments receivable		27,018,043
Capital assets, net		
Non-depreciable		1,841,502
Depreciable, net of depreciation		86,701,123
Total assets		130,309,722
Deferred outflows of resources		
Deferred amount on debt refunding		308,812
Liabilities		
Accounts payable		53,825
Due to other governments		34,055
Accrued interest payable		417,375
Long-term debt:		
Due within one year		1,355,000
Due in more than one year		26,274,669
Total liabilities		28,134,924
Net position		
Net investment in capital assets		61,521,768
Restricted for debt service		27,511,996
Restricted for capital improvements		786,486
Unrestricted		12,663,360
Total net position	$	102,483,610

See accompanying notes to basic financial statements.

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Statement of Activities

Year Ended September 30, 2018

Functions/Programs	Expenses	Program revenues: Charges for services	Program revenues: Operating grants and contributions	Program revenues: Capital grants and contributions	Net (expense) revenue and changes in net assets: Governmental activities	Net (expense) revenue and changes in net assets: Total
Governmental activities:						
General government services	$ 419,961	4,266,939	-	-	3,846,978	3,846,978
Physical environment	2,238,985	-	-	-	(2,238,985)	(2,238,985)
Transportation	177,989	-	15,629	-	(162,360)	(162,360)
Interest on long-term debt	1,042,461	-	-	-	(1,042,461)	(1,042,461)
Depreciation (unallocated)	3,301,532	-	-	-	(3,301,532)	(3,301,532)
Total governmental activities	7,180,928	4,266,939	15,629	-	(2,898,360)	(2,898,360)
Total primary government	$ 7,180,928	4,266,939	15,629	-	(2,898,360)	(2,898,360)
General revenues:						
Miscellaneous revenue					$ 1,575	1,575
Investment earnings					269,679	269,679
Total general revenues					271,254	271,254
Change in net position					(2,627,106)	(2,627,106)
Net position – beginning					105,110,716	105,110,716
Net position – ending					$ 102,483,610	102,483,610

See accompanying notes to basic financial statements.

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Balance Sheet – Governmental Funds

September 30, 2018

		General	Debt Service	Total
Assets:				
Cash and cash equivalents	$	2,295,621	1,205,112	3,500,733
Investments		11,207,513	-	11,207,513
Interest and other receivable		50	2,795	2,845
Due from Other Funds		-	3,421	3,421
Due from other governments		37,963	-	37,963
Assessments receivable		-	27,018,043	27,018,043
Total assets		13,541,147	28,229,371	41,770,518
Liabilities:				
Accounts payable		53,825	-	53,825
Due to Other Funds		3,421		3,421
Due to other governments		34,055	-	34,055
Total liabilities		91,301	-	91,301
Deferred inflows of resources:				
Unavailable special assessment revenue		-	27,018,043	27,018,043
Fund balances:				
Restricted for debt service		-	1,211,328	1,211,328
Restricted for capital improvements		786,486	-	786,486
Committed for renewal and replacement		9,122,075	-	9,122,075
Unassigned		3,541,285	-	3,541,285
Total fund balances		13,449,846	1,211,328	14,661,174
Total liabilities and fund balances	$	13,541,147	28,229,371	41,770,518

See accompanying notes to basic financial statements.

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Reconciliation of the Balance Sheet – Governmental Funds to the Statement of Net Position

September 30, 2018

Total fund balances, governmental funds		$ 14,661,174
Total net position reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds:		
Capital assets	$ 132,416,330	
Less accumulated depreciation	(43,873,705)	88,542,625
Long–term liabilities are not due and payable in the current period and therefore are not reported in the funds:		
Special assessment revenue bonds	(27,629,669)	
Including: Deferred amount on bond refunding (to be amortized as an increase in interest expense)	308,812	
Accrued interest payable	(417,375)	(27,738,232)
Unavailable special assessment revenue reported in the funds is added to the balance of net position restricted for debt service to reflect the revenue as recorded when the total assessment is levied.		27,018,043
Net position of governmental activities		$ 102,483,610

See accompanying notes to basic financial statements.

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Statement of Revenues, Expenditures and Changes in
Fund Balances – Governmental Funds
Year Ended September 30, 2018

		General	Debt Service	Total
Revenues:				
Special assessments	$	2,916,571	3,507,412	6,423,983
Intergovernmental revenue		15,629	-	15,629
Miscellaneous revenue		1,575	-	1,575
Investment earnings		236,222	33,457	269,679
Total revenues		3,169,997	3,540,869	6,710,866
Expenditures:				
General government services		341,982	74,979	416,961
Physical environment		2,238,985	-	2,238,985
Transportation		177,989	-	177,989
Debt service:				
Principal		-	2,055,000	2,055,000
Interest		-	1,063,009	1,063,009
Miscellaneous Bond Expense		-	3,000	3,000
Total expenditures		2,758,956	3,195,988	5,954,944
Excess (deficiency) of revenues over expenditures		411,041	344,881	755,922
Other financing sources (uses):				
Transfer in (out)		248,126	(248,126)	-
Total other financing sources (uses)		248,126	(248,126)	-
Net change in fund balances		659,167	96,755	755,922
Fund balances, at beginning of year		12,790,679	1,114,573	13,905,252
Fund balances, at end of year	$	13,449,846	1,211,328	14,661,174

See accompanying notes to basic financial statements.

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds to the Statement of Activities

Year Ended September 30, 2018

Net change in fund balances – total governmental funds		$ 755,922
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense, net of capital outlays, in the current period.		
Depreciation expense	$ (3,301,532)	(3,301,532)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:		
Change in accrued interest payable	27,607	
Amortization of deferred amount on bond refunding	(20,031)	
Amortization of bond premium	12,972	20,548
Governmental funds report special assessment debt service revenue when collected, however, in the statement of activities the revenue is recorded when the total assessment is levied.		
Deferred assessment revenue as of September 30, 2018	27,018,043	
Deferred assessment revenue as of September 30, 2017	(29,175,087)	(2,157,044)
Repayment of long-term liabilities is an expenditure in governmental funds, but the repayment reduces long-term liabilities in the statement of net position.		
Principal payments		2,055,000
Change in net position of governmental activities		$ (2,627,106)

See accompanying notes to basic financial statements.

VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 5

Statement of Revenues, Expenditures and Changes in
Fund Balances – Budget and Actual
General Fund
Year Ended September 30, 2018

		Budgeted Amount		Actual	Variance with
		Original	**Final**	**Amounts**	**final budget**
Revenues:					
Special assessments, charges for public services	$	2,907,616	2,907,616	2,916,571	8,955
Local government unit grant, transportation		15,629	15,629	15,629	-
Other general government charges and fees		-	-	1,575	1,575
Investment earnings		12,135	12,135	236,222	224,087
Total revenues		2,935,380	2,935,380	3,169,997	234,617
Expenditures:					
Personnel services		17,269	17,269	11,370	5,899
Professional services		307,044	307,844	300,286	7,558
Accounting and auditing		9,500	9,500	9,125	375
Other contractual services		567	13,467	13,431	36
Travel and per diem		5,000	5,000	-	5,000
Communication and freight		100	100	-	100
Utility services		248,612	234,612	207,483	27,129
Rental and leases		500	500	-	500
Insurance		6,200	6,200	6,110	90
Repairs and maintenance/landscape		472,831	551,797	540,852	10,945
Printing and binding		500	500	5	495
Other current charges		1,670,389	1,670,389	1,669,787	602
Operating supplies		500	500	507	(7)
Total expenditures		2,739,012	2,817,678	2,758,956	58,722
Excess of revenues over expenditures		196,368	117,702	411,041	293,339
Other financing sources:					
Transfers in		294,007	294,007	248,126	(45,881)
Transfers out		(400,000)	(400,000)		400,000
Total other financing sources		(105,993)	(105,993)	248,126	354,119
Net change in fund balance		90,375	11,709	659,167	647,458
Fund balance, beginning		12,790,679	12,790,679	12,790,679	-
Fund balance, ending	$	12,881,054	12,802,388	13,449,846	647,458

See accompanying notes to basic financial statements.

(1) Summary of Significant Accounting Policies

(a) Reporting Entity

Village Community Development District No. 5 (the District) was established in 2002 for the purpose of planning, financing, constructing, operating, and maintaining certain community-wide infrastructure for a community development district located entirely within Sumter County, Florida. The District was created by Sumter County Commission Ordinance No. 02-05 pursuant to the provisions of Chapter 190.005, Florida Statutes, and operates within the criteria established by Chapter 190. The District is governed by a five member Board of Supervisors. As of September 30, 2018, each member of the Board of Supervisors is an elected resident of the District.

The District boundary consists of approximately 1,407 acres in the northeast corner of the county. Development includes construction of 6,399 residential units. The land within the District is part of the active adult retirement community known as "The Villages". The Villages spans approximately 51 square miles across the borders of Lake, Sumter and Marion Counties, the City of Wildwood, the City of Fruitland Park and the Town of Lady Lake, Florida, and when fully developed is expected to include approximately 75,000 residences and 150,000 residents. The Villages of Lake-Sumter, Inc. was the developer and initial owner of the property within the District. All of the residential units in Village Community Development District No. 5 have been completed by the developer and sold to the current residents of the District. The Villages continues to be developed by the developer, a family-owned business established for the single purpose of developing The Villages. Most current development is being performed in District No. 12, south of District 5.

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

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

The Developer has formed the following community development districts:

- Village Center CDD (Lake, Marion and Sumter Counties) – This CDD provides water and sewer utility services, recreation services, security services, fire protection, and paramedic services to the residents. The cost of operations is funded by amenity and utility fees that residents pay monthly. This CDD also provides for the maintenance of common areas and roadways for the commercial areas within the CDD boundaries. The cost of maintenance in the commercial areas is funded through commercial maintenance assessments.
- Sumter Landing CDD (Sumter County) – This CDD provides recreation and security services to the residents. The cost of operations is funded by amenity fees that residents pay monthly. This CDD also provides for the maintenance of common areas and roadways for the commercial areas within the CDD boundaries. The cost of

(1) Summary of Significant Accounting Policies (continued)

(a) Reporting Entity (continued)

maintenance in the commercial areas is funded through commercial maintenance assessments.

- Brownwood CDD (Sumter County) – This CDD was established in June 2012 by the City of Wildwood, Florida and is located at the southern end of The Villages. This CDD provides for the maintenance of common areas and roadways for the commercial areas within the CDD boundaries. The cost of maintenance in the commercial areas is funded through commercial maintenance assessments as the new downtown area builds out.
- Village CDD No. 1 (Sumter County) – This CDD's boundary consists of approximately 993 acres in the northeast corner of the county. The development included construction of 3,420 residential units.
- Village CDD No. 2 (Sumter County) – This CDD's boundary consists of approximately 990 acres in the northeast corner of the county. The development included construction of 3,668 residential units.
- Village CDD No. 3 (Sumter County) – This CDD's boundary consists of approximately 894 acres in the northeast corner of the county. The development included construction of 3,762 residential units.
- Village CDD No. 4 (Marion County) – This CDD's boundary consists of approximately 1,253 acres in the southern portion of the county. The development included construction of 5,432 residential units of which 85 remain unsold as of the end of the Fiscal Year.
- Village CDD No. 5 (Sumter County) – This CDD's boundary consists of approximately 1,407 acres in the northeast corner of the county. The development included construction of 6,399 residential units.
- Village CDD No. 6 (Sumter County) – This CDD's boundary consists of approximately 1,497 acres in the northeast corner of the county. Planned development included construction of 6,697 residential units of which 1 remains unsold as of the end of the Fiscal Year.
- Village CDD No. 7 (Sumter County) – This CDD's boundary consists of approximately 976 acres in the northeast corner of the county. The development included construction of 4,765 residential units.
- Village CDD No. 8 (Sumter County) – This CDD's boundary consists of approximately 1,098 acres in the northeast corner of the county. Planned development includes construction of 5,193 residential units of which 60 remain unsold and are being used as lifestyle preview homes by the Developer.
- Village CDD No. 9 (Sumter County) – This CDD's boundary consists of approximately 1,299 acres in the northeast corner of the county. Thedevelopment includes construction of 5,409 residential units.

(1) Summary of Significant Accounting Policies (continued)

(a) Reporting Entity (continued)

- Village CDD No. 10 (Sumter County) – This CDD's boundary consists of approximately 1,489 acres in the northeast corner of the county. Planned development includes construction of 6,639 residential units of which 115 remain unsold as of the end of the Fiscal Year.
- Village CDD No. 11 (Lake County) – This CDD's boundary consists of approximately 693 acres within the city limits of Fruitland Park in the western portion of Lake County. Planned development includes construction of 2,055 residential units of which 34 remain unsold as of the end of the Fiscal Year.
- Village CDD No. 12 (Sumter County) – This CDD's boundary consists of approximately 1,483 acres within the city limits of the City of Wildwood in the in the northeast corner of the county. Planned development includes construction of 6,144 residential units of which 4,608 remain unsold as of the end of the Fiscal Year.

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

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

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

(1) Summary of Significant Accounting Policies (continued)

(b) Basic Financial Statements

Government-wide and Fund Financial Statements

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

The financial reporting model focus is on either the District as a whole, or major individual funds. The government-wide statement of net position reports the governmental activities of the District (a) on a government-wide basis and (b) on a full accrual basis, using the economic resources measurement focus, which incorporates long-term assets and receivables as well as long-term debt and obligations. The statement of net position also addresses deferred inflows and deferred outflows. The statement of activities reflects the expenses of the District, which are offset by revenues. Program revenues are defined as charges for services, operating grants and contributions, and capital grants and contributions directly associated with a given function.

The District's major funds are presented in separate columns on the fund financial statements. The definition of a major fund is one that meets certain criteria set forth in GASB 34. The General Fund and the Debt Service Fund meet this definition and are designated as major funds. The District has no non-major funds.

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

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

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

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

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year in which the related debt is issued and the assessments established.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the

(1) Summary of Significant Accounting Policies (continued)

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

current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

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

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

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

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

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

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

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

The following are the District's major governmental funds:

General Fund

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

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources for, and payment of, general long-term debt principal, interest and related costs.

The District has no non-major governmental funds.

(1) Summary of Significant Accounting Policies (continued)

(d) Budgetary Data

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

(e) Assets, Liabilities, and Net Position

1. Deposits and Investments

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

2. Capital Assets

Capital assets are reported in the government-wide financial statements. As defined by the District, capital assets are assets with an initial, individual cost of more than $5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. The District values and records donated capital assets at the estimated fair value of the item at the date of its donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Depreciation of capital assets is computed using the straight-line method and is recorded in general government expenses in the District's statement of activities. Estimated useful lives of the assets are as follows:

Improvements other than buildings and structures	40 years
Furniture and equipment	5-10 years

3. Bond Issuance Costs

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

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the period when the debt is issued. The face amount of debt issued is reported as other financial sources. Premiums are reported as other financial sources, while discounts are reported as other financial uses. Issuance costs are reported as other debt services expenditures.

(1) Summary of Significant Accounting Policies (continued)

(e) Assets, Liabilities, and Net Position (continued)

4. Assessments

Bond Assessments

The bond debt is repaid from the proceeds of an assessment levied by the District's Board of Supervisors. The levy is in the form of a non-ad valorem special assessment that will have a lien against properties, within the boundary of the District, that receive special benefits from the infrastructure improvements financed by the bonds. These assessments may be prepaid in total or annually as non-ad valorem special assessments. The bond assessment revenue and the debt service activity are accounted for in the Debt Service Fund.

Maintenance Assessments

In addition to the assessment for the repayment of bond obligations, the District has levied an assessment for the maintenance of the infrastructure and the operations of the District. This assessment is a part of the General Fund's annual budget. The maintenance assessment revenue is classified as program revenue and is accounted for in the General Fund.

Assessment Methodology

The assessment methodology consists of five steps. First, the District engineer determines the costs for all District improvements needed. Second, the assessable acres that benefit from the District's infrastructure improvements are determined. Third, the District Financial Advisor and Underwriter estimate total funding needed to acquire and/or construct the infrastructure improvements. Fourth, this amount is divided equally among the benefited properties on a net assessable acreage basis. Finally, as land is platted, the debt on each assessable acre is allocated to each residential unit. This methodology is applied to both the bond and the maintenance assessments.

Billing / Collection of Assessments

The District has entered into an agreement with the Tax Collector of Sumter County. The assessments are placed on the county property tax bill as a non-ad-valorem assessment. They are collected by the county under the uniform tax collection process and then remitted to the District.

(f) Use of Estimates

The management of the District has made a number of estimates and assumptions relating to the reporting of assets and liabilities and the disclosure of contingent assets and liabilities to prepare these financial statements in conformity with GAAP. Examples of major areas where estimates are used include the estimate for useful lives of land improvements. Actual results could differ from those estimates.

(2) Deposits and Investments

Short-Term Portfolio

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

Deposits and Investment Type		Fair Value at September 30, 2018	Weighted Average Maturity (Days)	Credit Rating
Demand Deposits, CFB	$	198,477	1.0	n/a
Florida Education Investment Trust Fund, FEITF		756,296	37.0	AAAm
U.S. Bank - State Board of Administration, Florida Prime™		1,205,112	72.0	AAAm
Florida Cooperative Liquid Assets Securities System, FLCLASS		1,340,848	49.0	AAAm
Florida Local Government Investment Trust, FLGIT		5,126,958	708.1	AAAf/S1
Florida Fixed Income Trust, FLFIT		4,291,086	321.2	AAAf/S1
Total Fair Value	$	12,918,777		
Portfolio Weighted Average Maturity (WAM)			401.7	

Interest Rate Risk. Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect an investment's fair value. GASB 40 requires that interest rate risk be disclosed using one of the five approved methods. The five methods are: segmented time distribution, specific identification, Weighted Average Maturity (WAM), duration, and simulation model. The District has used the WAM method in the above chart. In accordance with the District's investment policy, the government manages its exposure to decline in fair values by limiting the WAM of its investment portfolio to less than three years. The WAM on September 30, 2018, was 401.7 days.

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

Operating cash is maintained with Citizens First Bank, a Qualified Public Depository, pursuant to Chapter 280, Florida Statutes. Interest earned on the deposits during the Fiscal Year totaled $2,800.

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

- The State Board of Administration, for participation in the Local Government Investment Pool (Florida Prime™) created by Section 218.415, Florida Statues is an investment pool that operates under investment guidelines established by Section 215.47, Florida Statutes.

(2) Deposits and Investments

Short-Term Portfolio (continued)

Credit Risk (continued)

- The District's investments in the Florida Prime™, an external investment pool, reported at cost. The District recognized $10 in earnings from Florida Prime™ during Fiscal Year 2018.
- US Bank is the trustee for the restricted debt service trust accounts deposited with the Local Government Investment Pool (Florida Prime™). The District recognized $33,457 in bond fund earnings from Florida Prime™ during the 2018 Fiscal Year.
- The Florida Cooperative Liquid Assets Securities System (FLCLASS) is an independent local government investment pool and is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. The District's investments in FLCLASS are reported at amortized cost. The District recognized $35,033 in earnings from FLCLASS during the Fiscal Year ending September 30, 2018.
- Florida Education Investment Trust Fund (FEITF) is a common law trust and is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. The District's investments in FEITF are reported at amortized cost. The District recognized $12,909 in earnings from FEITF during the Fiscal Year ending September 30, 2018.

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

- The Florida League of Cities, Inc. for participation in the Florida Municipal Investment Trust (FMIvT) investment pool is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. The District owns shares in the 1-3 Year High Quality Bond Fund pool operated by the FMIvT. GASB 31 requires all governments to mark to market the unrealized gains and losses incurred in its investments. As of September 30, 2018, the FMIvT had a realized gain of $7,118 and the account was closed in June 2018.
- The Florida Local Government Investment Trust (FLGIT) operated by the Florida Association of Counties and Florida Court Clerks and Comptrollers is an authorized investment consistent with Section 218.415(16)(a), Florida Statutes, and the District's short-term investment policy. FLGIT recognized an unrealized gain of $23,028 during Fiscal Year 2018. The realization of the gain will only occur from the future sale of underlying shares in the FLGIT.
- The Board approved the transfer of funds from Florida Municipal Investment Trust (FMIvT) to Florida Fixed Income Trust (FLFIT) Enhanced Cash Pool account in June 2018. The FL-FIT Enhanced Cash Pool is an authorized investment consistent with Section 218.145 (16)(a), Florida Statutes and the District's short-term investment policy. The District recognized realized gains of $24,527 and unrealized gains of $15 during Fiscal Year 2018. The realization of the gain will only occur upon the future sale of the underlying shares.
- In total, the District recognized investment earnings of $138,897 on the short-term portfolio during the Fiscal Year.

(2) **Deposits and Investments (continued)**

Short-Term Portfolio (continued)

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

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

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

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

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

- The Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act as provided in Section 163.01, Florida Statutes.
- Securities and Exchange Commission registered money market mutual funds with the highest credit quality rating from a nationally recognized rating agency.
- Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02, Florida Statutes.
- Direct obligations of the United States Treasury.

(2) Deposits and Investments (continued)

Short-Term Portfolio (continued)

Short-Term Investment Policy (continued)

- Federal agencies and instrumentalities.
- Repurchase agreements with financial institutions approved as public depositors, provided that the underlying collateral consists of obligations of the United States Government, its agencies and instrumentalities. The repurchase agreement shall be collateralized equal to at least 102 percent of the value of the District's investment.

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

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

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

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

- Florida Fixed Income Trust (FLFIT)
- Florida Local Government Investment Trust (FLGIT).

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

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

- Florida Cooperative Liquid Assets Securities System (FLCLASS)
- Florida Education Investment Trust Fund (FEITF)

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

(2) Deposits and Investments (continued)

Long-Term Portfolio

In August of 2014, the District adopted a Long-Term Investment Policy (LTIP). Implementation of the LTIP occurred in October of 2014. Investments in fixed income and equity mutual funds, and money market funds, as authorized in the LTIP, are reported at fair value as of September 30, 2018, as follows:

Long Term Investment Portfolio		Fair Value at September 30, 2018	Average Maturity (years)	Credit Rating
Domestic Equity				
Vanguard Total Stock Market Index	$	689,797	N/A	N/A
Ishares MSCI US Quality Factor ETF		38,735	N/A	N/A
Ishares S&P 600 Small Cap ETF		37,413	N/A	N/A
International Equity				
Vanguard Total International Stock Index		121,573	N/A	N/A
Vanguard International Value		79,277	N/A	N/A
J. O. Hambro International Select		98,451	N/A	N/A
Hartford Schroders Emerging Market		34,403	N/A	N/A
Oppenheimer International Small-Mid Company		49,503	N/A	N/A
Fixed Income				
Baird Core Plus		209,235	7.95	A
DoubleLine Core Fixed Income I		94,958	7.09	A
Prudential Total Return		63,114	7.40	A
Vanguard Intermediate-Term Investment Grade		209,847	5.90	A
Vanguard High Yield Corporate		58,689	5.40	BB
Cash Equivalent				
First American Government Obligation		4,474	24 Days	AAAm
Total Fair Value	$	1,789,469		

The District's LTIP allocations seek to have up to 60% in equities with the remainder in fixed income and/or cash and cash equivalents. The District contracts with qualified investment managers to whom authority is delegated to invest and reinvest assets in accordance with the LTIP. The District's LTIP does not place specific limits on maturities. During the current Fiscal Year, the Long-Term Investment Portfolio had an unrealized gain of $129,877. The realization of the gain will only occur from the future sale of underlying shares in the portfolio.

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

(2) Deposits and Investments (continued)

Long-Term Portfolio (continued)

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

Concentration of Credit Risk. The District's LTIP requires the diversification of its portfolio. The LTIP contains an Asset Allocation Target with the objective of achieving an average total rate of return that is equal to or greater than the portfolio's target rate of return over the long-term. The Asset Allocation Targets are as follows:

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

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

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

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

(2) Deposits and Investments (continued)

Long-Term Portfolio (continued)

Long-Term Investment Policy (continued)

- Cash Equivalents

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

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

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

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

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

(3) Capital Assets

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

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Assets not being depreciated:				
Land	$ 1,841,502	-	-	1,841,502
Assets being depreciated:				
Improvements other than buildings	130,574,828	-	-	130,574,828
Less accumulated depreciation for:				
Improvements other than buildings	(40,572,173)	(3,301,532)	-	(43,873,705)
Total assets being depreciated, net	90,002,655	(3,301,532)	-	86,701,123
Governmental activities, capital assets	$ 91,844,157	(3,301,532)	-	88,542,625

Depreciation expense of $3,301,532 was recognized during the 2018 Fiscal Year.

(4) Long-term Debt

Long-term debt consisted of the following as of September 30, 2018:

$14,790,000 Special Assessment Revenue Bonds, Series 2013 (Phase 1) principal installments ranging from $560,000 to $925,000 through May 2033 in accordance with the redemption schedule. Interest is due semi-annually on May 1 and November 1 of each year until redemption or maturity. Interest rates range from 3.0% to 4.0%.	$	10,785,000
$22,940,000 Special Assessment Revenue Bonds, Series 2013 (Phase 2) principal installments ranging from $795,000 to $1,360,000 through May 2034 in accordance with the redemption schedule. Interest is due semi-annually on May 1 and November 1 of each year until redemption or maturity. Interest rate range from 3.0% to 4.0%.		16,650,000
Total long-term bond debt		27,435,000
Plus unamortized bond premium		194,669
Less current installments of bonds payable		(1,355,000)
Revenue bonds payable less current installments	$	26,274,669

(4) Long-term Debt (continued)

The Special Assessment Revenue Bonds are secured by a lien and pledge of revenues under the indentures, which are derived by the District through levy and collection on land within the District specifically benefited. These bonds are additionally secured by amounts on deposit in the funds and accounts created pursuant to the indentures. The annual requirements to amortize the principal and interest of all revenue bonds payable as of September 30 of each year are as follows:

Fiscal Year ending September 30, 2018:

		Principal	Interest	Total
Fiscal year ending September 30,				
2019	$	1,355,000	1,001,701	2,356,701
2020		1,400,000	947,499	2,347,499
2021		1,445,000	905,500	2,350,500
2022		1,490,000	862,150	2,352,150
2023		1,535,000	815,588	2,350,588
2024-2028		8,540,000	3,251,350	11,791,350
2029-2033		10,310,000	1,542,400	11,852,400
2034		1,360,000	54,400	1,414,400
Total	$	27,435,000	9,380,588	36,815,588

Changes in Long-term Debt:

		Beginning Balance	Additions	Reductions	Ending Balance	Due within one year
Governmental activities:						
Bonds payable	$	29,490,000	-	2,055,000	27,435,000	1,355,000
Plus unamortized bond premium		207,641	-	12,972	194,669	-
Governmental activities						
Long-term debt	$	29,697,641	-	2,067,972	27,629,669	1,355,000

Pledged Revenues. The District has pledged certain benefit special assessment revenue to pay the principal and interest on special assessment bonds issued to pay for infrastructure improvements. These special assessment revenue bonds were outstanding on September 30, 2018, as shown below. The table reports the revenues pledged for each debt issue, the amounts of revenue received in the current year, the current year principal and interest paid on the debt, the approximate percentage of the revenue which is pledged to meet the debt obligation, and the date through which the revenue is pledged under the debt agreement and the total pledged future revenues for each debt, which is the amount of the remaining principal and interest on the bonds as of September 30, 2018.

(4) Long-term Debt (continued)

Pledged Revenues (continued)

Description of Debt	Pledged Revenue	Revenue Received	Principal and Interest Paid	Estimated Percent Pledged	Outstanding Principal and Interest	Pledged Through
Special Assessment Revenue Bonds, Series 2013, Phase I	Special Assessments Phase I	$ 1,469,027	$ 1,256,984	100%	$ 14,304,663	2033
Special Assessment Revenue Bonds, Series 2013, Phase II	Special Assessments Phase II	$ 2,038,385	$ 1,861,025	100%	$ 22,510,925	2034

(5) Related Parties

The District has no employees. For certain management, finance, and administrative services, the District entered into an interlocal agreement with Village Center Community Development District (Center District), a community development district created under Florida Statute 190. Under the agreement, fees accrued to Center District by the District for such services totaled $152,028 for the year ended September 30, 2018. There is an additional agreement for deed compliance services and the amount for Fiscal Year 2018 was $61,895.

The District has an agreement with the Sumter Landing Community Development District (SLCDD) for maintenance of Project Wide Improvements. This fund under SLCDD is designed for the Districts south of Highway 466 to share in the cost to maintain improvements and facilities that extend beyond the geographic boundaries of those Districts and benefit all residents of the Districts. Each participating District is allocated a proportionate share based on assessable acreage for the actual cost of maintaining the Project Wide Improvements. During the Fiscal Year ending September 30, 2018, District 5's allocation to Project Wide was $1,668,639.

(6) Risk Management

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

(7) Commitments and Contingencies

Hurricane Irma related expenses and revenues

In September 2017, The District sustained damage related to Hurricane Irma, in most part, with debris, trees and falling limbs. FEMA is expected to reimburse the District for storm related damage. The District has submitted all required documentation to support the loss to FEMA. The amount of expenditures to date was $160,915 and $118,826 in 2018 and 2017 respectively. No FEMA reimbursement has been received or accrued to date due to the uncertainty of a reliable estimate of approved expenditures.

Purvis Gray & Company

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

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Village Community Development District No. 5 (the District) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated January 30, 2019.

Internal Control over Financial Reporting

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

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

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

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Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

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

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

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

Purvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

Purvis Gray & Company

MANAGEMENT LETTER

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

Report on the Financial Statements
We have audited the financial statements of Village Community Development District No. 5 (the District) as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated January 30, 2019.

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

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

Prior Audit Findings
Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings and recommendations made in the preceding financial audit report.

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

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

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MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

MANAGEMENT LETTER
(Concluded)

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

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

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

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

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

Purvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

Purvis Gray & Company

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

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

We have examined Village Community Development District No. 5 (the District)'s compliance with Section 218.415, Florida Statutes, with regards to the District's investments during the fiscal year ended September 30, 2018. District management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

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

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

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

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

Purvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

Certified Public Accountants
P.O. Box 141270 • 222 N.E. 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461 • FAX (352) 378-2505
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The Villages®
Community Development Districts
District 5

January 30, 2019

Board of Supervisors
Village Community Development District No. 5
The Villages, FL 32162

RE: Management Response Letter

Dear Supervisors:

Attached is the completed audit for Fiscal Year 2017 – 2018 for the Village Community Development District No. 5. We are proud to report that this audit has an unmodified opinion.

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

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

We believe that Village Community Development District No. 5 continues to set an example for the appropriate management of Community Development Districts as conceived in Chapter 190, Florida Statutes. We would particularly like to commend the staff of the Villages District Finance Department for their diligent efforts in recording and maintaining the financial records of the District.

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

Sincerely,

Anne Hochsprung
Finance Director

Kenneth C. Blocker
Assistant District Manager

VILLAGE COMMUNITY DEVELOPMENT DISTRICT No. 5
984 Old Mill Run, The Villages, FL 32162
Business Telephone (352) 753-0421 Business Fax (352) 751-3901

Purvis Gray & Company

Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

We have audited the financial statements of the governmental activities and each major fund of the Villages Community Development District No. 5 (the District) for the year ended September 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 30, 2018. Professional standards also require that we communicate to you the following information related to our audit:

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

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

- *Useful Lives of Assets*—Management's estimate of the useful lives of assets is based upon known historical facts and industry standards for similar assets.
- *Valuation of Donated Capital Assets*—When capital assets are donated to the District, management estimates the value to record by obtaining the acquisition value of similar assets.
- *Fair Value of Investments*—Investments are measured at fair value and are considered Level 2 within the fair value hierarchy. Level 2 implies valuations using inputs for quoted prices for similar investments in active or non-active markets.

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

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

Difficulties Encountered in Performing the Audit
We encountered no significant difficulties in dealing with management in performing and completing our audit.

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Board of Supervisors
Village Community Development District No. 5
The Villages, Florida

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

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

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

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

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

- **Hurricane Irma Expenditures—**As further explained in the notes to the financial statements, the District incurred additional expenditures beginning in September 2017 and into fiscal year 2018 due to the effects of Hurricane Irma clean-up efforts, part of which have been included in the 2017 and 2018 financial statements. District management will seek reimbursement from FEMA for allowable costs at the applicable refundable rates. No estimate for the anticipated revenues from the reimbursement requests are known as of the date of this report.

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

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

Purvis, Gray and Company, LLP

January 30, 2019
Ocala, Florida

The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	Barbara E. Kays, Budget Director
DATE:	2/15/2019
SUBJECT:	**Approval of FY 19-20 Budget Calendar**

ISSUE:
Request Board approval of dates for a Budget Workshop on May 13, 2019, approval of the Proposed Budget at the June 7, 2019 regular meeting and a Public Hearing to adopt the Final Budget at the September 6, 2019 regular meeting.

ANALYSIS/INFORMATION:
It's Budget Kick-off time! Attached is the District's tentative Fiscal Year 2019-20 Budget Calendar. The District 5 budget schedule is explained below and highlighted on the attached calendar.

The May Budget Workshop is scheduled for Monday, May 13, 2019 to include the review of the Fiscal Year 2019-20 recommended budget by line-item detail, capital improvement plan updates, and discuss the proposed maintenance assessment rates. The May workshop will be held at 8:00 a.m. in the District Large Conference Room located at 984 Old Mill Run in Lake Sumter Landing.

The approval of the Proposed Budget will take place during your regular meeting on June 7, 2019 at the District Large Conference Room.

The Public Hearing to adopt the Final Budget is scheduled at your regular meeting on September 6, 2019 at the District Large Conference Room.

STAFF RECOMMENDATION:
Staff recommends Board approval of dates for a Budget Workshop May 13, 2019, approval of the Proposed Budget at the June 7, 2019 regular meeting and a Public Hearing to adopt the Final Budget at the September 6, 2019 regular meeting.

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

ATTACHMENTS:

Description	Type
FY 19-20 Budget Calendar	Cover Memo

FY2019-20 TENTATIVE BUDGET CALENDAR

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

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

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

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

As of 1/28/2019

The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	Richard J. Baier, District Manager
DATE:	2/6/2019
SUBJECT:	**Operating Policies and Procedures**

ISSUE:

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

	Description	Type
	Draft	Cover Memo

DRAFT GENERAL AND PROCEDURAL RULES
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1.7 Decisions Determining Substantial Interests

1.8 Purchasing Policies and Procedures

1.9 Effective Date

1.1 General Introduction.

1) The Village Community Development District No. X (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.

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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.

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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. Qualified Board Supervisors must reside in the District.

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).

   a. Options for Filling Vacancies

      i. Application Process for Vacancy

         1. Vacancy will be advertised to residents of the District to solicit qualified applicants.
         2. A special meeting will be scheduled to conduct applicant interviews.
         3. A bank of questions will be developed by the District Manager for random selection during the interviews.
         4. At the completion of interviews, the Board will utilize a ballot to cast their vote for the respective applicants which shall be signed by each Board Supervisor; individual ballot results will be announced by the District Clerk.
         5. Applicant with the majority vote will be sworn into office following a formal nomination and majority vote by the Board.

      ii. Recommended replacement by outgoing supervisor.

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.

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6) Officers. At any Board meeting held after each election where the newly elected members take office, the Board may select a chair, vice chair, treasurer and secretary. Such selection may be deferred to subsequent meetings. The District Manager shall serve as secretary and treasurer.

   a. The chair must be a member of the Board. If the chair resigns from that office or ceases to be a member of the Board, the Board shall select a chair to serve the remaining portion of the term, after filling the board vacancy. The chair may be authorized to sign checks and warrants for the District, countersigned by the treasurer or other persons authorized by the Board. The chair may convene and conduct all meetings of the Board. In the event the chair is unable to attend a meeting, the vice chair or other member of the Board may convene and conduct the meeting.

      i. **Options for Selection of a Board Chair**

         1. Nomination and majority vote by Board following a general election
         2. Rotation of seats
         3. Annual or bi-annual review

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

      i. **Options for Selection of Vice Chair**

         1. Nomination and majority vote by Board following a general election
         2. Rotation of seats
         3. Annual or bi-annual review

7) Committees. The Board may establish committees of the District or provide representation on established committees by formal motion referencing this Rule, either on a permanent or temporary basis, to perform specifically-designated functions. Committees may include individuals who are not members of the Board, but must be a property owner who maintains permanent residency in the District. Committee representation shall be reviewed annually at the October Board Meeting following the beginning of a new fiscal year. Committee representation will be determined by nomination and majority vote by the Board.

8) Record Book. The District shall keep a permanent record book entitled "Record of Proceedings of the Village Community Development District No. X," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, bonds and corporate acts.

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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.

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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.

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1.5 Meetings and Workshops.

1) Meetings and Workshops. All meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida State Statutes.

2) Notice. Except in emergencies, or as otherwise required by State Statutes, at least seven (7) days public notice shall be given of any meeting or workshop of the Board of Supervisors. Public notice shall be given by publication in a newspaper of general circulation in the District and shall state:

    a. The date, time, and place of the meeting or workshop;
    b. A brief description of the nature, subjects and purposes of the meeting or workshop;
    c. The address where persons may obtain a copy of the agenda;
    d. The notice shall state that if a person decides to seek review of any official decision made at the Board meeting, a record of the proceedings will be required and the person intending to appeal will need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence necessary for the appeal.
    e. When a previously noticed meeting is canceled, notice of cancellation shall be given in substantially the same manner as notice for the meeting or in any manner that will give adequate notice of cancellation.

3) Agenda. The District Manager shall prepare a notice of the meeting or workshop and an agenda. The agenda shall be available to the public in the offices of the District Manager prior to each regularly scheduled meeting or workshop and on the website. Minutes shall be taken, and reviewed and approved by the Board at a subsequent meeting. In accordance with State Statutes, the agenda and available supporting documentation will be available electronically seven days in advance of the meeting.

4) Agenda Format.
    a. Call to Order
        i. Roll Call
        ii. Pledge of Allegiance
        iii. Observation of Moment of Silence
        iv. Welcome Meeting Attendees
        v. Audience Comments
    b. Consent Agenda
    c. New Business
    d. Old Business
    e. Public Hearings
    f. Public Hearings
    g. Informational Items Only
    h. Reports and Input
        i. District Manager Reports
        ii. District Counsel Reports

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iii. Supervisor Comments
iv. Adjourn

5) Oath of Office. At the next regularly scheduled meeting following an election, newly elected Board Supervisors shall take and subscribe to the oath of office as prescribed by Section 876.05 of Florida State Statutes. The oath office shall be administered by the District Clerk immediately following the call to order of the meeting.

6) Procedures for Including Items on Agenda. Items to be included on the agenda may be submitted by an individual Board Supervisor and will be addressed under the "Supervisor Comments" section of the agenda for discussion purposes; if formal action is desired, the item will be presented on the agenda at the following regularly scheduled Board Meeting. In order for an item to be included on the agenda, a request must be submitted to the District Manager no later than 10 business days in advance of the next regularly scheduled meeting.

7) Consent Agenda. Content of items on the consent agenda shall be limited to routine items that normally do not require discussion such as the minutes, resolutions, payment requests and reports from committees, etc. During the reading of the consent agenda, any Board Supervisor, the District Manager, or member of the public, may pull an item for separate discussion.

8) Resolutions. An enacted resolution is an internal legislative act that is a formal statement of policy concerning matters of special or temporary character. Board action shall be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired. All resolutions shall be reduced to writing.

9) Motions. An enacted motion is a form of action taken by the Board to direct that a specific action be taken on behalf of the District. A motion, once approved and entered into the record, is the equivalent of a Resolution in those instances where a resolution is not required by law. All motions shall be made and seconded before debate.
   a. A motion is to be worded in a concise, unambiguous, and complete form.
   b. No speech is to be made in reference to a motion when it is introduced. There will be no debate until a motion has been seconded and, if requested by a Board Supervisor, the question stated by the Board Chair or District Clerk.
   c. When the question has been stated, it is before the Board and mover is entitled to the floor.

10) Reconsideration of Action Previously Taken**.** A motion to reconsider shall be allowed at any time by any Board Supervisor who voted on the prevailing side, during a meeting, except when a motion on some other subject is pending.

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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 positon 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;

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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 than 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.

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17) Budget Hearing; Budget Amendment. Notice of hearing on the annual budget(s) shall be in accordance with Section 190.008, Florida Statutes. Once adopted in accordance with Section 190.008, Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item. All expenditures in excess of 15%, or $25,000, of any line item in the budget must be approved by the Board in advance of incurring such expense; however, in the case of an emergency expenditure affecting the health, safety or welfare of the District, its residents, or landowners, such expenditures must be approved in advance by the District Manager.

18) Continuances. Any meeting of the Board or any item or matter included on the agenda or coming before the Board at a noticed meeting may be continued without re-notice or re-advertising provided that the continuance is to a specified date, time and location publicly announced at the Board meeting where the item or matter came before the Board.

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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.

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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

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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.

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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;

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

1.8 Purchasing Policies and Procedures.

1) The Village Community Development District No. X'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

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The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	Candice N. Dennis, Community Standards Manager
DATE:	2/15/2019
SUBJECT:	**Architectural Review Manual**

ISSUE:
Proposed revisions to the Architectural Review Manual (Manual).

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

Section 2.5 Driveways, Walkways, Patios, Front Entry Flooring

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

Patio Villas: Driveways and walkways may be painted only colors that are harmonious to the home and surrounding neighborhood and may include non-verbiage designs no larger than five (5) feet by five (5) feet in circumference. Borders are permitted no larger than four (4) inches wide. ~~Patio villa driveway and walkway designs are prohibited.~~

Section 2.10 Garage Doors/Screens

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

Patio Villa: The ARC does not review applications regarding garage door or screen modifications to install or remove glass, decorative panels, garage door screen or garage door painting if the chosen color is the color used at the time of original construction. All other exterior painting requires ARC approval. Garage doors shall remain the same size as originally constructed.

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

Section 2A Structures:

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

not permit additional sidewalks.

STAFF RECOMMENDATION:
Staff recommends the Village Community Development District No. 5 approve the proposed revisions to the Architectural Review Manual effective February 15, 2019.

MOTION:
Motion to approve the proposed revisions to the Architectural Review Manual effective February 15, 2019.

ATTACHMENTS:

Description	Type
Architectural Review Manual	Cover Memo

District 5

Section II – Home, Courtyard Villa, Patio Villa

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

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

2.1 Easements and Property Lines

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

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

A. Structures

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

Home

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

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

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

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

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

Courtyard Villa

1. Rear Easements: No structure of any kind shall be permitted in rear easement areas except for patios, walks and pool equipment. Patios and walks shall be kept a minimum of two (2) feet from the rear wall and pool equipment, which includes birdcages, shall be kept a minimum of five (5) feet from the rear wall for maintenance, drainage purposes and aesthetics. If the Rule is silent regarding easements, no structure of any kind shall be permitted within seven and one half (7 ½) feet from the rear wall except for patios and walks which shall be permitted but kept a minimum of two (2) feet from the rear wall for maintenance and drainage purposes.

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

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

- landscaping in accordance with landscaping provisions.

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

Patio Villas

1. Rear Easements: No structure of any kind shall be permitted in rear easement areas. If the Rule does not address rear easements, all structures of any kind shall be kept a minimum of seven and one-half (7 ½) feet from property line for aesthetic, uniformity and drainage purposes.

2. Side Easements: Dominant Easement (Owner's side yard enjoyment area) / Servient Easements (Owner's side yard burden): No structure of any kind shall be permitted in the servient easement area including patios and walkways. No structure of any kind, except for patios and walks, shall be permitted within the dominant easement area. In said dominant easement area, patios and walkways shall be kept a minimum of two (2) feet from the exterior of the side dwelling wall of the servient tenement. If the Rule does not address side easements, all structures, except for patio and walkways, shall be kept a minimum of five (5) feet from the side property line. Patio and walkways shall be a minimum of two (2) feet from the side property line for aesthetic, uniformity and drainage purposes.

3. Front Yard / Driveway Easements: Due to the patio villa's unique design, easement rights, limited pervious surface and aesthetic uniformity, no structural modifications, other than permitted driveway extensions, shall be allowed in the front yard or driveway easement area.

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

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

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

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

1. Side Yard: Landscaping shall not disturb the grading of the dominant easement area. Landscaping plans which do not include curbing, edging or landscape walls shall be kept a minimum of two (2) feet off the dominant tenement side yard wall / fence, a minimum of two (2) feet off the servient tenement side yard wall and a minimum of two (2) feet from the rear property line for aesthetics, maintenance, storm water maintenance and drainage purposes. When landscaping plans include curbing, edging and landscape walls, those items shall not disturb the grading of the dominant easement area, shall be kept a minimum of three (3) feet off the dominant tenement side yard wall / fence and a minimum of three (3) feet from the rear property line for aesthetics, maintenance, storm water maintenance and drainage purposes.

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

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with or without curbing, edging or landscape walls, is not permitted in the servient easement areas.

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

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

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

1. Side Yard: Landscaping plans which do not include curbing, edging or landscape walls, shall not disturb the grading of the dominant easement area, shall be kept a minimum of two (2) feet off the dominant tenement side yard wall / fence ~~a minimum of two (2) feet off the servient tenement side yard wall,~~ and a minimum of two (2) feet from the rear property line for aesthetics, maintenance, storm water maintenance and drainage purposes. When landscaping plans include curbing, edging and landscape walls, those items shall not disturb the grading of the dominant easement area, shall be kept a minimum of three (3) feet off the dominant tenement side yard wall / fence and a minimum of three (3) feet from the rear property line for aesthetics, maintenance, storm water maintenance and drainage purposes.

2. Front Yard:
Landscaping plans that do not include curbing, edging and landscape walls are permitted in the front yard area up to the street pavement but shall not disturb the grading of the dominant easement area and shall be kept a minimum of two (2) feet from the neighbor's driveway. When landscaping plans include curbing, edging and landscape walls, those items are permitted in the front yard area up to the street pavement but shall not disturb the grading of the dominant easement area and shall be kept a minimum of three (3) feet from the neighbor's driveway for aesthetics, maintenance, storm water maintenance and drainage purposes. Landscaping, with or without curbing, edging or landscape walls is not permitted in the servient easement areas. Hedges are only permitted in front of the fence as originally constructed, repaired or replaced.

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

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

2.2 Arbors, Pergolas, Trellises & Gazebos
Arbor:
Home, Courtyard Villa, Patio Villa
Arbors may be freestanding, shall be anchored into the ground for safety purposes, shall be located in the rear or side quadrant, shall not be located in any easement area and shall have no fences on either side. Only one (1) arbor per lot shall be permitted and shall be consistent with the size of the lot.

Pergola:
Homes, Patio Villas and Courtyard Villas
~~Only one (1) pergola per lot is permitted.~~ Pergolas shall not be located in any easement area, shall be anchored into the ground for safety purposes and shall be located in the rear or side quadrant. Pergolas shall be consistent with size of lot. Pergolas constructed with a concrete pad may be screened on the sides. Pergola roofs may be screen, glass (tempered, plexi, poly carbonate, laminated, or similar product), canopy (including retractable, shade sail), solar panel or louvered. All canopy products shall be a solid color harmonious to the home.

Trellis:
Home, Courtyard Villa, Patio Villa
A trellis is a two dimensional structure of open lattice work which may be freestanding and is permitted but shall not be permitted in any easement area. Trellis shall be consistent with the size of the lot.

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

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

2.4 Building Additions/Screen Rooms/Birdcages/Screen Front Entry
Home
1. Building additions: All materials, including roof pitch, shall match existing home.

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

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

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

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

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

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

3. Canvas roof covers (full and partial) on screen rooms/birdcages are allowed. The covers shall be on a metal frame, firmly attached to the existing screen

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

4. ~~Screening of the front entryway is allowed provided a petition is circulated the homeowners of the villa unit receive a minimum of 75% of the homeowner's signatures and an architectural application form is submitted for review by the Architectural Review Committee. Only one signature per homesite is permitted~~

4. When an owner screens their front entryway, it is not considered a substantial alteration when the modification has been approved through the petition process as described herein. Courtyard villa owners may submit a petition signed by a substantial percentage of the Courtyard villa owners requesting the screening of their front entryway. For purposes of this policy, the substantial percentage is 75% of the Courtyard villa owners. Only one signature per homesite. The completed petition shall be submitted and approved by the ARC upon staff verification of ownership. Once the petition is approved by ARC, individual lot owners residing therein are not required to submit an ARC Application Form for screening the front entryway.

Patio Villa

1. A room addition may be added to the rear of the unit. All windows or doors shall be to the rear and on the owner's dominant side. All materials shall match existing villa.

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

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

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4. Screening of the front entryway is allowed. It must be under the existing roof line (not eave line) and on the existing entry way concrete slab. Individual lot owners residing therein are not required to submit an ARC Application Form for screening the front entryway.

2.5 Driveways, Walkways, Paths, Patios, Front Entry Flooring

Home:

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

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

Driveway extensions: Driveway extensions may be granted only if the extension is affixed to the existing driveway originally constructed/designed by the Developer and accommodates an existing garage, a garage expansion or addition of a golf cart garage or expansion thereof. Driveway extensions shall not be granted if proposed expansion violates any Rule provisions. No additional access points or curb cuttings are permitted other than the width of the originally constructed driveway.

Courtyard Villa:

1. Painting/Coating: No colored coatings are permitted without prior written ARC approval. The courtyard villa driveway / walkway painting is allowed provided a petition, approved by the ARC listing the desired colors is signed by 75% of the homeowners of the villa unit. Once a particular villa unit's petition has been approved by ARC, individual lot owners residing therein are not required to ~~may~~ submit an ~~architectural application~~ ARC Application Form for review when utilizing the approved petition. ~~in accordance with the approved petition colors~~. Additional colors may be approved following the same petition process as identified herein. Floor of front entry way under existing roof line may be tiled, painted or covered with pavers.

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

3. Driveway extensions are not permitted.

Patio Villa:

1. Driveway, Walkway, Path extensions: Patio Villas may widen their driveway no more than two (2) feet on the side not burdened by a side yard easement.

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2. Driveways and walkways may be painted only colors that are harmonious to the home and surrounding neighborhood and may include non-verbiage designs no larger than five (5) feet by five (5) feet in circumference. Borders are permitted no larger than four (4) inches wide. Hot, electric, neon or bright colors are not permitted. ~~specifically in keeping with the Patio Villa driveway and walkway colors.~~ Patio villa driveways and walkways may be painted utilizing a stamped pattern with colors harmonious to the home. ~~indicated on the patio villa driveway and walkway color chart.~~ ~~Patio villa driveway and walkway designs are prohibited~~. Driveways and walkways may use pavers.

~~(See Patio Villa Driveway Paint Colors)~~

~~***Home Color***~~		
~~Almond~~	~~Rasp 2912W~~	~~Tree Bark 2911W~~
~~Brookstone~~	~~Tradewind 8641W~~	~~Tram Gray 8643M~~ ~~Greylock 8643D~~
~~Cameo~~	~~Sugar Loaf 2671W~~	~~Crouton 2672W~~
~~Champaignee~~	~~Pongee Tint 8720W~~	~~Clay Beige 8721W~~ ~~Desert Tumbleweed 8723M~~
~~Classic Cream~~	~~Sandy Lane 8211W~~	~~Tobacco Road 8214M~~
~~Corsican Treasure~~	~~Corsican Treasure ICI #424~~	~~Raffia Crème ICI #487~~ ~~Country Cream ICI #726~~
~~Country Cream~~	~~Country Cream ICI #726~~	~~Raffia Crème ICI #487~~ ~~Corsican Treasure ICI #424~~
~~Desert Sand~~	~~Keratin 2863W~~	~~Gull 2861W~~
~~Everest~~	~~Helium 3161W~~	~~Ivanhoe 3162W~~
~~Linen~~	~~Wash Basin 3211W~~	~~Carbon 3212W~~
~~Peach~~	~~Golde Apricot 7811W~~	~~Desert Edge 7824M~~
~~Pebblestone Clay~~	~~Johnston 2833M~~	~~Duck Down 2831W~~
~~Raffia Crème~~	~~Raffia Crème ICI#487~~	~~Country Cream ICI #726~~ ~~Corsican Treasure ICI #424~~
~~Sage~~	~~Disquiet 2952W~~	~~Dwindled 2951W~~
~~Sandtone~~	~~Knott 2742W~~	~~Biscotti 2741W~~
~~Scottish Thistle~~	~~Spider Web 2981W~~	~~Dish Water 2982W~~
~~Seed Pearl~~	~~Seed Pearl ICI #729~~	~~Country Cream ICI #726~~ ~~Raffia Crème ICI #487~~
~~Silver Grey~~	~~Silver Lining 3171W~~	~~Charleston 3172W~~
~~Victorian Grey~~ ~~Vintage Grey~~	~~Tinman 3232W~~	~~Placid 3231W~~
~~White~~	~~Threshold Grey 8802W~~	~~Fired Steel 8794M~~
~~White~~	~~Chenille White 1102SW with~~ ~~Speckles of Sage MS284SW~~	~~Sage MA284SW~~
~~Wicker~~	~~Star Thistle 2891 W~~	~~Knapweed 2893 M~~

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2.6 Fences, Railings
Note: This section does not prevent statutorily required fencing such as pool fencing.

Home
1. Fences may be used to screen condenser/compressor units, pool pumps and related equipment and shall be no higher than the unit(s) itself.

2. Railings or fences are permitted around patio slabs so long as they are wrought iron, aluminum, plastic, concrete or any other aesthetically pleasing material no higher than 48" at its highest point.

3. Railings or fences are permitted across the front of the home and/or abutting the front walkways so long as they are wrought iron, aluminum, plastic, concrete or any other aesthetically pleasing material and no higher than 48" at its highest point.

4. No other fences or railings are permitted.

5. Railings or fences are not permitted on either side lengthwise of the driveways.

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

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

Patio Villa
Other than originally constructed, fences and railings are prohibited.

2.7 Flagpoles
Homes, Courtyard Villa, Patio Villa
One (1) flagpole is allowed but shall not exceed a maximum height of twenty two (22) feet or encroach any easements.

2.8 Fountains & Waterfalls
Home, Courtyard Villa, Patio Villa
Fountains and waterfalls shall be consistent with the lot size.

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2.9 Front Doors

Courtyard Villa, Patio Villa

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

~~No specifications required for front doors as to type or color. Glass/screen doors are permitted.~~

~~***Courtyard Villa***~~

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

2.10 Garage Doors/Screens

Courtyard Villa

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

~~1. Decorative panels with windows are permitted in garage doors.~~

~~2. Screens shall be white, black, charcoal, gray, beige, tan or a color matching the home.~~

Patio Villa

The ARC does not review applications regarding garage door or screen modifications to install or remove glass inserts, decorative panels, garage door screen or garage door painting if the chosen color is the color used at the time of original construction. All other exterior painting of the garage door requires ARC approval. Garage doors shall remain the same size as originally constructed.

~~2. Decorative panels with windows are permitted in garage doors.~~

~~3. Garage screens are permitted. Screens shall be white, black, charcoal, gray, beige, tan or a color matching the home.~~

2.11 Landscaping

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

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

2. Refer to Matrix for sod requirements.

3. Refer to Section 2.1B for easement regulations.

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

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

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

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

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

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

Courtyard Villa
When an owner repaints the exterior of their stucco residence, it is not considered a substantial alteration when the chosen color is the color used at the time of original construction ~~an owner uses the original color~~ or a color that has been approved through a petition process as described herein. Courtyard villa owners may submit a petition by a substantial percentage of the courtyard villa owners requesting additional approved colors. For purposes of this policy, the substantial percentage is 75% of the courtyard villa owners. Only one signature per homesite. The completed petition shall be submitted and approved by the ARC upon staff verification of ownership. Once the petition is approved, all courtyard villa re-painting applications will be submitted to the ARC for review to ensure compliance with this policy.

Courtyard Villa, Patio Villa
When repainting the residence the color must be the same as the ~~original~~ color used at the time of original construction. When repainting shutters or front doors, no owner shall undertake any exterior painting which would substantially alter the exterior appearance of their home. Hot, electric, neon or bright colors are not permitted.

2.13 Roof
Courtyard Villa, Patio Villa
Re-Shingling/Re-Roofing Guidelines

1. When re-shingling ~~a Courtyard Villa~~ the original color shall be used. If the original color is not available, a color closely resembling the original color shall be used.

2. The shingles can be upgraded to an architectural style shingle.

~~***Patio Villa***~~
~~Re-Shingling/Re-Roofing Guidelines~~
~~1. When re-shingling a Patio Villa the original color shall be used. If the original color is not available, a color closely resembling the original color shall be used.~~

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~~2 The shingles can be upgraded to an architectural style shingle.~~

~~2.14 Lights - Outdoor~~
~~Home, Courtyard Villa, Patio Villa~~
~~Low voltage landscape lighting and security lights are permitted but shall not shine into a neighboring residence window~~.

~~2.15~~ 2.14 Shutters
Courtyard Villa, Patio Villa
Shutters shall be a color harmonious with the home and surrounding homes. ~~mounted in an unhinged fixed position.~~ Hot, electric, neon or bright colors are not permitted.

~~2.16~~ 2.15 Tree Removal
Home
No tree with a trunk four (4) inches or more in diameter shall be removed or effectively removed through excessive injury without first obtaining permission from the ARC. Palms are not considered a tree for purposes of this regulation. ARC does not review applications for palm removal. For canopy trees, the District's arborist will examine the tree and submit a report to the ARC. The ARC will review the documentation and their decision will be determined on a case by case basis.

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

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

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The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	District Staff
DATE:	2/15/2019
SUBJECT:	**Old Business Status Update**

ISSUE: Old Business Status Update - February 15, 2019

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
Old Business Status Update	Cover Memo

Village Community Development District No. 5
"Old Business" Status Update

Item(s) to be addressed by Staff	Action Taken	Status Update (if applicable)	Completed (√)	Date Item Identified
There are no Old Business items to be addressed.				
Non-District 5 Issue:				
Communicate with Sumter County about two (2) depressions on Churchill Downs			√	1/11/2019
Staff will provide future FEMA updates as they become available.				

The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	Anne Hochsprung, Finance Director
DATE:	2/8/2019
SUBJECT:	**Financial Statements**

ISSUE: Budget to Actual Statements as of December 31, 2018

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
Budget to Actual	Cover Memo
Cash Sheet	Cover Memo

VILLAGE COMMUNITY DEVELOPMENT DISTRICT #5
OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)
Three (3) Months of Operations- 25.00% of Year

Account Number	Description of Account	Annual Budget	Actual Information: Current Month Actual	Actual Information: Year-to-Date Actual	Year-to-Date Variance	Percent of Annual Budget	Footnotes
	REVENUES:				**Over/(Under)**		
325211	Net Maintenance Assessments	$ 2,907,616	$ 1,546,715	$ 2,570,147	$ (337,469)	88.39%	A
337401	Sumter Co Road Agreement	15,628	3,907	3,907	(11,721)	25.00%	
341999	Miscellaneous Revenue	-	794	794	794	0.00%	B
361102	Interest Income Cash Equiv	27,000	8,258	16,883	(10,117)	62.53%	C
361105	Interest Income Tax Collector	2,300	-	-	(2,300)	0.00%	D
	Total Revenues:	**$ 2,952,544**	**$ 1,559,674**	**$ 2,591,731**	**$ (360,813)**	**87.78%**	
361306	FLGIT-Unrealized Gain/Loss	-	14,436	18,561	18,561	0.00%	E
361307	LTIP - Unrealized Gain/Loss	-	17,512	(76,645)	(76,645)	0.00%	E
361309	FLFIT-Unrealized Gain/Loss	-	1,055	(3,187)	(3,187)	0.00%	C
361409	FLFIT-Realized Gain/Loss	-	9,737	27,993	27,993	0.00%	C
381002	Transfer In - Debt Service	293,386	-	-	(293,386)	0.00%	
	Total Available Resources:	**$ 3,245,930**	**$ 1,602,414**	**$ 2,558,453**	**$ (687,477)**	**78.82%**	
	EXPENDITURES:				**Under/(Over)**		
511111	Executive Salaries	$ 16,000	$ 1,000	$ 3,000	$ 13,000	18.75%	
511211	Social Security Taxes	992	62	186	806	18.75%	
511212	Medicare Taxes	232	15	44	188	18.97%	
511241	Worker's Compensation	45	-	22	23	48.89%	F
	Subtotal Personnel Services	**17,269**	**1,077**	**3,252**	**14,017**	**18.83%**	
513311	VCCDD Management Fees	163,984	13,665	40,999	122,985	25.00%	
513312	Engineering Fees	5,200	-	60	5,140	1.15%	
514313	Legal Services	8,000	413	713	7,287	8.91%	
513314	Tax Collector Fees	60,576	30,934	51,403	9,173	84.86%	A
519316	Deed Compliance Services	59,396	4,950	14,846	44,550	24.99%	
513318	Technology Services	5,561	463	1,394	4,167	25.07%	
519319	Other Professional Services	14,007	1,243	2,283	11,724	16.30%	
	Subtotal Professional Services	**316,724**	**51,668**	**111,698**	**205,026**	**35.27%**	
513322	Auditing Services	9,500	2,375	2,375	7,125	25.00%	
	Subtotal Accounting Services	**9,500**	**2,375**	**2,375**	**7,125**	**25.00%**	
513343	Systems Management Support	645	97	158	487	24.50%	
513344	Payroll Services	162	-	-	162	0.00%	
513349	Misc Contractual Services	-	150	1,596	(1,596)	0.00%	G
	Subtotal Other Contractual Services	**807**	**247**	**1,754**	**(947)**	**217.35%**	
511401	Travel & Per Diem	5,000	-	-	5,000	0.00%	
	Subtotal Travel & Per Diem	**5,000**	**-**	**-**	**5,000**	**0.00%**	
513412	Postage	100	-	-	100	0.00%	
	Subtotal Comm & Freight Services	**100**	**-**	**-**	**100**	**0.00%**	
541431	Electricity	213,165	15,963	47,881	165,284	22.46%	
539434	Irrigation Water	34,342	2,652	7,089	27,253	20.64%	
	Subtotal Utilities Services	**247,507**	**18,615**	**54,970**	**192,537**	**22.21%**	
539442	Equipment Rental	500	-	-	500	0.00%	
500442	**Subtotal Rentals & Leases**	**500**	**-**	**-**	**500**	**0.00%**	
513451	Casualty & Liability Insurance	6,820	-	5,895	925	86.44%	H
	Subtotal Insurance	**6,820**	**-**	**5,895**	**925**	**86.44%**	
539461	Equipment Maintenance	500	-	-	500	0.00%	
539462	Building/Structure Maintenance	71,616	58,994	58,994	12,622	82.38%	I
539463	Landscape Maint. Recurring	277,055	20,485	61,455	215,600	22.18%	
539464	Landscape Maint.NonRecurring	51,050	-	-	51,050	0.00%	
539468	Irrigation Repair	12,604	187	453	12,151	3.59%	
539469	Other Maintenance	39,926	5,245	6,847	33,079	17.15%	
	Subtotal Repair & Maintenance Services	**452,751**	**84,911**	**127,749**	**325,002**	**28.22%**	
513471	Printing & Binding	500	-	-	500	0.00%	
	Subtotal Printing & Binding	**500**	**-**	**-**	**500**	**0.00%**	
513493	Permits and Licenses	250	-	-	250	0.00%	
513497	Legal Advertising	1,500	141	141	1,359	9.40%	
539498	Project Wide Fees	1,693,538	141,128	423,386	1,270,152	25.00%	
	Subtotal Other Current Charges	**1,695,288**	**141,269**	**423,527**	**1,271,761**	**24.98%**	
539522	Operating Supplies	500	250	250	250	50.00%	
	Subtotal Operating Supplies	**500**	**250**	**250**	**250**	**50.00%**	
	Subtotal Operating Expenditures	**$ 2,753,266**	**$ 300,412**	**$ 731,470**	**$ 2,021,796**	**26.57%**	
	Total Expenditures	**$ 2,753,266**	**$ 300,412**	**$ 731,470**	**$ 2,021,796**	**26.57%**	
369901	**Change in Unreserved Net Position**	**$ 492,664**	**$ 1,302,002**	**$ 1,826,983**	**$ 1,334,319**		

Change in Net Assets indicates a budgeted addition to Capital Project Phase I of $111,497, addition to Capital Project Phase II of $181,889 and additional working capital of $199,278

VILLAGE COMMUNITY DEVELOPMENT DISTRICT #5
OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: December 31, 2018 (Unaudited)
Three (3) Months of Operations- 25.00% of Year

	Fund Balance Analysis:	Balance Forward **09/30/18	Current Month Actual	Year to Date Actual	Current Balance
284000	Unassigned	$ 3,541,285	$ 1,302,002	$ 1,826,983	$ 5,368,268
281003	Restricted Cap PHI	334,443	-	-	334,443
281004	Restricted Cap PHII	452,043	-	-	452,043
282004	Committed R&R General	6,242,200	-	-	6,242,200
282006	Committed R&R Villa Roads	2,879,875	-	-	2,879,875
	Total Fund Balance	**$ 13,449,846**	**$ 1,302,002**	**$ 1,826,983**	**$ 15,276,829**

**** Beginning fund balance is preliminary until completion of 2017/18 audit.**

Footnotes:

A: Net Maintenance Assessment Revenue is paid to the District by Sumter County and is received from the payment of property tax bills. The bills are mailed on November 1 and the first payments begin to arrive in late November. The Tax Collector deducts a 2% fee for collection services.

B: Miscellaneous Revenue includes the annual electric reimbursement.

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 (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%

D: Quarterly interest income from Sumter County Tax Collector.

E: The Unrealized gain/loss and rate of return for FLGIT and LTIP will not be available until next month.

Month	FLGIT	LTIP
Oct-18	0.96%	-63.06%
Nov-18	3.37%	12.39%
Dec-18	--	--

F: Annual workers compensation insurance payment was made in October.

G: Expenditures are for administrative services provided by Disaster Law and Consulting, LLC to assist with FEMA matters related to Hurricane Irma.

H: Liability and property insurance premiums for the fiscal year were paid in October.

I: Payment for PO # C19-0362 (Contract 18P-024) to Pavement Technology Inc. for applying reclamite to villa roads and parking areas in the following Villas: Arlington, Bailey Ridge, Belmont, Broyhill, Collington, Edgefield, Hickory Grove, Latrobe, Lime Grove, Mt. Pleasant, Rainey, Southern Oak and Sullivan.

The Villages®
Community Development Districts
District 5

CASH AND INVESTMENT SUMMARY
AS OF DECEMBER 31, 2018

Fund Code	Account Name	Bank	Balance as of 10/01/18	Current Balance	Reconciled Yes/No
	GENERAL FUND				
001	Cash Operating Acct	CFB	198,476.65	200,180.98	Yes
001	FLCLASS	FLCLASS	1,340,848.00	3,207,846.78	Yes
001	FEITF	FEITF	756,296.30	760,783.02	Yes
	Sub-total Cash & Cash Equivalents		**2,295,620.95**	**4,168,810.78**	
001	Cash-FL-FIT	FLFIT	4,291,085.99	4,315,891.53	Yes
001	FLGIT	FLGIT	5,126,958.30	5,145,519.29	Yes
001	Long Term Investment	USB	1,789,468.52	1,712,823.20	Yes
	Sub-total Investments		**11,207,512.81**	**11,174,234.02**	
	TOTAL - General		**13,503,133.76**	**15,343,044.80**	
201	Revenue Fund 2013A	USB	198,405.01	888,832.58	Yes
201	Prepayment Fund 2013A	USB	196,825.86	66,030.27	Yes
201	Reserve Fund 2013A	USB	125,000.00	125,000.00	Yes
202	Revenue Fund 2013B	USB	340,444.90	1,360,937.01	Yes
202	Principal PrePay 2013B	USB	169,436.53	67,630.91	Yes
202	Reserve Fund 2013B	USB	175,000.00	175,000.00	Yes
	TOTAL - Debt service		**1,205,112.30**	**2,683,430.77**	
	Grand Totals		**14,708,246.06**	**18,026,475.57**	

The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO:	Board of Supervisors Village Community Development District 5
FROM:	DPM Staff
DATE:	2/15/2019
SUBJECT:	**DPM Monthly Report**

ISSUE:

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
DPM Report	Cover Memo

The Villages®
Community Development Districts
Property Management

District 5

February 2019

LANDSCAPE

New Projects: N/A
Prior Month Project Status:

1. Re-planting for the following cul-de-sacs beginning the week of 2-11-19
    - Stratford Lane
    - Melrose Ct
    - Avon Loop East and West
    - Calloway Drive
    - Castlebury Circle North and South
    - Kaylee Drive
    - Crawford Ct
    - Bristol Terr
    - Barrymore Loop
    - Terrabone Terr
    - Luray Lane
    - Afton Ave
    - Smithfield Place East and West
    - Hartford Lane
    - Winifred Way

Completed Projects: N/A
General Maintenance:

1. Regular Monthly Maintenance
    - Mowing
    - Edging
    - Trimming
    - Weeding
2. DPM continues to mow and create SOP furrow rows around the perimeter of the water retention areas. The height of cut has been raised to slow down water sheet flow and capture any nutrients that may wash from surrounding properties.

WALLS/FENCES & HARDSCAPES

New Projects:

1. Fence painting will begin along Buena Vista Boulevard in units 70, 73, 75, 72 and behind Tract A unit 72

Prior Month Project Status:

1. Painting of walls is on-going:
    - Bridgeport of Lake Sumter
    - Sunset Point Entry
    - Sunset Ridge

Completed Projects:

1. Pressure washing village signs:
    - Arlington
    - Cherry Hill
    - Hialeah
    - Belmont
    - Ashland
    - Bonnybrook
    - Lynnhaven

General Maintenance:

1. On-going fence repairs

ROADWAYS

New Projects: : **N/A**
Prior Month Project Status: N/A
Completed Projects: N/A
General Maintenance:

1. Inspection of all villa roads and signs on-going

MISCELLANEOUS ITEMS

New Projects: N/A
Projects In Progress: **N/A**
Completed Projects: N/A
General Maintenance:

1. Solar light maintenance being performed on all villa lighting

The Villages®
Community Development Districts
District 5

AGENDA REQUEST

TO: Board of Supervisors
Village Community Development District 5

FROM:

DATE: 2/15/2019

SUBJECT: **Supervisor Wildzunas: PWAC After Agenda**

ISSUE: PWAC After Agenda - To be provided

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
PWAC After Agenda	Cover Memo

District 5 - Chuck Wildzunas, 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; J.R. Rebecky, Alternate to 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

February 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 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 – A Representative from District 5-10 was present.

   B. Pledge of Allegiance

   C. Observation of Moment of Silence

   D. Welcome Meeting Attendees

   E. Audience Comments – No audience comments received.

Project Wide Fund

NEW BUSINESS:

2. Approval of the Minutes – **Approved as presented.**
   Approval of the Minutes for the Meeting held on January 14, 2019.

3. Approval of FY 19-20 Budget Calendar – **Approved as presented.**

   Request approval of dates for Budget Workshops, as listed on the attached tentative Fiscal Year 2019-20 Budget Calendar, to review the budgets for the Project-Wide and the Sumter Landing Amenities Division (SLAD) Funds.

4. Award of BID #19B-002 Multi Modal Path Tunnel Guide Sign Project - **Recommended award to the SLCDD Board.**

   Review and approval to present a recommendation to award of Invitation to Bid (ITB) #19B-002 Multi-Modal Path Tunnel Guide Sign Projects: Districts 1, 2, 3, 4, VCCDD & SLCDD and as needed in Various Districts to the Sumter Landing Community Development District Board.

OLD BUSINESS:

5. Old Business Status Update - PWF
   - Open area along Morse Boulevard – **DPM Staff has determined that there has been no degradation of the turf. Ongoing issues with residents throwing trash into the preserve will continue to be monitored. The Committee provided consensus to remove this item from Old Business.**
   - Multi-modal path south of Evans Prairie – **The paving work is 50% complete.**

   Old Business Status Update - Project Wide Fund

6. Discussion Item: Landscape Policy – **Staff reviewed the recommended language of the Landscape Policy with the Committee**. **The Committee adopted the recommended Landscape Policy.**

INFORMATIONAL ITEMS ONLY:

7. Financial Statements - PWF

   Budget to Actual Statements as of December 31, 2018 - Project Wide Fund

8. Project Wide Fund: Capital Projects Work Plan

   Fiscal Year 2018-19 Project Wide Fund: Capital Projects Work Plan - February

Sumter Landing Amenities Division Fund

OLD BUSINESS:

9. Old Business Status Update - SLAD
   - Update of postal facility maintenance **– Staff has revised the Scope of Work for the janitorial services at the postal facilities and they revised scope will begin being implemented this week. The change in scope will result in increased costs to the District. Additionally, the District will be issuing an RFP, inclusive of the revised Scope of Services, for janitorial services Villages-wide. Replacement of the LED lighting at postal facilities is ongoing.**
   - Installation of Aquatic Access Lifts – **Item will be reviewed during the March Budget discussion.**

- Construction of Woodshop Building – **Staff advised that information will be provided as available.**

Chairman Moeller advised that concerns have been raised about how scheduling of the new facility will occur. Staff advised that they have held preliminary discussions with the leadership of the club.

- Renovation of Fire Station 40 – **Update will be provided during March Meeting.**

Old Business Status Update - Sumter Landing Amenities Division

INFORMATIONAL ITEMS ONLY:

10. Financial Statements - SLAD

    Budget to Actual Statements as of December 31, 2018 - Sumter Landing Amenities Division

11. SLAD Fund: Capital Projects Work Plan

    Fiscal Year 2018-19 SLAD Fund: Capital Projects Work Plan – February

REPORTS AND INPUT:

12. District Manager Reports

    A. Amenity Fee/Deferral Rate Follow-up Questions and Answers

13. Supervisor Comments
    - **Supervisor Wiley thanked Staff for their efforts in assisting the new drone club.**
    - **Vice Chairman Hayes requested clarification of how the driverless taxis would travel through the resident and visitor gates. District Management is working with the private entity on this item.**
    - **Vice Chairman Hayes requested an update on the February 28, 2019 meeting. Staff will prepare a short overview and then provide an opportunity for Q&A**
    - **Supervisor Vicenti requested a status update on the Morse Boulevard embankment project. A monthly review by the District's Structural Engineer and no additional degradation has occurred. Staff will be reviewing two alternatives so that a final review can be completed and an update can be provided to the Committee.**

14. Adjourn – **The meeting was adjourned at 9:21 a.m.**