

**RESOLUTION 21-07**

**A RESOLUTION ADOPTING REVISED PROCESS AND PROCEDURES FOR AUTHORIZED HOLIDAY DECORATIONS ON DISTRICT OWNED RIGHTS OF WAYS WITHIN THE BOUNDARIES OF THE BROWNWOOD COMMUNITY DEVELOPMENT DISTRICT (BCDD) BOARD.**

1. **WHEREAS**, The Brownwood Community Development District (BCDD) Board desires to outline the process and procedures for authorized holiday decorations on District rights of ways as attached;
2. **WHEREAS**, the process and procedures will ensure the District provides an organized and systematic process for determining approved holiday decorations on District rights of ways; and

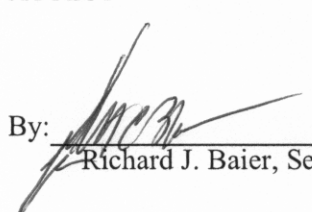
**NOW, THEREFORE, BE IT RESOLVED** by The Brownwood Community Development District (BCDD) Board as follows:

3. There are hereby recommended revised process and procedures for authorized holiday decorations on District owned rights of ways.
4. The established process and procedures, upon recommendation of Resolution 21-07, shall become effective immediately.

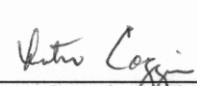
**DONE AND RESOLVED** at The Villages, Sumter County, Florida, this 2<sup>nd</sup> day of September 2021.

ATTEST

Brownwood Community Development District  
(BCDD) Board

By: 

Richard J. Baier, Secretary

  
Lester Coggins, Chair

Attachment: Holiday Decoration Policy

# **The Villages®**

## **Community Development Districts**

### **HOLIDAY DECORATION POLICY**

**TITLE:** District Holiday Decoration Policy – Gate House & Villa/Village Entry Sign Wall

**DATE ISSUE:** October 1, 2021

**REVISION:** To 2020 Amended Policy

---

#### **OVERVIEW:**

The District will permit the Gate Houses and Village/Villa entry sign walls to be decorated by resident groups. This policy excludes postal stations. Holiday decorations allow residents to show their holiday spirit and develop esprit de corps within The Villages. THANK YOU to all residents and groups who contribute to the festivity and celebration of approved holidays and seasons. In keeping with our core value of Stewardship, a Holiday Decoration Policy was created and approved to ensure the protection of District infrastructure, as well as promote the safety of residents installing the approved decorations. All Holiday decorations must comply with community standards and not pose a nuisance or safety hazard.

Prior to installation, residents must submit a “request” to District Property Management and sign the following Activity Release of Liability. For ease of application, there is a Drop Box located at the District Property Management Offices at 1026 Canal Street, The Villages (DPM Offices are located on the 2<sup>nd</sup> Floor above City Fire Grill). Alternatively, you may submit the signed Liability Release and Dimensioned Design Diagram via e-mail to DPM at : [PropertyManagement@DistrictGov.org](mailto:PropertyManagement@DistrictGov.org). For questions on compliance with the Holiday Decoration Policy, contact District Property Management at (352) 753-4022.

All individuals installing decorations must sign the release prior to installation or they must be signed by the “Resident Group” leader who is accepting liability for the Holiday Decorations. Holiday Decorations without approval will be removed. The following needs to be submitted in order for District Property Management to approve a request to display Holiday Decorations:

1. Signed Liability Release Form;
2. Dimensioned designed diagram and proposed location(s);

**The Villages®**  
**Community Development Districts**  
**HOLIDAY DECORATION POLICY**

**HOLIDAY DESIGN APPLICATION &  
ACTIVITY RELEASE OF LIABILITY**

I acknowledge and agree that by allowing the resident holiday decorating activities set forth above, the Village Center Community Development District, Sumter Landing Community Development District, Brownwood Community Development District, the numbered Village Community Development Districts, and North Sumter County Utility Development District (collectively, the "Released Parties") do not assume any responsibility or liability for bodily injury, property damage or other loss or injury to me, my property or third parties in connection with such activities. In consideration of being able to participate in the described activities, I, for myself and for my executors, administrators, personal representatives, assigns, heirs, and next of kin hereby agree to:

1. Release, hold harmless, covenant not to sue, and forever discharge the Released Parties and all their officers, employees, directors, members, executives, agents, affiliates, representatives, successors and assigns from any claims and demands arising out of, or in connection with the activities set forth above, including but not limited to any injury, damage or loss caused or contributed to, in whole or in part, by a negligent act or omission of the Released Parties.
2. Indemnify the Released Parties from and against any loss, liability, damage or cost caused by or in connection with the holiday decoration or installation thereof, whether caused by negligence, action or inaction of the Released Parties or other individual or entity.
3. Agree the foregoing release and waiver is intended to be as broad and inclusive as permitted by Florida law, and that if any portion is held invalid for any reason, the balance should continue in full legal force and effect.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

# **The Villages®**

## **Community Development Districts**

### **HOLIDAY DECORATION POLICY**

#### **POLICY:**

Approved decorations can be displayed on the following observed holidays:

- Presidents' Day
- Memorial Day
- Flag Day
- Independence Day
- Labor Day
- Patriot Day
- Veterans Day
- Winter Holiday

With the exception of the winter holiday, approved decorations can be installed five (5) days before the holiday and must be removed within three (3) days after the holiday. Winter Holiday decorations can be installed for a maximum of thirty (30) days, with them being installed no earlier than December 1<sup>st</sup> and removed no later than January 5<sup>th</sup>.

The District reserves the right to remove, alter, or relocate decorations for public safety or the protection of District property. The District is not responsible for removed, lost, stolen or damaged decorations. Decorations which are removed by District Staff due to lack of permit or non-compliance with the District Holiday Decoration Policy shall be "removed, tagged and marked" by DPM and tie-wrapped or otherwise secured and "dropped in place" for resident retrieval. (Note: American Flags will never be "dropped in place" or allowed to touch the ground" and will be respectfully removed until retrieved by Residents). "Dropped in Place" Decorations which are not retrieved within 48-hours, they will be relocated to the Alhambra Storage Facility for future identification and release to owners. Residents may complete the permit application process or contact DPM for additional guidance for compliance.

Again, Holiday Decorations which have been removed by DPM, tagged and left-in-place for resident pickup, must be retrieved within 48-hours or they will be relocated to the Alhambra Storage Facility for future identification and release to owners. District Property Management will store Holiday Decorations at the Alhambra Storage Facility for 30 days before being permanently disposed of.

#### **APPROVED DECORATIONS INCLUDE:**

- Garland
- Wreaths

# The Villages®

## Community Development Districts

### HOLIDAY DECORATION POLICY

- American & Military Flags
- Holiday Specific Feather Banners
- Red, White and/or Blue Ribbons for Patriotic Holidays

#### **DECORATING GUIDELINES:**

- No nails, screws, tape or any other material that would break, peel or penetrate the surface, or statues. Due to safety concerns regarding National Electric Code, lights, outdoor rated extension cords, outdoor rated fixtures and bulbs, GFCI, flammability, covers for damp locations, glare on drivers and pedestrians and other distractions caused by blinking, motion or strobe lights, the use of any lights (electric or battery) is strictly prohibited.
- No colored ribbon other than red, white or blue are permitted with the exception of Winter Holiday, during which only red, green, white, blue and silver are permitted.
- Only wire, rope or cord can be used to display holiday decorations from entry walls.
- Ribbons, Banners and Flags shall not to obscure sign wall lettering.
- All feather banners must be placed a minimum of the overall height of the feather banner plus 3-feet from the closest roadway or multi-modal path based on the height of the feather banner. (i.e., a 10' tall feather banner must be placed no closer than 13' to the closest roadway or multi-modal path). District Property Management will review proposed locations and provide guidance on placement as to not interfere or damage irrigation or landscaping and must not be visual impairment for vehicular traffic, golf carts or pedestrians. Tall feather banners shall not be permitted to overhang roadways, paths or multi-modal paths, they must be placed back to allow for 3' of free space from roadways, paths or multi-modal paths in the event they fall or are blown down by wind. DPM will relocate feather banners to safe locations, if space permits based on overall height and available area for placement.
- Flag displays (American and Military) at Village/Villa entry sign walls must be tastefully displayed and limited to no more than four (4) American Flags and/or limited to (1) for each branch of the United States Military (Army, Navy, Marines, Air Force, Coast Guard, Space Force). American Flags need to be in pristine condition, cannot be tattered and torn, and its red and white bars and the union (the blue field of stars) are bright and vibrant. Flags may be 3-foot x 5-foot or smaller in size.

#### **SPECIFICATIONS FOR WINTER HOLIDAY DECORATIONS:**

Village/Villa Entry Wall:

# **The Villages®**

## **Community Development Districts**

### **HOLIDAY DECORATION POLICY**

- Green garland, green wreaths (maximum 3' in width, not to obscure sign wall lettering) and bows are acceptable decorations.
- No colored ribbon other red, green, white, blue and silver are permitted.

#### **Gate House:**

- One green wreath with a bow (maximum 3' in width) may be placed on the entrance and exit side of the Gate House.
- No decorations will be authorized on Gate Houses or Gate House "islands" which create a line-of-sight obstruction to Gate House attendants, residents, drivers or pedestrians.

#### **Honor System Policy:**

- The Holiday Decoration Policy is designed to allow our allow residents to show their holiday spirit and develop esprit de corps within The Villages. It is done on an Honor System basis, that requires minimal application, liability release and review process and thus minimal enforcement, by the nature of the policy.
- District Property Management, in the course of their many other duties and responsibilities is responsible for enforcement of the Holiday Decoration Policy, however there is no guarantee of 100% compliance enforcement at any given time.
- DPM is not staffed to perform "patrols" in search of non-compliant or unpermitted decorations. Residents who participate in the Holiday Decoration Policy are required to submit a permit application and accept the terms of the liability release form. Failure to do so will result in removal of non-compliant or un-permitted Holiday Decorations being removed or relocated by DPM in the normal course of duties for DPM staff.