

**MINUTES OF MEETING
VILLAGE COMMUNITY
DEVELOPMENT DISTRICT NO. 11**

A Meeting of the Board of Supervisors of Village Community Development District No. 11 was held on Thursday, February 7, 2019 at 11:00 a.m. in the District Office Large Conference Room, 984 Old Mill Run, The Villages Florida, 32162.

Board members present and constituting a quorum:

Don Brozick	Chairman
Allen Vanover	Vice Chairman
Patty Hoxie	Supervisor
Jim Covert	Supervisor

Staff Present:

Richard Baier	District Manager
Kenny Blocker	Assistant District Manager
Valerie Fuchs	District Counsel
Sam Wartinbee	District Property Management Director
Anne Hochsprung	Finance Director
Brittany Wilson	Director, of Technology and Board Services
Carrie Duckett	Director of Resident Services and Communication
Candice Lovett	Deputy District Clerk
Julie Kulas	Administrative Assistant

FIRST ORDER OF BUSINESS: **Call to Order**

A. Roll Call

Chairman Brozick called the meeting to order at 11:01 a.m. and stated for the record that four (4) Supervisors were present. Matt Hoopfer was absent.

B. Pledge of Allegiance

Chairman Brozick led the Pledge of Allegiance.

C. Observation of a Moment of Silence

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

D. Welcome Meeting Attendees

Chairman Brozick welcomed all those in attendance at the meeting.

E. Audience Comments

No audience comments were received.

SECOND ORDER OF BUSINESS:

Approval of the Minutes

On MOTION by Jim Covert, seconded by Allen Vanover, with all in favor, the Board approved the Minutes from the Meeting held on December 13, 2018.
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THIRD ORDER OF BUSINESS:

Acceptance of the Audit Report for Fiscal Year 2017-2018

Anne Hochsprung, Finance Director, reviewed the Statement of Activities as well as the Balance Sheet of Governmental Funds with the Board. The following items were highlighted from the Fiscal Year 2017/2018 audit:

- The assets and deferred outflows of the District exceeded its liabilities and deferred inflows as of September 30, 2018, by \$55,360,476 (net position). The net position is primarily restricted for debt service in the amount of \$51,429,525, with net investment in capital assets of \$2,661,212, and unassigned net position of \$1,269,739.
- The District's total net position decreased by \$539,951. The decrease in net position results primarily from depreciation expenses for capitalized fixed assets of \$1,193,398. Depreciation expense is provided to reflect the using up over time the value of capital equipment previously acquired, in order to allow for the planning and timely replacement or renovation of these assets which is required.
- At the close of the fiscal year, the District's General Fund reported a fund balance of \$1,269,739. Total governmental fund balances were \$8,804,530, with \$5,193,667 in the Debt Service Fund and \$2,341,124 in the Capital Projects Fund.

- At the end of the year, the unassigned fund balance of the General Fund was \$569,739 or 57.5 percent of total General Fund annual expenditures, a healthy contingency for unexpected expenditures.
- Special assessments are shown as assessments receivable. At the fund level, there is an offsetting line item for unavailable revenue, a deferred inflow, pertaining to assessments due in future years. The balance as of September 30, 2018 was \$50,341,276. Ms. Hochsprung responded to a Board inquiry.

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

The Board thanked Staff for their continued diligent efforts on behalf of the residents.

On MOTION by Allen Vanover, seconded by Patty Hoxie, with all in favor, the Board accepted the Village Community Development District No. 11 Audit Report for Fiscal Year 2017 – 2018.

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

Barbara Kays, Budget Director, advised that a budget review of the Fiscal Year 2019/2020 proposed budget is scheduled to occur during the May 9, 2019 regular meeting and approval of the Proposed Budget will take place during the Board's June 13, 2019 regular meeting. The Public Hearing to adopt the District's Fiscal Year 2019/2020 Final Budget is scheduled to occur during the Board's regularly scheduled September 12, 2019 meeting in the District's Large Conference Room. Staff is requesting that the Board approve the Fiscal Year 2018/2019 Budget Calendar.

On MOTION by Jim Covert, seconded by Allen Vanover, with all in favor, the Board approved the Fiscal Year 2019/2020 Budget Calendar as presented.

FIFTH ORDER OF BUSINESS: Operating Policies and Procedures

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

SIXTH ORDER OF BUSINESS: Old Business Status Update

There are no old business items to be addressed.

SEVENTH ORDER OF BUSINESS: Financial Statements

The Budget to Actual Statement as of December 31, 2018 was provided to the Board as information.

EIGHTH ORDER OF BUSINESS: District Manager Reports

A. Conservation Trail Wildlife Update

Sam Wartinbee, District Property Management (DPM) Director, provided the Board with a copy of the 911 map for Unit 31 and advised that along the homeowners' property on Conservation Trail there is a fence which is maintained by the homeowners, and a second fence that has hog wire on it, at the end of Conservation Trail, which extends into the wetland area. Mowing has been completed where the water level has allowed. Mr. Wartinbee stated that it has been identified that behind two (2) homes on the north side of the peninsula there is cord grass that was sprayed and weed whacked, which is not allowed per the wetland permit. The cord grass will have to be replanted. Staff will communicate with the homeowners, and if they admit to having the cord grass weed whacked the District will charge them

the cost for the replacement, but if that does not occur, the cord grass will have to be replaced by District 11.

Chairman Brozick stated that he would address the issue of the cord grass with the homeowners. Residents have voiced concern that there is nothing to block animals from coming into their yards from the conservation area and that the vegetation in the buffer is not indigenous to the area and needs to be removed. Mr. Wartinbee stated that the only maintenance that could be completed in the upland buffer is by the District's Environmental Consultants, Breedlove, Dennis & Associates, who would only be able to request approval from the Southwest Florida Water Management District (SWFWMD) to remove vegetation that is categorized as exotic or invasive. Mr. Baier stated that issues with residents cutting back vegetation or removing trees have occurred previously, and the replacement of the vegetation is the responsibility of the District, as the permit holder. It is important that residents are aware that they cannot have maintenance performed on property that is not theirs. Mr. Wartinbee stated that the maintenance of both sides of the fence is the responsibility of the homeowners and advised that if a homeowner wants to install wire on the homeowner's side of the fence behind their home that can be completed.

Vice Chairman Vanover stated that he believes the District should maintain three (3) feet around the preserve area. Mr. Baier stated that once the water recedes and the ground is dry enough, the District does have the ability to maintain three (3) feet, roughly two (2) passes with a mower, along the exterior of the fence line. Staff responded to additional inquiries by the Board and residents.

Mr. Baier advised that Staff will prepare a memorandum with a map which will clearly identify what maintenance will be completed along the fence line of Conservation Trail.

NINTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

TENTH ORDER OF BUSINESS: Supervisor Comments

A. Chairman Brozick: Discussion of District 11 Committee Representatives

Chairman Brozick stated that currently Supervisor Hoxie is the District 11 primary representative and Vice Chairman Vanover is the alternate representative for the Project Wide Advisory Committee

(PWAC) and the Multi-Modal Path Discussion Group (MMPDG) and inquired if both Supervisors were still interested in serving on those Committees. Vice Chairman Vanover and Supervisor Hoxie confirmed that they would both remain the District's representatives on the PWAC and MMPDG.

Chairman Brozick stated he attended the Investment Advisory Committee (IAC) meeting held on Tuesday, February 5, 2019 and volunteered to serve as the District's IAC representative but advised that an alternate was also necessary.

On MOTION by Jim Covert, seconded by Patty Hoxie, with all in favor, the Board appointed Don Brozick as the Investment Advisory Committee Primary Representative and Allen Vanover as the Alternate Representative District for Village Community Development District No. 11.

ELEVENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 12:00 p.m.

On MOTION by Allen Vanover, seconded by Jim Covert, with all in favor, the Board adjourned the meeting.

Richard J. Baier
Secretary

Don Brozick
Chairman