

OUR CORE VALUES

Hospitality

Stewardship

Creativity & Innovation

Hard Work

The Villages®

Community Development Districts

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Meeting the needs of The Villages community Residents is our primary objective.

PURPOSE

To provide and preserve the lifestyle of Florida's Friendliest Hometown.

VISION

To be respected as the most responsive and responsible Community Development District.

MISSION

To provide responsible and accountable public service that enhances and sustains our community.



We join together to acknowledge and thank everyone for your hard work and efforts - you each have been a bright spot in what was a most challenging year. As we think back on all those that have influenced our lives and remain in our memories, please hold close to your hearts those team members, family and friends that we have lost.

With sincere appreciation, and good wishes for a happy, healthy New Year!

The District Senior Management Team

Pictured left to right, top to bottom: Richard Baier, District Manager; Kenny Blocker, Deputy District Manager; Carrie Duckett, Assistant District Manager; Jennifer Farlow, District Clerk; Mark LaRock, Director, Purchasing; John Rohan, Director, Recreation & Parks; Anne Hochsprung, Director, Finance; Blair Bean, Director, DPM; Nehemiah Wolfe, Director, Community Watch; Edmund Cain, Director, Public Safety; Mitchell Leininger, Director, Executive Golf Maintenance; Barbara Kays, Director, Budget; Deb Franklin, Director, Human Resources & Strategic Planning; Tamara Hyder, Executive Assistant to Mr. Baier

Bruce Brown ~ Property Management ~ Assistant Director



Where were you born & raised and went to school? I was born in Bayshore, New York (Long Island) but moved when I was about eight to Merrimack, New Hampshire. I lived there about six years or so and then Northern New Jersey for a year. In 10th Grade we moved to Silver Springs, FL when my Dad transferred to Martin Marietta (now Lockheed Martin) in Ocala. I graduated from Vanguard High School in 1983.

What was special about where you were from? I don't have much memory of Long Island but my wife and I took a trip there and drove by my old house. We also went to New Hampshire and did the same thing – both places look a lot different than I remembered them and as they did back in the photos when we lived there. Silver Springs was great. We lived close enough to the actual attraction that you could hear Tarzan all day long and of course back then Six Gun Territory was an actual theme park rather than a shopping plaza. There was a great wax museum which is now sadly a bank. Wild Water was the water theme park but it was closed years ago and finally torn down last year. The most special thing, I met my future wife. She was a year ahead of me in High School but we rode the same bus together.

Tell us about your family, people (including pets!) We have three boys. Dalton lives in Coral Springs, FL and is a Regional Manager for Paragon Theaters. He graduated from USF in Tampa and earned his MBA through St. Leo. He has one son (and our only grandchild) – Graham, who is nearly 3. Jordan lives in San Antonio, Texas.

He went to UF during the Tebow years and then Law School at the University of Texas. He is an Assistant District Attorney. Our youngest son Colton lives in Philadelphia, and is in his final year at Temple Law. He graduated from UF and then served 4 years in the Coast Guard before attending law school. Our faithful dog Riley (Boston Terrier) passed away a couple years ago.

Hobbies? Favorite activities? I have written about 15 books (mostly marketing related, web design and veterans benefits), owned a web design business, but I really like spending time with my family, working on projects around the house and drinking red wine (that's a hobby right?)

Who has been the most influential person in your life and why? I have had a lot of influential people, but I'd probably say my Mom. She was always there for us and very supportive throughout my military career. She loved our country and our veterans and donated much of her time and energy supporting veterans and veterans support agencies. She passed away 4 years ago on Veteran's Day.

What's the best advice you ever received? Invest in your people, support and trust them to do their job, don't micro-manage. Mistakes will happen by all of us, this is how we learn, grow and improve.

What is the career & training path that led you to the Districts? I enlisted in the Coast Guard in 1984 and retired 36.5 years later in 2020. I had a great career, both ashore and afloat, and we were stationed in Alaska, Florida, North Carolina and Virginia (multiple times in each state). I was able to attend Officer Candidate School in 1995 and retired as a "mustang" Captain, having served the last six years in command. We bought a house in Ocala and I have been doing many projects since the closing, but I felt it was time to do something different and I found the District to be an intriguing, challenging and rewarding opportunity.

Can you tell us about your day-to-day responsibilities? I'm still trying to figure them out, but ultimately as Assistant Director – Property Management; I am responsible for oversight and execution of the Facilities Management Division, Construction & Fire House Division and the Town Center Division.

What is your favorite aspect of working for the Districts? So far it is the people and the incredible work ethic and dedication to excellence. It is inspiring to see and the results of the Property Management Department are on full display every day throughout the Villages.

What is the most interesting thing you have ever seen? My Coast Guard career has allowed me to travel all over the country. Some of my favorite memories are sailing the Bering Sea and visiting islands along the Aleutian chain. My last assignment required significant travel and my wife was able to accompany me on most of it. We visited Alaska, Hawaii, Puerto Rico, and a large portion of the continental United States. Seeing the Northern Lights while I was at sea was very cool, and we were able to see one of the last Space Shuttle launches at Cape Canaveral, something I had wanted to do for many years.

My favorites...Movie: Crimson Tide and A Few Good Men (and Star Wars...) **...Television Show:** The Mandalorian

Sports Team: Atlanta Braves and the NY Jets...**Vacation Spot:** I like the Mountains and the Beach

Restaurant: Hard to Pick. Lola Bistro by Chef Michael Simon in Downtown Cleveland Ohio was awesome as was Back Bay Grill in South Portland, Maine...**Food:** Thai...**Dessert:** Key Lime Pie



Current Job Openings

Are you looking for a career change, or know someone who is seeking employment?

Our current job openings include:

Community Watch

Patrol Driver Substitute \$11.07 per hour

Recreation

Recreation Assistant \$9.93 per hour

Keep an eye out for emails from Terianne Carroll, HR Administrator, for future openings with the District. If you have questions on job openings or how to apply, please feel free to call Terianne at 352-674-1905 or email terianne.carroll@districtgov.org.

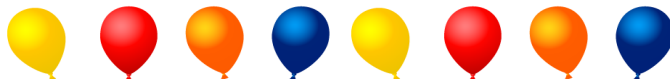


On your District Anniversary.
Thank you for your service!

10TH ANNIVERSARY



Lieutenant Mike Sapp



EMPLOYEES ON THE MOVE



Community Watch

- **Juliane Day** was promoted from Communications Manager to Assistant Director.

Finance

- **Betty Poling** was promoted from Accounting Clerk to Billing & Collection Technician.
- **Judy Odom** was promoted from Accounting Clerk to Billing & Collection Technician.

Property Management

- **Nicholas Sanchirico** was promoted from Supervisor to Assistant Manager-Infrastructure.

Recreation

- **Andrew Esposito** was promoted from Recreation Supervisor to Recreation Area Manager-Sports Coordinator.
- **Christopher Iannello** was promoted from Recreation Assistant to Recreation Supervisor.



TO THE DISTRICT FAMILY!

Purchasing
Crystal Ford

Property Management

Bruce Brown
Alisa Jacoby

Executive Golf

Dalton Parker
Jack Winters

Human Resources

Cindy Muffett
Tiffany Rappel

Customer Service

Frank Lombardi
Donna Oates

Recreation

James Alexander	Candice Benson	Nancy Burgess
Melissa Flores	Donna Lasko	Laura Perry
Roxann Phillips	Jerome Beadenkopf	Gary Beninson
Brian Emigh	Karen Meusel	William Miller

Community Watch

Colleen Ford	Sandra Holliday	Richard Rocchio
Gregory Sherman	Christiane Tomashunas	Dana Walker
Gerard Lyman	Curtis Holliday	Charles Jones
Thomas McCormick	Paul Tanceusz	Freddie Wilson



The District Administrative offices will be closed on Friday, December 25th in observance of Christmas Day.



DECEMBER



DECEMBER



Jodell Thurgaland	1	Budget	Lisa Parkyn	17	Recreation
Bruce Wynn	1	Community Watch	Jack Pike	17	Recreation
Cheryl Horgan	1	Property Management	Robin Santangelo	17	Recreation
Betty Poling	1	Finance	Gloria Cook	17	Community Watch
Cody Little	1	Public Safety	Robert Meffen	17	Public Safety
James Neilsen	2	Recreation	Christine Brown	18	Recreation
Douglas Gossard	3	Recreation	Mary Leach	18	Recreation
Kurtis Mancauskas	3	Recreation	Thomas Ladow	18	Community Watch
Michael Roy	3	Recreation	Alisa Jacoby	18	Property Management
Alexander Leshnick	3	Community Watch	Candice Dennis	19	Community Standards
Stanley Davis Jr	3	Property Management	Michael Corey	20	Recreation
Naneki Delerme	4	Finance	Dennis McNeil	20	Community Watch
Joshua Hayes	4	Public Safety	Edward Przybowski	21	Recreation
Michele O'Donnell	5	Recreation	Douglas Lloyd	21	Community Watch
Cheryl Hoffman	5	Community Watch	Jackson Brecklin	21	Public Safety
Gregory Luginbill	5	Community Watch	Meagan Watts	21	Public Safety
James Rhoads	5	Community Watch	Robert Schwarz	22	Recreation
Pamela Elsmore	6	Recreation	Jane Chavez	22	Community Watch
Floyd Davis	6	Community Watch	Shannon Martin	22	Community Watch
Jeffrey Givens	7	Recreation	Rodney Coe	22	Property Management
Gregory Simar	7	Community Watch	Michael Stephens	22	Public Safety
Kathryn Rose	8	Recreation	Katheryn Ernst	23	Community Watch
Lori Will	8	Recreation	Blair Bean	23	Property Management
Gregory Correale	8	Community Watch	Karen Briggs	23	Finance
Joseph Herbst	9	Recreation	Bruce Brinkerhoff	24	Community Watch
Thomas Husar	9	Recreation	Roger Williams	24	Community Watch
Frances Schwab	9	Recreation	Alexandria Allen	24	Finance
Eric Williamson	9	Public Safety	Gayle Gibson	25	Recreation
George Akerley	10	Recreation	Rose Marginson	25	Recreation
Jose Alvarez	10	Community Watch	Roger Bruce	25	Community Watch
William Thompson	10	Property Management	Arlene Schuchmann	26	Recreation
Adelisa Luciano	10	Public Safety	Janet Mrozowski	28	Purchasing
Cynthia Bennett	11	Recreation	John Holowach	28	Recreation
Vincent Walczak	11	Public Safety	Daria Lotocky	28	Recreation
Antoinette Marsinelli	12	Recreation	Mason Guyette	28	Public Safety
Raymond Pinheiro	13	Recreation	Cody Rhoden	28	Public Safety
James Brooks	13	Community Watch	David Olson	29	Recreation
Robert Klump	13	Community Watch	David Correa	29	Community Watch
John O'Connell	13	Community Watch	Michael Miller	29	Community Watch
George Rega Jr	13	Community Watch	George Tule Jr	29	Community Watch
Donna Lasko	14	Recreation	Edwin Bock	29	Public Safety
Randy Ottoson	14	Recreation	Virginia Michaels	30	Recreation
Kelsey Muller	14	Public Safety	Jeffrey Miller	30	Recreation
William Clark	15	Community Watch	Reilly Reinhold	30	Recreation
Yovany Hogeland	15	Public Safety	Lawrence Small	30	Recreation
Tracy Engleson	16	Recreation	Joseph Schenk	30	Public Safety
Thomas Watkins	16	Recreation	Kimberly Watts	30	Public Safety
Michael Fink	16	Community Watch	Amanda Brooks	31	Recreation
Mike Sapp	16	Public Safety	Norman Hager	31	Recreation
Michael Desautels	17	Customer Service	Frederick Urfer	31	Community Watch

Happy December Anniversary! Thank You For Your Service!

Albert Chevalier	Community Watch	12/28/2001	19	Juan Berrios	Public Safety	12/05/2016	4
Herbert Wierzbach	Recreation	12/03/2002	18	Tyler Cariglio	Public Safety	12/05/2016	4
Joseph Burns	Recreation	12/11/2003	17	Luis Marquez	Public Safety	12/05/2016	4
Barry Hoch	Community Watch	12/03/2004	16	Zachary Morreale	Public Safety	12/05/2016	4
Raymond Pinheiro	Recreation	12/10/2004	16	Austan Scherr	Public Safety	12/05/2016	4
Jason Croom	Public Safety	12/31/2004	16	Hunter Shumate	Public Safety	12/05/2016	4
Jackie Tuggerson	Public Safety	12/31/2004	16	David Weston	Recreation	12/17/2016	4
Albert Cotoia	Community Watch	12/13/2006	14	Carol Donato	Recreation	12/19/2016	4
Kevin Cunliffe	Public Safety	12/31/2007	13	Doyle Graf	Property Management	12/19/2016	4
Brian Konnerth	Public Safety	12/01/2008	12	Arthur Michaels	Recreation	12/19/2016	4
Geoffrey Martz	Public Safety	12/01/2008	12	Janibal Vazquez	Property Management	12/19/2016	4
William Pent	Public Safety	12/01/2008	12	Rebecca Armstrong	Finance	12/04/2017	3
Anita Douglas	Recreation	12/17/2008	12	Paula Di Julio	Community Watch	12/18/2017	3
Ronald Argast	Community Watch	12/16/2009	11	Michael Fink	Community Watch	12/18/2017	3
Candace Langton	Community Watch	12/16/2009	11	Suzanne Metelsky	Recreation	12/18/2017	3
Roger Navarro	Recreation	12/23/2009	11	John Minelli	Community Watch	12/18/2017	3
Betty Poling	Finance	12/08/2010	10	Dillon Berry	Public Safety	12/03/2018	2
Mike Sapp	Public Safety	12/08/2010	10	Robert Doyle	Community Watch	12/03/2018	2
Anthony D'Aquisto	Recreation	12/07/2011	9	Brian Hilty	Public Safety	12/03/2018	2
Kathryn Dutkiewicz	Recreation	12/07/2011	9	Pamela Hobbs	Community Watch	12/03/2018	2
Frederick Gerber	Community Watch	12/07/2011	9	Zachary Meckstroth	Public Safety	12/03/2018	2
Michele O'Donnell	Recreation	12/07/2011	9	Daniel Moore	Public Safety	12/03/2018	2
William Pellatt	Recreation	12/07/2011	9	Janet Mrozowski	Purchasing	12/03/2018	2
Margaret Rimmer	Community Watch	12/07/2011	9	Jacob Rogers	Public Safety	12/03/2018	2
William Easton	Community Watch	12/10/2012	8	Richard Sprole	Public Safety	12/03/2018	2
Roland Edmonds	Recreation	12/10/2012	8	Joseph St John	Community Watch	12/03/2018	2
Hervey Forward	Recreation	12/10/2012	8	Stuart Venables	Public Safety	12/03/2018	2
Anita Graner	Community Watch	12/10/2012	8	Brandy Cook	Budget	12/17/2018	2
Brad Koozman	Recreation	12/10/2012	8	Michael Corey	Recreation	12/17/2018	2
Virginia Michaels	Recreation	12/10/2012	8	Robert Donlon	Recreation	12/17/2018	2
Henry Henderson	Community Watch	12/09/2013	7	Joan Ferrara	Finance	12/17/2018	2
Robert Livingston	Community Watch	12/09/2013	7	Sharon Gwin	Community Watch	12/17/2018	2
William O'Leary	Community Watch	12/09/2013	7	Thomas McHugh	Recreation	12/17/2018	2
Anita Detterbeck	Recreation	12/23/2013	7	Robert Murphy	Recreation	12/17/2018	2
Gloria Cook	Community Watch	12/08/2014	6	Robert Priest	Property Management	12/17/2018	2
John Holowach	Recreation	12/08/2014	6	Fred Register	Recreation	12/17/2018	2
Rose Marginson	Recreation	12/08/2014	6	Christopher Ryzoc	Property Management	12/17/2018	2
Larry Marlow	Recreation	12/08/2014	6	William Thornton	Recreation	12/17/2018	2
Armando Norat	Community Watch	12/08/2014	6	Clarence Hunter	Community Watch	12/02/2019	1
Nancy Norval	Finance	12/08/2014	6	Christina Pittsley	Community Watch	12/02/2019	1
Bouchaib Rharbite	Recreation	12/08/2014	6	Leo Shelko	Community Watch	12/02/2019	1
Robert Wetzel	Recreation	12/08/2014	6	Patricia Bledsoe	Community Watch	12/16/2019	1
Cynthia Bennett	Recreation	12/07/2015	5	Philip Boulanger	Community Watch	12/16/2019	1
Kimberly Cappellini	Recreation	12/07/2015	5	Keith Boyle	Recreation	12/16/2019	1
Donald Cremer	Recreation	12/07/2015	5	Alan Bruce	Recreation	12/16/2019	1
Jeffrey Holland	Community Watch	12/07/2015	5	Thomas Christian	Recreation	12/16/2019	1
Thomas Ryan	Recreation	12/07/2015	5	Christopher Iannello	Recreation	12/16/2019	1
Elizabeth Stone	Recreation	12/07/2015	5	Elsina Riddell	Recreation	12/16/2019	1
Mary Ann Stumpf	Recreation	12/07/2015	5	John Rocker	Recreation	12/16/2019	1
				John Tomashunas	Community Watch	12/16/2019	1

Recognizing Our Core Values In Action!



Suzanne Metelsky, Recreation Supervisor -Customer Service (left) received a letter, "I am writing to let you know how pleased our group was with the staff and room at the La Hacienda Recreation Center. We have not used the recreation center since last March, but began our meetings again last week. The room was beautiful, the floors were shining, and spotless along with everything else. Everyone at the recreation center has been exceptional! Especially Suzanne Metelsky, who is very knowledgeable and was incredibly helpful with our dates, times, changes,

etc. You have a great team at La Hacienda and we're looking forward to our next meeting!"

Jaime Denton, Property Management Supervisor was complimented, "Thank you for your quick response to my inquiry. I must compliment your staff member, I believe her name was Jaime. Although I now know that the top of the retaining wall is my responsibility she was always polite and respectful. She did not seem rushed and in fact corrected several minor issues in the common area while she was here. Thanks to Jaime for removing those two white PVC fishing devices and the small landscape service flags in the common area this morning. My first contact with your organization was very professional and a good experience."



Teresa Nettleton, Recreation Service Representative (left) was praised by a resident, "I am writing the most effusive praise letter for Teresa of SeaBreeze Recreation Center. She has been working with me, President of a Lifestyle Volunteer Club, as we adjust after the Covid-19 shutdown. She has been exceptional in her customer service, her ingenuity, and her professionalism. For two years she has assisted me with organizing our club's meetings at the center and she deserves the highest endorsement. Our club is an international club (7 countries, 250 members) and collectively Te-

resa and the SeaBreeze staff receive rave compliments from everyone. Please pass on any appropriate acknowledgements. Thank you."

Barbara Denza, Gate Attendant (right) received a thank you card from a resident, "Thank you for all that you do during such horrible times."



Recreation & Parks News

*It's that time of year
to spread your wings!*

Be an Angel

Spread happiness this holiday season to a child who may not have a present to open this year.

Angels of The Villages
November 20 - December 18

Pick up an angel at these regional recreation complexes:

*Colony Cottage
Eisenhower
La Hacienda
Lake Miona
Laurel Manor
Mulberry Grove
Rohan
Fenney*

For more information,
please call 352-259-7422.

Benefiting Lake/Sumter Families
Foster/Adoption Inc.





On October 17th, **David Kurman, Recreation Service Representative** was a first place age group winner at the Lake Minneola Half Marathon in Clermont. The race featured numerous COVID-19 precautions including a prerace temperature scan, a staggered start by corrals and lots of social distancing. He's now looking forward to the return of the Running of the Squares in The Villages!

Hawkins Neighborhood Recreation Area

On Thursday November 5th, the Recreation & Parks department was pleased to open their newest facility in the Village of Hawkins. The recreation area is nestled next to a pond and features an adult pool, shuffleboard courts, bocce courts, corn toss, and a picnic pavilion. This is the third recreation amenity opened in the last few months south of State Road 44 and east of the Florida Turnpike.



Recreation & Parks Happenings

- 12/1 – 12/20 Holiday Giving Virtual 5K
- 12/20 Pet Information & Adoptions
- 12/24 Christmas Eve – business as “current” usual; facilities close at 6:00 p.m.
- 12/25 Christmas Day – outdoor facilities & pools open; recreation centers & offices closed
- 12/31 New Year’s Eve – RLVG ends at 1:00 p.m., centers open as “current” usual; will staff as needed for rentals

Due to the recent increase in COVID cases we have to be very careful not to draw large crowds therefore the following annual December events have been canceled.

- Ukulele sing-along at Lake Sumter Landing (12/8)
- Holiday Train Show at Colony Cottage (12/10-12/13)
- Holiday Music Box Show at Eisenhower (12/12-12/13)
- Christmas Parade at Polo Fields (12/14)
- Outdoor Concert Series at La Hacienda (12/16)
- Outdoor Movie Series at Soaring Eagle (12/17)

For more information, call 352-753-1716.

Public Safety News

CONGRATULATIONS

Ellis Secola, Firefighter Paramedic/Driver Engineer and his wife Chaveli welcomed Lorenzo Garcia-Secola on November 17th, 6lbs 8oz, 20 inches long.



As Floridians prepare to celebrate the holidays with family and friends, it's important for residents and visitors to take precautions to keep everyone safe. The Florida Department of Health is actively planning for the distribution of a COVID-19 vaccine, making it more important than ever for Floridians to take precautions in their everyday life to mitigate the spread of the virus. This holiday season, The Florida Department of Health offers these health and safety recommendations.

Protecting Yourself from COVID-19 During Gatherings and Celebrations

- All individuals should wash their hands or use and alcohol-based hand sanitizer frequently.
- If someone feels ill during the holiday season, get tested for COVID-19 and avoid going out in public or being around at risk individuals.
- Older adults or persons with certain medical conditions who are at increased risk of severe illness from COVID-19, or live or work with someone at increased risk of severe illness, should avoid in-person gatherings with people who do not live in their household.
- Consider hosting an outdoor gathering rather than an indoor gathering.
- Guests who have traveled from other areas or towns should distance themselves from people who are 65 or older and people of any age who have underlying health issues such as lung or heart disease.
- Hosts entertaining at home should make sure frequently touched surfaces are cleaned and disinfected before and after gatherings.

Flu Vaccination

- The Centers for Disease Control and Prevention recommend that everyone six months and older get a flu vaccine every year.
- People should be vaccinated at least two weeks before traveling because it can take a few weeks for vaccine immunity to develop.
- Flu vaccines are offered at health care providers' offices, clinics, county health departments, pharmacies, schools and college health centers.

Holiday Travel

- People who are sick should not travel—even if symptoms are mild, infection can spread to others.
- Everyone traveling by car should wear seat belts and adults should check that infant and child car seats are properly installed.
- If you are traveling from Florida to another state on a commercial flight, wear a mask and social distance as much as possible. If you feel ill upon return, get tested for COVID-19 as soon as possible.

Food Safety

- Handwashing with soap and water for 20 seconds (or hand sanitizer with at least 60% alcohol) before and after preparing, serving and eating food is key to food safety.
- Frozen turkeys can defrost at a safe temperature using one of these methods: in a leak-proof container in the refrigerator; in a leak-proof plastic bag in a sink of cold water (water should be changed every 30 minutes), or in the microwave, following the microwave manufacturer's instructions. Never defrost meat at room temperature.
- Cross contamination of foods causes illness—separate utensils, cutting boards and plates used for raw meats and other foods.
- Food thermometers are the best way to confirm that a food is cooked to a safe temperature.
- Hot foods should be kept hot and cold foods cold.
- Leftovers should be refrigerated within two hours of eating.

Fire Prevention

- Fireplaces, space heaters, candles and food cooking on stoves or ovens should not be left unattended.
- A clearance of 3 feet kept around heat sources—fireplaces, air vents, space heaters—is safer.
- The manufacturer's instructions for connecting Christmas light strands should be followed.
- Christmas trees should be watered daily—dry pine needles are fire hazards.

Injury Prevention

- Carbon monoxide poisoning is 100% preventable—generators, grills or other gasoline or charcoal-burning devices should not be used inside the home or garage.
- Step stools or ladders that are locked and placed on a level surface should be used when hanging decorations.
- Fireworks are safety hazards that can burn people and houses, and terrify pets—the safer choice is to exclude fireworks from celebrations.
- Bicycle or skateboarding helmets help prevent the most serious types of head and brain injuries.

Healthy Habits for the Holidays

- Smaller servings of food favorites that are high in fat, salt and sugar can be balanced with healthier options like lean meats, whole grains, vegetables and fruits.
- Physical activity helps keep weight in check during the holidays: adults should be active for at least 2.5 hours a week and at least 1 hour a day is ideal for children and teens.

For more information, please visit www.FloridaHealth.gov.



COVID-19 can spread anywhere, even places where you feel safe, like your home. If even one person in your household gets COVID-19, it can spread to others in your home. Learn what you can do to keep COVID-19 outside your home, and if it gets in your home, what you can do to keep it from spreading.

Households Include

- Anyone who currently lives in and shares common spaces in your housing unit (house or apartment).
- Family members can also be classified as anyone who is not related to you but share common spaces like a roommate.
- Even people who don't currently live with you (for example, college students returning home from school on breaks).

Keeping COVID-19 Outside Your Home

When you leave your house for work, to run errands, or for any other reason, you have a chance of being exposed to COVID-19 and bringing it back to your home. Chances are increased when:

- You have close contact with other people (closer than 6 feet apart).
- Spend more time with other people or in crowds of more than 10 people at a time.
- Spend time in indoor spaces.

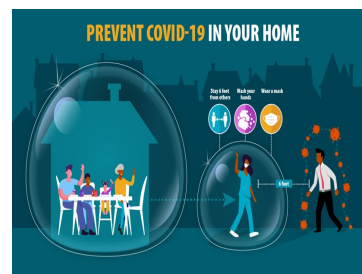
Here are some tips to help keep COVID-19 OUTSIDE of your home

- Wear a mask whenever you leave your home.
- Wash your hands (even before putting on your mask).
- Wear your mask over your nose & mouth and secure it under your chin (still making sure that you can breathe easily).
- If your mask is cloth, make sure to wash it regularly between uses.
- Stay at least 6 feet apart in crowds (approx. 2 arm lengths).
- Avoid crowds and indoor spaces as much as possible.
- Wash your hands! Do this often with soap and water for at least 20 seconds (if soap is not available, use hand sanitizer).
- Avoid touching your eyes, nose and mouth until after you have washed your hands.

Prevent COVID-19 Inside Your Home

You can also take steps to stop COVID-19 from spreading inside your home.

- Wear a mask in shared spaces around others:
 - If you or others in your household are in close contact of other people who don't live in your household, consider wearing masks in shared spaces.
 - Stay at least 6 feet apart in shared spaces.
 - Monitor your health daily.
 - Watch for symptoms (fever, cough, shortness of breath, etc.).
 - Make sure to clean and disinfect surfaces often in shared spaces.
 - Avoid sharing household items.
 - Do not share items such as dishes, drinking glasses, eating utensils, or towels with other household members.
 - Wash all of these items thoroughly after using them.



If Someone Gets Sick

If someone in your household gets sick, please make sure to contact your doctor or medical professional. Also that person should:

- Separate themselves from others in the home (and wear a mask).
- Use a separate bathroom.
- Covers mouth and nose with a tissue when coughing and/or sneezing.
- Always throw away used tissues in a lined trash can.
- Wash hands often.
- If possible, do not prepare, service or assist in preparing or serving food to others.
- Stay separate from pets.

For more information, please visit,
www.CDC.gov.

Protect Your Health This Flu Season

It's likely that flu viruses and the virus that causes COVID-19 will both spread this fall and winter. Healthcare systems could be overwhelmed treating both patients with flu and patients with COVID-19. This means getting a flu vaccine during 2020-2021 is more important than ever. While getting a flu vaccine will not protect against COVID-19, there are many important benefits, such as:

- Flu vaccines have been shown to reduce the risk of flu illness, hospitalization, and death.
- Getting a flu vaccine can also save healthcare resources for the care of patients with COVID-19.

HUMAN RESOURCES – ASSISTANCE THROUGH THE HOLIDAY SEASON

It's no secret this year has been challenging, but as we enter the holiday season it's important to remember you deserve celebration and happiness. Take control and forge new traditions, even if those traditions aren't what you originally intended. Here are just a few ways to stay connected this year.

- Plan recipes as a family, then cook and eat together on virtual platforms.
- Play online games together such as trivia, dance contests or karaoke night.
- Mail cards or gifts, then open them together on a virtual platform.
- Send flowers or have food delivered to families in isolation.
- Go for socially distanced walks outdoors with friends and family.

With shorter days and longer to-do lists, the winter months often bring a unique set of mental health challenges. Then you add the COVID-19 pandemic in the mix. If you're constantly worry about you and your loved ones' health, it might feel like your holiday plans are doomed. Remember the holidays don't have to be perfect (they rarely are). Here are some things you can do to manage and even prevent feelings of depression during the holidays:

- Whatever you're feeling-acknowledge it. If you've experienced loss this year or are grieving holiday traditions that can't happen, it's okay to feel sad. You're human.
- Plan ahead for shopping, cooking and other activities. If you stick to a schedule and a budget, you're less likely to feel overwhelmed by last-minute tasks.
- Embrace new traditions. As families change and grow, so do the holidays. Be open to creating new memories and celebrate in different ways.
- Learn to say no. You don't have to participate in every activity or virtual gathering you're invited to-especially if it impacts your mental health. It's okay to prioritize your well-being.
- Ask for help. If you're feeling constant sadness, trouble sleeping or anxiety despite your best efforts, talk to your doctor about seeing a mental health professional.

Employee Assistance Program

Creating a network of individuals who are there to embrace and enhance your self-esteem while handling any situation is the foundation of a strong support system. By having people you can go to during the good times (and the not-so-good times) you will be more likely to be a happy and healthy individual.

Close friends and family are common members of an emotional support system, but there are others.

Here are some examples of people who may be able to give emotional support:

- fellow parents in your community
- teachers
- people who share the same hobbies or are part of your special interest group
- neighbors
- exercise partners
- therapists or counselors



As you build and use a support system, it's helpful to realize that having a support system requires you to both give and take. In order to build healthy relationships with those in your support group, know that these people have needs just like you.

Are you looking for more ways to strengthen your support system? Reach out to our free Employee Assistance Program (EAP) for more resources or speak with a licensed therapist at no-cost and in a judgement-free environment. Available to all full time and part time employees and their families.

Also, visit www.workhealthlife.com/standard3 to explore a wealth of information online, including videos, guides, articles, webinars, resources, self-assessments and calculators.

888-293-6948

TDD: 800-327-1833

24 hours a day, 7 days a week

www.workhealthlife.com/standard3



DISTRICT UNIVERSITY
Training & Development Programs: December 2020
All professional development training workshops are open to all District Staff members.



Class Title	Instructor	Class Info	Relevant to	Date	Time	Location
New Hire Orientation	Varied District Staff	This training session provides new employees with important information to help navigate your first 60 days of hire. A wide-range of topics are covered, including District Core Values, Mission Statement, policy & procedures, diversity & harassment training and workers compensation information.	NEW HIRES	December 14 & 28	8:00am To 12:00pm	Laurel Manor Recreation Center 1985 Laurel Manor Drive
CDD Orientation	Varied District Staff	This workshop helps attendees better understand what a “Community Development District” is & how it operates. Also covered - important community information regarding the people, services & supporting entities that help make up “The Villages”.	<i>All New Hires</i> Mandatory <i>within 30 days of employment</i>	TBD at this time	10:00am To 12:00pm	District Offices 984 Old Mill Run
Built to Last	Deb Franklin, Director, HR & Strategic Planning	Now that you know more about what your role is within our organization, we now circle back to focus on how our District Core Values serve as a compass to guide us in providing responsive, responsible customer service, no matter what position we hold.	<i>All New Hires</i> Mandatory <i>within 60 days of employment</i>	January 6	9:00am To 11:00am	Laurel Manor Recreation Center 1985 Laurel Manor Drive
Public Records & Ethics	Stephanie Brionez, Esq.	This class covers what information is protected under Public Records Law, how long to retain certain records, how to handle public records requests and will also touch on Government Sunshine Laws.	Mandatory for all District Staff. Attendees will be assigned by their department.	December 15	9:00am To 12:00pm	Teleconference Only

Department Director’s should determine which staff members should attend mandatory workshops & notify those individuals so that they can register. Staff members interested in attending a workshop should request from their Department Director or immediate Supervisor permission to attend a workshop.

To Register:

- **All Community Watch staff:**
Contact **Sharon Gwin (352-750-8201)**
- **All Finance staff:**
Contact **Linda Sojourn (753-0421)**
- **All Recreation staff:**
Contact **Anita Douglas (352-674-1800)**
- **All other District staff:**
Contact **Human Resources** Angela.Pattillo@DistrictGov.org

The Villages®

Community Development Districts

It is the responsibly of each of us to take good care of ourselves, each other and our guests. Please keep to the following:



As always, if you have a health concern, check with your health care provider prior to returning to work.



If you are sick, or have symptoms of fever, cough, shortness of breath or recently exposed to COVID-19 please do not come to work until you have doctor clearance. Contact your supervisor or HR.



Stay at least 6 feet away from others (social distancing), always keeping this minimum space between yourself and others.



Wear a mask and appropriate attire for the activity.



Wash your hands with soap and water frequently (20 seconds or longer).



Bring your own water bottle.



Consider bringing your own Hand Sanitizer and disinfectant wipes.



Cover coughs and sneezes with tissue then throw tissue in trash.



Avoid touching, eyes, nose and mouth.



Clean & disinfect frequently touched objects & surfaces.



Bring your own equipment/supplies conducive to the activity.

For the public health and safety of others, The District reserves the right to restrict access to use of facility and activities. Be flexible as facility operations, attendance numbers, services, and centers are subject to change and/or be restricted, closed or limited. All information is subject to change as additional information is received by the CDC and the Florida Department of Health.

For more information contact your supervisor, or Human Resources.
HumanResources@DistrictGov.org

Hospitality | Stewardship | Creativity & Innovation | Hard Work