

**MINUTES OF MEETING
VILLAGE COMMUNITY
DEVELOPMENT DISTRICT NO. 5**

A Meeting of the Board of Supervisors of Village Community Development District No. 5 was held on Friday, March 15, 2019 at 8:00 a.m. in the District Office Large Conference Room, 984 Old Mill Run, The Villages Florida, 32162.

Board members present and constituting a quorum:

Gary Kadow	Chairman
Walter Martin	Vice Chairman
Chuck Wildzunas	Supervisor
Jerry Ferlisi	Supervisor
Jerry Knoll	Supervisor

Staff Present:

Richard Baier	District Manager
Kenny Blocker	Assistant District Manager
Valerie Fuchs	District Counsel
Diane Tucker	Administrative Operations Manager
Sam Wartinbee	District Property Management Director
Anne Hochsprung	Finance Director
Brittany Wilson	Director of Technology and Board Services
Jennifer McQueary	District Clerk
Candice Harris	Deputy District Clerk

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

A. Roll Call

Chairman Kadow called the meeting to order at 8:00 a.m. and stated for the record that all Supervisors were present representing a quorum.

B. Pledge of Allegiance

Chairman Kadow led the Pledge of Allegiance.

C. Observation of a Moment of Silence

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

D. Welcome Meeting Attendees.

The Board welcomed all those residents in attendance.

SECOND ORDER OF BUSINESS: Approval of Minutes

On MOTION by Jerry Knoll, seconded by Chuck Wildzunas, with all in favor, the Board Approved the Minutes from the Board Meeting held on February 15, 2019.

THIRD ORDER OF BUSINESS: 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. Following an in-depth discussion of each section, the Board directed that their Operating Policies and Procedures be revised as follows:

- 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 are able to progress in a professional manner.
- 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.

- Section 1.3-2) will be revised to read, “A special meeting will not be scheduled to conduct applicant interviews.” ii - Recommended replacement by outgoing supervisors will be deleted.
- Section 1.3-6) Officers – Options for Selection of a Board Chairman and Vice Chairman: The Board concurred to maintain the current procedure for continuity

Supervisor Ferlisi requested clarification of the annual review suggested for Committee members. Ms. Wilson advised that Staff is suggesting that this item be addressed annually to ensure that the Board understands who the current representation is and provides an opportunity for discussion, if necessary.

- On 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”
- Section 1.5-4) Agenda Format: Staff is recommending utilizing the current agenda format and is requesting that Board Supervisors contact the District Manager 10 days in advance of the meeting to place an item on the agenda under Supervisor Comments. This does not prevent any Board Supervisor from bringing up information under Supervisor comments but it is for a public notice.
- Section 12 Roll Call Vote: Some Boards considered that the Roll Call votes be conducted by the Board Chair or at the District Manager’s request. Some Boards have elected to remove “the Board Chair”. The Board did not request that “the Board Chair” be removed.

Chairman Kadow requested that District Counsel also be included as a party who can request a Roll Call vote.

- Section 13 Public Comment. The Board of Supervisors previously adopted a public comment policy via Resolution which is now also incorporated it within this document.

Supervisor Ferlisi requested clarification about ex-parte communications, which was provided by Ms. Fuchs.

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.

FOURTH ORDER OF BUSINESS: Architectural Review Committee Selection Process

Candy Dennis, Community Standards Manager, advised that on April 30, 2019 Mr. Joel Best's term as the primary ARC member will expire. Mr. Warren has expressed a desire to remain in the primary member position; however, the District's current selection process does not provide the ability to allow the Board to re-appoint Mr. Best as the primary ARC member. The current policy specifies that the Board members shall review submitted applications, conduct interviews with the applicants and select and appoint the ARC representative at the completion of interviews. Ms. Dennis advised the Board can follow the current selection process as identified or amend the current selection process to include the following:

1. When a primary member's position becomes vacant, the Board has the option to appoint the existing alternate member to the primary position without considering other applicants. If the alternate member declines the position, the Board shall review submitted applications, conduct interviews with the applicants and select its ARC representative upon completion of the interviews; and
2. When a primary or alternate ARC member's term expires, if the primary or alternate member indicates a desire to remain on the ARC, the Board has the option to re-appoint the primary or alternate member position with the existing primary or alternate member without considering other applicants.

Ms. Dennis advised if the Board chooses to amend the current selection process, Staff is requesting that the Board adopt Resolution 19-05, which revises the selection process and allows for the reappointment of a primary ARC member for an additional four (4) year term. Ms. Dennis stated that if the Board chooses not to amend the current selection process, Staff is requesting authorization to advertise for the primary member position for the ARC and all submitted applications will be presented to the Board at the April 18, 2019 meeting for interviews, selection and appointment to the ARC.

On MOTION by Jerry Knoll, seconded by Chuck Wildzunas, with all in favor, the Board adopted Resolution 19-05 revising the selection process and providing the Board the ability to re-appoint an existing primary or alternate ARC member and appointed Joel Best to serve as primary ARC Member for a four (4) year term.

FIFTH ORDER OF BUSINESS: Old Business Status Update

There were no Old Business items to be addressed.

SIXTH ORDER OF BUSINESS: Financial Statements

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

SEVENTH ORDER OF BUSINESS: DPM Monthly Report

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

EIGHTH 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 completed the District currently exceeds the 15% recommendation for the LTIP and Staff is not recommending any additional funds be invested in the Long-term Investment Portfolio.

NINTH ORDER OF BUSINESS: District Manager Reports

A. 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.

B. 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.

C. District Government Update Meeting

Mr. Baier advised that a District Government Update Meeting will be held at Rohan Regional Recreation Center on Friday, April 5, 2019 from 9-11:00 a.m. This is a District Update on the different processes and efficiently measures taken by the District Government.

TENTH ORDER OF BUSINESS: District Counsel Report

There were no District Counsel Reports.

ELEVENTH ORDER OF BUSINESS: Audience Comments

No audience comments.

TWELFTH ORDER OF BUSINESS: Supervisor Wildzunas Comments – PWAC After Agenda

Supervisor Wildzunas advised that the Project Wide Advisory Committee (PWAC) met on Monday, March 11, 2019 and highlighted the following items addressed:

- The Committee unanimously approved the installation of the Aquatic Access Lifts (AAL) south of CR 466 that does not currently have an AAL installed.
- The Committee will hold a joint workshop with the Amenity Authority Committee (AAC) regarding the amenity deferral rate on March 20, 2019 from 9-11 a.m. at the Savannah Regional Recreation Center.

THIRTEENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 9:13 a.m.

On MOTION by Jerry Knoll, seconded by Chuck Wildzunas, with all in favor, the Board Adjourned the Meeting.

Richard J. Baier
Secretary

Gary Kadow
Chairman