

**MINUTES OF MEETING
AMENITY AUTHORITY COMMITTEE
June 11, 2008**

The meeting of the Amenity Authority Committee was held on Wednesday, June 11, 2008 at 1:00 p.m. at the Savannah Center, Ashley-Wilkes Room, 1545 Buena Vista Boulevard, The Villages, Florida 32162.

Board members present and constituting a quorum:

Dick Belles	Chairman
Charlie Dunlap	Vice-Chairman
Gary Moyer	Member
Richard Lambrecht	Member
John Land	Member
Eldon Sheldon	Member

Staff present:

Janet Tutt	District Manager
John Rohan	Assistant District Manager
Archie Lowry	District Counsel, VCCDD
David Miles	Finance Director
Jay Thivener	Human Resources Director
Sam Wartinbee	District Property Management Director
Barbara Kays	Budget Director
Mike Tucker	Chief, Villages Public Safety Department
Eva Rey	Purchasing/Support Services Director
Erik Knudsen	Landscape Manager
Carl Kemp	Community Watch
Ray Peterson	Community Watch
Pam Henry	Recreation Manager
Jim Lucas	Recreation Manager
Linda Haroldson	Recreation Facilities Manager
Candy Dennis	Executive Assistant
Diana Ryon	Executive Assistant
Virginia Johnston	Administrative Assistant
Jennifer McQueary	District Clerk

FIRST ORDER OF BUSINESS:

Roll Call

A. Janet Tutt, District Manager, called the meeting to order at 1:00 p.m. and stated for the

record all Members were present representing a quorum.

B. Pledge of Allegiance.

Ms. Tutt led the Pledge of Allegiance.

Janet Tutt advised during previous Resident Advisory Council (RAC) meetings Staff members/Directors were asked not to attend unless Staff was addressing a specific issue; however because Archie Lowry, District Counsel, will review the Interlocal Agreement with the Board, Ms. Tutt felt it was important that key District personnel were familiar with the Interlocal Agreement and the Amenity Authority Committee.

SECOND ORDER OF BUSINESS: Selection of Chairman and Vice-Chairman

Janet Tutt requested nominations from the Board members for the selection of Chairman and Vice-Chairman. Rich Lambrecht inquired if the Board should select an interim-Chairman and Vice-Chairman to serve until the November Landowner Election. Archie Lowry stated it is appropriate for the Board to select a Chairman and Vice-Chairman who will serve their term until a landowner elected Board is seated in November.

Charlie Dunlap nominated Dick Belles as Chairman.

Eldon Sheldon nominated Charlie Dunlap as Chairman. Mr. Dunlap stated because he will not be seeking a permanent seat on this Board he withdrew his name from consideration as Chairman.

The Board voted unanimously in favor of Dick Belles to serve as Chairman of the Amenity Authority Committee (AAC) until the Board elected in the November Landowner Election is seated.

Dick Belles nominated Charlie Dunlap as Vice-Chairman.

The Board voted unanimously in favor of Charlie Dunlap to serve as Vice-Chairman of the AAC until the Board, elected in the November Landowner Election, is seated.

THIRD ORDER OF BUSINESS: The Amenity Authority Committee – Powers, Duties, Responsibilities.

Archie Lowry, District Counsel, stated the Interlocal Agreement is the Agreement by which the AAC was formed as a provision of the Settlement Agreement resulting from a lawsuit involving the

Village Center Community Development District (VCCDD). Mr. Lowry reviewed the Interlocal Government Agreement which defines the AAC's purpose, governing body, election process, powers and limitations of powers with the Board. Janet Tutt clarified because of the AAC's legal status, Mr. Lowry will not be attending the regularly scheduled meetings; however, should an issue arise which requires legal review Mr. Lowry will be consulted.

Mr. Lowry responded to inquires by the Board pertaining to the Interlocal Agreement.

Mr. Moyer requested Staff highlight AAC recommendations on the VCCDD agenda to provide a "tracking device" of items brought before the VCCDD Board.

FOURTH ORDER OF BUSINESS: Landowner Elections

Ms. Tutt advised Staff provided an outline for the upcoming November Landowner Election process for the Board's review inclusive of polling locations and times, polling equipment, polling location volunteers, qualifying process and election notification for potential candidates.

Chairman Belles inquired if Saddlebrook Recreation Center could be utilized for both the General and Landowner Election instead of utilizing Savannah Center for the Landowner Election. Ms. Tutt advised Staff will review utilizing Saddlebrook Recreation Center for the District 3 Landowner Election and report back to the Board.

Rich Lambrecht inquired why proxies will not be allowed during the Landowner Election. Janet Tutt stated, Valerie Fuchs, District Counsel for the numbered Districts, previously addressed the issue of landowners voting via proxy and had stated the Interlocal Agreement did not contemplate or include language pertaining to proxies but stated all voting "will be in person". Mr. Lowry reviewed the Agreement's language and concurred with District Counsel Fuchs.

Ms. Tutt stated Staff recommends providing candidate statement of eligibility forms beginning July 1, 2008 with a filing deadline of July 31, 2008. The Board discussed if applicants should also complete signature cards but opted to not make signature cards a necessary part of the eligibility process.

On MOTION by Rich Lambrecht, seconded by Gary Moyer, with all in favor, the Board established the candidate filing dates for the Amenity Authority Committee November Landowner Election as July 1, 2008 through July 31, 2008.

John Land inquired when information relative to the upcoming filing dates will be provided for publication. Ms. Tutt stated Staff will complete the eligibility forms within the next week and then begin providing information to the public.

On MOTION by Gary Moyer, seconded by Rich Lambrecht, with all in favor, the Board approved the Landowner Election filing requirements to be included on the Statement of Eligibility as name, address, phone number and notarized signature.

FIFTH ORDER OF BUSINESS: Schedule Budget Workshop

Janet Tutt stated Staff is requesting a budget workshop be scheduled to allow the Board to review the VCCDD, Recreation Amenities Division (RAD) approved proposed budget. The Board and Staff reviewed schedules and requested the budget review occur on July 9th at 9 a.m. in the large conference room at the District Customer Service Center. This meeting will take the place of the regularly scheduled meeting at 1:00 p.m. on that day. (Please see Seventh Order of Business.)

SIXTH ORDER OF BUSINESS: Agenda Item Requests

Janet Tutt advised, due to meeting dates and the AAC's responsibilities, Staff has some concern about incurring delays when submitting action items to the AAC before the VCCDD Board. Ms. Tutt stated Staff will adjust their schedules accordingly; however, an area raising timing issues pertains to bids and proposals. Because the timing and schedule for the bid process has been established, Staff is requesting the Board's approval to proceed as scheduled. Janet Tutt stated Staff will provide this Board with a monthly update of active and upcoming solicitations, including items to be brought before the VCCDD Board for review. The listing of the upcoming/active solicitations will be provided as an informational item on the monthly agenda; however, if a Board member should have an issue or concern regarding a specific solicitation they can contact District Staff for information and address at the meeting.

Janet Tutt stated if an individual solicitation raises concern for the Board as a whole, Eva Rey, Purchasing/Support Services Director, will attend the AAC meeting to address the issue/concern.

Janet Tutt stated if this Board requests Staff go out on proposal for a specific project, Staff will proceed with the request and place it on the list of active/upcoming solicitations which will be presented to the VCCDD, the legal entity to award the contract.

The Board agreed with Staff's recommendation and directed Staff to proceed with the process.

SEVENTH ORDER OF BUSINESS: Previously Addressed Items

Ms. Tutt stated, at the request of Vice-Chairman Dunlap, items previously addressed by the RAC were provided to the Board as historical background.

Janet Tutt advised Barbara Kays, Budget Director, has advised she will be out of town on July 9th and requested the Board reschedule the RAD Budget review. Following further discussion, the Board requested Staff place the budget review on the August 6, 2008 agenda.

EIGHTH ORDER OF BUSINESS: Monitoring of Pools

John Rohan provided an update of the pool monitoring which is being completed by Staff at the recommendation of the RAC. Mr. Rohan advised, of the 24,293 ID's checked during the three month period, the non-compliance rate was 0.35%. Additionally, 984 hours have been dedicated by the Recreation Department staff to complete the monitoring of the off-site pools during the three month period.

NINTH ORDER OF BUSINESS: Meeting Schedule

The Board discussed the meeting schedule and location for the AAC meetings and agreed to maintain the schedule established by the RAC. The AAC will meet on the Wednesday before the second Friday of the month at 1 p.m. in the Ashley-Wilkes Room of the Savannah Center.

TENTH ORDER OF BUSINESS: Amenity Authority Committee Members Discussion Items

John Land advised the Board the Dog Park grand opening at Paradise Park was a great success.

Rich Lambrecht requested the interest earnings received from the Settlement Agreement funds be reported separately from other investable balances. The Board requested Staff provide a monthly update of the interest income received from the Settlement Agreement funds.

Audience Comments were received by the Board:

Dee Anderson, Village of Caroline, requested a review of the In-Area Guest ID policies and procedures. Ms. Anderson stated because her brother lives in Citrus County he is unable to receive an In-Area Guest ID and enjoy the amenities with her. Janet Tutt advised because this is an issue that needs to be addressed community-wide, a committee was formed of residents north and south of CR 466 to review the policies pertaining to the In-Area Guest ID. Staff will provide a historical perspective and overview for the Board to review.

Rose Harvey, Rainbow Boulevard, advised some residents at Jeffrey Gate are using their gate card to allow entry for landscape contractors. Janet Tutt stated the District is not able to restrict access to the gates or take action against residents who choose to use their personal gate card to provide others entry at any gate. Eva Rey, Purchasing/Customer Service, stated the VCCDD Board awarded the contract for installation of gate cameras at their June 6, 2008 meeting. The estimated completion of the gate installation project is 30 to 45 days and the installation of the gate cameras will allow Community Watch an added ability to view what occurs at the gates.

Ms. Harvey further mentioned when she has called Community Watch no one responds to the call. Janet Tutt advised Community Watch is readdressing its follow-up procedures for call response and a record including the action taken will be maintained.

Doug McCaskey, Glenbrook, inquired how many In-Area Guest ID's have been issued. Mr. Rohan advised community-wide approximately 100 have been issued. Mr. McCaskey stated he believes there is an inequity for those individuals who are issued an In-Area Guest ID versus a Guest ID. Mr. McCaskey also requested the golf cart path on Buena Vista, within District 3, be reviewed for possible maintenance.

Chairman Belles encouraged Board members to schedule a monthly meeting with Janet Tutt to review the agenda and request clarification or additional informational for topics to be discussed. Mr. Lambrecht stated the Board members need to be careful that one-on-one discussions with Staff will not limit discussions among the Board. Chairman Belles clarified all discussion between Board members must occur during public meetings and Janet Tutt stated serving as a “conduit” or limiting discussion between Board members are violations of the Florida Sunshine Law and assured Board members that would never occur.

ELEVENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourned at 2:46 p.m.

On MOTION by John Land, seconded by Charlie Dunlap, with all in favor, the Board adjourned the meeting.

Janet Y. Tutt
District Manager

Richard Belles
Chairman