



District 5 - Chuck Wildzunas, Supervisor
District 6 - Peter Moeller, Chairman
District 7 - Ron Ruggeri, Vice Chairman
District 8 - Dennis Hayes, Supervisor
District 9 - Steve Brown, Supervisor
District 10 - Don Wiley, Supervisor

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

AGENDA

April 3, 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

NEW BUSINESS:

2. Approval of the Minutes
Approval of the Minutes from the Project Wide Advisory Committee Meeting held on February 6, 2017.
3. Amendment to Resolution Establishing the Project Wide Advisory Committee
Review and discussion regarding the amendment to the Resolution establishing the Project Wide Advisory Committee providing for additional duties.

OLD BUSINESS:

4. Status Update: Morse Boulevard Embankment Revetment Project
Status update to be provided.
5. Status Update: Lake Miona Water Conservation Easement
Status update to be provided.

REPORTS AND INPUT:

6. Staff Reports
7. District Counsel Reports
8. Supervisor Comments
9. 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) 751-6700 at least five calendar days prior to the meeting.



AGENDA REQUEST

TO: Project Wide Advisory Committee
FROM: Jennifer McQueary, District Clerk
DATE: 4/3/2017
SUBJECT: **Approval of the Minutes**

ISSUE: Approval of the Minutes from the Project Wide Advisory Committee Meeting held on February 6, 2017.

ANALYSIS/INFORMATION: Staff requests the Committee approve the Minutes from the Project Wide Advisory Committee Meeting held on February 6, 2017.

STAFF RECOMMENDATION: Staff recommends the Committee approve the Minutes from the Project Wide Advisory Committee Meeting held on February 6, 2017.

MOTION: Motion to approve Minutes from the Project Wide Advisory Committee Meeting held on February 6, 2017.

ATTACHMENTS:

Description	Type
▣ 2-6-17 Minutes	Cover Memo

**MINUTES OF MEETING
PROJECT WIDE ADVISORY COMMITTEE**

The Meeting of the Project Wide Advisory Committee was held on Monday, February 6, 2017 at 9:00 a.m. in the Large Conference Room of the District Office, 984 Old Mill Run, The Villages Florida, 32162.

Committee Members present and constituting a quorum:

Peter Moeller	Chairman (District 6)
Ron Ruggeri	Vice Chairman (District 7)
Chuck Wildzunus	Committee Member (District 5)
Dennis Hayes	Committee Member, (District 8)
Steve Brown	Committee Member (District 9)
Don Wiley	Committee Member (District 10)

Staff Present:

Janet Tutt	District Manager
Sam Wartinbee	District Property Management Director
Barbara Kays	Budget Director
Jennifer McQueary	District Clerk
Brittany Wilson	Assistant to District Manager

FIRST ORDER OF BUSINESS: Call to Order

A. Roll Call

Chairman Moeller called the meeting of the Project Wide Advisory Committee (PWAC) to order at 9:01 a.m. and stated for the record that a representative from each District was in attendance.

B. Pledge of Allegiance

The Chairman led the Pledge of Allegiance.

C. Audience Comments

There were no audience comments.

SECOND ORDER OF BUSINESS: **Approval of the Minutes**

On MOTION by Ron Ruggeri, seconded by Chuck Wildzunas, with all in favor, the Committee approved the Minutes from the Meeting held on November 6, 2016.

THIRD ORDER OF BUSINESS: **Status Update: Morse Boulevard Embankment
Revetment Project**

Sam Wartinbee, District Property Management (DPM) Director, advised that Staff met with Richard Busche of Kimley-Horn & Associates (KHA) and the Coastal Engineer who advised that a successful drop test of the lime rock that exists in the Village of Fenney has been completed. The District anticipates including an alternate pricing request within the solicitation which will identify the cost to pick-up, deliver and install the lime rock from the Village of Fenney location for the revetment project. Mr. Wartinbee stated that KHA is very close to completing the final construction plans and the District will then issue a Request for Proposal (RFP) for the project.

Janet Tutt, District Manager, advised that Staff is working closely with KHA to move the RFP process forward in hopes the District will receive a benefit from utilizing the lime rock in the Village of Fenney (District 12) prior to construction being completed in that area.

Supervisor Hayes inquired if the original intent of the Engineers was to utilize lime rock for the revetment project and inquired if there were any solubility concerns. Mr. Wartinbee stated the utilization of lime rock was originally intended for the project.

FOURTH ORDER OF BUSINESS: Status Update: Lake Miona Water Conservation Easement

Ms. Tutt stated that at the November 6, 2017 meeting the Committee requested that Staff, Lewis Stone, District Counsel, Jeff Pardue, the District's Environmental Engineer, the residents who reside near the Lake Miona Water Conservation Easement and their consultant/attorney meet to review the information submitted to the Committee, which has occurred. The discussions during that meeting did not only include a review of the plan submitted by the residents but it also included a review of the plan

that had previously been submitted to Southwest Florida Water Management District (SWFWMD) by the District. The original plan submitted by the District did not include the in-depth analysis for ongoing monitoring that the residents' plan does and there were some differences pertaining to clearing. Ms. Tutt stated there was an understanding achieved during the meeting that Staff's recommendation to the Committee would be that Ms. Tutt, Mr. Wartinbee, Mr. Pardue and Mr. Stone would meet with SWFWMD to review the reasons why the denial of the District's initial plan occurred. This will allow Staff to identify under what parameters a plan would be approved and what the estimated costs to complete the maintenance and ongoing monitoring would be. The cost estimate submitted by the residents' consultants was \$75,000 but Staff needs to confirm what the actual figure would be.

Vice Chairman Ruggeri inquired if the District has a legal responsibility to mitigate. Ms. Tutt stated Staff believes based on the original language that the District is responsible for ongoing maintenance, but the question is to what extent the maintenance has to be completed, which is why Staff is recommending meeting with SWFWMD to identify the issues with the District's initial plan and to determine what mitigation and monitoring plan would be approved.

Chairman Moeller stated that the original plan included utilization of cattle and wants to ensure that unintended consequences would not result because of the runoff and that whether the cattle would become a spectacle. Ms. Tutt stated that she believes consideration for the utilization of cattle would be premature at this time. The Committee provided consensus for Staff to meet with SWFWMD.

FIFTH ORDER OF BUSINESS: Fiscal Year 2017/2018 Budget Process

The timeline for the Fiscal Year 2017/2018 budget process was provided to the Committee as information.

Chairman Moeller requested clarification of which budgets the Committee would be reviewing as part of the Fiscal Year 2017/2018 budget process. Ms. Tutt stated the Committee will be reviewing the Project Wide Fund Budget.

Supervisor Wiley inquired if District 11 is included in the Project Wide allocation at this time. Barbara Kays, Budget Director, advised that she will confirm whether District 11 has been included within the Project Wide Fund. Ms. Tutt stated that Staff has not moved forward with a request to the

District 11 Board to include a representative on the PWAC to date because there are not an adequate number of residents serving on the Board who can be appointed to the various Committees.

SIXTH ORDER OF BUSINESS: Piggyback on Bid (ITB) #14B-037 Preserve and Wetland Mowing

Ms. Tutt advised that the Sumter Landing Community Development District's (SLCDD) Board approved Staff's recommendation to piggyback off of Bid #14B-037 for preserve and wetland mowing at their January 19, 2017 meeting.

Supervisor Hayes requested confirmation that the requests to piggyback contracts are all activities that have been previously funded by the Project Wide Fund. Ms. Tutt stated that Supervisor Hayes' comment is correct.

SEVENTH ORDER OF BUSINESS: Asphalt Rejuvenation Project, Piggyback City of Margate Invitation to Bid

Ms. Tutt advised that the SLCDD Board approved Staff's recommendation to piggyback off of the City of Margate's contract for their Asphalt Rejuvenation Project at their November 17, 2016 meeting.

Vice Chairman Ruggeri inquired if any further concerns have been brought forward as part of the rejuvenation project. Mr. Wartinbee stated that the concerns that were brought forward pertained to the microsurfacing project and have been resolved.

EIGHTH ORDER OF BUSINESS: Addition of District 6 Basins to Landscape and Irrigation Maintenance RFP #13P-004

Ms. Tutt advised that the SLCDD Board approved the addition of District 6 Basins to the Agreement for Landscape and Irrigation Maintenance (RFP #13P-004) at their February 16, 2017 meeting.

Chairman Moeller inquired why only District 6 basins were being addressed as part of the contract. Mr. Wartinbee stated originally District 6 was constructed in two (2) phases and the request

for piggyback will address the portion of basins identified in the contract until the District 7 basin contract has expired and then a Request for Proposal (RFP) can be issued for maintenance of both Districts.

NINTH ORDER OF BUSINESS: Staff Reports

There were no Staff Reports.

TENTH ORDER OF BUSINESS: District Counsel Reports

District Counsel was not present.

ELEVENTH ORDER OF BUSINESS: Supervisor Comments

Vice Chairman Ruggeri inquired why unmanned gates have separate “Visitor” and “Resident” lanes. Ms. Tutt stated the lane configuration provides consistency for all gate entrances throughout The Villages.

Vice Chairman Ruggeri requested that Staff consider utilizing Community Watch at the Belvedere gate to address traffic congestion. Ms. Tutt stated that Staff will review and, if necessary, have a Community Watch attendant posted at the gate to assist with traffic flow.

Supervisor Hayes stated during his review of SLCDD Resolution 13-05, which is the Resolution that established the PWAC, he identified that the Resolution provides that the Committee will annually appoint a Chairman and a Vice Chairman, which had not been previously and made the following motion:

On MOTION by Dennis Hayes, seconded by Don Wiley, with all in favor, the Committee re-appointed Peter Moeller as Chairman and Ron Ruggeri as Vice Chairman.
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Ms. Tutt apologized for the oversight and advised that Staff will include this item on future agendas annually.

Chairman Moeller inquired if the PWAC will need to hold its March 6, 2017 meeting. Ms. Tutt stated if there are no critical items to be addressed by the Committee Staff will inquire with the

Chairman whether or not they would like to hold the meeting. Additionally, until Staff moves forward with the budget amendment for the recently purchased amenities to the Sumter Landing Amenities Division (SLAD), Staff cannot begin to plan for the additional fiscal year budgets. Unlike, the numbered Districts, the SLAD Fund is not tied to approval of its budget based on the assessment rate timeframe.

Duane Johnson, District 8 Resident, requested clarification of the ultimate responsibility of the Project Wide Fund budget. Ms. Tutt stated the Project Wide Fund is a fund of the SLCDD which is reviewed and recommended for approval by the PWAC.

Chairman Moeller stated that the PWAC represents the residents south of CR 466 and advises the SLCDD on Project Wide Fund related items. Ms. Tutt stated the SLCDD Board will approve those items recommended for the Project Wide Fund by the PWAC unless there are issues that are illegal, immoral or contrary to the bond documents.

TWELFTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 9:38 a.m.

On MOTION by Chuck Wildzunas, seconded by Dennis Hayes, with all in favor, the Committee adjourned the meeting.
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Janet Y. Tutt
Secretary

Peter A. Moeller
Chairman



AGENDA REQUEST

TO: Project Wide Advisory Committee

FROM: Janet Y. Tutt, District Manager

DATE: 4/3/2017

SUBJECT: **Amendment to Resolution Establishing the Project Wide Advisory Committee**

ISSUE: Review and discussion regarding the amendment to the Resolution establishing the Project Wide Advisory Committee providing for additional duties.

ANALYSIS/INFORMATION:

As the Project Wide Advisory Committee is aware, the purchase agreement entered into with The Villages of Lake-Sumter, Inc. included the following condition:

Both purchaser and seller believe that input by the residents on the operation and activities of the Transferred Facility will be beneficial for the community. The Purchaser and Seller agree to work cooperatively to develop such a committee comprised of residents within the Sumter Landing Service area before Closing.

Prior to closing, both the Seller and Sumter Landing Community Development District (SLCDD) agreed to move forward with the expansion of the Project Wide Advisory Committee's (PWAC) responsibilities to meet the intent of the Purchase Agreement's condition of sale.

While the purchase was completed November 15, 2016, it has taken longer than anticipated and a substantial amount of work on the part of many staff members to incorporate the operations, funding and personnel. I would like to acknowledge the extra work performed by all the District departments who did not miss a beat taking on the additional responsibility while not negatively impacting other responsibilities. The work spanned from Risk Management issues to Budgets to Finance to Property Management and everything in between.

We anticipate taking the amended budget to Sumter Landing Community Development District in April. Once the initial budget, which incorporates the dollars/expenses/revenues from the purchase, is incorporated into the SLCDD budget through an amendment, it will be appropriate to begin the process of incorporating the PWAC into the decision making pertaining to policies, procedures and expenditures.

For your review and input, a proposed Resolution to amend the current Resolution which originally established the PWAC is being provided to you.

The timing for the SLCDD to review and approve an amended Resolution is dependent on your review of the Resolution and a decision as to whether you direct staff to have the Resolution also reviewed by each of your Districts.

The PWAC has proven itself and has been successful in its policy development and management and budgeting of the Project Wide Funds. This success is evident in the trust and support of all actions of the PWAC by the SLCDD Supervisors.

While I believe the amended Resolution is self-explanatory, should you have questions or wish to individually further discuss prior to your meeting, please contact me.

STAFF RECOMMENDATION:Staff recommends the PWAC review for discussion.

MOTION:

ATTACHMENTS:

Description	Type
❏ PWAC Resolution	Cover Memo

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUMTER LANDING COMMUNITY DEVELOPMENT DISTRICT, FLORIDA; PROVIDING FOR ADDITIONAL PURPOSE AND FUNCTIONS OF THE PROJECT WIDE ADVISORY COMMITTEE; PROVIDING FOR AN ADDITIONAL PROJECT WIDE ADVISORY COMMITTEE MEMBER; PROVIDING FOR COMPLIANCE WITH APPLICABLE LAWS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Sumter Landing Community Development District (“SLCDD”) and Village Community Development Districts Numbers 5, 6, 7, 8, 9, and 10 have entered into a Second Amended and Restated Interlocal Governmental Agreement For Maintenance of Project Wide Improvements on May 1, 2010, which the Brownwood Community Development District became a party to via Joinder and Consent executed on September 20, 2012, and Village Community Development District 11 became a party through a Joinder and Consent Agreement on March 11, 2015, to provide funding and maintenance for certain defined common areas as provided for in Exhibit “A” of the Interlocal Agreement of general benefit to all resident and users of said common areas (“Project Wide Improvements”); and

WHEREAS, the Interlocal Agreement provides that SLCDD shall coordinate and supervise the maintenance of the Project Wide Improvements; and

WHEREAS, an advisory committee can provide an important communication link between governmental agencies, the public and the Sumter Landing Community Development District Board of Supervisors (“Board”) and can lead to improved service and decision making; and

WHEREAS, the Board established a Project Wide Advisory Committee (“PWAC”) to provide input, explore issues and provide advice and recommendations to Board on issues related to its aforementioned contractual obligations set forth in the Interlocal Agreement; and

WHEREAS, the Board now wishes the PWAC to provide input, explore issues and provide advice and recommendations to Board on issues related to Amenity fees to include but are not limited to policies, procedures, and budgets; and

WHEREAS, the Board now wishes to include Village Community Development District 11 as a member of the PWAC; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the Sumter Landing Community Development District, Florida:

1. Purpose of the PWAC:

The purpose of the PWAC as provided for in Resolution 13-05 is now expanded to provide input, explore issues and provide advice and recommendations to the Board on issues related to the SLCDD owned Amenity Facilities.

2. The PWAC shall have the following additional powers, duties and responsibilities:

- a. Establishing the Sumter Landing Amenity Division budget and determining expenditures of all non-bond and Villages Public Safety Department required Amenity Funds, review budget to actual statements and review and recommend all capital expenditures through the budget process or outside the budget process as the need develops.
- b. Approve solicitation of and then review and recommend contract renewals and bid and proposal awards to the Board.
- c. Explore significant and important issues as they arise, develop a plan of action and take the necessary steps to address them.
- d. Rate setting of Amenity Facility user fees to the extent permissible under the Declaration of Restrictions.
- e. Operational control over Amenity Facilities and services but may not interfere with the day-to-day operation of the Amenity Facilities.
- f. Establishing from time-to-time a maximum Amenity Fee for the SLCDD owned Amenity Fees such that increases in Amenity Fees whether by Consumer Price Index, resale of a home or otherwise will not result in an Amenity Fee owned by the SLCDD having to pay in excess of such maximum amount.
- g. To appoint advisory, administrative or operation subcommittees and to work cooperatively with the Village Center Community Development District Amenity Authority Committee in the exercise and performance of the duties provided for under this Resolution to guarantee policies and procedures are consistent.
- h. To do all acts and things necessary or convenient for the conduct of its business in order to carry out the duties provided in the Resolution.
- i. Perform any other duties as assigned by the SLCDD.

3. Implementation of PWAC Decisions:

Since the PWAC is a committee of SLCDD and not a separate legal entity, at the SLCDD meeting following each PWAC meeting, SLCDD's intent is to enact, adopt or put into place those rules, policies, procedures and other actions of the PWAC within the scope of powers and limitations set forth in this Resolution and to approve and enter into those contracts and disburse those funds necessary and proper to implement the actions of the PWAC.

4. Limitations on PWAC Actions:

- a. All actions of the PWAC shall comply with the terms, provisions, covenants, representations, and warranties described in the Bond Documents. In no event shall a PWAC action cause a violation of the terms, provisions or covenants of the Bond Documents or cause any representation or warranty described in the Bond Documents to become untrue.
- b. All actions of the PWAC shall be subject and in compliance with the terms and provisions of the various Declarations of Restrictions which provide for the Amenity Fee each resident in the SLCDD service territory is obligated to pay.
- c. All actions of PWAC shall be subject to and in compliance with local, state and federal law and regulations including, but not limited to Florida Statutes.
- d. In no event shall an act of the PWAC result in reduction in services provided in exchange for the Amenity Fee.
- e. In no event shall the PWAC exercise any powers over fire services, or funds related to fire services, or setting or allocating management fees charged by Village Center Community Development District or any other facility or activity unrelated to the operation of Amenity Facilities or Amenity Fees.
- f. To continue to provide a seamless community, all policies, procedures, fees and services relating to Amenity Fees and Amenity Services provided to residents by The Village Center Community Development District and SLCDD shall be identical. It is understood that the Amenity Fee rate applicable throughout the SLCDD Service Territory varies and nothing contained herein shall be construed to mandate a uniform Amenity Fee.
- g. In no event shall any action by PWAC result in residents of The Villages outside the SLCDD Service Territory being treated differently than residents within the SLCDD Service Territory.

5. Expansion of PWAC Members:

The PWAC, established under Resolution 13-05, consisted of up to seven (7) members. Each of the Village Community Development Districts (CDDs) Number 5 through 10 and the Brownwood Community Development District were requested to provide a Supervisor from that District to serve on the PWAC. Each of the CDDs participating on the PWAC were also requested to appoint an alternate member to serve and attend meetings when that District's Supervisor member cannot attend a meeting. Since Resolution 13-05 was established, Village Community Development District (CDD) 11 has been established. The PWAC is now expanded to up to (8) members to request and allow a representative from CDD11 to be added to the Committee.

6. There is no obligation on the CDDs to provide a Supervisor to serve on the PWAC.

7. Compliance with Applicable Laws:

- a. The PWAC activities shall be consistent with federal and state laws and regulations.
- b. All meetings of the PWAC shall be open to the public and subject to the applicable provisions of the Florida open meetings ("Sunshine") laws, Section 286.011, Florida Statutes.
- c. The records of the PWAC shall also be subject to the applicable provisions of the Florida Public Records Law, Chapter 119, Florida Statutes.

8. Duties of the District Manager of the Sumter Landing Community Development District or designee for the PWAC:

- a. To administer the activities of the PWAC in accordance with the policies of the Board and this Resolution.
- b. To provide periodic written reports to the Board on the activities of the PWAC.
- c. To provide any additional technical or administrative support as deemed appropriate by the District Manager.

9. Effective Date. This Resolution shall take effect immediately upon adoption by the board of Supervisors, Sumter Landing Community Development District.

DONE and **RESOLVED** at The Villages, Florida this ____ day of _____ 2017.

ATTEST

**SUMTER LANDING COMMUNITY
DEVELOPMENT DISTRICT**

Janet Y. Tutt, Secretary

Michael Berning, Chairman



AGENDA REQUEST

TO: Project Wide Advisory Committee

FROM: District Staff

DATE: 4/3/2017

SUBJECT: **Status Update: Morse Boulevard Embankment Revetment Project**

ISSUE: Status update to be provided.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION:



AGENDA REQUEST

TO: Project Wide Advisory Committee

FROM: District Staff

DATE: 4/3/2017

SUBJECT: **Status Update: Lake Miona Water Conservation Easement**

ISSUE: Status update to be provided.

ANALYSIS/INFORMATION:

STAFF RECOMMENDATION:

MOTION: