

**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, January 10, 2014 at 11:00 a.m. at the District Office Board Room, 1894 Laurel Manor Drive, The Villages, Florida, 32162.

Board members present and constituting a quorum:

Charles Cook	Chairman
Bill Ray	Vice Chairman
Tilman Dean	Supervisor
John Goetz	Supervisor
Gail Lazenby	Supervisor

Staff Present:

Janet Tutt	District Manager
Diane Tucker	Administrative Operations Manager
Valerie Fuchs	District Counsel
Sam Wartinbee	District Property Management Director
David Miles	Finance Director
Barbara Kays	Budget Director
Jennifer McQueary	District Clerk
Candice Lovett	Staff Assistant

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

A.     Roll Call

Chairman Cook called the meeting to order at 11:06 a.m. and stated for the record that four (4) Supervisors were present representing a quorum. Gail Lazenby arrived at 11:23 a.m.

B.     Pledge of Allegiance

The Chairman led the Pledge of Allegiance.

C. Welcome Meeting Attendees

The Board welcomed all those residents in attendance at a Village Community Development District (VCDD) No. 3 Board Meeting.

D. Audience Comments

There were no audience comments.

**SECOND ORDER OF BUSINESS: Approval of the Minutes of the Board Meeting held on December 13, 2013**

**On MOTION by John Goetz, seconded by Tilman Dean, with all in favor, the Board approved the Minutes from the Board meeting held on December 13, 2013.**

**THIRD ORDER OF BUSINESS: District Property Management Reports**

A. Landscape Maintenance Update

Bill Thompson, District Property Management (DPM) Supervisor, provided the Board with an update on the following:

- Detail work along the Boulevard and Cul-de-Sacs has been ongoing.
- Seed pod removal from the crape myrtles is underway.
- Landscape beds along the east side of Buena Vista near the Savannah Center will be planted.
- Pressure washing will be occurring once the weather clears up.

**CONSENT AGENDA:**

Chairman Cook advised the Board 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 Board Member or a Member of the Public.

Chairman Cook requested the Fourth and Sixth Items of Business be pulled for further clarification.

**On MOTION by John Goetz, seconded by Bill Ray, with all in favor, the Board approved the following item on the Consent Agenda:**

**FIFTH ORDER OF BUSINESS: Adoption of Resolution 14-05 adding the name of the Deputy Finance Director, Sarah C. Koser, to the Village Community Development District No. 3 Citizens First Bank account, updating the list of signatories for The Village Community Development District No. 3 account to include: Charles F. Cook, William F. Ray, Janet Y. Tutt, Diane B. Tucker, John B. Rohan, David R. Miles, and Sarah C. Koser.**

**FOURTH ORDER OF BUSINESS: Approval to advertise the amendment and restatement to Chapter II of the District's Rule**

Chairman Cook inquired if the amendment to the Deed Compliance Rule was taking place among all Districts. Diane Tucker, Administrative Operations Manager, advised the request to advertise the Rule amendment is being brought before all Districts who participate in deed compliance. Staff will present the revisions to the Rule during the Public Hearing held at the March 14, 2014 Board Meeting. Valerie Fuchs, District Counsel, advised Florida State Statute requires that an amendment to a Rule must be advertised 28 days prior to the Public Hearing. This advertisement provides the public notification that changes are being considered.

**SIXTH ORDER OF BUSINESS: Approval to close Case No. D3-02-12 VCDD No. 3 vs. Nereida Figueroa, 3266 Williams Road**

Chairman Cook requested clarification of the funds expended for the maintenance costs. Ms. Tucker advised the funds to complete the maintenance were taken from the Deed Compliance fund, because the property was sold there is no party that the District can hold liable for the funds expended by the District.

**On MOTION by Bill Ray, seconded by Tilman Dean, with all in favor the following items were approved:**

**FOURTH ORDER OF BUSINESS: Authorized Staff to publicize the District's intent to amend and restate Chapter II of its Rule to Bring About Deed Compliance.**

**SIXTH ORDER OF BUSINESS: Authorized Staff to close the case D3-02-12 VCDD No. 3 vs. Nereida Figueroa, 3266 Williams Road, Unit 35, Lot 104 and waived the \$1,500 fine,**

**SEVENTH ORDER OF BUSINESS:      Award of Bid #14B-029 – Glenbrook Gate Multi-Use Trail to Genesis Construction & Management, Inc.**

Ms. Tucker stated on November 20, 2013 Staff issued an Invitation to Bid for the renovation of the Glenbrook Gate multi-modal trail. The District received two (2) bids, with the lowest bid received from Genesis Construction & Management, Inc. Ms. Tucker stated Staff has checked references provided by Genesis Construction and the subcontractor, Marion Rock Construction. At the July 10, 2013 Amenity Authority Committee (AAC) meeting, the AAC approved funding of the project for an estimated cost of \$23,500 which was the anticipated cost of the project at that time. Ms. Tucker advised the bid received was in the amount of \$54,651.45 which would result in District 3's total responsibility for the project as \$31,151.45 and the AAC's total responsibility at \$23,500. Staff is recommending the Board award Bid #14B-029 to Genesis Construction & Management, Inc. and authorize the Chairman /Vice Chairman to sign the agreement.

Vice Chairman Ray requested clarification if brick pavers at the crossing are required by Sumter County to be installed and advised a number of residents he spoke with believed the brick pavers were utilized for aesthetics purposes and did not believe they were necessary at the Glenbrook Gate. Sam Wartinbee, DPM Director, stated he brick pavers were installed to provide consistency at the crossings and identify to the vehicles that crossing of golf carts, bicyclists, etc. would occur at this location.

Supervisor Goetz inquired of John Wilcox, the District 3 AAC Representative, if the AAC would be willing to revisit their contribution of \$23,500 and increase the amount to truly fund 50% of the project.

John Wilcox, District 3 AAC representative, advised the Committee originally agreed to 50% of the estimated cost of the project of \$47,000 or \$23,500 and requested Staff include the item on the February 12, 2014 AAC agenda for Committee discussion.

Supervisor Goetz inquired if Vice Chairman Ray should attend the February 12, 2014 meeting to address the AAC.

**On MOTION by John Goetz, seconded by Tilman Dean, with all in favor, the Board awarded BID #14B-029 – Glenbrook Gate Multi-Use Trail to Genesis Construction & Management, Inc. for the renovation of the Glenbrook Gate multi-modal path and authorized the Chairman/Vice Chairman to execute the Agreement.**

**EIGHTH ORDER OF BUSINESS:            Budget Calendar for Fiscal Year 2014/2015**

Barbara Kays, Budget Director, presented the proposed budget calendar for the Fiscal Year 2014/2015 budget process and stated typically the process begins with a Preliminary Budget Workshop which is held to review the budget process, and for Staff to review any major upcoming projects or any proposed increase to the maintenance assessment increase. At this time Staff does not have any major items to discuss with the Board and is not recommending an increase to the maintenance assessments. Staff is requesting the Board consider whether it would prefer to hold a budget discussion at the end of the Board's regular March meeting; hold a separate Preliminary Budget Workshop on March 19, 2014 or to not hold a Preliminary Budget Workshop and wait until the line item review which will be completed at the May 14, 2014 Budget Workshop.

The Board concurred that it was not necessary to hold a Preliminary Budget Workshop and if any items arise Staff can address those during the March 14, 2014 Board Meeting.

Supervisor Dean advised he has a conflict and would be unable to attend the May 14, 2014 Budget Workshop. Ms. Kays advised she would review alternative dates and check with the Board for availability.

Ms. Kays advised at the May budget workshop a line item review will be completed prior to the Board approving the Proposed Budget during the regular meeting held on June 13, 2014. The Public Hearing to adopt the Final Budget will be held during the Board's September 12, 2014 regular meeting. All Budget Workshops will be held at the regular meeting time of 11:00 a.m. in the District Conference Room located at 984 Old Mill Run in Lake Sumter Landing.

**On MOTION by John Goetz, seconded by Bill Ray, with all in favor, the Board approved Staff including a Budget discussion, if necessary, during the March 14, 2014 regular meeting, to hold a Budget Workshop in May, date to be determined, approval of the Proposed Budget at the June 13, 2014 regular meeting and the Public Hearing to adopt the Final Budget to be held during the September 12, 2014 regular meeting.**

**NINTH ORDER OF BUSINESS: Striping on the Multi-Modal Paths**

Janet Tutt, District Manager, stated during the December 11, 2013 meeting the Amenity Authority Committee (AAC) discussed the potential of installing a center line stripe on the multi-modal paths north of CR 466 which would be funded through the amenity fees and requested Staff bring the item to the numbered District Boards for discussion. Following the AAC meeting the Engineers expressed some comments about the striping, which have been provided.

Ms. Tutt advised Districts 1 and 2 did not want a center line strip installed along all of the paths, but concurred with the Engineer's recommendation that specific areas identified along the path should be addressed with the installation of striping or reflectors.

Vice Chairman Ray and Supervisor Dean concurred with the Engineer's recommendation.

Chairman Cook stated he believes the information provided by the Engineer is arbitrary and inquired why the striping would not be looked at as a positive. Chairman Cook suggested the Board consider the installation of the striping on the paths within District 3.

Supervisor Goetz advised he is in support of the installation of the striping.

Vice Chairman Ray inquired who would be responsible for the ongoing maintenance costs. Ms. Tutt advised the AAC has advised they would fund the ongoing maintenance costs.

Chairman Cook commented he was surprised nothing in the Engineer's recommendation stating the addition of striping would be beneficial from a safety point of view.

Supervisor Lazenby advised he is not in favor of the striping and believes the striping creates a false sense of security.

Vice Chairman Ray stated Kimley-Horn's recommendation is to "address localized geometric issues with a specific solution for that issue on an as-needed basis (such as pavement reflectors, warning

signs, and striping as appropriate) and not to start a Villages – wide centerline striping program for the multi-modal paths.”

By consensus, the Board directed Staff to proceed with the Engineer’s recommendation.

Mr. Wartinbee advised the Board of a section of the multi-modal path, which falls under the purview of this Board, at El Camino Real and Buena Vista Boulevard where striping would be beneficial. Chairman Cook stated the Board should proceed with striping in areas where the need is identified. The Board concurred.

**TENTH ORDER OF BUSINESS:                    Old Business Status Update**

- Request received from New Covenant United Methodist Church to install speed bumps on multi-modal path

Stu Yowell, New Covenant United Methodist Church, provided an overview of the safety concern which occurs along the multi-modal path at the entrance to the church and requested the Board assist with finding an appropriate resolution to make the location a safer place for vehicular and golf cart traffic.

Supervisor Goetz stated the most efficient option would be for the church to block off the CR 101 entry to the church on the days services are held, which would require all members to utilize the Woodridge entry.

Pete Nicolas, New Covenant United Methodist Church, advised a separate entrance was previously requested; however, the church was advised the request would not be approved. Mr. Nicolas suggested a speed bump be installed on the north bound multi-modal path lane.

Following further discussion, the Board directed Staff to install “Stop” signage on the multi-modal path at the entrance of the church, similar to the multi-modal path entrance on Polo Ridge.

**ELEVENTH ORDER OF BUSINESS:    Budget to Actual Statements as of December 31, 2013**

This item was provided as information to the Board.

David Miles, Finance Director, advised the Investment Advisory Committee (IAC) meeting will be held January 30, 2014 at 9:00 a.m. in the District Office Board Room.

**TWELFTH ORDER OF BUSINESS: Staff Reports**

A. Amenity Authority Committee Update

Mr. Wilcox advised the After Agenda has been provided to the Board and discussed with the Committee his future attendance at the meetings for these updates. The Board requested the AAC After Agendas be provided, prior to the meetings, so that if any questions exist, Mr. Wilcox's attendance at the meeting can be requested.

Ms. Tutt advised the Governance improvement Committee meeting is scheduled for Thursday, February 6, 2014 at 1:30 p.m. at SeaBreeze Recreation Center.

Ms. Tutt advised beginning with the March 14, 2014 all Village Community Development District No. 3 Board Meetings will be held at the Savannah Center in the Ashley Wilkes Room.

Ms. Tutt presented residents who completed the District's Resident Academy with a certificate and thanked them for taking the opportunity to learn more about the District's local government.

**THIRTEENTH ORDER OF BUSINESS: District Counsel Reports**

There were no District Counsel Reports.

Mr. Wartinbee advised the "Stop" sign requested to be installed at the church entrance will be installed on a channel posts until the decorative posts are received.

**FOURTEENTH ORDER OF BUSINESS: Supervisor Comments**

There were no Supervisor Comments.

**FIFTEENTH ORDER OF BUSINESS: Adjourn**

The meeting was adjourned at 12:27 p.m.

**On MOTION by Gail Lazenby, seconded by Tilman Dean, with all in favor, the meeting was adjourned.**

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Janet Y. Tutt  
Secretary

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Charlie Cook  
Chairman