

**MINUTES OF MEETING
VILLAGE COMMUNITY
DEVELOPMENT DISTRICT NO. 3**

The Meeting of the Board of Supervisors of the Village Community Development District No. 3 was held on Friday, March 8, 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:

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| Bill Ray | Chairman |
| Gail Lazenby | Vice Chairman |
| Tilman Dean | Supervisor |
| Steffan Franklin | Supervisor |
| Terry Biddle | Supervisor |

Staff Present:

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

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

A. Roll Call

Chairman Ray called the meeting to order at 11:26 a.m. and stated for the record that all Supervisors were present representing a quorum.

B. Pledge of Allegiance

The Chairman led the Pledge of Allegiance.

C. Observation of a Moment of Silence

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

D. Welcome Meeting Attendees

The Board welcomed all those residents in attendance.

E. Audience Comments

No audience comments were received.

SECOND ORDER OF BUSINESS: Approval of the Minutes

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| On MOTION by Gail Lazenby, seconded by Terry Biddle, with all in favor, the Board approved the Minutes from the Meeting held on February 8, 2019. |
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THIRD 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.

Brittany Wilson, Director of Technology and Board Support Services, advised that at the February meeting the Board was provided with a copy of the Draft Operating Policies and Procedures for review. Ms. Wilson completed an overview of the revised Operating Policies and Procedures document and requested direction from the Board on several sections. The following sections were reviewed and discussed:

- 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.

Vice Chairman Lazenby inquired if there is a provision within Florida Statutes that provides a Board the ability to go into executive sessions to discuss personnel issues and/or concerns. Valerie

Fuchs, District Counsel, advised that that there are only limited, specific exceptions under the Sunshine Law that allow meetings referred to as “shade” meetings.

- Section 1.3-3) Term of Supervisors - Options for Filling Vacancies: Staff to review questions included on the application; Staff to provide additional open-ended questions that can be utilized during the application process; recommendation of replacement by outgoing Supervisor can be a consideration by the Board and scheduling a Special Meeting to hold interviews will be at the discretion of the Board. In the event of a tie, the two (2) candidates who received the most votes would move forward to a second interview process.
- 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. Vice Chairman will take over if Chairman is no longer on the Board.
- Section 1.3-11) Board Supervisor Conduct: The Board requested that this section remain in the Operating Policies and Procedures.
- 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” Ms. Fuchs clarified that Supervisors must vote on matters brought before them, unless a Supervisor has conflict of interest as stated within Florida Statute 112 and would insure to a Supervisor’s private gain, which differs from ex-parte communication in an ARC or Deed Compliance case which would be prejudicial and could result in a challenge by a property owner.
- Section 1.5-4) Agenda Format: Maintain current agenda format. If a Supervisor would like an item included on the agenda it is requested that the item be provided to Staff 10 days in advance of the meeting and will be included under the “Supervisor Comments” portion of the agenda.
- Section 1.5-6) Procedures for Including Items on Agenda: Items to be included on agenda may be submitted by a Board Supervisor and will be addressed under “Supervisor Comments” for discussion purposes.
- Section 1.5-12) Roll Call Vote: Change language to read “Roll call votes will be conducted at the request of any Board Supervisor or at the District Manager’s request to the Board Chair.”

Ms. Wilson 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.

FOURTH ORDER OF BUSINESS: Old Business Status Update

There were no items on Old Business to be addressed.

FIFTH ORDER OF BUSINESS: Financial Statements

The Financial Statements as of January 31, 2019 were provided as information to the Board.

SIXTH ORDER OF BUSINESS: DPM Monthly Report

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

SEVENTH ORDER OF BUSINESS: Long-term Investment Portfolio

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). According to the analysis for District 3 the balance exceeds the 15% threshold so at this time Staff is not recommending any additional funds be invested in the Long-term Investment Portfolio.

EIGHTH ORDER OF BUSINESS: District Manager Reports

A. AAC After Agenda

Mr. Baier reviewed the after agenda from the Amenity Authority Committee (AAC) meeting held on March 6, 2018 advising various contracts were approved and provided the following highlights:

- Following Committee discussion, the Shay Gate Bathroom addition was tabled to allow Staff an opportunity to review technology options for an unmanned gate.

- The Committee named the recreation center on CR 42 the First Responders Recreation Center.

Mr. Baier reviewed a statement with the Board provided by Lt. Siemer which addresses an inaccurate article by 24/7 Wall Street, published on February 28, 2019 – Cities where violent crime rate is soaring in every state in the U.S.

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. Ex-parte Communications

Mr. Baier provided a reminder to the Board Supervisors that Florida Law prohibits Ex-Parte Communication which includes any communication with residents about Deed Compliance or Architectural Review Committee (ARC) issues or ongoing cases.

D. 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.

Mr. Baier advised a list of the roadways within District 3 that will be resurfaced and repaired by Sumter County has been included in the District Bulletin and provided to the Board via email.

NINTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

TENTH ORDER OF BUSINESS: Supervisor Comments

Supervisor Tilman advised that prior to the meeting a resident brought forward a concern about confusion when exiting the Saddlebrook tunnel and inquired if signage could be installed to alleviate potential safety concerns. Mr. Baier advised that Staff would review the location and include the item on the Old Business Status Update.

Vice Chairman Lazenby thanked the AAC for naming the new recreation center First Responders Recreation Center.

ELEVENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 12:33 p.m.

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| On MOTION by Gail Lazenby, seconded by Terry Biddle, with all in favor, the Meeting was adjourned. |
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Richard J. Baier
Secretary

Bill Ray
Chairman