

MINUTES OF MEETING

DAVENPORT ROAD SOUTH COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING

Tuesday, November 28, 2017 at 10:30 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
Lauren Schwenk	Board Member

Also Present:

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

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at 10:30 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 October 12, 2017 Board of Supervisors' Meeting

The Board reviewed the minutes of the October 12, 2017 Board of Supervisors' Meeting.

On MOTION by Mr. Heath, seconded by Mr. Shapiro, with all in favor, the Board approved the Minutes of the October 12, 2017 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Bids for Phase 1
Construction Services**

Mr. Van Wyk explained that the bids are due at noon today and noted that he will be asking the board to continue this meeting to a specific time and date.

FIFTH ORDER OF BUSINESS

**Consideration of Advance Funding
Agreement**

Mr. Van Wyk explained that in the packet is a form of an agreement between the District and Atlantic Property Company, LLC. This is for advance funds to be provided by the Developer for Phase 2. The District will pay out of the Bond proceeds the costs that are associated with the advance funding that is provided by the Developer and noted that it is a standard form agreement that the Board has seen before.

On MOTION by Mr. Shapiro, seconded by Mr. Heath, with all in favor, the Board approved the Advance Funding Agreement.

SIXTH ORDER OF BUSINESS

**Consideration of Construction
Management Agreement**

Mr. Van Wyk explained that this is a form of Construction Management Agreement between the District and Heath Construction Management for onsite construction services. Mr. Van Wyk explained that the District needs to have somebody out on the field watching the construction that the District is doing and the Developer is already out there doing other work and it is probably in the best interest of the District to use somebody that is already on site and familiar with the project and all the requirements of the local area. Mr. Heath went on the record declaring a conflict and that he must abstain from voting.

On MOTION by Mr. Shapiro, seconded by Ms. Schwenk, with 4 in favor and 1 abstained, the Board approved the Construction Management Agreement.

SEVENTH ORDER OF BUSINESS

Consideration of Technical Information and Project Data Services Agreement

Mr. Van Wyk explained that in the packet is a form of an agreement between the District and Landmark for services provided to the District as part of putting together a necessary package for financing and doing some projections for the District and data compilation. These funds will be paid out of Bond proceeds during the time of closing. The agreement is very specific that if the District does not issue Bonds the District does not pay any cost but when the District issues Bonds the District will pay a flat fee for the services. Mr. Shapiro declared a conflict and recused himself from voting.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with 4 in favor and 1 abstained, the Board approved the Technical Information and Project Data Services Agreement.

EIGHTH ORDER OF BUSINESS

Consideration of Funding Request Nos. 12-14

The Board reviewed Funding Request Nos. 12-14. Mr. Heath stated that also included in the package is Funding Request No. 15.

On MOTION Ms. Schwenk, seconded by Mr. Shapiro, with all in favor, the Board approved Funding Requests Nos. 12-15.

NINTH ORDER OF BUSINESS

Review of Monthly Financials

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

TENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – No Report

ELEVENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

There were no Supervisor requests or public comments.

TWELFTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments. Mr. Van Wyk requested that the Board continue this meeting to December 5, 2017 at 10:00 a.m. at the current location.

ON MOTION by Mr. Heath, seconded by Mr. Rhinehart with all in favor, the November 28, 2017 Board of Supervisors' Meeting was continued to December 5, 2017 at 10:00 a.m. at the current location.


Secretary / Assistant Secretary


Chairman / Vice Chairman