

**MINUTES OF MEETING  
PROJECT WIDE ADVISORY COMMITTEE**

The Meeting of the Project Wide Advisory Committee was held on Monday, February 1, 2016 at 9:00 a.m. in the Large Conference Room of the District Office, 984 Old Mill Run, The Villages Florida, 32162.

Committee Members present and constituting a quorum:

Peter Moeller	Chairman (District 6)
Ron Ruggeri	Vice Chairman (District 7)
Chuck Wildzunas	Committee Member (District 5)
Dennis Hayes	Committee Member, (District 8)
Steve Printz	Committee Member (District 9)

Staff Present:

Janet Tutt	District Manager
Sam Wartinbee	District Property Management Director
Barbara Kays	Budget Director
Jennifer McQueary	District Clerk
Brittany Wilson	Assistant to District Manager

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

A.      Roll Call

Chairman Moeller called the meeting of the Project Wide Advisory Committee (PWAC) to order at 9:00 a.m. and stated for the record that all Committee Members were present representing a quorum. A representative from District 10 was not in attendance.

B.      Pledge of Allegiance

Chairman Moeller led the Pledge of Allegiance and led the Committee and residents in a moment of silence to honor those who serve our Country and community.

C.      Audience Comments

No audience comments were received.

**SECOND ORDER OF BUSINESS:                    Approval of the Minutes from the Meeting held on  
October 5, 2015 and January 4, 2015**

**On MOTION by Dennis Hayes, seconded by Steve Printz, with all in favor, the Board approved the Minutes from the Board Meeting held on October 5, 2015 and January 4, 2015.**

**THIRD ORDER OF BUSINESS:                    Fiscal Year 2016/2017 Budget Process**

Barbara Kays, Budget Director, presented the Committee with an overview of the budget process timeline for Fiscal Year 2016/2017: At the April 4, 2016 regular meeting a preliminary budget discussion including a review of working capital, reserve balances and other general items will occur; at the May 2, 2016 regular meeting the Committee will review the Project Wide Fund budget by line item and cost allocation; At the June 6, 2016 regular meeting the Committee will provide a recommendation to the Sumter Landing Community Development District (SLCDD) Board to approve the proposed budget at their meeting held on June 9, 2015; at the August 1, 2016 regular meeting a budget review of the final draft Project Budget will occur. Staff has provided a possible meeting date of Monday, August 29, 2016 to review any additional information, if necessary. The SLCDD Board is scheduled to adopt the final budget at its September 12, 2016 meeting.

Chairman Moeller identified that the Fourth of July would be the first Monday in July and requested the Committee review their calendars and advise if Monday, July 11, 2016 would be a possible alternate meeting date. Additionally, Labor Day also falls on the first Monday of the month and an alternate meeting day may also need to be identified for September.

Janet Tutt, District Manager, advised the Committee that she would not be in attendance at the June 6, 2016 meeting but all other necessary Staff will be in attendance. Ms. Tutt advised that Staff will come back to the Committee with the meeting schedule and provide suggestions for the July and September meeting dates.

Chairman Moeller stated it will be beneficial if Staff can advise if any of the final adjustments made, prior to the budget adoption, have had a significant impact on projects planned.

**FOURTH ORDER OF BUSINESS:           Recommend award of ITB #16B-012 – Multi Modal Trail Markings**

Diane Tucker, Administrative Operations Manager, advised that on September 21, 2015 the Multi-Modal Path Discussion Group (MMPDG) met to discuss the September 15, 2015 Technical Memorandum prepared by Kimley-Horn & Associates (KHA) related to the multi-modal paths. As a result of the discussion the MMPDG reviewed and discussed the findings and provided unanimous support for implementation and concurrence to proceed with the formal solicitation process. Ms. Tucker advised that on November 26, 2015 the District issued Invitation to Bid (ITB) #16B-012 to provide for the addition of certain trail markings at various locations identified in Exhibit A for Project Wide areas and received one submittal from Sunsational Energy, LLC DBA Lot Lines Striping for a total amount of \$44,572.50. All references have been verified and the overall average response was excellent. All work under this ITB is set to begin in May 2016 with a 45 day completion time. Ms. Tucker stated that although this is a single bid, an amount of \$50,000 is currently budgeted for this work. The bid amount of \$44,572.50 is \$5,427.50 less than the estimate and is considered to be reasonable. Staff requests that the Committee recommend approval of award of ITB #16B-012 to Sunsational Energy, LLC DBA Lot Lines Striping to the Sumter Landing Community Development District (SLCDD) Board.

Richard Busche of KHA and Staff responded to the Committee's inquiries pertaining ITB issued for multi-modal path markings and no public comment was received.

**On MOTION by Steve Printz, seconded by Chuck Wildzunas, with all in favor, the Committee recommended award of ITB #16B-012 – Multi-Modal Trail Markings to Sunsational Energy, LLC DBA Lot Lines Striping for a total amount of \$44,572.50 to the Sumter Landing Community Development District Board.**

Ms. Tutt stated that the discussions that occurred among the MMPDG pertained to Districts 1-10 and the Amenity Authority Committee (AAC) and with this Committee's recommendation of award of the ITB District Staff will proceed with a request to the District 1-4 Boards at the February 12, 2016 meeting and the AAC at their February 10, 2016 meeting to approve piggybacking off of the contact with Sunsational Energy LLC, subject to the SLCDD Board's award of the contract at their meeting held on February 18, 2016. Proceeding with the request to the District 1-4 Boards and the AAC at the

February meetings will not require Staff to wait to include the item on the March agendas. Ms. Tutt responded to the Committee's inquiries and advised that all Districts have unanimously supported proceeding with the marking and striping of the medians and geometric challenges.

**FIFTH ORDER OF BUSINESS:                      Recommended approval of Kimley-Horn & Associates  
IPO No. 22 re:    Morse Bridge Embankment  
Improvements**

Ms. Tutt stated that Staff is recommending the Committee recommend approval of KHA Individual Project Order (IPO) No. 22 to evaluate the possible erosion issues of the embankment along Morse Boulevard and Lake Sumter. The IPO was provided to the Committee for review at the January 4, 2016 meeting but changes have been made pertaining to the services to be provided. Staff received inquiries from Committee Members and extensive discussion between the Committee Members, Richard Busche of KHA and Staff occurred and any inquiries have been responded to.

Supervisor Printz requested confirmation that the engineering study will be completed to review the conditions and stability of the soil along the Morse Boulevard embankment and possible structural alternatives to stabilize the shoreline, if necessary. Mr. Busche confirmed Supervisor Printz's statement and advised the analysis will review the geotechnical conditions of the embankment and the conditions in which stabilization of the embankment may be required. Ms. Tutt provided the Committee with a copy of the diagram of the locations where borings would be taken to review the shoreline stabilization.

Discussion pertaining to the construction of the initial Morse Boulevard Bridge occurred and clarification was provided by Mr. Busche that the scope of the engineering work relates to the possible erosion of the embankment and the scope does not address the structure of the bridge itself. There was no concurrence of the Committee to proceed with a forensic type of engineering review of the bridge structure as the concern of the District pertains to possible erosion of the embankment. Ms. Tutt advised that Sumter County conducted an engineering review of the bridge structure which found the structure to be stable. No public comments were received.

**On MOTION by Dennis Hayes, seconded by Steve Printz, with all in favor, the committee recommended approval of Kimley-Horn & Associates, Inc. individual Project Order No. 22 to the Sumter Landing Community Development District Board.**

**SIXTH ORDER OF BUSINESS:                      Status Update: Roundabout Plantings**

Ms. Tutt advised that Staff has submitted the plan for the change to the median plantings entering into the roundabouts in to Sumter County and Marion County. Marion County has reviewed and is in support of the change.

Sam Wartinbee, District Property Management (DPM) Director, advised the replanting will include the removal of existing plant material to be replaced with ground cover or very low growing plants which will improve the line of sight concerns. Sumter County has reviewed the proposed changes and has requested that, prior to proceeding with the replanting, The Villages Design Committee also concurs with the changes being proposed. Mr. Wartinbee advised that Staff will be utilizing the existing landscape contractor for each area to complete and replanting and Staff is requesting the Committee approve the costs so that once final approval is received the replanting can begin.

Staff responded to the Committee's inquiries and advised that the cost estimate for the Project Wide Fund would be \$75,000 - \$80,000. Public comments were received providing support for the plant replacement project to address the line of sight concerns.

In response to an inquiry, Mr. Wartinbee advised it is anticipated the replanting replacement will begin within 30 days.

**SEVENTH ORDER OF BUSINESS:                      Information and Discussion re:    Asset Values of Infrastructure**

Ms. Tutt advised that the District maintains a fixed asset listing; however, as the fixed assets associated with Project Wide versus the numbered District areas of responsibility were being categorized to address the request of the Committee, Staff identified that some areas of roadways and road right-of-ways were included on the Fixed Asset Listing which has led to a question as to how these items were booked. Until the clarification has been made as to how the assets are broken down, Staff

will not finalize the work product for the Committee; to ensure the information reflected is accurate. Ms. Tutt stated the request made by the Committee was a good request that has brought to light some issues as to how some items have been booked. Because this issue was identified prior to the audits being presented to the Boards, Staff will be reviewing the asset bookings with the Mark White of Purvis and Gray, the District's Auditor, and depending on the outcome of those discussions it may delay the presentation of the Financial Audits to the Boards until the March Board Meetings.

Supervisor Hayes stated it is important for the Districts to review the fixed assets of the District and the Project Wide Fund to ensure appropriate funds have been allocated in the budgets to provide for renewal and replacement of the infrastructure.

**EIGHTH ORDER OF BUSINESS:            Discussion Item: Process and time frame to address commonality on multi-modal paths for speed control devices and signage**

Chairman Moeller stated he considered the discussions that occurred among the MMPDG to address the markings of the medians and geometric challenges as a milestone for the Districts and it was suggested that as other items of commonality on the paths came forward that those items be brought before the MMPDG for discussion.

Supervisor Hayes stated that he believes it would be prudent to wait until the AAC and District 1 – 4 Boards have taken action on the request to piggyback on the SLCDD contract for markings and striping.

Supervisor Printz inquired if Staff will be reviewing and providing standards for recommendation to the Committee and MMPDG.

Chairman Moeller concurred and stated once the MMPDG had the technical memorandum submitted by KHA it provided the group with a basis to complete a more productive discussion and some thought may need to be given to having KHA complete an additional study.

Vice Chairman Ruggeri stated instead of hiring an engineer to complete the study a request could be made to Staff to complete a review of markings on various paths within the state.

Following discussion the Committee concurred that future discussions will be necessary to address the commonality of speed control devices and signage along the multi-modal paths.

Supervisor Wildzunas stated that he has received several calls recently from residents questioning whether a motor scooter and motorized bicycles can be utilized on the multi-modal paths and requested the residents contact the District's Customer Service Department who advised the residents those modes of transportation were acceptable. Supervisor Wildzunas also inquired about enforcement on the paths. Ms. Tutt stated if District Staff is able to identify individuals who are utilizing the multi-modal paths incorrectly communication can be made that if the abuse continues the District has the ability to trespass the individual from District property. As it pertains to the types of vehicles that can utilize the path, Valerie Fuchs, District Counsel for the numbered Districts, prepared an analysis and opinion several years ago and any additional inquires would be addressed with Ms. Fuchs. Ms. Tutt stated as it pertains to the response provided by Staff for motorized bicycle she will address the response with Staff.

**NINTH ORDER OF BUSINESS:                      Status Update: Lake Sumter Water Views**

Ms. Tutt advised that Staff has provided all requested information to the residents, who have reviewed the information thoroughly and recently communicated additional technical questions. Staff is reviewing the inquiries with Mr. Pardue and will provide a response to the residents once the inquiries have been vetted. Staff does not anticipate making any recommendations that will be indigenous to an individual benefit.

**TENTH ORDER OF BUSINESS:                      Staff Reports**

There were no Staff Reports.

**ELEVENTH ORDER OF BUSINESS:              Committee Member Comments**

There were no Committee Member Comments.

**TWELFTH ORDER OF BUSINESS:     Adjourn**

The meeting was adjourned at 10:19 a.m.

**On MOTION by Chuck Wildzunas, seconded by Dennis Hayes, with all in favor, the Board adjourned the meeting.**

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Janet Y. Tutt  
Secretary

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Peter Moeller  
Chairman