

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

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

Board members present and constituting a quorum:

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

Staff Present:

Richard Baier	District Manager
Kenny Blocker	Assistant District Manager
Lewis Stone	District Counsel
Sam Wartinbee	District Property Management Director
Barbara Kays	Budget Director
Anne Hochsprung	Finance Director
Jennifer McQueary	District Clerk
Candice Harris	Deputy District Clerk

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

A. Roll Call

Vice Chairman Nisbett called the meeting to order at 10:13 a.m. and stated for the record that three (3) Supervisors were present representing a quorum. Mike Berning and Gerry Lachnicht were absent.

B. Pledge of Allegiance

The Vice Chairman led the Pledge of Allegiance.

C. Observation of a Moment of Silence

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

D. Welcome Meeting Attendees

The Board welcomed all those residents in attendance.

E. Audience Comments

No audience comments were received.

CONSENT AGENDA:

Vice Chairman Nisbett advised the Board that a motion to approve the Consent Agenda is a motion to approve all recommended actions. All matters on the Consent Agenda are considered routine and no discussion will occur unless desired by a Supervisor or a member of the public.

On MOTION by Brad Brown, seconded by Randy McDaniel, with all in favor, the Board took formal action on the following items included on the Consent Agenda:

SECOND ORDER OF BUSINESS: Approval of the Minutes for the Meeting held on February 14, 2019.

THIRD ORDER OF BUSINESS: Approval to declare Nova Sports USA as the Standardized Product of use for Shuffleboard Court Resurfacing Projects at District Recreation Centers.

FOURTH ORDER OF BUSINESS: Approval of Amendment One to RFP #18P-014 Landscape and Irrigation Maintenance Agreement for District 12 Villas, Cul-De-Sacs, Basins and Roadways with Cepra Landscape, LLC for an annual increase of \$32,638.15 and an amended annual contract price of \$492,958.40 (\$41,079.87 monthly) and authorized the Chairman/Vice Chairman to execute the agreement.

FIFTH ORDER OF BUSINESS: Approval to terminate the contract for RFP #17P-023 with Premier Janitorial Services effective September 30, 2019 and not renewing any other existing janitorial contracts until a new RFP can be issued.

SIXTH ORDER OF BUSINESS: Award of the Sumter Landing Community Development District portion of ITB #19B-003 to Dunnrite Roofing, Inc. for the roof replacement at Laurel Manor and Lake Miona Recreation Centers utilizing the total project pricing reflected on Exhibit A in the amount of \$152,799.00 (Laurel Manor for \$84,748.00 and Lake Miona for \$68,051.00) and authorized the Chairman/Vice Chairman to execute the agreement for services.

SEVENTH ORDER OF BUSINESS: Approval to declare Aquatic Access, Inc. as the Standardized Product of use for Pool Lift Installation and Replacement Projects at Recreation Center Pools.

EIGHTH ORDER OF BUSINESS: Discussion Item: Operating Policies and Procedures

Richard Baier, District Manager, advised that Staff has completed the process of updating the District's Operating Policies and Procedures and has proposed updates for the Board's consideration and Staff will complete a review of the policies and procedures, and if the Board members have changes, concerns, questions, or comments about the existing procedures or those that may have been proposed, those will be addressed at this time. Mr. Baier advised that at the February meeting the Board was provided with a copy of the Draft Operating Policies and Procedures for review. Mr. Baier completed an overview of the revised Operating Policies and Procedures document and requested direction from the Board on several sections. Following an in-depth discussion of:

- Section 1.2 Standards of Civil Discourse: This section was added as a result of some requests made by Board Supervisors to ensure that Board Meetings can progress in a professional manner.
- Section 1.3-6) Officers – Options for Selection of a Board Chairman and Vice Chairman: Maintain current process of nomination and majority vote by Board following a general election.
- Section 1.3-10) Voting Conflict of Interest: A correction to section “a.” will be made to state that “The Board Supervisor would then not vote”

Vice Chairman Nisbett inquired if statutory requirements require that members be physically present in the same location for a quorum or if virtual attendance at a meeting is allowed. Lewis Stone, District Counsel, advised that there is a Statute that allows for remote attendance, in an emergency situation, but as a general rule, that would not be proper practice.

- Section 1.3-11) Board Supervisor Conduct: The Board requested that this section remain in the Operating Policies and Procedures.
- Section 1.5-4) Agenda Format: Maintain current agenda format.

Mr. Baier advised that once all revisions have been incorporated into the Operating Policies and Procedures Staff will proceed with the advertisement to hold a Public Hearing at a future meeting, at which time the Board will then formally adopt its Rule.

NINTH ORDER OF BUSINESS: Long-Term Investment Policy

Kenny Blocker, Assistant District Manager, advised that the Investment Advisory Committee (IAC) met with PFM, the District's Financial Advisors, on February 5, 2019 to review the annual cash flow analysis. The analysis is performed annually to determine the appropriate allocation of cash, cash equivalents and investments in the Long-Term Investment Portfolio (LTIP). As a result of that analysis, it is recommended that Sumter Landing Community Development District (SLCDD) increase the amount invested in the LTIP, which is consistent with the 15% recommended by the IAC and approved by this Board. If approved by the Board, the LTIP will be increased in the amount of \$597,248 which will be completed in quarterly increments.

Supervisor McDaniel inquired if the 15% should be revisited and potentially increased to 20% or 25%. Mr. Blocker advised that if the Board would like to hold a discussion regarding the District's percentage amount that item could be added to a future agenda for discussion. Supervisor McDaniel requested the percentage be reviewed at a future meeting.

<p>On MOTION by Brad Brown, seconded by Randy McDaniel, with all in favor, the Board approved the \$597,248 increase to the Long-Term Investment Portfolio as of April 1, 2019.</p>
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TENTH ORDER OF BUSINESS: Financial Statements

Anne Hochsprung, Finance Director, provided an overview of the Budget to Actual Statements as of December 31, 2018 and highlighted the following:

- The Sumter Landing Amenities Division (SLAD) Fund revenues are \$24,513,837 which is 33.62% of the annual budget and the expenses are \$26,113,104 which is 37.25% of the annual budget.
- The Fitness Fund total revenues are \$269,011 which is 31.86% of the annual budget and the expenses are \$233,738 which is 18.32% of the annual budget.
- The Lake Sumter Landing Budget revenues are \$508,510 which is 32.08% of the annual budget and the expenses are \$465,054 which is 23.93% of the annual budget.

- The Project Wide Fund revenues are \$4,196,537 which is 33.48% of the annual budget and the expenses are \$3,434,034 which is 25.79% of the annual budget.

ELEVENTH ORDER OF BUSINESS: District Manager Reports

A. PWAC After Agenda

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

B. Updated Resident Academy Flyer

Mr. Baier reviewed the upcoming Resident Academy dates and advised the Board that on-line registration for the upcoming 2019 Resident Academy session will begin on February 28, 2019.

C. Reminder: District Government Update Meeting

Mr. Baier provided a reminder regarding the District Government Update Meeting which will be held on Friday, April 5, 2019 from 9:00 a.m. to 11:00 a.m. at the Rohan Regional Recreation Center in the Colony Cottage and Laurel Manor Rooms.

Vice Chairman Nisbett inquired if there has been any additional update pertaining to the District's request for Federal Emergency Management Agency (FEMA) reimbursement. Mr. Baier advised that the necessary data has been compiled for resubmittal and all appeals have been submitted.

TWELFTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

THIRTEENTH ORDER OF BUSINESS: Supervisor Comments

There were no Supervisor Comments.

FOURTEENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 10:59 a.m.

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

Richard J. Baier
Secretary

Mike Berning
Chairman