

**WEST VILLAGES IMPROVEMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
APRIL 14, 2022**

A. CALL TO ORDER

The April 14, 2022, 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, #A14, 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 which showed the notice of the Regular Board Meeting had been published in the *Sarasota Herald-Tribune* on April 5, 2022, 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	Absent
Vice Chairman	Steve Lewis	Present in person
Supervisor	Tom Buckley	Present in person
Supervisor	Victor Dobrin	Present in person
Supervisor	Christine Masney	Present in person

Staff members in attendance were:

District Manager	Todd Wodraska	Special District Services, Inc.
District Manager	William Crosley	Special District Services, Inc.
District Counsel	Lindsay Whelan	Kutak Rock LLP
District Engineer	Richard Ellis	Dewberry
District Operations’ Manager	Mike Smith	Special District Services, Inc.

Also present were the following: Ghyl & Bruce Theurer, Craig Garrett, John Meisel and Kevin Shaughnessy.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC

Mr. Meisel opined that he felt the entire Board should be approving proposals, not just the Chairman or Vice Chairman in regard to the construction and/or installation, operation, and maintenance of the irrigation improvements.

F. APPROVAL OF MINUTES

1. March 10, 2022, Public Hearing & Regular Board Meeting

A **MOTION** was made by Mr. Buckley, seconded by Ms. Masney approving the minutes of the March 10, 2022, Regular Board Meeting, as presented.

G. GENERAL DISTRICT MATTERS

1. Consider Resolution No. 2022-05 – Requesting that the Sarasota County Supervisor of Elections begin Conducting the District’s General Elections

Resolution No. 2022-05 was presented, entitled:

RESOLUTION 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WEST VILLAGES IMPROVEMENT DISTRICT IMPLEMENTING CHAPTER 2004-456, LAWS OF FLORIDA, AND SECTION 189.041, FLORIDA STATUTES, AND REQUESTING THAT THE SARASOTA COUNTY SUPERVISOR OF ELECTIONS BEGIN CONDUCTING THE DISTRICT’S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Ms. Whelan explained the resolution, which will also approve the notice that will appear in the newspaper and announces the qualifying period dates from noon on June 13 through noon on June 17 in order for residents who wish to qualify and be included on the general election ballot.

A **MOTION** was made by Mr. Dobrin, seconded by Ms. Masney and passed unanimously adopting Resolution No. 2022-05, as presented.

2. Consider Resolution No. 2022-06 – Authorizing the Chair or Vice Chair to Approve Infrastructure Proposals

Resolution No. 2022-06 was presented, entitled:

RESOLUTION 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WEST VILLAGES IMPROVEMENT DISTRICT GRANTING THE CHAIRPERSON AND VICE CHAIRPERSON THE AUTHORITY TO APPROVE IRRIGATION INFRASTRUCTURE PROPOSALS AND OTHER DOCUMENTS RELATED TO THE DEVELOPMENT OF THE DISTRICT’S IRRIGATION IMPROVEMENTS; APPROVING THE SCOPE AND

TERMS OF SUCH AUTHORIZATION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

Ms. Whelan explained that the District desires authorizing the Chairperson and Vice Chairperson approve and execute proposals or agreements relative to the construction and/or installation, operation, and maintenance of the irrigation improvements. District staff, including legal, field, and engineering, are required to provide input and basically sign off on any document prior to the District's Chair or Vice Chair's signature. This greatly increases efficiency during the fast paced nature of development and construction activities. Hoover Pumping Systems is the sole provider for irrigation infrastructure and maintenance. Generally, all proposals for irrigation fall under the statutory threshold for bidding however, if a proposal was to exceed the bid threshold, which is unlikely, those purchases would be exempt from the bidding process because only those services are available from a single source provider. Supervisor Dobrin commented that he did not believe this was a healthy and transparent way to conduct business and he felt that he takes his Supervisor fiduciary duty to the highest level and he personally did not think this was the way to go when there is so much going on in the irrigation field.

A **MOTION** was made by Mr. Buckley, seconded by Ms. Masney adopting Resolution No. 2022-06, as presented. Upon being put to a vote, the **MOTION** carried 3 to 1 with Mr. Dobrin dissenting.

3. Consider Personnel Leasing Agreement (Project Management and Development Related Services)

It was noted that the District has a need to utilize certain supplemental part time personnel to assist with construction project management and development related services (the "Services") related to the provision of its public infrastructure projects. The District accordingly desires to enter into an agreement with the Developer to provide certain personnel to the District on an as-needed, part time basis, in order to assist the District with the completion of the Services and the Developer is amenable to same. This agreement allows that these personnel will provide related services with no expected charges to the District and also carry requisite insurance and indemnification.

A **MOTION** was made by Ms. Masney, seconded by Mr. Buckley and passed unanimously approving the personnel leasing agreement for project management and development related services, as presented.

4. Consider Lighting Equipment Lease for Grand Lake Walking Trail

5. Consider Agreement for Maintenance of Street Lighting for Grand Lake Walking Trail

Mr. Smith presented the lighting equipment lease and pointed out a typo on the first page of the agreement where an incorrect figure related to the initial deposit reflected \$4 16.00 and should be \$4,160.00. Prior to execution, the maintenance agreement will also be revised to reflect the District as the named Principle. The agreement is for 77 solar LED lights over 20 years with a lease payment of \$2,080 per month. There is no previous experience with the chosen vendor however, there does exist a default provision in the agreement where the District, at no additional cost, can terminate this agreement if a breach of contract occurs. District Counsel has reviewed and negotiated the agreement. Supervisor Dobrin stated that he dissented on his vote

due to the fact that no other supplier of services had been demonstrated to be competitive and his ability to find information about the supplier of street lighting during his personal search for information, and that there was no one at the meeting who could speak on the supplier that was chosen to provide the service.

A **MOTION** was made by Mr. Buckley, seconded by Ms. Masney approving the lighting equipment lease for the Grand Lake Walking Trail, as presented, and the agreement for maintenance of street lighting for the Grand Lake Walking Trails, as presented. Upon being put to a vote, the **MOTION** carried 3 to 1 with Mr. Dobrin dissenting.

6. Consider Contractor Prequalification Criteria and Procedures

A **MOTION** was made by Ms. Masney, seconded by Mr. Buckley and passed unanimously to open the Public Hearing on the contractor prequalification criteria.

The Regular Board Meeting was then recessed and the Public Hearing was opened.

Ms. Whelan explained the Contractor Prequalification Criteria and Procedures. This procedure is different from the Request for Proposals (RFP) and only satisfies a part of the RFP process by prequalifying contractors who are capable of providing services to the District for specific designated work when the District triggers the statutory bidding thresholds. This does not skirt the RFP process, but rather dissects that process into two different sections. First by prequalifying contractors by reviewing all background and detailed information the contractors provide. Once contractors are prequalified, a formal RFP needs to go out and all that will be needed is to send a request for proposal to those prequalified contractors for pricing and timing. Prequalified contractors are approved for three years with additional two year extensions by Board approval. Any prequalification responses received will come back to the Board for consideration. Supervisor Dobrin suggested that street light maintenance be added as an additional classification category to the procedure.

Kevin Shaughnessy advised that he was very much in favor of this prequalification. He noted that this was not an unusual activity, which is a time and money saver for the District.

The Public Hearing was then closed and the Regular Board Meeting was reconvened.

A **MOTION** was made by Ms. Masney, seconded by Mr. Buckley approving the Contractor Prequalification Criteria and Procedures package; changing the Committee Meeting date to review all packages received from contractors to May 17th at 11:00 am.; designating District Manager William Crosley, Operations' Manager Mike Smith, and District Engineer Richard Ellis as the prequalification selection committee who will bring recommendations back to the Board at the May 19, 2022, meeting; and also adding maintenance for lights as a classification category to the RFQ package. That **MOTION** carried 4 to 0.

H. ADMINISTRATIVE MATTERS

1. District Engineer

Mr. Ellis presented an exhibit that shows the section of the District within the boundary of the City of North Port that is District owned property. This map exhibit will be posted on the

District website. District staff met with the Florida Department of Transportation (FDOT) on April 23 to discuss the River Road expansion project. A draft memo of understanding was sent to FDOT, which outlined the beginning expectations the District had in regard to any impact the project may have. Future discussions with FDOT are planned.

2. District Attorney

Ms. Whelan reported that the ongoing boundary amendment was approved by the Florida House and Senate and that the legislation is in the process of being sent to the Governor's office.

3. District Operations' Manager

The District Operations' Manager had no updates at this time.

4. District Manager

There was consensus of the Board to move the next meeting to May 19, 2022, at 11:00 a.m., one week after the regular scheduled date to allow for the RFQ selection committee to review all the information received, which is due May 16, 2022, at which time they will present recommendations to the Board.

J. BOARD MEMBER COMMENTS

Mr. Dobrin indicated that there was an area being used by golf carts/pedestrians, which was trampling the area near the FPL easement west of the irrigation lake. Mr. Smith stated that maintenance of the area was the responsibility of the Gran Paradiso Property Owners' Association.

Mr. Dobrin also noted that there was an eyesore of material and debris located outside of the Lennar Sales Center. Mr. Smith will follow up with Lennar to clean up the area.

Mr. Dobrin explained that he has received complaints from residents about an increase in traffic and expressed concerns about how traffic would be managed going forward.

He asked if the lake plantings around Grand Lake were the new standard for shoreline and littoral shelves. Each storm water retention area has been built to current minimum requirements at the time of construction. Those standards change over time with some of the lakes dating back to pre-2006. Residents are not permitted to enter into any body of water owned by the District and any work that could occur in those areas must be performed by a licensed contractor.

K. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 12:20 p.m. on a **MOTION** made by Ms. Masney, seconded by Mr. Dobrin and passed unanimously.


Secretary/Assistant Secretary


Chair/Vice Chair

WEST VILLAGES IMPROVEMENT DISTRICT

SIGN-IN SHEET

MEETING DATE: April 14, 2022

Please print your name & address below.

Print Name **LEGIBLY**

Address/Company

Craig Garlett

North Park Son
