



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

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

AGENDA

July 12, 2017
9:00 AM

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

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

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

CONSENT AGENDA:

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

2. Approval of the Minutes
Approval of the Minutes for the Meeting held on June 7, 2017.
3. Recommend approval of Change Order #1 and #2 for the Chula Vista Recreation Center Landscape and Irrigation Renovations, ITB 16B-031
Review and request to present a recommendation for the approval of Change Orders #1 and #2 for the Chula Vista Recreation Center Landscape and Irrigation Renovations, ITB 16B-031 to the Village Center Community Development District, (VCCDD), Board of Supervisors at their July 12, 2017 meeting.
4. Recommend award of Invitation to Bid (ITB) #17B-026; Fencing – 2, 3 & 4 Board Installation, Repairs and Painting
Review and approval to present a recommendation to award of Invitation to Bid (ITB) #17B-026;

Fencing – 2, 3 & 4 Board Installation, Repairs and Painting to the Village Center Community Development District (VCCDD).

5. Recommend award of Invitation to Bid (ITB) # 17B-030 Bunker Sand Replenishment Program-Saddlebrook

Review and authorization to present a recommendation to award Invitation to Bid #17B-030 Bunker Sand Replenishment Program-Saddlebrook.

OLD BUSINESS:

6. Old Business Status Update

Old Business Status Update - July 12, 2017

7. Capital Projects Update

The Capital Projects Update will be provided to the Committee at the Meeting.

8. Springdale Trail Exercise Equipment

Status update to be provided.

INFORMATIONAL ITEMS ONLY:

9. VCCDD Financial Statements

A. VCCDD Budget to Actuals as of May 31, 2017

B. Interest Allocation as of May 31, 2017

10. RAD Fund: Capital Project Work Plan

Fiscal Year 2016-17 RAD Fund: Capital Project Work Plan - July

11. Addition of “Parks” to Recreation department title

The Villages Community Development Districts adding “Parks” to our Recreation title to read “The Villages Community Development Districts Recreation and Parks” department.

REPORTS AND INPUT:

12. Staff Reports

A. Hurricane Preparedness

B. The Saddlebrook Recreation Center Ribbon Cutting will be held on Friday, July 28, 2017 at 10:00 a.m.

13. District Counsel Reports

14. Supervisor Comments

A. Chairman Bell: MMPDG After Agenda

15. Adjourn

HOSPITALITY * STEWARDSHIP * CREATIVITY * HARD WORK

NOTICE

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



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: Jennifer McQueary, District Clerk
DATE: 7/12/2017
SUBJECT: **Approval of the Minutes**

ISSUE: Approval of the Minutes for the Meeting held on June 7, 2017.

ANALYSIS/INFORMATION: Staff requests approval of the Minutes for the Meeting held on June 7, 2017.

STAFF RECOMMENDATION: Staff recommends approval of the Minutes for the Meeting held on June 7, 2017.

MOTION: Motion to approve the Minutes for the Meeting held on June 7, 2017.

ATTACHMENTS:

Description	Type
▣ 6-7-17 Minutes	Cover Memo

**MINUTES OF MEETING
AMENITY AUTHORITY COMMITTEE**

A Meeting of the Amenity Authority Committee was held on Wednesday, June 7, 2017 at 9:00 a.m. at the Savannah Regional Recreation Center, 1545 Buena Vista Boulevard, The Villages, Florida, 32162.

Committee members present and constituting a quorum:

Carl Bell	Chairman
John Wilcox	Committee Member
Don Deakin	Committee Member
Lowell Barker	Committee Member

Staff Present:

Janet Tutt	District Manager
Grant Watson	District Counsel
Diane Tucker	Administrative Operations Manager
Barbara Kays	Budget Director
John Rohan	Recreation Director
Sam Wartinbee	District Property Management Director
Brittany Wilson	Assistant to District Manager
Jennifer McQueary	District Clerk
Candice Lovett	Deputy District Clerk

FIRST ORDER OF BUSINESS: Call to Order

A. Roll Call

Chairman Bell called the meeting to order at 9:00 a.m. and stated for the record that four (4) Committee Members were present. Ann Forrester and Gary Moyer were absent.

B. Pledge of Allegiance

The Chairman led the Pledge of Allegiance.

C. Observation of a Moment of Silence

The Committee and all those in attendance observed a moment of silence for those who have served our Country and community.

D. Welcome Meeting Attendees

Chairman Bell welcomed the residents in attendance

E. Audience Comments

Charles Williams requested that the Committee reconsider their decision to install a fence along a portion of El Camino Real. Mr. Williams stated that the estimated cost of \$17,000 to install the fence and ongoing maintenance is a concern and residents who utilize that area for their dogs do not believe the fence is necessary.

Cheryl Coco, Tierra Del Sol South, expressed concern about the proposed 73% increase proposed in the Fiscal Year 2017/2018 budget for the publication of the Recreation News and requested clarification of the funding, the purpose of printing the Recreation News weekly and if other alternatives have been considered.

Chairman Bell advised that the funding for the Recreation News is based on the rooftops throughout The Villages and this item will be discussed in detail as part of the upcoming budget workshop. Staff is completing a review of the costs and other possible alternatives prior to the budget being adopted.

Tom Fetherling, Village of Palo Alto, voiced concerns regarding the following items at the Silver Lake Recreation Center: Moss growing on the light poles, tears in the fabric of the billiard stools, planters with no flowers and the recent replacement of three (3) slabs of concrete. Janet Tutt, District Manager, advised that Staff will review the maintenance concerns and report back to the Committee. Sam Wartinbee, District Property Management (DPM) Director, advised the replacement of the concrete occurred because the existing concrete slabs were shifting and caused concerns about the concrete meeting Americans with Disabilities Act (ADA) requirements.

Terry Wilson, Village of Santiago, also expressed concerns about the expenses relating to the printing and publication for the Recreation News because the information included in the Recreation News does not change on a regular basis. Mr. Wilson stated that he will be providing a formal list of items to the Committee that he believes can save money and possibilities to increase revenues for the Recreation Amenities Division (RAD).

Mike Jacks, Village of Santiago, requested a status update on the abandoned vehicle in the Savannah Recreation Center parking lot. Ms. Tutt advised that Florida Statue Chapter 190 was

previously amended to allow Community Development Districts (CDD's) the ability to tow vehicles but required a substantial list of statutory guidelines to be followed. The Village Center Community Development District (VCCDD) has adopted a Rule which will allow the District to put the necessary process in place; however, as Staff was in the process of preparing that process, the Town of Lady Lake implemented an Ordinance which provided law enforcement the authority to ticket vehicles inappropriately parked within the Town of Lady Lake and law enforcement has begun ticketing vehicles. Ms. Tutt stated as a result of the actions taken by the Town of Lady Lake, Staff has met with Sumter County who has prepared a similar Ordinance, which is anticipated to be approved by the Sumter County Board of County Commissioners (SSCBOCC) in June. If the Ordinance is approved, it will provide the Sumter County Sheriff's Office (SCSO) the ability to ticket and ultimately tow vehicles on public property.

Chairman Bell inquired if the Ordinance adopted by Sumter County could address parking issues in the villas also. Ms. Tutt stated if there is an abandoned vehicle in a villa parking area the SCSO could ticket and/or tow.

CONSENT AGENDA:

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

A member of the public requested clarification of the Second Order of Business and John Wilcox requested the Third Order of Business be pulled from the Consent Agenda.

SECOND ORDER OF BUSINESS: Approval of the Minutes

Jim Brockman, Village of Chatham, referred to Page 2 of the Minutes and requested confirmation of the accuracy of the following statement included within the Minutes: "The amenity infrastructure is owned and maintained by VLS." which occurred during a discussion that pertained to the amenity facility within Phillips Villas in District 4. Ms. Tutt confirmed that The Villages of Lake-Sumter, Inc. (VLS) does own the amenity revenues and maintains the neighborhood recreation center

located in Phillips Villas, this will also be true when the neighborhood recreation center in Soulliere Villas is constructed.

Chairman Bell stated at this time VLS does own the amenities in the new villa units in District 4, but Gary Moyer had previously indicated that it is the intention of VLS to sell those amenities to the Village Center Community Development District (VCCDD) in the future.

On MOTION by John Wilcox, seconded by Don Deakin, with all in favor, the Committee approved the Minutes from the Meeting held on May 10, 2017.

THIRD ORDER OF BUSINESS: Award of Request for Proposal (RFP) #17P-024 Multi-Modal Path Renovation

Mr. Wilcox stated that the Committee previously approved including the reconstruction of the portion of multi-modal path on El Camino Real, across from Freedom Pointe, and requested clarification why that the portion of path is not included within the RFP being recommended by the Committee. Ms. Tutt stated that Staff will apply the costs received in the RFP to reconstruct that portion of path and present a change order to the Committee for recommended approval at a future date.

On MOTION by John Wilcox, seconded by Don Deakin, with all in favor, the Committee recommended the award of RFP #17P-Multi-Modal Path Renovations to SSS Down to Earth OPCO II, LLC in the amount of \$1,989,741.56 to the Village Center Community Development District Board.

FOURTH ORDER OF BUSINESS: Recommend approval: FY 17-18 Proposed Budget for Recreation Amenities Division Fund and Mulberry Fitness Fund

Barbara Kays, Budget Director, advised that Staff has presented the Fiscal Year 2017/2018 Proposed Budget for the RAD and Mulberry Fitness Funds. The Committee reviewed and discussed the proposed budgets during a Preliminary Budget Workshop held on March 22, 2017 and during the regular meeting held on May 10, 2017. Ms. Kays advised that Staff will continue to finalize the cost

allocation during the summer months. In accordance with Florida Statute 190 the VCCDD Board must approve a proposed budget and adopt Resolution setting a Public Hearing for the budget adoption prior to June 15th. Staff is requesting that the Committee recommend approval of the Fiscal Year 2017/2018 RAD and Mulberry Fitness Fund budgets to the VCCDD Board, who will address this item during their meeting held this afternoon.

Mr. Deakin inquired if a workshop would be scheduled to discuss the proposed increase for the Recreation News. Ms. Tutt stated that as items are finalized during the budget process an additional budget workshop will be held to review the cost allocated and other line items prior to the VCCDD adopting the budget in September. Ms. Kays advised that August 23, 2017 had previously been identified, if the Committee chose to hold an additional budget workshop.

Lowell Barker inquired if the Committee chose to eliminate the increase relating to the printing and binding costs than the budget line item could be re-addressed. Ms. Kays stated that Staff will continue to finalize the cost allocation and other proposed costs.

Mr. Wilcox advised that he met with Ms. Kays to review the costs related to Community Watch and was very satisfied with the information provided by Staff.

On MOTION by Don Deakin, seconded by John Wilcox, with all in favor, the Committee recommended approval of the Fiscal Year 2017/2018 Proposed Budgets for the Recreation Amenities Division and Mulberry Fitness Funds to the Village Center Community Development District.

FIFTH ORDER OF BUSINESS: Request from VCDD No. 4 – Mulberry Fitness Trail

Paul Kelly, Chairman of Village Community Development District (VCDD) No. 4, stated that the District 4 Board is requesting the Committee consider upgrading and reconstructing the Mulberry Trail in an effort to increase the safety of the residents who utilize the trail. Mr. Kelly stated that the trail was constructed in 2002, is 1.3 miles long, approximately 12 feet wide and is utilized by residents as a shortcut from Legacy Lane to the Mulberry Recreation Center, Veterans Affairs (VA) Clinic, shopping centers and doctors' offices. It is anticipated the traffic will increase with the addition of the new villa units. A map of the location of the trail and pictures were provided which identify the

deterioration of the trail that has occurred over the past 15 years, the unraveling of the asphalt and uneven curb and has resulted in safety concerns to pedestrians utilizing the trail. Mr. Kelly clarified that the fitness trail portion of the path is not included in the District 4 Board's request to the Committee. A survey was conducted by the Villages Homeowners Association (VHA) and identified that the majority of the 52 respondents would like the trail to be widened, consistent with the construction of the other multi-modal paths. Mr. Kelly stated that the District 4 Board works very hard to address the safety concerns of its residents who utilize that trail and requested that the Committee consider the reconstruction of the trail.

Chairman Bell stated that the Committee had previously agreed to reconstruct the trail when the surface of the path required maintenance. Additionally, he advised that he inquired if this portion of path could be included within the current path renovation project, but was advised that the timeline would not allow the addition of this portion of path.

Mr. Deakin advised that he also received feedback from 36 District 4 residents who attended a Q&A session that he hosted, and advised that 33 of those residents were in favor of reconstructing this portion of path. The Committee began the Hacienda Multi-Modal Path reconstruction project over a year ago and the recommendation of award was just made, which should indicate to the Committee the need to begin the process for this portion of trail at this time. Mr. Deakin stated he believes because of the deterioration of the trail the Committee should proceed with approval to reconstruct the trail instead of spending additional funds to maintain the existing trail.

Mr. Barker stated that ongoing maintenance of the Mulberry Trail should continue but does not concur with proceeding with the reconstruction of the trail at this time.

Mr. Wilcox concurred with Chairman Bell and Mr. Barker's comments and do not believe that the construct of Soulliere Villas will impact the use of that trail because of its location.

Jim Stickel, Village of Greenbriar, advised that he has presented 24 pictures of the Mulberry Trail in its present maintenance condition, which included sand and grass debris across the trail and bushes overhanging the trail, which he believes is inadequate maintenance. Mr. Stickel presented a copy of the Neighborhood News which identified the Springdale Fitness Trail as a walking trail, which has now "morphed" into a multi-modal path. Mr. Stickel stated a wider path with ribbon curbing would be a good first step.

Carol Carpenter stated that she utilizes the path on a regular basis and the current width does not allow two (2) golf carts to travel on the path at the same time and results in pedestrians having to walk off the path with the unsafe edges. Ms. Carpenter stated that she believes for safety reasons, the trail should either be widened to accommodate golf carts and pedestrians, or golf carts should not be allowed to traverse the trail. Additional comments were received in favor of widening the Mulberry Trail to safely accommodate golf carts and pedestrians utilizing the path.

Charles Lattiner, Village of Briar Meadow, encouraged the Committee Members who do not utilize the trail to walk the path so that they can witness the residents' concerns first hand. Chairman Bell and Mr. Wilcox volunteered to walk the trail with Mr. Lattiner. Chairman Bell advised that he traversed the trail on his golf cart and was comfortable with continuing maintenance of the path, but stated he would be in favor of walking the trail.

Supervisor Deakin stated that the narrow width of the trail will not change unless the trail is renovated and requested that the item be tabled until the Committee Members have had the opportunity to walk the trail. Ms. Tutt stated that the item will be included on the Old Business Status Update.

Ms. Tutt referred to the pictures submitted which showed sand and other debris on the trail and stated that there had been a substantial amount of rain and a number of paths had dirt and sand on them and once District Staff was made aware of the issue the maintenance was addressed.

SIXTH ORDER OF BUSINESS: Old Business Status Update

Ms. Tutt provided an update on the following Old Business items:

- Available property for additional recreation facilities: Staff provided a map which designated District owned, Developer owned and privately owned properties within the vicinity of Rio Grande. The majority of the property is owned by the Developer, who previously indicated that he would be willing to sell those parcels of property to the District for the cost identified by the Property Appraiser. As previously discussed, since the Quick Take process is not a viable option, if the Committee chose to expand the Rio Grande area it would provide an additional 11.5 acres. Ms. Tutt stated if the Committee is interested in proceeding, a request to District Counsel to forward exploratory letters to the five (5) property owners could be accomplished to identify if those individuals were interested in selling their parcel(s) of property. The Committee

provided consensus for District Counsel to proceed and requested Staff to continue to identify other properties if something becomes available.

Mr. Deakin requested clarification if the Developer's portion of property is 11.5 acres. Ms. Tutt advised the Developer's portion and private parcels would provide approximately 11.5 acres.

- Church of Christian Faith: The District received the survey of the property and will be working with District Counsel.
- Construction of sidewalk on Mulberry Lane: Construction has been completed.
- Acceptance of ownership/maintenance responsibility for Oregon Avenue: District Counsel is working on this item.
- Install chairlift at Saddlebrook Pool: Chairlift will be installed as part of the Saddlebrook Recreation Center renovation project.
- Installation of two-board fence around area on El Camino Real: Sam Wartinbee, District Property Management (DPM) Director, advised that the heavy use of this property resulted in damage to the area during the drought. It is the Committee's decision whether to proceed with the installation of a fence and parking area; however, Staff does not support the use of this property by dog owners who let their dogs off leash, which is illegal. Ms. Tutt stated if the Committee does choose to proceed with the fence, which will include an opening for pedestrians, Staff would also recommend the installation of a parking area for the golf carts so the turf is not destroyed. Additionally, Staff will be contacting local animal control because District Staff cannot foster any use of public property for dogs off leash.

Mr. Barker stated that he is concerned about golf carts travelling down toward the water's edge and the dogs running loose. The Committee decided to delay their decision to install a fence at this time and requested the item remain on the Old Business Status Update list.

- Provide AAC with revenues received from The Villages Entertainment Department: This information has been provided.
- Project Consideration List: The listing is provided monthly at the Committee's request.

SEVENTH ORDER OF BUSINESS: Capital Projects Update

- Hacienda Trail & Other Multi-Modal Paths north of CR 466: The Committee has recommended award of the RFP to the VCCDD. Staff will present a total project cost at the July 12 2017 meeting.
- Saddlebrook Village Recreation Center: The exterior finishes to the building are substantially complete. The interior finishes are nearing completion and include items such as appliances, audio/network equipment and new fire suppression system. The landscaping is scheduled to begin next week.

EIGHTH ORDER OF BUSINESS: VCCDD Financial Statements

The VCCDD Budget to Actual Statements and Interest Allocation as of April 30, 2017 have been provided.

NINTH ORDER OF BUSINESS: Savannah Theatre Rental Revenue

The rental revenue expenses from The Villages Entertainment Department have been provided.

TENTH ORDER OF BUSINESS: RAD Fund Capital Project Work Plan

The Fiscal Year 2016/2017 RAD Fund Capital Project Work Plan for June 2017 was provided as information.

ELEVENTH ORDER OF BUSINESS: Staff Reports

There were no Staff Reports.

TWELFTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

THIRTEENTH ORDER OF BUSINESS: Committee Member Comments

Mr. Barker stated that Lake County has accepted responsibility for the portion of Wales Plaza near the Church of Christian Faith.

Mr. Deakin stated that he reviewed the Resolution adopted by the Sumter Landing Community Development District (SLCDD) Board to provide the Project Wide Advisory Committee (PWAC) the responsibility for amenities south of CR 466 and identified that an alternate representative has been identified for each of the Districts and suggested that the Committee consider pursuing alternate representatives for the AAC. There was a previous instance, when a representative was ill, that there was no representation for that District and believes the Committee should establish a policy requesting the District Boards appoint an alternate representative. Ms. Tutt clarified that the PWAC is structured differently than this Committee and the Interlocal Agreement which established this Committee, would have to be reviewed and amended to include a provision for the residents to vote for an alternate representatives. The structure which provided for an alternate representative for PWAC representatives was a result of the maintenance responsibilities for each of the Districts for the Project Wide Fund, not because of the amenity related responsibilities. Ms. Tutt stated the role of the AAC is to provide amenities for all residents north of CR 466 and Committee Members elected to the AAC should not be fostering individual numbered District projects. Mr. Deakin stated he believes that alternate representative should be considered. Ms. Tutt stated it would be the Committee's decision whether to request Staff complete a review of the Interlocal Agreement, but has never received a request from an elected entity to elect an alternate member. No direction to Staff was provided to complete a review of the Interlocal Agreement.

Chairman Bell stated that he believes the Committee is going to need to consider how to provide electronic access at recreation centers to news, recreation schedules, etc. in the future and the question before the Committee will need to be when that consideration should begin.

Chairman Bell stated that he would like a consensus from the Committee to have Staff begin reviewing the installation of decorative fountain sprays and provide cost estimates for consideration. Prior concerns have been brought forward about water evaporation but in times of water shortages the fountains could be turned off. The Committee provided concurrence. Mr. Wartinbee stated that the

entry features at Buena Vista and Morse Boulevard are two (2) tier water features that circulate water and are not intended to look like fountains and inquired if the Committee is looking to enhance just the spray patterns and/or provide illumination at night. The Committee requested that Staff also review illumination alternatives. Ms. Tutt stated that Staff will proceed with the Committee's request; however, Staff has been inundated with comments from residents about the District's utilization of the fountains (water sprays) and water usage, based on information they read on social media.

Rhett Jackson requested confirmation that the Committee tabled further action on the installation of the fence at El Camino Real. Ms. Tutt confirmed that the Committee tabled further action at this time but reiterated that residents be sure to keep their dogs on leashes at this location because Staff will be communicating with the appropriate entity. There are a number of established dog parks in The Villages that can be utilized for residents to take their dog's off-leash.

A resident addressed the Committee and advised that he recently took his dog to the Paradise Dog Park, which had no grass, and the Mulberry Dog Park is a 22 minute golf cart ride from his home because there is no option to park a vehicle, and inquired if a small dog park could be placed at this location. The Committee did not provide any communication to Staff to investigate the possibility of the installation of a dog park at this location.

FOURTEENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 10:35 a.m.

On MOTION by John Wilcox, seconded by Don Deakin, with all in favor, the Board adjourned the meeting.
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Janet Y. Tutt
Secretary

Carl Bell
Chairman



AGENDA REQUEST

TO: Amenity Authority Committee

FROM: Pam Hayes, Purchasing Director, Diane Tucker, Administrative Operations Manager

DATE: 7/12/2017

SUBJECT: **Recommend approval of Change Order #1 and #2 for the Chula Vista Recreation Center Landscape and Irrigation Renovations, ITB 16B-031**

ISSUE:

Review and request to present a recommendation for the approval of Change Orders #1 and #2 for the Chula Vista Recreation Center Landscape and Irrigation Renovations, ITB 16B-031 to the Village Center Community Development District, (VCCDD), Board of Supervisors at their July 12, 2017 meeting.

ANALYSIS/INFORMATION:

At the August 10, 2016 Board Meeting, the Chula Vista Landscape and Irrigation Renovations project was awarded to **DOWN TO EARTH LANDSCAPE, LLC** for the total proposed price of \$76,901.25. The \$76,901.25 proposed pricing was based solely on the landscaping portion of this project. The irrigation portion of this project was included in the Bid separate from the landscaping portion and was based on the additional item pricing sheet in Exhibit "A" which included a supplemental irrigation form for irrigation parts and supplies, the labor rate for additional irrigation work, and unit pricing for required additional products (St. Augustine, Planting Mix, Egg Rock, and Pine Straw). The unit pricing for irrigation, pine straw and sod was approved by the Board, however the exact quantity was not known until the project was completed. Change orders #1 and 2 will increase the total purchase order by \$64,252.28. Below is a summary of the combined change orders.

- Increase of \$10,772.20 for the installation of additional viburnum along the side of the sand volleyball court and the parking lot.
- Increase of \$53,480.08 for the irrigation portion of this project was awarded based on additional item pricing and included a labor rate for irrigation work as well as unit pricing for additional required products(St. Augustine turf, planting mix, egg rock, and pine straw)

Budget Impact:

The budgeted amount for this project is \$110,000. Surplus landscaping funds are available to cover the additional cost of this project.

STAFF RECOMMENDATION:

Staff requests approval to present Change Orders #1 and #2 for ITB #16B-031 **Landscape and Irrigation Renovations** at the Chula Vista Recreation Center in the total amount of \$64,252.28 for **DOWN TO EARTH LANDSCAPE, LLC to the VCCDD for approval.**

MOTION:

Motion to authorize staff to present a recommendation for approval of Change Orders #1 and #2 for ITB #16B-031 for the **Landscape and Irrigation Renovations** at the Chula Vista Recreation Center in the total amount of \$64,252.28, for a new total purchase order of \$141,153.53 for **DOWN TO EARTH LANDSCAPE, LLC to the Village Center Community Development District Board of Supervisors at their July 12, 2017 meeting.**

ATTACHMENTS:

Description	Type
❑ Change Order 1	Exhibit
❑ Change Order 2	Exhibit
❑ Exhibit A	Exhibit

Change Order Request Form

1

The Villages®
Community Development Districts

PO Number

C16-0688

District

Village Center CDD

PO Amount

\$76,901.25

Vendor

Down to Earth

Net Change Amount (-/+) +\$2,787.51

PLEASE CHANGE THE FOLLOWING ITEMS

Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code
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PLEASE ADD THE FOLLOWING ITEMS

Item	Account	Description	Quantity	Unit Price	Amount
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2	20.421.50.54.013.539.464	Add a Viburnum Hedge	1	\$2,787.51	\$2,787.51

Cancel Entire Purchase Order ☐

Cancel Item Numbers:

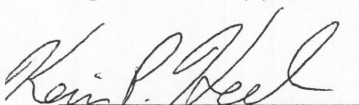
☐ # ☐ # ☐ # ☐

(Original Requestor's Signature)

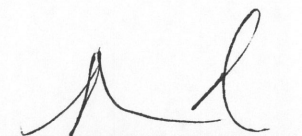
Reason / Justification / Special Instructions:

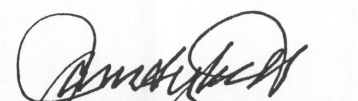
Create a viburnum hedge along the side of the sand volleyball court, to be completed during landscape renovation.

Signatures / Approvals


Requested By


Manager/Director


Finance


District Manager

2/9/17
Date

2-13-17
Date

2/13/17
Date

2.14.17
Date

16B-031

Change Order Request Form

#2



PO Number C16-0688

District Village Center CDD

PO Amount \$79,688.76

Vendor Down to Earth

Net Change Amount (-/+) +\$61,464.77

MAY 25 2017

9

PLEASE CHANGE THE FOLLOWING ITEMS

Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code
			\$79,688.76	\$141,153.53	N/A	N/A

PLEASE ADD THE FOLLOWING ITEMS

Item	Account	Description	Quantity	Unit Price	Amount
1					

Cancel Entire Purchase Order ☐

Cancel Item Numbers: # ☐ # ☐ # ☐ # ☐

(Original Requestor's Signature)

Reason / Justification / Special Instructions:

\$33,155.08 - Irrigation renovation, which was not included in the original proposal.
 \$20,325.00 - Pine Straw, Floratam, and Egg Rock, which was not included in the original proposal.
 \$ 7,984.69 - Additional installation of (72) 15 gal. viburnum along the parking lot.

A Fund Transfer will be processed upon completion of

Signatures / Approvals

Requested By

Manager/Director

Finance

District Manager

5/19/17
 Date

5-19-17
 Date

5/22/17 5/23/17 5.24.17
 Date Date Date

EXHIBIT "A"

"REVISED" BID FORM

Chula Vista Recreation Center Landscape and Irrigation Renovations

PROJECT	Quantity	Unit	Unit Cost	Extended Total
<i>All labor, equipment and materials per specifications</i>				
A) Site Preparation:				
Herbicides	1	LS	\$1,680.00	\$1,680.00
Demolition	1	LS	\$13,650.00	\$13,650.00
Removal of materials	1	LS	\$3,570.00	\$3,570.00
Transplants	1	LS	\$2,100.00	\$2,100.00
B) Landscaping:				
Lily of the Nile	350	EA	\$4.50	\$1,575.00
African Iris, white	124	EA	\$10.00	\$1,240.00
African Iris, yellow	40	EA	\$10.00	\$400.00
Annuals, seasonal	595	EA	\$1.65	\$981.75
Blueberry Flax Lily	225	EA	\$12.50	\$2,812.50
Bulbine "Hallmark"	95	EA	\$5.00	\$475.00
Camellia	6	EA	\$150.00	\$900.00
Crinum Lily, white (7 gallon)	4	EA	\$45.00	\$180.00
Crinum Lily, white (15 gallon)	3	EA	\$85.00	\$255.00
Crape Myrtle, lavender	2	EA	\$185.00	\$370.00
Dwarf Burford Holly	76	EA	\$29.50	\$2,242.00
Dwarf Confederate Jasmine	4879	EA	\$3.50	\$17,076.50
Dwarf Fakahatchee Grass	195	EA	\$4.50	\$877.50

Dwarf Yaupon Holly	258	EA	\$9.50	\$2,451.00
European Fan Palm	7	EA	\$300.00	\$2,100.00
Thryallis	9	EA	\$12.50	\$112.50
Hollyfern	643	EA	\$4.50	\$2,893.50
Emerald Goddess Liriope	1592	EA	\$4.50	\$7,164.00
Ligustrum, tree-type	2	EA	\$440.00	\$880.00
Muhly Grass	28	EA	\$9.25	\$259.00
Heavenly Bamboo	42	EA	\$32.00	\$1,344.00
Plumbago	24	EA	\$9.50	\$228.00
Parson's Juniper	28	EA	\$9.25	\$259.00
Japanese Yew	90	EA	\$30.00	\$2,700.00
Split-Leaf Philodendron	14	EA	\$31.00	\$434.00
Society Garlic	18	EA	\$4.50	\$81.00
Sweet Viburnum	49	EA	\$30.00	\$1,470.00
Variegated Pittosporum	128	EA	\$30.00	\$3,840.00
Sandankwa Viburnum	10	EA	\$30.00	\$300.00
Bid Grand Total				\$ 76,901.25

\$ Seventy Six Thousand, Nine Hundred and One Dollars and Twenty Five Cents
(WRITTEN)

ADDITIONAL ITEM PRICING REQUIRED:

Additional Required Product	Unit	Unit Cost
Planting Mix/Peat (Refer to Part 3, H)	Cubic Yard	\$28.50
Pine Straw	Bale	\$5.50
Egg Rock	Cubic Yard	\$250.00
St. Augustine 'Floritam' - new	Square Foot	\$0.35
St. Augustine 'Floritam'; - repair	Square Foot	\$0.35

Description	Unit	Unit Cost
Irrigation Work (Labor Rate)	Hourly	\$ <u>35.00</u> /HR

**** (ALL IRRIGATION SYSTEMS ARE CURRENTLY IN WORKING ORDER)**

NOTE(S):

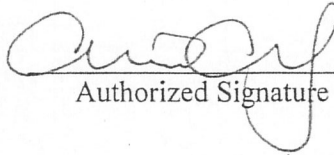
- Bid prices shall include all labor and materials needed to complete the project per specifications. Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to determine the lowest and responsive Bidder will be based on the **Bid Grand Total and Contractor's References**.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.
- The District maintains the right to utilize other vendors/contractors to address any unforeseen conditions as they may arise.
- All traffic control costs shall be included in bid pricing, and no additional special compensation will be allowed.
- It shall be the responsibility of the BIDDER to perform whatever test and/or calculations as are necessary to determine quantities required for the performance of the work described herein.
- Should certain additional work be required, or should the quantities submitted by the Contractor of certain classes of work be increased or decreased from those required by the Contract Documents, by authorization of the Owner, the unit prices contained in the following Schedule of Unit Prices shall, at the option of the Owner, be the basis of payment to the Contractor credit to the Owner, for such increase or decrease in the work.
- The Unit Prices shall represent the per unit price to be paid by the Contractor (in the case of additions or increases) or to be refunded by the Owner (in the case of decrease). No additional adjustments will be allowed for overhead, profit, insurance, or to other direct or indirect expenses of the Contractor or Subcontractors, and no additional adjustments will

be allowed. Unit prices are required where noted. Incomplete bids may not be acceptable. Where required, quantities shall be bid as lump sum, based on the amount needed for the areas indicated to achieve the design intent of the plans. Associated unit prices may be used for changes in the extent of work.

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

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

Michael Mosler II , Managing Partner
Authorized Agent Name, Title (Print)


Authorized Signature

7/14/16
Date

Name of Bidder's Firm:

Down To Earth Landscape, LLC.

This document must be completed and returned with your Submittal

2) Supplemental Irrigation Form

(Be certain to include with BID submittal)

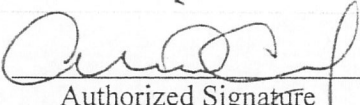
SUPPLEMENTAL IRRIGATION PROPOSAL FORM

	Part No.	Unit Price
Rain Bird 1800 PRS Series Pop Up Sprinkler		
1806 PRS 6" pop-up	1806-PRS	\$16.00
1806 SAM PRS 6" pop-up	1806-SAM-PRS	\$20.60
1812 SAM PRS 12" pop-up	1812-SAM-PRS	\$21.00
Tree Spray Heads and Nozzles		
Rain Bird 1400 Series Pressure Compensating Full-Circle Bubbler	1402	\$5.50
Rain Bird VAN Series Nozzles (Variable Arc Nozzles)		
6' VAN Nozzle	6-VAN	\$2.09
8' VAN Nozzle	8-VAN	\$2.09
10' VAN Nozzle	10-VAN	\$2.09
12' VAN Nozzle	12-VAN	\$2.09
15' VAN Nozzle	15-VAN	\$2.09
18' VAN Nozzle	18-VAN	\$2.09
6" Rain Bird 5006 PRS Series Rotors-w/nozzle		
5006-PRS 6" Rotor (Pressure Regulated)	5006-PRS	\$26.00
Other Fittings		
Couplers		
1/2" Coupler		\$0.15
3/4" Coupler		\$0.21
1" Coupler		\$0.38
1 1/4" Coupler		\$0.52
1 1/2" Coupler		\$0.56
2" Coupler		\$0.85
T's		
1/2" T		\$0.29
3/4" T		\$0.34
1" T		\$0.63
1 1/4" T		\$0.99

1 1/2" T		\$1.20
2" T		\$1.75
EL's		
1/2" EL		\$0.24
3/4" EL		\$0.27
1" EL		\$0.48
1 1/4" EL		\$0.84
1 1/2" EL		\$0.91
2" EL		\$1.41
Flexible Funny Pipe		
1/2" Flexible Funny Pipe	*100' ROLL	\$44.80
3/4" Flexible Funny Pipe	*100' ROLL	\$63.84
Olsen EL Fittings		
1/2" Olsen El Fittings		\$0.52
3/4" Olsen El Fittings		\$0.62

*All PVC pipe installed downstream of the zone valve, except risers, shall be Class 160 IPS Polyvinyl Chloride (PVC 1120) solvent weld pipe conforming to the ASTM-D2241, Type 1 requirements, SSF approved. Risers shall be 1/2" Schedule 40 PVC.

*Purple pipe shall be used for reclaimed water only.

Michael Mosler II , Managing Partner		7/14/16
Authorized Agent Name, Title (Print)	Authorized Signature	Date
Name of Bidder's Firm:	Down To Earth Landscape, LLC.	

This document must be completed and returned with your Submittal



AGENDA REQUEST

TO: Amenity Authority Committee

FROM: Pam Hayes, Purchasing Director; Mark LaRock, Purchasing/Buyer

DATE: 7/12/2017

SUBJECT: **Recommend award of Invitation to Bid (ITB) #17B-026; Fencing – 2, 3 & 4 Board Installation, Repairs and Painting**

ISSUE:

Review and approval to present a recommendation to award of Invitation to Bid (ITB) #17B-026; Fencing – 2, 3 & 4 Board Installation, Repairs and Painting to the Village Center Community Development District (VCCDD).

ANALYSIS/INFORMATION:

On May 12, 2017 staff issued an Invitation to Bid for Fencing – 2, 3 & 4 Board Installation, Repairs and Painting. These services will consist of 2, 3 & 4 board fence installations, repairs and painting services on an as needed basis. All Districts were included in this solicitation so there would be an economy of scale benefit. Seven (7) contractors attended the mandatory Pre-Bid Conference with only one (1) contractor, Daves Fencing and Painting, Inc. (prior terms contractor) submitting a bid. Letters of Inquiry were sent to the six (6) non-respondents and receipt from five (5) ranged from “busy with other work”, “unable to submit on time” and “not able to fulfill the scope”.

Bid evaluation to determine the lowest responsive and responsible bidder included prior terms pricing from 2012 versus current 2017 price submittal reflecting no price increase for painting and minimal percentage increase in installation costs along with reference checks which were all positive. With these factors considered Daves Fencing and Painting, Inc. was determined to be the lowest, most responsive and responsible bid submitted. See Exhibit A for unit pricing.

The term of this Agreement shall be Oct. 1, 2017 through September 30, 2020 with the option to renew for two (2) additional one (1) year periods.

BUDGET IMPACT:

The total estimated annual amount included in the Fiscal Year 17/18 approved proposed budget for VCCDD is \$11,350.00. Work Performed under this Agreement will be based on maintenance needs and/or requirements and the contractor’s unit pricing.

STAFF RECOMMENDATION:

Staff requests presenting a recommendation for award of Bid (ITB) #17B-026; Fencing – 2, 3 & 4 Board Installation, Repairs and Painting to Daves Fencing and Painting, Inc. based on the unit prices reflected in Exhibit “A”.

MOTION:

Motion to request presenting a recommendation of award for Bid (ITB) #17B-026; Fencing – 2, 3 & 4 Board Installation, Repairs and Painting to Daves Fencing and Painting, Inc. based on the unit prices reflected in Exhibit “A” to the Village Center Community Development District (VCCDD).

ATTACHMENTS:

Description	Type
▣ Exhibit A - Unit Pricing	Exhibit
▣ Agreement	Exhibit

**BID FORM
VCCDD
BID #17B-026**

CIP Projected Estimated Linear Feet (Over the Next 5 Years)	ITEMS (Including all Equipment, Labor and Materials)	UNIT PRICE in Linear Feet	Extended Totals
2 Board Fencing			
1 LnFt. **	Painting of 2-board fence <u>without</u> animal wire (no spraying – brush and roller only).	\$.50 LnFt	\$.50
1 LnFt. **	Painting of 2-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 1.00 LnFt	\$ 1.00
1 LnFt. **	Installation of 2-board fence painted, <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 6.98 LnFt	\$ 6.98
1 LnFt. **	Installation of 2-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 7.48 LnFt	\$ 7.48
3 Board Fencing			
1 LnFt. **	Painting of 3-board fence <u>without</u> animal wire (no spraying – brush and roller only).	\$.75 LnFt	\$.75
1 LnFt. **	Painting of 3-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 1.25 LnFt	\$ 1.25
1 LnFt. **	Installation of 3-board fence painted, <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 8.63 LnFt	\$ 8.63
1 LnFt. **	Installation of 3-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 9.38 LnFt	\$ 9.38
1 LnFt. **	Installation of 3-board fence painted on wetland areas , <u>without</u> animal wire (no vehicle accessibility).	\$ 8.73 LnFt	\$ 8.73
4 Board Fencing			
1 LnFt. **	Painting of 4-board fence (no spraying – brush and roller only).	\$ 1.00 LnFt	\$ 1.00
1 LnFt. **	Installation of 4-board fence painted, <u>with</u> animal wire per specifications (including removal of old fencing).	\$ 12.45 LnFt	\$ 12.45

1 LnFt. **	Installation of 4-board fence painted, <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 10.45	LnFt	\$ 10.45
1 LnFt. **	Installation of 4-board fence painted on <u>wetland areas</u> , <u>without</u> animal wire (no vehicle accessibility).	\$ 10.55	LnFt	\$ 10.55
Animal Fencing				
1 LnFt. **	Installation of Animal Fencing – 2" x 4" welded wire, min. 14 gauge.	\$ 2.00	LnFt	\$ 2.00
Fencing at Village of Fenney				
N/A	Timber Fencing per Design Specifications in Exhibit #2. (Fenney)	\$ 11.82	LnFt	\$ 0.00
N/A	Post & Rail per Design Specifications in Exhibit #3. (Fenney)	\$ 8.42	LnFt	\$ 0.00
EXTENDED TOTALS BASED ON ESTIMATED QUANTITIES				\$ 81.15

Written Total \$ 81.15 - Eighty one dollars and fifteen cents

Additional Services

Additional Items (For Additional Work Only)	UNIT PRICE
Post Each 5" – 6" x 7' Treated Domestic	\$
Board Each 1' x 6" x 16" Treated Domestic	\$
Labor (per hour)	\$

NOTE(S):

- Bid price shall include all labor, tools, equipment, fuel, and materials needed to complete the work per specifications. Bid will be awarded to one Contractor based on the lowest responsible and responsive Bidder. Bid evaluation to determine the lowest most responsive and responsible Bidder will include the Estimated Quantities multiplied by the Unit Prices and Contractor's

References. The Combined Extended Bid Grand Total is the only pricing that shall be utilized for bid award. The Unit Pricing for each item will reflect in the Agreements for each of the 15 Districts.

**** (1 Linear Foot has been used for items with no estimated quantity for calculation purposes only).**

- Low Bidder will be determined utilizing OVER-ALL LOW BID of all unit pricing times the Estimated Quantities for each line item.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

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

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

<u>Billy Ray Daves - Owner / President</u>	<u>[Signature]</u>	<u>6-19-17</u>
Authorized Agent Name, Title (Print)	Authorized Signature	Date

Name of Proponent's Firm:

Daves Fencing & Painting, Inc

This document must be completed and returned with your Submittal

EXHIBIT "A"

REVISED Additional Services (as needed)

Additional Services (As needed Only)	UNIT PRICE
Post Each 5" – 6" x 7' Treated Domestic, Installed & Painted (if applicable)	\$ 18.00 /Each
Board Each 1' x 6" x 16" Treated Domestic Installed & Painted (if applicable)	\$ 14.70 /Each
Labor (per hour) (To include any potential board and wire install)	\$ 21.50 /Each
Power washing of Fencing if required (by Linear Foot)	\$.15 /Ln Ft
8" x 8" x 5' Post Installed (District 12 / Village of Fenney)	\$ 50.00 /Each
6" x 6" x 8' Timbers Installed (District 12 / Village of Fenney)	\$ 27.00 /Each

NOTE(S):

- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared nonresponsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

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

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

Billy Ray Oakes - Owner/President
Authorized Agent Name, Title (Print)

[Signature] 6-19-17
Authorized Signature Date

EXHIBIT "A"

**AGREEMENT FOR SERVICES BETWEEN
VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT AND DAVES
FENCING & PAINTING, INC. FOR FENCING – 2, 3 & 4 BOARD INSTALLATIONS,
REPAIRS AND PAINTING**

ITB #17B-026

THIS AGREEMENT is made this 12th day of July, 2017, by and between **VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT** (hereafter referred to as "DISTRICT"), whose address is 984 Old Mill Run, The Villages, Florida 32162, and **DAVES FENCING & PAINTING, INC.** (hereafter referred to as "CONTRACTOR"), whose address is 9622 County Road 205, Wildwood, Florida 34785.

RECITALS

WHEREAS, the DISTRICT owns or operates certain real property requiring the installation, repairs and painting of 2, 3 and 4 board fencing , and wishes to enter into an agreement with a party capable of providing suitable services; and

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

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

1. SERVICES BY CONTRACTOR

- 1.1 CONTRACTOR, for and in consideration of the payments hereinafter specified and agreed to be made by DISTRICT, hereby covenants and agrees to furnish and deliver all materials, to do and perform all the work, equipment and labor required to be furnished and delivered for installation, repairs and painting of 2, 3 and 4 board fencing, Invitation to Bid (BID) #17B-026, hereinafter referred to as BID. Specifications and other Agreement Documents, as defined in said BID, and all other related documents cited in the above stated BID are hereby made part of this Agreement as fully and with the same effect as if the same has been set forth at length in the body of this Agreement.
- 1.2 All maintenance and repair of equipment shall be the responsibility of the CONTRACTOR, and such maintenance and repairs shall not interfere with completion of required services to be provided pursuant to this Agreement.
- 1.3 The CONTRACTOR shall collect and dispose of all trash, litter, debris, refuse and discarded materials resulting from CONTRACTOR's operations, including site clean up and policing on a daily basis. The CONTRACTOR shall remove or contract for the removal of debris and refuse in such a manner that no unsightly, unsanitary, or hazardous accumulations occur. The CONTRACTOR shall ensure that all handling and disposal of refuse materials performed pursuant to this Agreement is performed in compliance with all local, state and federal regulations. The CONTRACTOR shall provide CONTRACTOR's own dumpster(s) for the storage of such material, which shall be located in approved areas designated by the DISTRICT. The use of DISTRICT's dumpster(s) for any refuse disposal by the CONTRACTOR is strictly prohibited.

- 1.4 All CONTRACTOR and Sub-Contractor personnel shall wear personal protective equipment in the performance of their duties to include safety vests, protective eye wear or face shields, respiratory protection as necessary, gloves and protective clothing.
- 1.5 CONTRACTOR shall be responsible for adhering to all local, state and federal safety guidelines and observe all safety precautions when performing services on DISTRICT property, roadways and right-of-ways to include safe location of parked vehicles, signage, use of safety cones, flag personnel as necessary, use of safety vests on all personnel and vehicles which are clearly identifiable as belonging to the CONTRACTOR.
- 1.6 CONTRACTOR acknowledges that the public may associate the CONTRACTOR as an employee of the DISTRICT while the CONTRACTOR performs services on the DISTRICT's property. CONTRACTOR agrees to conduct its services and supervise its employees in a way not detrimental to the DISTRICT's business operation. DISTRICT reserves the right to approve dress codes for the CONTRACTOR's employees.
- 1.7 CONTRACTOR shall comply with all applicable governmental statutes, rules, regulations and orders and any amendments and modifications thereto.
- 1.8 As per State of Florida Executive Order Number 11-116, the CONTRACTOR identified in this Agreement shall utilize the U.S. Department of Homeland Security's E-Verify system to verify employment eligibility of: all persons employed during the Agreement term by the CONTRACTOR to perform employment duties pursuant to the Agreement, within Florida; and all persons, including subcontractors, assigned by the CONTRACTOR to perform work pursuant to the Agreement with the DISTRICT. (<http://www.uscis.gov/e-verify>) Additionally, the CONTRACTOR shall include a provision in all subcontracts that requires all subcontractors to utilize the U.S. Department of Homeland Security's E-Verify system to verify employment eligibility of: all persons employed during the Agreement term by the CONTRACTOR to perform work or provide services pursuant to this Agreement with the DISTRICT.

2. PAYMENT

- 2.1 In consideration of the services provided by the CONTRACTOR pursuant to this Agreement, DISTRICT agrees to pay to CONTRACTOR the "UNIT PRICES" submitted by CONTRACTOR as a result of CONTRACTOR's response to BID # 17B-026 as provided for in Exhibit "A" to this Agreement.
- 2.2 Invoices shall be submitted no later than the first of the month for the services performed the preceding month. Per Chapter 218.74(1), an invoice from the CONTRACTOR shall be considered as received when it has been stamped as such at the District Property Management Department, 1071 Canal Street, The Villages, Florida 32162. Payment by the DISTRICT will be made no later than forty-five (45) days after the invoice has been received by the DISTRICT per the "Local Government Prompt Payment Act", Florida Statutes, Chapter 218, Part VII.
- 2.3 If payment is not made by the DISTRICT to the CONTRACTOR within forty-five (45) days, CONTRACTOR may assess a late charge for the lesser of 1% per month, or the maximum rate permitted by law.
- 2.4 The DISTRICT agrees to pay the CONTRACTOR for additional work performed by the CONTRACTOR pursuant to written orders placed by the DISTRICT, at a rate equal to component unit costs of labor and equipment charged by the CONTRACTOR under the terms of this Agreement.

3. AGREEMENT DOCUMENTS

The Agreement Documents, which comprise the entire Agreement between DISTRICT and

CONTRACTOR and which are made part hereof by this reference, consist of the following:

- 3.1 Invitation to Bid
- 3.2 Instructions, Terms, and Conditions
- 3.3 Bid Forms
- 3.4 Bidder's Certification
- 3.5 Statement of Terms and Conditions
- 3.6 Drug Free Workplace Certificate
- 3.7 Statement of Contractor's Experience, Equipment & Personnel
- 3.8 E-Verify Contractor/Subcontractor Affidavit
- 3.9 Scope of Work / Specifications
- 3.10 Plans / Drawings
- 3.11 Agreement
- 3.12 Permits / Licenses
- 3.13 All Addenda Issued Prior to Bid Opening
- 3.14 All Modifications and Change Orders Issued
- 3.15 Notice of Award / Notice to Proceed

4. **TERM**

The term of this Agreement shall be October 1, 2017 through September 30, 2020, with the option to renew for two (2) additional one (1) year periods. Following completion of the initial term each renewal period shall automatically occur on the anniversary date (agreement effective date) unless either party provides a minimum ninety (90) day written notice of non-renewal. The prices proposed by the Contractor shall remain fixed and firm for the initial 3 years of the contract. After initial 3 year period the contractor will meet with Purchasing and District Property Management staff 60 days prior to the end of the initial term, to negotiate an increase or decrease to the current awarded pricing. No increase will exceed 3%.

5. **INSURANCE**

- 5.1 **General Liability.** CONTRACTOR shall obtain, and maintain throughout the life of the Agreement, General Liability Insurance in an amount no less than \$1,000,000 per occurrence and \$2,000,000 general aggregate for Bodily Injury and Property Damage. Insurance shall protect the CONTRACTOR, sub consultants and subcontractors from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under the Agreement. DISTRICT(s) shall be named as Additional Insured.
- 5.2 **Automobile Liability Insurance** covering all automobiles and trucks the CONTRACTOR may use in connection with this Agreement. The limit of liability for this coverage shall be a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. This is to include owned, hired, and non-owned vehicles. DISTRICT(s) shall be named as Additional Insured.
- 5.3 **Excess Liability Insurance (Umbrella Policy)** may compensate for a deficiency in general liability or automobile insurance coverage limits.
- 5.4 **Waiver of Subrogation:** By entering into any agreement as a result of this BID , CONTRACTOR agrees to a Waiver of Subrogation for each policy required above.
- 5.5 **Workers' Compensation Insurance, as required by the State of Florida.** As required by the State of Florida. CONTRACTOR and any subconsultants or subcontractors shall comply fully with the Florida Worker's Compensation Law. CONTRACTOR must provide certificate of insurance showing Worker's Compensation coverage.
- 5.6 **Certificate(s) shall be dated and show:**

- 5.6.1 The name of the insured CONTRACTOR, the specified job by name and/or BID number, the name of the insurer, the number of the policy, its effective date and its termination date.
- 5.6.2 Statement that the insurer will mail notice to the DISTRICT at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
- 5.6.3 Subrogation of Waiver clause.
- 5.6.4 The Village Center Community Development District and any other governmental agencies using this Agreement in cooperation with the DISTRICT shall be a named additional insured on Public Liability Insurance and Automobile Liability Insurance.
- 5.6.5 The CONTRACTOR shall require of each its subconsultants and/or subcontractors to procure and maintain during the life of its subcontract, insurance of the type specified above or insure the activities of its subconsultants and/or subcontractors in its policy as described above.
- 5.6.6 All insurance policies shall be written on companies authorized to do business in the State of Florida.

6. SELF HELP BY DISTRICT

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

7. TERMINATION BY THE DISTRICT

- 7.1 The performance of work under this Agreement may be terminated by DISTRICT in accordance with this clause in whole or from time to time in part, whenever DISTRICT determines that CONTRACTOR is in default of the terms of this Agreement. Any such termination shall be effected by delivery to CONTRACTOR a Notice of Termination specifying the extent to which performance or work under the Agreement is terminated, and the date the termination becomes effective.
- 7.2 After receipt of a Notice of Termination, and except as otherwise directed, CONTRACTOR shall:

- 7.2.1 Stop work under this Agreement on the date and to the extent specified in the Notice of Termination.
 - 7.2.2 Place no further orders or subcontract for materials, services, or facilities except as may be necessary for completion of such portions of work under this Agreement.
 - 7.2.3 Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination.
 - 7.2.4 Settle all outstanding liabilities and all claims arising out of such termination or orders and subcontracts, and request the approval or ratification by the DISTRICT to the extent CONTRACTOR may require, which approval or ratification shall be final for all purposes of this clause.
 - 7.2.5 Continue to perform under the terms of the Agreement as to that portion of the work not terminated by the Notice of Termination.
- 7.3 After receipt of a Notice of Termination, CONTRACTOR shall submit to DISTRICT CONTRACTOR's termination claim in satisfactory form. Such claim shall be submitted promptly, but in no event later than one month from the effective date of termination unless one or more extensions in writing are granted by DISTRICT. No claim will be allowed for any expense incurred by CONTRACTOR to after the receipt of the Notice of Termination and CONTRACTOR shall be deemed to waive any right to any further compensation.
- 7.4 CONTRACTOR and DISTRICT may agree upon the whole or any part of the amount or amounts to be paid to CONTRACTOR by reason of the total or partial termination of work pursuant to this clause, provided that such agreed amount or amounts, exclusive of settlement costs shall not exceed the total Agreement price as reduced by the expenditures necessary to complete the job covered by this Agreement.
- 7.5 DISTRICT may, for any reason, terminate performance under this Agreement by the CONTRACTOR for convenience upon thirty (30) days written notice. DISTRICT will not be held responsible for any loss incurred by CONTRACTOR as a result of DISTRICT's election to terminate this Agreement pursuant to this paragraph.

8. OTHER MATTERS

- 8.1 CONTRACTOR shall not utilize, nor store, any drums of material exceeding 5-gallon containers on any of the DISTRICT's property.
- 8.2 CONTRACTOR shall maintain complete and current printed Material Safety Data Sheets (MSDS) readily accessible to employees when they are in their work areas, during their work shifts. The CONTRACTOR acknowledges that the DISTRICT shall have no responsibility for making any disclosures to CONTRACTOR's employees or agents.
- 8.3 The obligations of the CONTRACTOR under this Agreement may not be delegated without the prior written consent of the DISTRICT. The DISTRICT may freely assign this Agreement to any entity acquiring the real estate which is subject to this Agreement.
- 8.4 In the event of default by any party to this Agreement, the prevailing party shall be entitled to recover from the defaulting party, all costs and expenses, including a reasonable attorney's fee, whether suit be instituted or not, and at the trial court and appellate court level incurred by the prevailing party enforcing its right hereunder.
- 8.5 The venue for the enforcement, construction or interpretation of this Agreement, shall be the County or Circuit Court for Sumter County, Florida, and CONTRACTOR does hereby specifically

waive any "venue privilege" and/or "diversity of citizenship privilege" which it has now, or may have in the future, in connection with the Agreement, or its duties, obligations, or responsibilities or rights hereunder.

- 8.6 CONTRACTOR does hereby specifically promise and agree to "hold harmless", defend and indemnify the DISTRICT and the agents, servants, employees, officers, and officials thereof from and against any and all liability or responsibility for damage to property or person that may arise in connection with the services to be provided hereunder, including reasonable attorney fees and expenses.
- 8.7 CONTRACTOR shall not be construed to be the agent, servant or employee of the DISTRICT or of any elected or appointed official thereof, for any purpose whatsoever, and further CONTRACTOR shall have no express or implied authority of any kind or nature whatsoever, to incur any liability, either in contract or on a tort, as the agent, servant or employee of the DISTRICT.
- 8.8 These Agreement Documents constitute the entire understanding and Agreement between the Parties and supersedes any and all written and oral representations, statements, negotiations, or contracts/agreements previously existing between the Parties with respect to the subject matters of this Agreement. The CONTRACTOR recognizes that any representations, statements, or negotiations made by DISTRICT staff do not suffice to legally bind the DISTRICT in a contractual relationship unless they have been reduced to writing and signed by an authorized DISTRICT representative. This Agreement shall inure to the benefit of and be binding upon the Parties, their respective assigns, and successors in interest.
- 8.9 It may become necessary that additional areas are to be routinely maintained under the same specifications, or as amended by the management or its representative. It is the intent to be able to add or delete areas as necessary with the related cost increases or decreases to be handled through the execution of an amendment to this Agreement. Cost increases or decreases will be based on the unit prices proposed by the CONTRACTOR as provide for in Exhibit "A" to this Agreement.
- 8.10 No amendment to this Agreement shall be effective except those agreed to in writing and signed by both of the parties to this Agreement.
- 8.11 Time is of the essence in the performance of this Agreement. The CONTRACTOR specifically agrees that it will commence operations on the date specified in the Notice to Proceed and that all work to be performed under the provisions of this Agreement shall be done according to specifications, subject only to delays caused through no fault of the CONTRACTOR.
- 8.12 In the event of a declared emergency or disaster, CONTRACTOR shall provide the DISTRICT the following Time and Material services:
- 8.12.1 Debris removal services shall be available on a timely basis and at a reasonable price. Prior to mobilization for debris removal activities, CONTRACTOR shall provide DISTRICT, in writing, hourly rates for personnel and equipment. Unreasonable rates will be rejected. All overhead costs are inclusive in the hourly rates.
- 8.12.2 Hourly rates for equipment applies only when equipment is operating and includes all associated costs such as operator, fuel, maintenance, and repair.
- 8.12.3 Personnel and equipment hourly rates include only those hours that CONTRACTOR's personnel are performing the debris removal activities. Stand-by time is not an eligible expense.
- 8.12.4 Disaster Recovery Assistance Services shall not exceed seventy (70) hours for each

declared emergency/disaster.

8.12.5 CONTRACTOR shall maintain and supply DISTRICT all the necessary and adequate documentation on all emergency/disaster-related services to support reimbursement by other local, state, or federal agencies.

8.12.6 DISTRICT reserves the right to immediately terminate all Disaster Recovery Assistance activities under this Agreement for any reason. DISTRICT will not be held responsible for any loss incurred by CONTRACTOR as a result of DISTRICT's election to terminate these activities pursuant to this paragraph

9. CONTRACTOR'S REPRESENTATIONS

9.1 CONTRACTOR makes the following representations:

9.2 CONTRACTOR has familiarized himself with the nature and extent of the Agreement Documents, work, locality, and all local conditions, and federal, state, and local laws, ordinances, rules, and regulations that in any manner may affect cost, progress, or performance of work.

9.3 CONTRACTOR declares that he has visited and examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done, that he has examined the plans for the work and other Agreement Documents relative thereto and has read all the addenda furnished prior to the bid opening, and that CONTRACTOR has satisfied itself relative to the work to be performed.

9.4 CONTRACTOR has investigated and is fully informed of the construction and labor conditions, of obstructions to be encountered, of the character, quality and quantities of work to be performed, materials to be furnished, and requirements of the plans and other Agreement Documents.

9.5 CONTRACTOR has given the DISTRICT written notice of all conflicts, errors, or discrepancies that he has discovered in the Agreement Documents.

9.6 CONTRACTOR declares that submission of a proposal/bid for the work constitutes an incontrovertible representation that the CONTRACTOR has complied with every requirement of this Section, and that the Agreement Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

9.7 Equal Opportunity: CONTRACTOR assures that no person shall be discriminated against on the grounds of race, color, creed, national origin, handicap, age or sex, in any activity under this Agreement.

9.8 Public Entity Crimes: In accordance with Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal/bid on a contract/agreement with a public entity for the construction or repair of a public building or public work, may not submit proposals/bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list. CONTRACTOR affirmatively represents that neither it or its owners, subcontractor or sub-subcontractor are nor will be on the convicted vendor list during the term of this Agreement.

9.9 Public Records Act/Chapter 119 Requirements: The District is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records law. Specifically, the Contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform this service;
2. Provide the agency access to public records at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law;
3. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
4. Meet all requirements for retaining public records and transfers to the District, at no cost, all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the District in a format that is compatible with the current information technology systems of the District.

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

**JENNIFER MCQUEARY, DISTRICT CLERK
984 OLD MILL RUN, THE VILLAGES FL 32162**

PHONE: 352-751-3939

EMAIL: jennifer.mcqueary@districtgov.org

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

**VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT**

DAVES FENCING & PAINTING, INC.

By: _____

By: _____

Print Name

Print Name

Print Title

Print Title

Date

Date

Attest

Attest

**BID FORM
VCCDD
BID #17B-026**

CIP Projected Estimated Linear Feet (Over the Next 5 Years)	ITEMS (Including all Equipment, Labor and Materials)	UNIT PRICE in Linear Feet	Extended Totals
2 Board Fencing			
1 LnFt. **	Painting of 2-board fence <u>without</u> animal wire (no spraying – brush and roller only).	\$.50 LnFt	\$.50
1 LnFt. **	Painting of 2-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 1.00 LnFt	\$ 1.00
1 LnFt. **	Installation of 2-board fence painted, <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 6.98 LnFt	\$ 6.98
1 LnFt. **	Installation of 2-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 7.48 LnFt	\$ 7.48
3 Board Fencing			
1 LnFt. **	Painting of 3-board fence <u>without</u> animal wire (no spraying – brush and roller only).	\$.75 LnFt	\$.75
1 LnFt. **	Painting of 3-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 1.25 LnFt	\$ 1.25
1 LnFt. **	Installation of 3-board fence painted, <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 8.63 LnFt	\$ 8.63
1 LnFt. **	Installation of 3-board fence painted white (2 coats) , <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 9.38 LnFt	\$ 9.38
1 LnFt. **	Installation of 3-board fence painted on <u>wetland areas</u> , <u>without</u> animal wire (no vehicle accessibility).	\$ 8.73 LnFt	\$ 8.73
4 Board Fencing			
1 LnFt. **	Painting of 4-board fence (no spraying – brush and roller only).	\$ 1.00 LnFt	\$ 1.00
1 LnFt. **	Installation of 4-board fence painted, <u>with</u> animal wire per specifications (including removal of old fencing).	\$ 12.45 LnFt	\$ 12.45

1 LnFt. **	Installation of 4-board fence painted, <u>without</u> animal wire per specifications (including removal of old fencing).	\$ 10.45	LnFt	\$ 10.45
1 LnFt. **	Installation of 4-board fence painted on <u>wetland areas</u> , <u>without</u> animal wire (no vehicle accessibility).	\$ 10.55	LnFt	\$ 10.55
Animal Fencing				
1 LnFt. **	Installation of Animal Fencing – 2" x 4" welded wire, min. 14 gauge.	\$ 2.00	LnFt	\$ 2.00
Fencing at Village of Fenney				
N/A	Timber Fencing per Design Specifications in Exhibit #2. (Fenney)	\$ 11.82	LnFt	\$ 0.00
N/A	Post & Rail per Design Specifications in Exhibit #3. (Fenney)	\$ 8.42	LnFt	\$ 0.00
EXTENDED TOTALS BASED ON ESTIMATED QUANTITIES				\$ 81.15

Written Total \$ 81.15 - Eighty one dollars and fifteen cents

Additional Services

Additional Items (For Additional Work Only)	UNIT PRICE
Post Each 5" – 6" x 7' Treated Domestic	\$
Board Each 1' x 6" x 16" Treated Domestic	\$
Labor (per hour)	\$

NOTE(S):

- Bid price shall include all labor, tools, equipment, fuel, and materials needed to complete the work per specifications. Bid will be awarded to one Contractor based on the lowest responsive and responsive Bidder. Bid evaluation to determine the lowest most responsive and responsible Bidder will include the Estimated Quantities multiplied by the Unit Prices and Contractor's

References. The Combined Extended Bid Grand Total is the only pricing that shall be utilized for bid award. The Unit Pricing for each item will reflect in the Agreements for each of the 15 Districts.

**** (1 Linear Foot has been used for items with no estimated quantity for calculation purposes only).**

- Low Bidder will be determined utilizing OVER-ALL LOW BID of all unit pricing times the Estimated Quantities for each line item.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

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

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

Billy Ray Daves - Owner/President [Signature] 6-19-17
Authorized Agent Name, Title (Print) Authorized Signature Date

Name of Proponent's Firm:

Daves Fencing & Painting, Inc

This document must be completed and returned with your Submittal

EXHIBIT "A"

REVISED Additional Services (as needed)

Additional Services (As needed Only)	UNIT PRICE
Post Each 5" – 6" x 7' Treated Domestic, Installed & Painted (if applicable)	\$ 18.00 /Each
Board Each 1' x 6" x 16" Treated Domestic Installed & Painted (if applicable)	\$ 14.70 /Each
Labor (per hour) (To include any potential board and wire install)	\$ 21.50 /Each
Power washing of Fencing if required (by Linear Foot)	\$.15 /Ln Ft
8" x 8" x 5' Post Installed (District 12 / Village of Fenney)	\$ 50.00 /Each
6" x 6" x 8' Timbers Installed (District 12 / Village of Fenney)	\$ 27.00 /Each

NOTE(S):

- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared nonresponsive.
- All price information to be used in the Bid review must be on this Bid form.
- District reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

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

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

Billy Ray Oaks - Council President
Authorized Agent Name, Title (Print)

[Signature] 6-19-17
Authorized Signature Date

EXHIBIT "A"



AGENDA REQUEST

TO: Amenity Authority Committee

FROM: Pam Hayes, Purchasing Director; Melissa Schaar, Purchasing/Buyer

DATE: 7/12/2017

SUBJECT: **Recommend award of Invitation to Bid (ITB) # 17B-030 Bunker Sand Replenishment Program-Saddlebrook**

ISSUE: Review and authorization to present a recommendation to award Invitation to Bid #17B-030 Bunker Sand Replenishment Program-Saddlebrook.

ANALYSIS/INFORMATION:

On May 16, 2017, staff issued an Invitation to Bid for the Bunker Sand Replenishment Program-Saddlebrook. This project consists of the replenishment of premium grade bunker sand on the Saddlebrook Executive Golf Course, which includes the delivery and installation of GA-26 Specified sand to approximately 31,803 square feet of bunkers. Bid evaluation to determine the lowest responsive and responsible bidder included the bid price and reference checks which were all positive. Staff verified references provided by Landirr, Inc. whose bid was determined to be the lowest, most responsive and responsible bid submitted (Exhibit A).

Three (3) contractors submitted bids. The BID tabulation results are as follows:

Vendor	BID Grand Total
Landirr, Inc.	\$28,622.70
Davey Golf	\$34,983.75
Westscapes, LLC	\$39,435.72

BUDGET IMPACT: Funds in the amount of \$34,500.00 have been budgeted for this project.

STAFF RECOMMENDATION: Staff requests authorization to present recommendation of award to the Village Center Community Development District (VCCDD) for Landirr, Inc. for award of Bid #17B-030 Bunker Sand Replenishment Program-Saddlebrook in the amount of \$28,622.70.

MOTION: Motion to present a recommendation of award for BID #17B-030 to Landirr, Inc. in the total amount of \$28,622.70 for the Bunker Sand Replenishment Program-Saddlebrook project and authorize the Chairman/Vice Chairman to sign the Agreement.

ATTACHMENTS:

Description	Type
☐ Agreement 17B-030	Exhibit
☐ Exhibit A	Exhibit

**AGREEMENT FOR SERVICES
BETWEEN VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
AND LANDIRR, INC. FOR BUNKER SAND REPLENISHMENT - SADDLEBROOK
ITB #17B-030**

THIS AGREEMENT is made this 12th day of July 2017, by and between **VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT** (hereafter referred to as "DISTRICT"), whose address is 984 Old Mill Run, The Villages, Florida 32162, and **LANDIRR, INC.** (hereafter referred to as "Contractor"), whose address is 202 North Laurel Ave. Sanford, FL 32771

RECITALS

WHEREAS, the DISTRICT owns or operates certain real property requiring bunker sand replenishment and wishes to enter into an agreement with a party capable of providing suitable replenishment services; and

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

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

- I. Construction Materials, Services and Labor: That for and in consideration of the mutual promises and covenants hereinafter contained, together with the monetary considerations hereinafter recited, the CONTRACTOR shall furnish all labor, services and materials for the Bunker Sand Replenishment - Saddlebrook, Invitation to Bid (BID) #17B-030. All work and labor shall be done in accordance with the plans and specifications as provided to the CONTRACTOR for the BID and all incidental and necessary work thereto.
- II. Agreement Price: In consideration of the work, labor, services and materials to be furnished by the CONTRACTOR, in accordance with said plans and specifications, the DISTRICT agrees to pay the CONTRACTOR, upon completion and acceptance thereof by the DISTRICT, the total Agreement price of twenty-eight thousand, six hundred twenty-two dollars and 70/100 (\$28,622.70) as evidenced by Exhibit "A" to this Agreement.
- III. Agreement Documents:
 - a. Invitation to Bid
 - b. Instructions, Terms, and Conditions
 - c. Bid Forms
 - d. Bidder's Certification
 - e. Statement of Terms and Conditions
 - f. Drug Free Workplace Certificate
 - g. Statement of Contractor's Experience, Equipment & Personnel
 - h. E-Verify Contractor/Subcontractor Affidavit
 - i. Scope of Work / Specifications
 - j. Plans / Drawings
 - k. Agreement
 - l. Permits / Licenses
 - m. All Addenda Issued Prior to Bid Opening Date
 - n. All Modifications and Change Orders Issued
 - o. Notice of Award / Notice to Proceed

- IV. Insurance: Before performing any contract work, the CONTRACTOR shall procure and maintain during the life of the Agreement the insurance listed below.
- a. General Liability. Contractor shall obtain, and maintain throughout the life of the Agreement, General Liability Insurance in an amount no less than \$1,000,000 per occurrence and \$1,000,000 general aggregate for Bodily Injury and Property Damage. Insurance shall protect the Contractor, subconsultants and subcontractors from claims for damage for personal injury, including accidental death, as well as claims for property damages which may arise from operations under the Agreement. District(s) shall be named as Additional Insured.
 - b. Automobile Liability Insurance covering all automobiles and trucks the Contractor may use in connection with this BID. The limit of liability for this coverage shall be a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. This is to include owned, hired, and non-owned vehicles. District(s) shall be named as Additional Insured.
 - c. Excess Liability Insurance (Umbrella Policy) may compensate for a deficiency in general liability or automobile insurance coverage limits.
 - d. Waiver of Subrogation: By entering into any Agreement as a result of this BID, Contractor agrees to a Waiver of Subrogation for each policy required above.
 - e. Workers' Compensation Insurance, as required by the State of Florida. As required by the State of Florida. Contractor and any sub consultants or subcontractors shall comply fully with the Florida Worker's Compensation Law. Contractor must provide certificate of insurance showing Worker's Compensation coverage.
 - f. Certificate(s) shall be dated and show:
 - i. The name of the insured Contractor, the specified job by name and/or BID number, the name of the insurer, the number of the policy, its effective date and its termination date.
 - ii. Statement that the insurer will mail notice to the District at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
 - iii. Subrogation of Waiver clause.
 - iv. The Village Center Community Development District and any other governmental agencies using this agreement in cooperation with the District shall be a named additional insured on Public Liability Insurance and Automobile Liability Insurance.
 - v. The Contractor shall require of each its sub consultants and/or subcontractors to procure and maintain during the life of its subcontract, insurance of the type specified above or insure the activities of its sub consultants and/or subcontractors in its policy as described above.
 - vi. All insurance policies shall be written on companies authorized to do business in the State of Florida.
- V. Contractor's Affidavit: When all work contemplated by the Agreement has been completed, inspected and approved by the DISTRICT, the CONTRACTOR shall furnish to the DISTRICT the CONTRACTOR's affidavit as required by the Construction Lien Law, Florida Statutes Ch. 713. Signed Release of Lien may also be required by the DISTRICT at its option.
- VI. Warranty: The CONTRACTOR warrants to the DISTRICT that all materials and equipment furnished under the Agreement will be of good quality, new, and fit for the purpose intended. Unless otherwise required or permitted by the Agreement Documents, the work will be free from defects not inherent in the quality required or permitted, and the work will conform to the requirements of the Agreement Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized may be considered defective. The CONTRACTOR's warranty excludes remedy for damage or defect cause by abuse or modifications not executed the CONTRACTOR, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage.

- a. If applicable, all installed landscape material shall be under CONTRACTOR warranty for a period of ninety (90) days. Such warranty period shall begin on the date the final payment to CONTRACTOR by the DISTRICT is issued.
- b. All other labor and materials shall be under CONTRACTOR warranty for a period of one (1) year. Such warranty period shall be begin on the date of the final payment to CONTRACTOR by the DISTRICT is issued.

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

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

Village Community Development Districts
Attn: Eric Van Gorder
1000 Main Street Suite 248
The Villages 32159

Copy To: VCDD Purchasing Department
Attn: Pam Hayes
940 Lakeshore Drive, Suite 200
The Villages, FL 32162

Payment by the DISTRICT will be made no later than twenty-five (25) business days after the Application and Certificate for Payment (AIA Document G702) has been certified by the DISTRICT representative, per the "Local Government Prompt Payment Act", Florida Statutes, Chapter 218.735.

- IX. Time for Performance: Time is of the essence in the performance of this Agreement. The CONTRACTOR specifically agrees that he will commence operations on the date specified in the Notice to Proceed and that all work to be performed under the provisions of this Agreement shall be completed within 7 calendar days, subject only to delays caused through no fault of the CONTRACTOR.
- X. Indemnification: To the fullest extent permitted by Florida Statute 725.06, CONTRACTOR shall indemnify and hold harmless the DISTRICT and the officers, directors, members, partners, employees, agents, consultants, and subcontractors from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolutions costs) arising out of or relating to the performance of the work, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury or destruction of tangible

property (other than the work itself), including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of CONTRACTOR, any subcontractor, any supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the work or anyone for whose acts any of them may be liable. The monetary limitation on the extent of the indemnification by CONTRACTOR shall be \$1 million dollars per occurrence.

XI. Changes: No changes to this Agreement or the performance contemplated hereunder shall be made unless the same are in writing and signed by the parties hereto. In the event of any disagreement as to the provisions of this Agreement with the plans and specifications that are made a part hereof by reference, the Agreement shall prevail.

XII. Liquidated Damages: The parties to this Agreement agree that time is of the essence in the work provided for herein and that a precise determination of actual damages which would be incurred by the DISTRICT for delay in the completion of the work provided for herein would be difficult to ascertain. Accordingly, the parties to the Agreement agree that the liquidated damages for each and every day that the time consumed in completing the work provided for in these Agreement Documents exceeds the time(s) allowed therefore, shall be the amount(s) stated below per day, including Saturdays, Sundays and legal holidays. The parties specifically agree that the liquidated damages provided for herein do not constitute a penalty.

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

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

XIII. General Conditions:

- a. The CONTRACTOR shall collect and dispose of all trash, litter, debris, refuse and discarded materials resulting from CONTRACTOR's operations, including site clean-up and policing on a daily basis. The CONTRACTOR shall remove or contract for the removal of debris and refuse in such a manner that no unsightly, unsanitary, or hazardous accumulations occur. The CONTRACTOR shall ensure that all handling and disposal of refuse materials performed pursuant to this Agreement is performed in compliance with all local, state and federal regulations. The CONTRACTOR shall provide CONTRACTOR's own dumpster(s) for the storage of such material, which shall be located in approved areas designated by the DISTRICT. The use of DISTRICT's dumpster(s) for any refuse disposal by the CONTRACTOR is strictly prohibited.
- b. All CONTRACTOR and Sub-Contractor personnel shall wear personal protective equipment in the performance of their duties to include safety vests, protective eye wear or face shields, respiratory protection as necessary, gloves and protective clothing.
- c. CONTRACTOR shall be responsible for adhering to all local, state and federal safety guidelines and observe all safety precautions when performing services on DISTRICT property, roadways and right-of-ways to include safe location of parked vehicles, signage, use of safety cones, flag personnel as necessary, use of safety vests on all personnel and vehicles which are clearly identifiable as belonging to the CONTRACTOR.
- d. CONTRACTOR acknowledges that the public may associate the CONTRACTOR as an employee of the DISTRICT while the CONTRACTOR performs services on the DISTRICT's property. CONTRACTOR agrees to conduct its services and supervise its employees in a way not detrimental to the DISTRICT's business operation.
- e. CONTRACTOR shall comply with all applicable governmental statutes, rules, regulations and orders and any amendments and modifications thereto.

- f. The obligations of the CONTRACTOR under this Agreement may not be delegated without the prior written consent of the DISTRICT. The DISTRICT may freely assign this Agreement to any entity acquiring the real estate which is subject to this Agreement.
- g. In the event of default by any party to this Agreement, the prevailing party shall be entitled to recover from the defaulting party, all costs and expenses, including a reasonable attorney's fee, whether suit be instituted or not, and at the trial court and appellate court level incurred by the prevailing party enforcing its right hereunder.

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

- h. CONTRACTOR shall not be construed to be the agent, servant or employee of the DISTRICT or of any elected or appointed official thereof, for any purpose whatsoever, and further CONTRACTOR shall have no express or implied authority of any kind or nature whatsoever, to incur any liability, either in contract or on a tort, as the agent, servant or employee of the DISTRICT.
- i. These Agreement Documents constitute the entire understanding and agreement between the Parties and supersedes any and all written and oral representations, statements, negotiations, or contracts/agreements previously existing between the Parties with respect to the subject matters of this Agreement. The CONTRACTOR recognizes that any representations, statements, or negotiations made by DISTRICT staff do not suffice to legally bind the DISTRICT in a contractual relationship unless they have been reduced to writing and signed by an authorized DISTRICT representative. This Agreement shall inure to the benefit of and be binding upon the Parties, their respective assigns, and successors in interest.
- j. No amendment to this Agreement shall be effective except those agreed to in writing and signed by both of the parties to this Agreement.

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

- a. CONTRACTOR has familiarized himself with the nature and extent of the Agreement Documents, work, locality, and all local conditions, and federal, state, and local laws, ordinances, rules, and regulations that in any manner may affect cost, progress, or performance of work.
- b. CONTRACTOR declares that he has visited and examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done, that he has examined the plans for the work and other Agreement Documents relative thereto and has read all the addenda furnished prior to the proposal/bid opening, and that CONTRACTOR has satisfied himself relative to the work to be performed.
- c. CONTRACTOR has investigated and is fully informed of the construction and labor conditions, of obstructions to be encountered, of the character, quality and quantities of work to be performed, materials to be furnished, and requirements of the plans and other Agreement Documents.
- d. CONTRACTOR has given the DISTRICT written notice of all conflicts, errors, or discrepancies that he has discovered in the Agreement Documents.
- e. CONTRACTOR declares that submission of a proposal/bid for the work constitutes an incontrovertible representation that the CONTRACTOR has complied with every requirement of this Section, and that the Agreement Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of work.

- f. Equal Opportunity: CONTRACTOR assures that no person shall be discriminated against on the grounds of race, color, creed, national origin, handicap, age or sex, in any activity under this Agreement.
- g. E-Verification: As per the Immigration and Nationality Act of 1952 (INA), Immigration Reform and Control Act of 1986 (IRCA) and State of Florida Executive Order Number 11-116, the CONTRACTOR identified in this Agreement shall utilize the U.S. Department of Homeland Security's E-Verify system to verify employment eligibility of: all persons employed during the Agreement term by the CONTRACTOR to perform employment duties pursuant to the Agreement, within Florida; and all persons, including subcontractors, assigned by the CONTRACTOR to perform work pursuant to the Agreement with the DISTRICT. (<http://www.uscis.gov/e-verify>) Additionally, the CONTRACTOR shall include a provision in all subcontracts that requires all subcontractors to utilize the U.S. Department of Homeland Security's E-Verify system to verify employment eligibility of: all persons employed during the Agreement term by the CONTRACTOR to perform work or provide services pursuant to this Agreement with the DISTRICT. It is understood that the DISTRICT will not be responsible for any violations of Federal law and the CONTRACTOR, solely, will be responsible and liable for any violations and or penalties associated with such violation.
- h. Public Entity Crimes: In accordance with Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal/bid on a contract/agreement with a public entity for the construction or repair of a public building or public work, may not submit proposals/bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list. CONTRACTOR affirmatively represents that neither it nor its owners, sub-contractor or sub-subcontractor are nor will be on the convicted vendor list during the term of this Agreement.
- i. Public Records Act/Chapter 119 Requirements: The District is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records law. Specifically, the Contractor shall:
 - 1. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform this service;
 - 2. Provide the agency access to public records at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law;
 - 3. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
 - 4. Meet all requirements for retaining public records and transfers to the District, at no cost, all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the District in a format that is compatible with the current information technology systems of the District.

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

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

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

VILLAGE CENTER COMMUNITY
DEVELOPMENT DISTRICT

By: _____

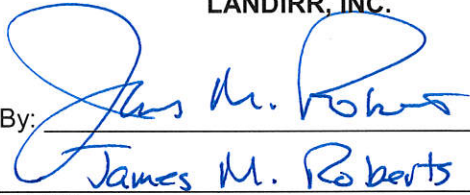
Print Name

Print Title

Date

Attest

LANDIRR, INC.

By:  _____

Print Name



Print Title



Date



Attest

BID FORM

VCCDD

Bunker Sand Replenishment Program – Saddlebrook

ITEM	ESTIMATED TOTAL SQUARE FOOTAGE OF BUNKERS 4 INCHES OF SAND (finished grade depth)	UNIT PRICE PER SQUARE FOOT	TOTAL BID PRICE
GA-26 Sand Install	31,803	0.90	\$28,622.70

NOTE(S):

- Bid prices shall include all labor, equipment and materials needed to complete the project per specifications. Bid will be awarded based on the lowest responsible and responsive Bidder. Bid evaluation to determine the lowest and responsive Bidder will include the Total Bid Price and Contractor's References.
- All price information to be used in the Bid review must be on this Bid form.
- The District maintains the right to utilize other vendors/contractors to address any unforeseen conditions as they may arise.
- All quantities listed are estimated quantities only and are not intended, in any way, to represent actual quantities needed. Districts reserve the right to adjust any quantity upward or downward as may be warranted or necessary.
- It shall be the responsibility of the Bidder to perform whatever tests and/or calculations as are necessary to determine quantities required for the performance of the work described herein. The schedule and quantities shown represent the entire scope of services requested. Any minor variations in quantities shall not be considered a change in scope.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
- Unit price / total price shall reflect total delivered and installed price.
- The Unit Prices shall represent the per unit price to be paid by the Contractor (in the case of additions or increases) or to be refunded by the Owner (in the case of decrease). No additional adjustments will be allowed for overhead, profit, insurance, or to other direct or indirect expenses of the Contractor or Subcontractors, and no additional adjustments will be allowed. Unit prices are required where noted. Incomplete bids may not be acceptable. Where required, quantities shall be bid as lump sum, based on the amount needed for the areas indicated to achieve the design intent of the plans. Associated unit prices may be used for changes in the extent of work.

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

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

JAMES M ROBERTS, PRESIDENT
Authorized Agent Name, Title (Print)

Authorized Signature

Date

Name of Bidder's Firm:

LANDIRR, INC.

This document must be completed and returned with your Submittal

BID FORM

VCCDD

Bunker Sand Replenishment Program – Saddlebrook

ITEM	ESTIMATED TOTAL SQUARE FOOTAGE OF BUNKERS 4 INCHES OF SAND (finished grade depth)	UNIT PRICE PER SQUARE FOOT	TOTAL BID PRICE
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- All price information to be used in the Bid review must be on this Bid form.
- The District maintains the right to utilize other vendors/contractors to address any unforeseen conditions as they may arise.
- All quantities listed are estimated quantities only and are not intended, in any way, to represent actual quantities needed. Districts reserve the right to adjust any quantity upward or downward as may be warranted or necessary.
- It shall be the responsibility of the Bidder to perform whatever tests and/or calculations as are necessary to determine quantities required for the performance of the work described herein. The schedule and quantities shown represent the entire scope of services requested. Any minor variations in quantities shall not be considered a change in scope.
- When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the District's bid documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your bid being declared non-responsive.
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Bidder agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this Bid."

JAMES M ROBERTS, PRESIDENT
Authorized Agent Name, Title (Print)

Authorized Signature

Date

Name of Bidder's Firm:

LANDIRR, INC.

This document must be completed and returned with your Submittal



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: District Staff
DATE: 7/12/2017
SUBJECT: **Old Business Status Update**

ISSUE:

Old Business Status Update - July 12, 2017

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
❑ Old Business Status Update	Cover Memo
❑ Project Consideration List	Cover Memo

**Amenity Authority Committee
"Old Business" Status Update**

Item(s) to be addressed by Staff	Action Taken	Status Update (if applicable)	Completed (√)
Available property for additional recreation facilities.		Status update to be provided.	
Church of Christian Faith request		Agreement has been prepared and District Counsel is obtaining signatures.	
Acceptance of ownership/maintenance responsibility for Oregon Avenue		HOA is in the process of reviewing document and Staff anticipates it will be presented to the AAC at the August 9, 2017 meeting.	
Install chairlift at Saddlebrook Pool			√
Maintenance concerns at Silver Lake Recreation Center		Maintenance concerns have been addressed. Replacement of billiard room stools was budgeted to occur in Fiscal Year 2017/2018.	√
Request to renovate Mulberry Trail	Item included on the Old Business Status Update at the request of the Committee.	Discussion among AAC to occur after review of trail has been completed.	
Installation of two-board fence around area on El Camino Real.	Committee chose not to proceed at this time but requested the item remain on the Old Business Status Update. There is no further action for Staff at this time.		
Project Consideration List	This item is included monthly at the request of the Committee.		
Decorative water features and illumination alternatives		Pending discussion by AAC.	
Please note: Monthly status updates pertaining to Recreation Center Improvement Projects are included on the Capital Projects Update.			

PROJECT CONSIDERATION LIST
Amenity Authority Committee

FY17-18 BUDGET PROCESS - Updated 3-15-17

ITEM	DATE	REQUESTED BY	DESCRIPTION	ESTIMATED COST	Comments/Status
(1)		Resident	Springdale/ Mulberry Trail (Restore to walking trail)		BW 4-13-16: Delay until later time
PENDING LAND/UTILIZATION INFORMATION					
(2)	12/9/2015 Mtg.	Resident - AAC	Additional Petanque Courts		Jan 2016 mtg: Agenda item with proposed location. May BW: To be considered with outdoor rec complex property.
(3)	1/6/2016 Mtg	Resident	Indoor Pool		
(4)	Feb. & Mar. Reg Mtg	Don Deakin/Resident	Platform Tennis - Add'l locations		March Reg. Mtg: Resident requested add'l platform tennis courts. May BW - To be considered with outdoor rec complex property.
(5)	3/9/2016 Reg Mtg & 4-13-16 BW	Lawn Bowling Club & Croquet Club	Space for additional courts/storage shed.		March Reg Mtg.: Handout provided by Lawn Bowling Club rep 4-13-16 BW: Croquet Club rep requested/supported additional courts. May BW: To be considered with outdoor rec complex property.



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: District Staff
DATE: 7/12/2017
SUBJECT: **Capital Projects Update**

ISSUE: The Capital Projects Update will be provided to the Committee at the Meeting.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: Janet Y. Tutt, District Manager
DATE: 7/12/2017
SUBJECT: Springdale Trail Exercise Equipment

ISSUE: Status update to be provided.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: Sarah Koser, Interim Finance Director
DATE: 7/12/2017
SUBJECT: **VCCDD Financial Statements**

ISSUE:

- A. VCCDD Budget to Actuals as of May 31, 2017
- B. Interest Allocation as of May 31, 2017

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
❑ Budget to Actual Statements	Cover Memo
❑ Interest Allocation	Cover Memo

**VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
RECREATION AMENITIES DIVISION (RAD)
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year**

Account Number	Description of Account	Actual Information				Percent of Annual Budget	Footnotes
		Annual Budget	Current Month Actual	Year-to-Date Actual	Year-to-Date Variance		
	REVENUES:				Over/(Under)		
338095	Refund - General Fund	\$ 409,800	\$ -	\$ 409,800	\$ -	100.00%	A
341318	Amenity Fees	37,228,747	3,189,333	25,372,577	(11,856,170)	68.15%	
341900	Other General Government Charges	247,984	25,611	209,579	(38,405)	84.51%	
342900	Other Public Safety Charges & Fees	108,200	15,751	111,261	3,061	102.83%	B
347200	Parks & Recreation Fees & Charges	1,414,700	115,920	1,127,455	(287,245)	79.70%	
347900	Other Culture/Recreation	2,500	-	-	(2,500)	0.00%	C
354001	Deed Compliance Fines	-	-	25	25	0.00%	D
361100	Interest Income	22,000	17,957	94,436	72,436	429.25%	E
362000	Rentals & Royalties	618,754	44,274	483,501	(135,253)	78.14%	
364001	Disposition of Fixed Assets/Surplus Material	-	-	5,561	5,561	0.00%	F
	Total Revenues:	40,062,685	3,408,848	27,814,195	(12,238,490)	69.44%	
361304	Unrealized Gain or Loss- FMIVT	-	13,334	14,397	14,397	0.00%	G
361306	Unrealized Gain or Loss- FLGIT	-	21,277	38,112	38,112	0.00%	G
361307	Unrealized Gain or Loss- LTIP	-	50,012	198,589	198,589	0.00%	G
	Total Available Resources:	\$ 40,062,685	\$ 3,493,469	\$ 28,065,293	\$ (11,987,392)	70.07%	
	EXPENSES :				Under/(Over)		
513311	Administrative Services	\$ 1,369,700	\$ 114,141	\$ 913,136	\$ 456,564	66.87%	
529311	Community Watch Services	2,500,177	208,348	1,666,785	833,392	66.67%	
539311	Property Management Services	682,802	56,900	455,202	227,600	66.67%	
572311	Recreation Services	2,812,404	234,367	1,874,936	937,468	66.67%	
600312	Engineering Services	74,026	975	18,297	55,729	24.72%	H
514313	Legal Services	200,000	3,126	21,197	178,803	10.60%	H
519316	Deed Compliance Services	67,211	5,601	44,807	22,404	66.67%	
519318	Technology Services	304,562	25,380	203,042	101,520	66.67%	
500319	Other Professional Services	47,503	4,447	19,028	28,475	40.06%	H
500310	Subtotal Professional Services	8,058,385	663,285	5,216,430	2,841,955	64.73%	
500320	Accounting & Auditing Services	38,298	1,000	37,738	560	98.54%	I
500340	Other Contractual Services	3,118,716	283,938	2,049,456	1,069,260	65.71%	
500410	Communications & Freight Services	149,413	14,466	82,205	67,208	55.02%	
500430	Utilities Services	1,559,199	82,383	825,479	733,720	52.94%	
500440	Rentals & Leases	39,422	1,024	12,598	26,824	31.96%	J
500450	Casualty & Liability Insurance	712,799	60,343	487,991	224,808	68.46%	
500460	Repairs & Maintenance Services	8,409,489	635,639	4,123,878	4,285,611	49.04%	
500470	Printing & Binding	210,960	14,621	142,732	68,228	67.66%	
500480	Promotional Activities	68,820	1,594	43,788	25,032	63.60%	
500490	Other Current Charges	133,429	9,730	107,352	26,077	80.46%	
500510	Office Supplies	16,250	1,556	6,292	9,958	38.72%	H
500520	Operating Supplies	1,328,500	25,317	267,460	1,061,020	20.13%	H
500540	Books, Publ, Subscriptions	-	(180)	-	-	0.00%	H
	Subtotal Operating Expenses	15,785,295	1,131,451	8,186,969	7,598,326	51.86%	
	Total Operating & Professional Expenses	23,843,680	1,784,736	13,403,399	10,440,281	56.21%	
500622	Buildings	698,984	-	309,335	387,649	44.38%	K
500633	Infrastructure	745,259	42,917	192,017	553,242	25.77%	L
500642	Capital FF&E	68,713	-	40,506	28,207	58.95%	M
	Subtotal Capital Outlay	1,510,956	42,917	541,858	969,098	36.86%	
500991	Settlement Projects	-	211,667	1,075,958	(1,075,958)	0.00%	N
500710	Debt Service Principal	8,485,000	-	8,485,000	-	100.00%	O
500721	Debt Service Interest	6,878,194	573,183	4,565,464	2,292,730	66.67%	
	Subtotal Non-operating Expenses	15,363,194	573,183	13,070,464	2,292,730	85.08%	
500911	Transfer to General R&R	2,000,000	166,666	1,333,336	666,664	66.67%	
	Subtotal Transfers	2,000,000	166,666	1,333,336	666,664	66.67%	
	Total Expenses	\$ 42,717,830	\$ 2,779,169	\$ 29,425,015	\$ 13,292,815	68.88%	
	Change In Unreserved Net Position	\$ (2,655,145)	\$ 714,300	\$ (1,359,722)	\$ 1,305,423		
Change In Unreserved Net Position indicates a budgeted Uses of Working Capital of (\$1,154,189) and Unrestricted R&R General Reserve (\$1,510,958).							

**VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
RECREATION AMENITIES DIVISION (RAD)
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year**

Fund Balance Analysis:		Balance Forward 09/30/16	Current Month Actual	Year to Date Actual	Current Balance
Unrestricted - Unreserved		\$ 43,618,908	\$ 714,300	\$ (1,359,722)	\$ 42,259,186
Unrestricted R&R General Reserve		12,970,267	166,666	1,333,336	14,303,603
Unrestricted R&R Insurance Reserve		300,000	-	-	300,000
Restricted Debt Service		1,206,274	-	-	1,206,274
Total Fund Balance		\$ 68,095,449	\$ 880,966	\$ (26,386)	\$ 68,089,063
Footnotes:					
A	In February RAD received a refund from Village Center District General Fund for surplus funds not expended from previous years.				
B	The majority of Other Public Safety charges and fees revenue is Recreation Special Events support at events (\$95,668).				
C	Lifelong Learning College classes are on hold.				
D	The unbudgeted revenue is related to the amount of deed compliance revenue collected over expenses.				
E	Interest income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS), Florida Education Investment Trust Fund (FEITF), the State Board of Administration (SBA), and US Bank (USB) where the trust accounts are held.				
	Month	CFB	FLCLASS	FEITF	SBA
	Oct-16	0.00%	0.82%	0.72%	0.86%
	Nov-16	0.00%	0.81%	0.71%	0.85%
	Dec-16	0.06%	0.83%	0.72%	0.90%
	Jan-17	0.15%	0.90%	0.86%	0.99%
	Feb-17	0.13%	0.95%	0.92%	0.97%
	Mar-17	0.26%	0.98%	0.94%	1.03%
	Apr-17	0.38%	1.05%	1.01%	1.11%
	May-17	0.38%	1.07%	1.03%	1.12%
F	The unbudgeted revenue relates to auction proceeds from the sale of miscellaneous recreation items.				
G	The Unrealized gain/loss for FMIVT, FLGIT and LTIP has been booked through the end of the previous month. The current month's investment rate of return for all three funds will not be available until the following month.				
	Month	FMIVT 1-3 Yr	FLGIT	LTIP	
	Oct-16	-0.36%	-0.10%	-22.26%	
	Nov-16	-2.68%	-2.64%	8.32%	
	Dec-16	0.48%	0.24%	15.65%	
	Jan-17	-0.24%	1.70%	19.04%	
	Feb-17	0.72%	1.45%	24.94%	
	Mar-17	1.20%	0.95%	6.75%	
	Apr-17	1.20%	2.02%	15.40%	
	May-17				
H	Some expenditure accounts incur charges on an irregular basis.				
I	YTD expenditures relate to the annual Trustee Service Fees (\$13,038), 2015/16 Audit Fees (\$23,700) and Disclosure Services (\$1,000).				
J	Equipment and storage unit rentals are running lower than budget.				
K	YTD Capital building expenditures are Saddlebrook golf new chemical reclaim building (\$60,710) and Savannah roof (\$248,625).				
L	YTD Capital infrastructure expenditures are mill and overlay of the parking area at the Hilltop starter (\$12,050), Paradise maxicom irrigation conversion (\$897), Savannah Vac-Pak replacement (\$42,917), Saddlebrook Vak-Pak replacement (\$32,061), El Camino Real median irrigation improvements (\$59,664), and El Santiago enclosed structure for sand and dumpster storage (\$44,428).				
M	YTD Capital FF&E are Diablo/Santiago starter pump control system (\$14,926), Santiago chemical treatment system (\$3,395) and non-facility maintenance chemical system and control replacement system (\$22,185).				
N	Settlement expenses relate to the Boone/Delmar Gatehouse restroom project (\$11,466), Hacienda Trail & Multi Modal North of 466 (\$82,412), Golfview Lake-Dock/Pavilion/Trail (\$2,693), El Santiago Indoor Restroom Addition (\$15,732), Mulberry Dog Park Improvements (\$40,191), Saddlebrook Renovation (\$905,179), El Santiago Fountain (\$10,795), and Delmar Gate improvements (\$7,500).				
O	The 2014 Bond Series principal payment for the year was paid on November 1st.				

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
FITNESS FUND BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year

Account Number	Description of Account	Actual Information			Year-to-Date Variance	Percent of Annual Budget	Footnotes
		Annual Budget	Current Month Actual	Year-to-Date Actual			
	REVENUES:				Over/(Under)		
338095	Refund-General Fund	\$ 1,700	\$ -	\$ 1,700	\$ -	100.00%	A
341999	Miscellaneous Revenue	100	-	80	(20)	80.00%	B
347217	Merchandise- Fitness	100	-	28	(72)	28.00%	C
347225	Mulberry Grove Fitness Memberships	145,000	8,230	92,973	(52,027)	64.12%	
361100	Interest Income	150	90	486	336	324.00%	D
361307	Unrealized Gain or Loss- LTIP	-	252	1,076	1,076	0.00%	E
365001	Sale of Surplus Materials	-	-	1,152	1,152	0.00%	F
	Total Revenues:	\$ 147,050	\$ 8,572	\$ 97,495	\$ (49,555)	66.30%	
	EXPENSES:				Under/(Over)		
575131	Other Salaries & Wages	\$ 50,484	3,761	\$ 32,420	\$ 18,064	64.22%	
575211	Social Security Taxes	3,132	233	2,010	1,122	64.18%	
575212	Medicare Taxes	734	54	470	264	64.03%	
575241	Workmen's Compensation	2,562	-	2,354	208	91.88%	G
	Subtotal Personnel Services	56,912	4,048	37,254	19,658	65.46%	
575311	Management Fees	29,484	2,457	19,656	9,828	66.67%	
575319	Technology Services	723	60	483	240	66.80%	
575319	Other Professional Services	95	11	96	(1)	101.05%	H
575341	Janitorial Services	14,459	1,143	9,139	5,320	63.21%	
575343	Systems Management Support	3,591	-	1,601	1,990	44.58%	
575411	Telephone	1,291	52	381	910	29.51%	I
575413	Cable	1,632	114	904	728	55.39%	
575431	Electricity	5,970	327	2,034	3,936	34.07%	I
575432	Natural Gas	200	10	77	123	38.50%	H
575433	Water & Sewer	300	-	173	127	57.67%	
575434	Irrigation Water	700	-	248	452	35.43%	H
575436	Solid Waste	225	18	131	94	58.22%	
575461	Equipment Maintenance	12,050	739	6,262	5,788	51.97%	
575462	Building/Structure Maintenance	5,553	27	382	5,171	6.88%	H
575463	Landscape Maintenance Recurring	2,844	214	1,847	997	64.94%	
575468	Irrigation Repair	500	-	12	488	2.40%	H
575469	Other Maintenance	863	-	-	863	0.00%	H
575471	Printing & Binding	600	-	149	451	24.83%	H
575491	Bank Charges	3,500	194	1,955	1,545	55.86%	
575494	Overage & Shortage	-	-	1	(1)	0.00%	H
575499	Misc Current Charges	200	-	-	200	0.00%	H
575511	Office Supplies	500	121	338	162	67.60%	
575522	Operating Supplies	6,100	-	1,805	4,295	29.59%	H
575523	Recreation Supplies	500	-	-	500	0.00%	H
575524	Non-Capital FF&E	18,500	-	8,789	9,711	47.51%	
575525	Non-Capital Hardware/Software	1,432	-	-	1,432	0.00%	H
	Subtotal Contractual & Other Expenses	111,812	5,487	56,463	55,349	50.50%	
	Total Expenses	\$ 168,724	\$ 9,535	\$ 93,717	\$ 75,007	55.54%	
	Change In Unreserved Net Position	\$ (21,674)	\$ (963)	\$ 3,778	\$ 25,452		
	Change In Unreserved Net Position indicates a budgeted use of Working Capital.						
	Fund Balance Analysis:						
		Balance Forward 09/30/16	Current Month Actual	Year To Date Actual	Current Balance		
	Unrestricted Unreserved	\$ 140,686	\$ (963)	\$ 3,778	\$ 144,464		
	Unrestricted General R&R Reserve	25,000	-	-	25,000		
	Total Fund Balance	\$ 165,686	\$ (963)	\$ 3,778	\$ 169,464		

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
FITNESS FUND BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year

Footnotes:

- A** In February VC Fitness received a refund from Village Center District General Fund for surplus funds not expended from previous years.
- B** Miscellaneous revenue is for the BOA purchasing card annual rebate.
- C** Merchandise revenue from head phones is running lower than budget.
- D** Interest Income includes monthly interest from CFB, our depository bank, and Investments with Florida Cooperative Liquid Assets Security System (FLCLASS), and the State Board of Administration (SBA)
- | Month | CFB | FLCLASS | SBA |
|--------|-------|---------|-------|
| Oct-16 | 0.00% | 0.82% | 0.86% |
| Nov-16 | 0.00% | 0.81% | 0.85% |
| Dec-16 | 0.06% | 0.83% | 0.90% |
| Jan-17 | 0.15% | 0.90% | 0.99% |
| Feb-17 | 0.13% | 0.95% | 0.97% |
| Mar-17 | 0.25% | 0.98% | 1.03% |
| Apr-17 | 0.38% | 1.05% | 1.11% |
| May-17 | 0.39% | 1.07% | 1.12% |
- E** The unbudgeted revenue relates to the monthly unrealized gain or loss from our long term investments, which has been booked through the end of last month.
- F** Auction proceeds from sales of fitness equipment.
- G** Annual PGIT workers compensation insurance payment made in October.
- H** Some expenditure accounts incur charges on an irregular basis
- I** Telephone and electricity expenditures are mostly booked on a month lag basis

**VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year**

Account Number	Description of Account	Actual Information			Year-to-Date Variance	Percent of Annual Budget	Footnotes
		Annual Budget	Current Month Actual	Year-to-Date Actual			
REVENUES:					Over/(Under)		
338000	Management Fees - Intergovernmental	\$ 5,018,133	\$ 418,000	\$ 3,344,133	\$ (1,672,000)	66.67%	
338000	Fees for Services - Intergovernmental	18,721,325	1,823,469	12,227,449	(6,493,876)	65.31%	
338000	Tech Service Fees - Intergovernmental	1,030,254	89,368	672,782	(357,472)	65.30%	
341301	Admin Fees from Developer	114,971	-	114,971	-	100.00%	A
341302	Recreation Fees from Developer	527,340	-	527,340	-	100.00%	A
341307	Tech Service Fees from Developer	40,617	-	40,617	-	100.00%	A
341308	Tech Service Fees from CSU	36,155	3,013	24,103	(12,052)	66.67%	
341309	Tech Service Fees from SWCA	519	43	347	(172)	66.86%	
341310	Admin Service Fees from CSU	198,943	16,570	132,583	(66,280)	66.67%	
341311	Admin Service Fees from SWCA	19,300	1,608	12,868	(6,432)	66.67%	
341900	Other General Government Charges	42,000	28	26,655	(15,345)	63.46%	B
347901	Lifelong College Classes	1,051	-	-	(1,051)	0.00%	C
361100	Interest Income	15,000	5,463	29,072	14,072	193.81%	D
361307	Unrealized Gain or Loss- LTIP	-	9,751	29,874	29,874	0.00%	E
366010	Donations - Other	35,000	3,675	34,970	(30)	99.91%	F
Total Revenues:		\$ 25,798,508	\$ 2,170,988	\$ 17,217,744	\$ (8,580,764)	66.74%	
EXPENDITURES :					Under/(Over)		
500100	Salaries and Wages	\$ 15,352,993	\$ 1,143,250	\$ 9,482,349	\$ 5,870,644	61.76%	
500200	Employee Benefits	4,410,159	292,265	2,902,045	1,508,114	65.80%	
Subtotal Personal Service Expenses		19,763,152	1,435,515	12,384,394	7,378,758	62.66%	
500310	Professional Services	391,161	36,151	213,078	178,085	54.47%	
500320	Accounting & Auditing	1,000,000	-	1,000,000	-	100.00%	G
500340	Other Contractual Services	1,405,819	111,583	778,662	627,157	55.39%	
500400	Travel & Per Diem	60,327	3,672	25,920	34,407	42.97%	H
500410	Communications & Freight Services	389,673	25,415	208,293	181,380	53.45%	
500430	Utilities Services	96,357	6,282	45,142	51,215	46.85%	
500440	Rentals & Leases	791,478	65,363	504,427	287,051	63.73%	
500460	Repairs & Maintenance Services	207,039	37,638	135,818	71,221	65.60%	
500470	Printing & Binding	221,433	3,100	144,440	76,993	65.23%	
500480	Promotional Activities	271,830	51,160	161,927	109,903	59.57%	
500490	Other Current Charges	57,807	837	15,333	42,474	26.52%	H
500510	Office Supplies	74,069	5,103	35,187	38,902	47.48%	
500520	Operating Supplies	1,079,898	37,312	367,855	712,043	34.06%	
500540	Books, Publications, Subscriptions & Dues	98,729	4,286	29,023	67,706	30.00%	H
Subtotal Operating Expenses		6,143,620	387,882	3,665,083	2,478,537	59.66%	
500641	Vehicles	447,898	21,714	362,667	85,231	80.97%	I
500642	Capital FF&E	1,077,783	-	4,538	1,073,245	0.42%	J
500600	Capital Project Expense	1,825,681	21,714	367,205	1,158,476	24.07%	
Total Expenditures		\$ 27,432,453	\$ 1,845,111	\$ 16,416,682	\$ 11,015,771	59.84%	
Change in Unreserved Net Position		\$ (1,633,945)	\$ 325,877	\$ 801,062	\$ 2,435,007		
Change in Unreserved Net Position indicates a budgeted use of Working Capital of \$1,633,945.							
Fund Balance Analysis:		Balance Forward 09/30/16	Current Month Actual	Year to Date Actual	Current Balance		
Unassigned		\$ 5,808,265	\$ 325,877	\$ 801,062	\$ 6,609,327		
Committed General R&R Reserve		-	-	-	-		
Total Fund Balance		\$ 5,808,265	\$ 325,877	\$ 801,062	\$ 6,609,327		

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 86.67% of Year

Footnotes:

- A** Revenue Fees from the Developer ended due to the November 2016 SLAD purchase. A budget amendment was processed in April.
- B** Majority of Miscellaneous Revenue is for the annual payment from Villages for their portion of ID supplies (\$17,366) and the BOA annual purchase card rebate (\$8,632).
- C** Software Use Agreement with The Villages Lifelong Learning College for the use of the Safari Software is on hold.
- D** Interest income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS), Florida Education Investment Trust Fund (FEITF), and the State Board of Administration (SBA).

Month	CFB	FLCLASS	FEITF	SBA
Oct-16	0.00%	0.82%	0.72%	0.86%
Nov-16	0.00%	0.81%	0.71%	0.85%
Dec-16	0.06%	0.83%	0.72%	0.90%
Jan-17	0.15%	0.90%	0.66%	0.99%
Feb-17	0.13%	0.95%	0.82%	0.97%
Mar-17	0.26%	0.96%	0.94%	1.03%
Apr-17	0.38%	1.05%	1.01%	1.11%
May-17	0.38%	1.07%	1.03%	1.12%

- E** The unbudgeted revenue relates to the monthly unrealized gain or loss from our long term investments, which has been booked through the end of last month.
- F** Donations - Other Revenue - Adopt a bench and tables.
- G** The Accounting and auditing expenditure relates to a one time refund from General Fund for accumulated surplus working capital (\$1,000,000) that was transferred in February 2017 to all Districts and Funds based on prior year contributions.
- H** Some expenditure accounts incur charges on an irregular basis.
- I** Capital expenditures are for Community Watch, Recreation and Property Management vehicles.
- J** The Capital FF&E expenditures are for the Finance BS&A Utility Billing Software.

VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
COMMUNITY STANDARDS SPECIAL REVENUE FUND OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year

Account Number	Description of Account	Actual Information			Year-to-Date Variance	Percent of Annual Budget	Footnotes
		Annual Budget	Current Month Actual	Year-to-Date Actual			
	REVENUES:				Over/(Under)		
338056	Community Standard Fees from RAD	\$ 67,211	\$ 5,602	\$ 44,808	\$ (22,403)	66.67%	
338058	Community Standard Fees from District 1	43,427	3,619	28,951	(14,476)	66.67%	
338059	Community Standard Fees from District 2	43,478	3,623	28,985	(14,493)	66.67%	
338060	Community Standard Fees from District 3	42,251	3,521	28,167	(14,084)	66.67%	
338061	Community Standard Fees from District 4	48,542	4,045	32,361	(16,181)	66.67%	
338062	Community Standard Fees from District 5	56,725	4,727	37,817	(18,908)	66.67%	
338063	Community Standard Fees from District 6	69,154	5,763	46,103	(23,051)	66.67%	
338064	Community Standard Fees from District 7	50,127	4,177	33,418	(16,709)	66.67%	
338065	Community Standard Fees from District 8	71,661	5,972	47,774	(23,887)	66.67%	
338066	Community Standard Fees from District 9	83,067	6,922	55,378	(27,689)	66.67%	
338067	Community Standard Fees from District 10	66,027	9,432	28,297	(37,730)	42.86%	A
338095	Refund-General Fund	9,300	-	9,300	-	100.00%	B
341303	Community Standard Fees from Developer	20,398	458	18,566	(1,832)	91.02%	C
341999	Misc Revenue	-	-	3,021	3,021	0.00%	D
354001	Deed Compliance Fines	72,500	1,250	(12,150)	(84,650)	-16.76%	E
361100	Interest Income	-	270	1,620	1,620	0.00%	F
361307	Unrealized Gain or Loss- LTIP	-	492	1,592	1,592	0.00%	G
	Total Revenues:	\$ 743,868	\$ 59,873	\$ 434,008	\$ (309,860)	58.34%	
	EXPENDITURES:				Under/(Over)		
519100	Salary & Wages	\$ 272,375	\$ 22,262	\$ 150,036	\$ 122,339	55.08%	
519200	Employee Benefits	132,156	7,886	88,582	43,574	67.03%	
	Subtotal Personnel Services	404,531	30,148	238,618	165,913	58.99%	
519311	VCCDD Management Fees	138,893	11,574	92,597	46,296	66.67%	
514313	Legal Fees	54,500	3,319	26,393	28,107	48.43%	
519318	Technology Services	2,491	208	1,659	832	66.60%	
519319	Other Professional Services	140	24	97	43	69.29%	
519343	Systems Management Support	15,675	1,110	10,253	5,422	65.41%	
519411	Telephone	2,980	109	630	2,350	21.14%	H
519412	Postage	2,943	-	734	2,209	24.94%	H
519442	Equipment Rental	14,364	591	6,239	8,125	43.43%	H
519465	Vehicle Repair & Maintenance	2,004	149	428	1,576	21.36%	H
519469	Other Maintenance	25,000	525	1,500	23,500	6.00%	H
519471	Printing & Binding	2,200	-	-	2,200	0.00%	H
519497	Legal Advertising	75	-	-	75	0.00%	H
519511	Office Supplies	2,992	-	1,054	1,938	35.23%	H
519521	Gasoline/Diesel	12,033	-	2,361	9,672	19.62%	I
519522	Operating Materials & Supplies	5,385	-	3,243	2,142	60.22%	
500524	Non-Capital FF&E	-	-	343	(343)	0.00%	J
519525	Non-Capital Hardware/Software	1,662	-	725	937	43.62%	K
519542	Training & Education	1,000	-	-	1,000	0.00%	H
519993	Surplus Fines	45,000	-	1,750	43,250	3.89%	H
	Subtotal Operating Expenses	329,337	17,609	150,006	179,331	45.55%	
	Total Expenditures	\$ 733,868	\$ 47,757	\$ 388,624	\$ 345,244	52.96%	
	Change in Unreserved Net Position	\$ 10,000	\$ 12,116	\$ 45,384	\$ 35,384		
	Change in Unreserved Net Position indicates a budgeted addition of \$10,000 to the Committed Deed Compliance Reserve						
	Fund Balance Analysis:	Balance Forward 09/30/16	Current Month Actual	Year to Date Actual	Current Balance		
	Unassigned	\$ 261,320	\$ 12,116	\$ 35,384	\$ 296,704		
	Committed - Deed Compliance	86,745	-	10,000	96,745		
	Total Fund Balance	\$ 348,065	\$ 12,116	\$ 45,384	\$ 393,449		

**VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT
COMMUNITY STANDARDS SPECIAL REVENUE FUND OPERATING BUDGET
BUDGET TO ACTUAL STATEMENT AS OF: May 31, 2017 (Unaudited)
Eight (8) Months of Operations - 66.67% of Year**

Footnotes:

- A** District 10 adopted its rule to bring about deed compliance effective March 1, 2017
- B** In February Community Standards received a refund from Village Center District General Fund for surplus funds not expended from previous years.
- C** Community Standard Fees from Developer - Revenue includes the initial deed compliance funding for D#10 of \$10,000.
- D** Miscellaneous Revenue relates to the legal fees paid with the payment of a long standing lien (\$2,923) and the annual BOA Purchasing card rebate (\$98).
- E** Deed Compliance Fines - negative balance is the net of issued and waived deed compliance fines.
- F** Interest Income includes monthly interest from CFB, our depository bank, and investments with Florida Cooperative Liquid Assets Security System (FLCLASS), and the State Board of Administration (SBA).

Month	CFB	FLCLASS	SBA
Oct-16	0.00%	0.82%	0.86%
Nov-16	0.00%	0.81%	0.85%
Dec-16	0.08%	0.83%	0.90%
Jan-17	0.15%	0.90%	0.99%
Feb-17	0.13%	0.95%	0.97%
Mar-17	0.26%	0.98%	1.03%
Apr-17	0.38%	1.05%	1.11%
May-17	0.38%	1.07%	1.12%

- G** The unbudgeted revenue relates to the monthly unrealized gain or loss from our long term investments, which has been booked through the end of last month.
- H** Some expenditure accounts incur charges on an irregular basis.
- I** The year to date Gasoline/Diesel expenditures are running lower than budget, partially due to the reduction in the cost of gasoline - \$3.75 per gallon was budgeted and a fourth truck will be put into service in May.
- J** Non-Capital FF&E unbudgeted expenditures are for overhead cabinets.
- K** Non Cap Hardware/Software expenditure for new desktop computer.

*** Budget Transfers and Resolutions processed during the month are as follows:**

Transfer to:		
Non-Capital Hardware/Software	+	\$ 910
TOTAL	+	\$ 910
Transfer from:		
Gasoline / Diesel	-	\$ 910
TOTAL	-	\$ 910

Settlement Interest Allocation
May 31, 2017

L. Ainsworth

		CFB	SBA	FEITF	FL CLASS	FMIvT 1-3	FLGIT	LTIP	Total
Total month-end bank balances	A	\$508,417.21	\$3,806.83	\$2,875,009.92	\$8,028,624.71	\$10,737,301.64	\$12,662,082.39	\$3,943,225.01	\$38,758,467.71
Percentage of total	B	1.312%	0.010%	7.418%	20.715%	27.703%	32.669%	10.174%	100.00%
Amenity Settlement Balance as of Prior Month	C								9,982,629.68
Current Month Pro-rata balance C balance times B percentage	D	130,947.92	980.49	740,487.45	2,067,852.32	2,765,499.06	3,261,245.53	1,015,616.91	9,982,629.68
Interest rates (1 Month-Annualized)	E	0.38%	1.12%	1.03%	1.07%	1.68%	2.03%	17.05%	
Calculated interest D balances times E rate		41.47	0.92	635.59	1,843.83	3,871.70	5,516.94	14,430.82	26,341.27
Direct Expenses	*	(211,667.16)	-	-	-	-	-	-	(211,667.16)
Current Month Ending Balance		<u>\$ (80,677.77)</u>	<u>\$981.41</u>	<u>\$741,123.04</u>	<u>\$2,069,696.15</u>	<u>\$2,769,370.76</u>	<u>\$3,266,762.47</u>	<u>\$1,030,047.73</u>	<u>\$9,797,303.79</u>

Del Mar Entry Gate	-
Boone Entry Gate	-
Schwartz Park	-
Golfview Lake	-
Saddlebrook Renovation	206,967.50
Mulberry - Pickleball Courts	-
Hacienda Trail & Other North	4,699.66
Mulberry Dog Park Improvements	-
El Santiago RR Addition	-
El Santiago Fountain	-
* Total Current Month Exp	<u>211,667.16</u>

Summary

Settlement Proceeds	33,149,250.96
2005 Jr Bond Payoff	(2,933,268.08)
Interest	943,267.96
Multi-Modal Path Revenue	900.00
Multi -Modal Path Expenses	(9,055,667.11)
De La Vista Multi-Modal Path	(62,290.58)
Paradise Park	(2,031,631.10)
Southside Renovation	(202,270.11)
Hacienda Pool Bath	(575,309.11)
Chula Vista Renovation	(606,757.76)
Silver Lake Renovation	(629,207.80)
El Santiago - Building Purchase	(350,035.50)
El Santiago - New Club Building	(2,219,491.76)
Lindsey Golf Maintenance Facility	(649,696.94)
Woodshop Club Parking Lot	(162,791.17)
Saddlebrook Pavilion	(79,744.28)
Tierra del Sol	(1,856,527.25)
Gate Connectivity	(912,090.50)
Del Mar Entry Gate - Restroom Addition	(75,266.09)
Del Mar Improvements	(7,500.00)
Boone Entry Gate - Restroom Addition	(72,573.99)
Schwartz Park - Pavilion Construction	(177,102.35)
Golfview Lake - New Dock w/ Pavilion	(279,977.96)
Saddlebrook Renovation	(1,055,344.63)
Mulberry - Pickleball Courts	(14,788.40)
Mulberry Dog Park Improvements	(40,191.35)
El Santiago Restroom Addition	(15,732.05)
Hacienda Trail & Other North of 466	(220,074.26)
El Santiago Fountain	(10,785.00)
	<u>9,797,303.79</u>

VARIANCE

0.00



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: Barbara Kay, Budget Director
DATE: 7/12/2017
SUBJECT: **RAD Fund: Capital Project Work Plan**

ISSUE: Fiscal Year 2016-17 RAD Fund: Capital Project Work Plan - July

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
▣ RAD Capital Project Plan	Presentation
▣ Settlement RAD Capital Project Plan	Presentation

OB - Original Budget
CF - Carryforward
FT - Fund Transfer

RAD FUND CAPITAL PROJECT WORK PLAN - FY 2016-17

ID	Facility - Project	Budget FY 2016-17	Budget Entry	Status	Duration	Start	Finish	October	November	December	January	February	March	April	May	June	July	August	September
1	SAVANNAH - Bleacher Renovation	\$225,000.00	OB		200 days	Tue 2/7/17	Fri 8/25/17												
2	Scheduled Project Timeline	\$0.00			200 days	Tue 2/7/17	Fri 8/25/17												
3	Construction Phase Facility Impact: Theater Closed	\$0.00			45 days	Wed 7/12/17	Fri 8/25/17												
4	PARADISE - Maxicom Irrigation Sys Conversion	\$62,875.00	OB/FT		166 days	Tue 2/7/17	Sat 7/22/17												
5	Scheduled Project Timeline	\$0.00			166 days	Tue 2/7/17	Sat 7/22/17												
6	Construction Phase Facility Impact: Opened	\$0.00			46 days	Wed 6/7/17	Sat 7/22/17												
7	PARADISE - Bocce Court Renovations	\$33,525.00	OB		176 days	Fri 1/13/17	Fri 7/7/17												
8	Scheduled Project Timeline	\$0.00			176 days	Fri 1/13/17	Fri 7/7/17												
9	Construction Phase Facility Impact: Closed	\$0.00			26 days	Mon 6/12/17	Fri 7/7/17												
10	TIERRA DEL SOL - Bocce Courts	\$30,000.00	OB		212 days	Thu 12/8/16	Fri 7/7/17												
11	Scheduled Project Timeline	\$0.00			212 days	Thu 12/8/16	Fri 7/7/17												
12	Construction Phase Facility Impact: Closed	\$0.00			82 days	Mon 4/17/17	Fri 7/7/17												
13	GOLF - EL DIABLO - Bulk Head & Erosion Control	\$30,000.00	OB		139 days	Mon 5/15/17	Sat 9/30/17												
14	Construction Phase Facility Impact: Partial Closure	\$0.00			139 days	Mon 5/15/17	Sat 9/30/17												
15	GOLF - EL DIABLO - Green & Tee Renovation	\$327,000.00	OB		139 days	Mon 5/15/17	Sat 9/30/17												
16	Construction Phase Facility Impact: Closed	\$0.00			139 days	Mon 5/15/17	Sat 9/30/17												
17	GOLF - SILVER LAKE - New Putting Green	\$32,850.00	OB	FY 17-18	1 day	Sun 10/1/17	Sun 10/1/17												
19	MULBERRY GROVE - Mulberry Stage Control Panel	\$21,835.00	OB	FY 17-18	1 day	Sun 10/1/17	Sun 10/1/17												
21																			
22	RIO GRANDE- Air Gun Structure	\$21,000.00	OB	ON HOLD	1 day	Sat 10/1/16	Sat 10/1/16												
24	EL SANTIAGO, MC-9, MC-28 - Chemical Treatment System	\$6,320.00	OB/FT	CANCELED	1 day	Sat 10/1/16	Sat 10/1/16												
26	NON-FACILITY-PUMP 14-01 PS - Chemical Treatment System	\$1,467.00	OB/FT	CANCELED	1 day	Sat 10/1/16	Sat 10/1/16												
28																			
29	SOUTHSIDE - Vak Pak Pool Filter System	\$42,610.00	FT	COMPLETE	213 days	Thu 11/10/16	Sat 6/10/17												
32	SADDLEBROOK - Chemical Reclaim Building	\$189,093.00	OB	COMPLETE	239 days	Fri 9/30/16	Fri 5/26/17												
35	SAVANNAH - Vak Pak Pool Filter System	\$42,917.00	OB/FT	COMPLETE	156 days	Thu 12/8/16	Fri 5/12/17												
38	SADDLEBROOK - Vak Pak Pool Filter System	\$31,900.00	CF	COMPLETE	141 days	Thu 12/8/16	Thu 4/27/17												
41	GOLF - EL SANTIAGO - Structure for Sand/Dumpster Storage	\$38,750.00	CF	COMPLETE	200 days	Fri 9/30/16	Mon 4/17/17												
44	NON-FACILITY-PUMP 14-1 & HIGGINS - Control Sys Replacement	\$26,000.00	OB	COMPLETE	107 days	Sun 1/1/17	Mon 4/17/17												
46	SAVANNAH - Rebuild Shuffleboard Courts	\$35,000.00	OB	COMPLETE	43 days	Tue 1/17/17	Tue 2/28/17												
48	NON-FACILITY - Replace Feature Fountain @ 466/Buena Vista	\$20,000.00	OB	COMPLETE	15 days	Tue 2/14/17	Tue 2/28/17												
50	SAVANNAH - Roof Replacement	\$261,056.00	CF	COMPLETE	201 days	Mon 8/1/16	Fri 2/17/17												
53	EI DIABLO/EL SANTIAGO STARTER - Pump Control Sys Replacement	\$14,926.00	OB/FT	COMPLETE	2 days	Wed 12/21/16	Thu 12/22/16												
55	HILLTOP STARTER SHACK - Parking Lot Mill/Overlay	\$16,832.00	OB	COMPLETE	2 days	Mon 12/12/16	Tue 12/13/16												

SETTLEMENT - CAPITAL PROJECT WORK PLAN - FY 2016-17

ID	Facility - Project	Estimated Project Costs	Status	Duration	Start	Finish	October	November	December	January	February	March	April	May	June	July	August	September
1	HACIENDA TRAIL	\$2,582,300.00		180 days	Mon 6/26/17	Fri 12/22/17												
2	Construction Phase	\$0.00		180 days	Mon 6/26/17	Fri 12/22/17												
3	SADDLEBROOK - Renovation	\$1,600,000.00		416 days	Wed 6/8/16	Fri 7/28/17												
4	Scheduled Project Timeline	\$0.00		402 days	Wed 6/8/16	Fri 7/14/17												
5	Construction Phase	\$0.00		180 days	Mon 1/16/17	Fri 7/14/17												
6	Estimated Facility Opening	\$0.00		1 day	Fri 7/28/17	Fri 7/28/17												
7																		
8	EI SANTIAGO - Indoor Restroom	\$15,000.00	COMPLETE	23 days	Tue 11/1/16	Wed 11/23/16												
10	MULBERRY DOG PARK - Paved Path and Parking Lot	\$42,000.00	COMPLETE	43 days	Mon 12/5/16	Mon 1/16/17												
12	EL SANTIAGO - Fountain Installation	\$21,000.00	COMPLETE	7 days	Tue 2/14/17	Mon 2/20/17												
14																		



AGENDA REQUEST

TO: Amenity Authority Committee

FROM: John B. Rohan, Director of Recreation & Executive Golf

DATE: 7/12/2017

SUBJECT: Addition of “Parks” to Recreation department title

ISSUE: The Villages Community Development Districts adding “Parks” to our Recreation title to read “The Villages Community Development Districts Recreation and Parks” department.

ANALYSIS/INFORMATION:

On November 2016, The Villages Community Development Districts Recreation Department received its 5 year re-accreditation through the National Recreation and Parks Association (NRPA). As we shared with the boards and community the District’s Recreation Department is one of only 21 agencies to be accredited in the state of Florida.

During this accreditation review process, along with the current new Park elements being improved, and developed, as well as the growth of the community, our department recognized the timing was ideal to expand our department title to include “**Parks**”. This would allow us to be recognized on the community, local, state and national level as The Villages Community Development Districts Recreation and Parks department.



Recreation will continue to be our primary objective with our Parks component offering complimentary enhancements for additional passive and active recreational opportunities to our residents (listing of current parks attached).

This month is celebrated as National Parks and Recreation months which is endorsed and supported by NRPA. In the spirit of this year’s theme “Get Your Play On”, our department is using July to publicly introduce our new department logo, brand and name to the community and our elected board members. The recreation department is thankful for the continued support of our department’s mission, vision, purpose and core values of providing recreation and parks services to our community.

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
▣ The Villages Parks Listing	Cover Memo

The Villages Parks

The Villages District Recreation Department's parks add another dimension to enrich the active and passive lifestyles of all residents and their guests by meeting their existing and further outdoor recreational needs.

Hours: 7:00 a.m. - Dusk

Ashland Park	scenic lake view, picnic table	located by Ashland Neighbor Pool
Boone Park	picnic table, cement bench, grill, dock, cabana	corner of Kim Lane & Silver Oak
Fenney	benches, picnic tables, walking paths exercise stations	3225 Spanish Moss Way
Golfview Lake	picnic tables, deck	behind Paradise Recreation Center
Kelsea Park	open recreation area	in the Village of Silver Lake
Lake Miona Fitness Trail	9 station outdoor fitness course	next to pavilion at Lake Miona Recreation Center
Lake Mira Mar	benches, floating dock	behind La Hacienda Recreation Center
Live Oaks Park	boardwalk, walking path, picnic tables, benches	760 Mission Hills Run
Paradise Park	benches, picnic tables, walking path, exercise stations	bottom east side of golf cart bridge & behind the archery range
Schwartz Park	picnic table, cabana dock, lake observation platforms	Debra Drive & Aloha Way
Sharon Rose Wiechens Preserve	walking path, lake boardwalk, Lake observation tower	3514 Moyer Loop
Springdale Fitness Trail	golf car parking, ½ mile nine station course	17210 Belle Meade Circle
Springdale Walking Trail	golf car parking, 1/3 mile trail	17210 Belle Meade Circle
Sunset Park	sunset observation, golf car parking, panoramic view of Lake Sumter & Lake Sumter Landing	located on Morse Boulevard Causeway golf car park
Veteran's Memorial Park		call 753-1716 for information
Wilkerson Creek	scenic walk along Wilkerson Creek, assorted landscape features ornamentals, various species of trees & aquatic vegetation, including blueberry patch (season)	By Lake Sumter Landing
Wilkerson Creek Children's Playground	children's park featuring child-safe playground equipment with benches and a picnic pavilion	By Lake Sumter Landing

Further information is available at the entrance to the parks or call 674-1800



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: District Staff
DATE: 7/12/2017
SUBJECT: Hurricane Preparedness

ISSUE: Please refer to attachment.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
☐ Hurricane Preparedness	Cover Memo



**GET A
PLAN!**
FloridaDisaster.org

Are you prepared for a hurricane...

ASK YOURSELF:

- ✓ Is your family prepared to be on its own for 3 days or more?
- ✓ Do you have enough food, water and other critical supplies for your entire family to last at least 3 days? A case of bottled water (24 16.9oz bottles) is just over 3 gallons of water. Enough for 1 person for 3 days!
- ✓ Do any or your family members have medical or other Special Needs?
- ✓ Do you have a plan for your pets?

IS YOUR FAMILY READY?

The first step toward protecting your family is to make sure you have a Family Disaster Plan.

Creating your own plan is simple and it only takes a few minutes. Just visit www.FloridaDisaster.org and click "Get a Family Plan." Completing the plan is as easy as doing an Internet search or downloading music. And having a plan for your family will help ensure their safety and comfort before, during and after a storm.

Once at www.FloridaDisaster.org, you will be asked to provide information about your home, your family, and pets. Using this information, the website will create a personalized Family Disaster Plan that you can print and save for future emergencies.

Included in your plan will be:

- ✓ Recommended amounts of food and water based on the size of your family..
- ✓ Checklists of important steps to take before, during, and after a disaster.

Your Family Disaster Plan will also include detailed instructions on creating a disaster supply kit for your family.

This kit should include:

- ✓ At least 3 days' worth of drinking water and non-perishable food for your entire family.
- ✓ At least 3 days' worth of batteries for flashlights and radios.
- ✓ At least 3 days' worth of vital prescription drugs.
- ✓ At least 3 days' worth of diapers and essential baby supplies if you have small children.
- ✓ An outdoor grill and fuel.
- ✓ A generator with fuel. DO NOT USE generator in garage or on porch. You can die!

Don't have Internet access at home? You can still get a plan.

Visit your local library and ask for assistance logging onto www.FloridaDisaster.org. You can create and print your plan from the library's public computer. You may also use the computer labs in the Savannah Center and Paradise Recreation Center.



The Villages Public Safety
Department
3035 S. Morse Blvd
The Villages, FL 32163

352-205-8280

The Villages®
Community Development Districts



AGENDA REQUEST

TO: Amenity Authority Committee

FROM: District Staff

DATE: 7/12/2017

SUBJECT: **The Saddlebrook Recreation Center Ribbon Cutting will be held on Friday, July 28, 2017 at 10:00 a.m.**

ISSUE:

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:



AGENDA REQUEST

TO: Amenity Authority Committee
FROM: District Staff
DATE: 7/12/2017
SUBJECT: **Chairman Bell: MMPDG After Agenda**

ISSUE: Please refer to attachment.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:

ATTACHMENTS:

Description	Type
▣ MMPDG After Agenda	Cover Memo

The Villages®

Community Development Districts

Multi-Modal Path Discussion Group

Craig Estep	District 1	Chuck Wildzunas	District 5 (PWAC)
Marty Rothbard	District 2	Peter Moeller	District 6 (PWAC) (Chair)
Steffan Franklin	District 3	Ron Ruggeri	District 7 (PWAC)
Jim Murphy	District 4	Dennis Hayes	District 8 (PWAC)
Carl Bell	AAC	Steve Brown	District 9 (PWAC)
		Don Wiley	District 10 (PWAC)

**Friday
June 29, 2017
9:00 a.m.**

**Savannah Regional Recreation Center
1545 Buena Vista Boulevard
The Villages, Florida 32162**

Please note: Audience Comments are not to exceed 2 minutes per speaker and should not duplicate prior comments received.

AFTER AGENDA

1. Call to Order
 - a. Roll Call – **Representative in attendance for all Districts except AAC.**
 - b. Pledge of Allegiance
 - c. Observation of a Moment of Silence
2. Committee Discussion re: Speed Bumps
 - a. District Representative Input – Each District provided an overview of their Board's position on speed bumps. **Districts 1, 2, 3, 4, 8, 9 and 10 do not have existing speed bumps. Districts 5 and 6 have existing speed bumps and will address existing or future requests for speed bumps when requests are received. (The installation of speed bumps falls under the purview of each numbered District.)**
 - b. Public Comment – Public comment was received against the installation of speed bumps and a suggestion was made to consider installing speed bumps on roadways at the gate entrances and remove speed bumps from paths. (With the exception of Marion County, any request to install speed bumps on the roadway would fall within the purview of the County or municipality)
3. Committee Discussion re: Directional Signage
 - a. District Representative Input – **Districts 3 is not in favor of any additional signage. Discussion occurred about uniformity and standardization of limited signage, signage at tunnel exits, visibility and ease of reading during the day and reflectivity at night. Staff to have Traffic Engineer review existing visibility issues of granite signage south of 466A, review Stop/safety Signage along paths and at tunnel exits and possibility of including directions on**

The Villages®

Community Development Districts

signage at tunnel exits. Request recommendation from Engineer to standardize color schemes (MUTCD) and layout of directional signage and posts, with a pictorial representation to be utilized in a pilot program to receive resident input.

- b. Public Comment – Public comments were received.
- 4. Committee Discussion re: Wayfinding Signage – A wayfinding signage study will not be completed at this time.
 - a. District Representative Input
 - b. Public Comment
- 5. Committee Discussion
 - a. Discussion of Future Meetings – Staff will schedule an additional meeting date to review Engineer's recommendation following budget adoptions in September.
- 6. Public Comments
- 7. Staff Reports
- 8. Adjourn – Meeting was adjourned at 10:32 a.m.