

MINUTES OF MEETING

***DAVENPORT ROAD SOUTH COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING***

Thursday, October 12, 2017 at 9:30 a.m.

Offices of Cassidy Homes

346 East Central Ave.,

Winter Haven, Florida 33880

Board Members present at roll call:

Rennie Heath	Board Member	
Andrew Rhinehart	Board Member	
Phillip Allende	Board Member	
Scott Shapiro	Board Member	(via phone)
Lauren Schwenk	Board Member	(via phone)

Also Present:

Jane Gaarlandt	Fishkind & Associates, Inc.
Joe MacLaren	Fishkind & Associates, Inc. (via phone)
Roy Van Wyk	Hopping Green & Sams, P.A. (via phone)
Dennis Wood	Dennis Wood Engineering
Steve Lewis	Cassidy Group
Sharon Garrett	Public

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at 9:30 a.m. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no public comments at this time.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of
the August 10, 2017 Board of
Supervisors' Meeting**

The Board reviewed the minutes of the August 10, 2017 Board of Supervisors' Meeting.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Minutes of the August 10, 2017 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2018-01, Approving FY 2017/2018 Meeting Schedule

This Board will keep the current meeting schedule meeting on the 2nd Thursday of the month at 9:30 a.m.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved Resolution 2018-01, Approving FY 2017/2018 Meeting Schedule.

FIFTH ORDER OF BUSINESS

Consideration of Fee Agreement with Hopping Green and Sams, P.A. for Phase 1 Special Assessment Revenue Bonds

The Board reviewed the Fee Agreement with Hopping Green and Sams, P.A.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Fee Agreement with Hopping Green and Sams, P.A. for Phase 1 Special Assessment Revenue Bonds.

SIXTH ORDER OF BUSINESS

Consideration of Funding Requests Nos. 6-11

The Board reviewed Funding Requests Nos. 6-11.

On MOTION Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved Funding Requests Nos. 6-11.

SEVENTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the financial statements. There was no action required by the Board.

EIGHTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – Mr. Wood noted that he wants to bid out the construction plans for the project and needs approval from the Board to send out the RFP. Mr. Heath asked when the Project Manual will be ready and Mr. Wood responded that it would be ready a week from Monday. Mr. Van Wyk stated that the evaluation criteria will also need to be adopted and in the agenda package there is a form of the notice as well as the evaluation criteria by which the proposals will be evaluated. He also noted that the District needs to know when the Project Manual will be available and when the District will be meeting to open up those responses. Mr. Wood said that the plans and manual will be ready by October 23, 2017. A discussion took place about which date the District would need to hold the meeting to open the bids and Mr. Shapiro stated that he would want to continue the November 9th meeting to open the bids. Mr. Wood said the plans will be available on Friday October 20, 2017. Then the District will open the bids on November 21, 2017. Mr. Van Wyk suggested cancelling the November 9, 2017 meeting and explained that the RFP opening can happen and the District Engineer's office without a full quorum. Mr. Van Wyk requested a motion to approve the RFP Notice.

On MOTION Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the Board approved the RFP Notice with the Project Manual being available on Friday October 20, 2017, bids will be due by November 20, 2017 by 5:00 p.m. at Dennis Wood Engineering, bid opening will be 5:00 p.m. on November 20, 2017 and Review will be November 28, 2017 at 10:30 a.m.

Ms. Gaarlandt reviewed the timeline for the record.

On MOTION Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Evaluation Criteria.

NINTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

There were no Supervisor requests or public comments.

TENTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments. Ms. Gaarlandt requested a motion to adjourn.

ON MOTION by Mr. Heath, seconded by Mr. Rhinehart with all in favor, the Thursday, October 12, 2017 Board of Supervisors' Meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman