



**WEST VILLAGES
IMPROVEMENT DISTRICT**

**CITY OF NORTH PORT
SARASOTA COUNTY
REGULAR BOARD MEETING
JANUARY 13, 2022
11:00 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.westvillagesid.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
WEST VILLAGES IMPROVEMENT DISTRICT
19503 S. West Villages Parkway, #A4
Venice, Florida 34293
<https://us02web.zoom.us/j/87509654850>
Meeting ID: 875 0965 4850
Code: 11036 Dial In: 1-929-436-2866
REGULAR BOARD MEETING
January 13, 2022
11:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions
- E. Comments from the Public on All Agenda Items
- F. Approval of Minutes
 - 1. December 9, 2021 Regular Board Meeting.....Page 2
- G. General District Matters**
 - 1. Consider Resolution No. 2022-01 – Setting a Public Hearing Date on the Intent to Use Uniform Method Resolution.....Page 5
- H. Unit of Development No. 1**
 - 1. Discussion Regarding District Owned Road Maintenance Reserves
 - 2. Update Regarding Road Repairs
- I. Administrative Matters**
 - 1. District Engineer
 - 2. District Attorney
 - 3. District Operations Manager
 - 4. District Manager
- J. Board Member Comments
- K. Adjourn

PROOF OF PUBLICATION


West Villages Improv Dist/LI
West Villages Improv Dist/LI
2501 Burns RD
STE A
Palm Beach Gardens FL 33410-5207

STATE OF FLORIDA, COUNTY OF Sarasota

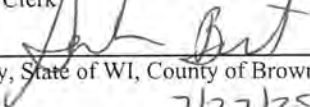
The Herald-Tribune, a newspaper printed and published in the city of Sarasota, and of general circulation in the Counties of Sarasota, Manatee, and Charlotte, State of Florida and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issue dated:

10/01/2021

and that the fees charged are legal.
Sworn to and subscribed before on 10/01/2021



Legal Clerk



Notary, State of WI, County of Brown
7/27/25

My commission expires

Publication Cost: \$136.30

Order No: 6336809

Customer No: 525966

PO #:

of Copies:

1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

SARAH BERTELSEN
Notary Public
State of Wisconsin

WEST VILLAGES IMPROVE-
MENT DISTRICT
FISCAL YEAR 2021/2022 REGU-
LAR MEETING SCHEDULE
NOTICE IS HEREBY GIVEN that
the Board of Supervisors of the West
Villages Improvement District (the
"District") will hold Regular Meet-
ings at 11:00 a.m. at 19503 S. West
Villages Parkway, #44 Venice,
Florida 34293, on the following
dates:
October 14, 2021
November 11, 2021
December 9, 2021
January 13, 2022
February 10, 2022
March 10, 2022
April 14, 2022
May 12, 2022
June 9, 2022
July 14, 2022
August 11, 2022
September 8, 2022

As a public health precaution, all
those attending the meeting in
person will be asked to wear a mask
and maintain social distancing. The
District fully encourages public
participation in a safe and efficient
manner in light of the COVID-19
public health emergency. To that
end, the District recommends that
any member of the public interested
in listening to and participating in
the meeting remotely do so by
logging into Zoom via their
computer at:
Join by URL for VIDEO ACCESS
at:
<https://us02web.zoom.us/j/87509654850>
Meeting ID: 875 0965 4850
Passcode: 11036
Join by PHONE at: 1-929-436-2866
Meeting ID: 875 0965 4850
Passcode: 11036

The purpose of the meetings is to
conduct any business coming before
the Board. The meetings are open to
the public and will be conducted in
accordance with the provisions of
Florida law. Copies of the Agendas
for any meeting may be obtained
from the District's website or by
contacting the District Manager at
941-244-2805 and/or toll-free at 1-877-
737-4922 prior to the date of the
particular meeting.
From time to time one or more
Supervisors may participate by tele-
phone; therefore, a speaker tele-
phone will be present at the meeting
location so that Supervisors may be
fully informed of the discussions
taking place. Meetings may be
continued as found necessary to a
time and date specified on the
record.

If any person decides to appeal any
decision made with respect to any
matter considered at these meet-
ings, such person will need a record
of the proceedings and such person
may need to insure that a verbatim
record of the proceedings is made of
his or her own expense and which
record includes the testimony and
evidence on which the appeal is
based.

In accordance with the provisions of
the Americans with Disabilities Act,
any person requiring special accom-
modations or an interpreter to
participate at any of these meetings
should contact the District Manager
at 941-244-2805 and/or toll free 1-877-
737-4922 at least seven (7) days prior
to the date of the particular meet-
ing.

WEST VILLAGES IMPROVEMENT
DISTRICT
www.westvillagesid.org
10/1/2021
6336809

**WEST VILLAGES IMPROVEMENT DISTRICT
REGULAR BOARD MEETING
DECEMBER 9, 2021**

A. CALL TO ORDER

The December 9, 2021, Regular Board Meeting of the West Villages Improvement District (“WVID” or the “District”) was called to order at 11:00 a.m. at 19503 S. West Villages Parkway, #A4, Venice, Florida 34293 and via Zoom: <https://us02web.zoom.us/j/87509654850>, Meeting ID: 875 0965 4850, Dial In: 1-929-436-2866.

B. PROOF OF PUBLICATION

Proof of publication was presented that showed the notice of the Regular Board Meeting had been published in the *Sarasota Herald-Tribune* on November 30, 2021, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting:

| | | |
|---------------|------------------|-------------------|
| Chairman | John Luczynski | Present in person |
| Vice Chairman | Steve Lewis | Present via Zoom |
| Supervisor | Tom Buckley | Present in person |
| Supervisor | Victor Dobrin | Present in person |
| Supervisor | Christine Masney | Present via Zoom |

Staff members in attendance were:

| | | |
|-------------------|---------------------------|---------------------------------|
| District Manager | Todd Wodraska (via Zoom) | Special District Services, Inc. |
| District Manager | William Crosley | Special District Services, Inc. |
| District Counsel | Lindsay Whelan (via Zoom) | Hopping Green & Sams, P.A. |
| District Engineer | Richard Ellis | Dewberry |

Also present was Kevin Shaughnessy.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC

There were no comments from the public.

F. APPROVAL OF MINUTES

1. November 11, 2021, Regular Board Meeting

A **MOTION** was made by Mr. Lewis, seconded by Mr. Buckley approving the minutes of the November 11, 2021, Regular Board Meeting, as presented.

G. GENERAL DISTRICT MATTERS

1. Consider Resolution No. 2021- 19 – Adopting a Prompt Payment Policy

Resolution No. 2021-19 was presented, entitled:

RESOLUTION 2021-19

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WEST VILLAGES IMPROVEMENT DISTRICT ADOPTING PROMPT PAYMENT POLICIES AND PROCEDURES PURSUANT TO CHAPTER 218, *FLORIDA STATUTES*; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

A **MOTION** was made by Mr. Dobrin, seconded by Mr. Lewis and passed unanimously adopting Resolution No. 2021-19, as presented.

2. Consider Ratification of Kutak Rock LLP Fee Agreement

A **MOTION** was made by Mr. Buckley, seconded by Mr. Lewis and passed unanimously ratifying the Kutak Rock LLP Fee Agreement, as presented.

H. UNIT OF DEVELOPMENT NO. 6

1. Consider Work Authorization No. 3 Amendment between the District and Kimley Horn & Associates, Inc. for Professional Services for Regulatory Assistance Services for Reuse Distribution System FDEP Permit

A **MOTION** was made by Mr. Lewis, seconded by Mr. Buckley and passed unanimously approving Work Authorization No. 3 Amendment between the District and Kimley Horn & Associates, Inc. for professional services for regulatory assistance services for the Reuse Distribution System FDEP Permit, as presented.

I. ADMINISTRATIVE MATTERS

1. District Engineer

Mr. Ellis presented Dewberry’s 10-year master irrigation plan. The plan identified irrigation water sources, existing and future planned irrigation lakes, major irrigation and reclaimed water lines, wells, pumping stations, and also the capture of rain water runoff before the flow drains into the Myakka River. The plan’s intention is to provide operational flexibility and the ability to

reserve stormwater for use in the dry season and reduce the demand on the underground wells, whenever possible.

2. District Attorney

There was no District Attorney Report at this time.

3. District Operations' Manager

Mr. Smith reported a fungus on gold mound plants, which may require plant replacement.

4. District Manager

It was noted that the next meeting was scheduled for January 13, 2022.

J. BOARD MEMBER COMMENTS

Mr. Dobrin extended holiday greetings to District Supervisors, staff and consultants for their work throughout the year

Mr. Lewis noted his appreciation for the presentation by Mr. Ellis on the 10-year master irrigation plan.

Mr. Luczynski also wished everyone a happy holiday season.

K. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 11:53 a.m. on a **MOTION** made by Mr. Lewis, seconded by Mr. Buckley and passed unanimously.

Secretary/Assistant Secretary

Chair/Vice Chair

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WEST VILLAGES IMPROVEMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION OF A PUBLIC HEARING REGARDING THE DISTRICT'S INTENT TO USE THE UNIFORM METHOD FOR THE LEVY, COLLECTION, AND ENFORCEMENT OF NON-AD VALOREM SPECIAL ASSESSMENTS AS AUTHORIZED BY SECTION 197.3632, FLORIDA STATUTES; AUTHORIZING THE PUBLICATION OF THE NOTICE OF SUCH HEARING; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the West Villages Improvement District (the “District”) is a local unit of special-purpose government creating and existing pursuant to Chapter 2004-456, *Laws of Florida*, as amended (the “Act”), and is situated in the City of North Port, Florida and unincorporated Sarasota County, Florida; and

WHEREAS, pursuant to the provisions the Act, the District is authorized to levy, collect and enforce certain special assessments, which include benefit and maintenance assessments and further authorizes the Board of Supervisors of the District (hereinafter the “Board”) to levy, collect and enforce special assessments pursuant to the Act, and Chapters 170 and 197, *Florida Statutes*.

WHEREAS, the District desires to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes* (the “Uniform Method”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WEST VILLAGES IMPROVEMENT DISTRICT:

SECTION 1. A Public Hearing will be held to adopt the Uniform Method on February 10th, 2022, at 11:00 a.m., at 19503 S. West Villages Parkway, Suite A4, Venice, Florida 34293.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 197.3632, *Florida Statutes*, and the Board ratifies District staff’s actions in coordinating any such publication(s) in advance of the adoption of this resolution.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 13th day of January, 2022.

ATTEST:

**WEST VILLAGES IMPROVEMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman