

MINUTES OF MEETING

DAVENPORT ROAD SOUTH COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS' MEETING

Wednesday June 19, 2019 at 9:49 a.m.

Offices of Cassidy Homes,

346 East Central Ave.,

Winter Haven, Florida 33880

Board Members present at roll call:

Rennie Heath	Board Member	
Lauren Schwenk	Board Member	
Andrew Rhinehart	Board Member	
Patrick Marone	Board Member	
Scott Shapiro	Board Member	(via phone at 10:00 a.m.)

Also Present:

Jane Gaarlandt	PFM	
Sonali Patil	PFM	
Jennifer Glasgow	PFM	(via phone)
Dexter Glasgow	PFM	(via phone)
Roy Van Wyk	Hopping Green & Sams, P.A.	

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order approximately at 9:49 a.m. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
May 15, 2019 Board of Supervisors'
Meeting**

The Board reviewed the Minutes of the May 15, 2019 Board of Supervisors' Meeting.

On MOTION by Mr. Heath seconded by Ms. Schwenk, with all in favor, the Board approved the Minutes of the May 15, 2019 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Public Hearing on the Adoption of
Amenity Facility Policies**

- a) Public Comments and Testimony**
- b) Board Comments**
- c) Consideration of Resolution 2019-04, Adopting the Amenity Facility Policies**

Ms. Gaarlandt requested a motion to open the public hearing.

On MOTION by Mr. Heath, seconded by Ms. Rhinehart, with all in favor, the Board opened the Public Hearing.

Ms. Gaarlandt noted for the record that there were no members of the public present and requested a motion to close the public hearing.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Board closed the Public Hearing.

Ms. Gaarlandt noted that the fee schedule lists a fee for the first access card. The Board previously approved giving the first card for free and charging a fee for the second card. District staff will contact the builders, put notice up, and set up a time for residents to come and get their access cards.

Ms. Gaarlandt asked if Mr. Glasgow received the keycards for Davenport. Mr. Glasgow stated that he received the initial 250 and there is an order for an additional 300 so staff has them moving forward for as many residents as needed. District staff can set up the date for the distribution of the key cards.

Ms. Gaarlandt requested a motion approving Resolution 2019-04.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved Resolution 2019-04, Adopting the Amenity Facility Policies.

FIFTH ORDER OF BUSINESS

**Consideration of Facilities Access
Registration Form**

Ms. Gaarlandt reviewed the Facility Access Registration Form. It tracks who received a key card and confirms the residents' receipt of the policies.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Facilities Access Registration Form.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2019-05,
Authorizing Trespassing Enforcement**

Ms. Gaarlandt stated that there will need to be signage in place in order for law enforcement to enforce trespassing violations. They must have on file the resolution and a letter from the Board. They will be provided a map of the District property.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved Resolution 2019-05. Authorizing Trespassing Enforcement.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-06,
Declaring Special Assessments**

Mr. Van Wyk stated that this starts the process for the imposition of the O&M Assessments for the year. He outlined Resolution 2019-06 to the Board and explained the findings the Board will be making.

The total net amount of O&M is \$712.79 per lot. The gross amount is \$766.45. Mr. Heath did not think the amount looked right. Ms. Glasgow explained the difference if the residents take the 4% discount. A discussion took place regarding the assessments.

Mr. Shapiro joined the meeting via phone at 10:00 a.m. He stated that he has looked at all three CDD budgets and he is comfortable with all three of them. Mr. Shapiro left the meeting.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved Resolution 2019-06, Declaring Special Assessments.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2019-07,
Setting Public Hearing on the
Imposition of O&M Special
Assessments**

District staff suggested July 24, 2019 as the public hearing date.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Board approved Resolution 2019-07, Setting Public Hearing on the Imposition of O&M Special Assessments.

NINTH ORDER OF BUSINESS

**Consideration of the Uniform
Collection Agreement.**

Mr. Van Wyk explained that this agreement allows the District to collect assessments on the tax roll.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Board approved the Uniform Collection Agreement.

TENTH ORDER OF BUSINESS

**Consideration of Funding Request
Nos. 37 - 39**

The Board reviewed Funding Request Nos. 37 - 39. Mr. Heath stated that he will abstain from the vote.

On MOTION by Mr. Rhinehart, seconded by Mr. Marone, with 3 in favor and one abstained, the Board approved Funding Request Nos. 37 - 39.

ELEVENTH ORDER OF BUSINESS

**Ratification of Payment Authorization
Nos. 10 - 13**

The Board reviewed payment authorizations numbers 10 - 13.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board ratified Payment Authorization Nos. 10 – 13.

TWELFTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the monthly financials through May 31, 2019. There was no action required by the Board.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – Not Present

District Manager – District Management discussed the responsibility of the mailboxes. Ms. Patil asked if the Board would like the CDD to insure the designer mailboxes. A discussion took place among the Board. The mailboxes are the property of the US Postal Service. The Board agreed the HOA be responsible for the mailboxes.

Ms. Patil stated that there is a perimeter wall at Davenport that is not covered by insurance and she needs a value for the wall so that she can add it to the policy. She asked if the Board wants the irrigation well covered under insurance. Ms. Schwenk replied yes. Ms. Patil asked if the Board wanted to add the vinyl fencing to the insurance policy. Ms. Patil stated that she needs the value of the fence and she will work with Mr. Marone regarding the insurance.

Mr. Glasgow stated that when he went out with the insurance company they recommended some additional signage for the dog park, including its rules. He asked for permission from the Board to get some proofs made. Ms. Patil stated that it was also recommended for the playground to have some more signage and warnings. She was not sure if anyone came out and looked at the gap between the ramp and the sidewalk. She also

suggested putting yellow reflecting tape strips on the stairs near the dog park. The Board agreed. Mr. Glasgow asked who the proofs should be sent to. The Board recommended that Mr. Glasgow send the sign proofs to Mr. Marone.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no Supervisor requests or audience comments.

FIFTEENTH 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 June 19, 2019 Board of Supervisors' Meeting for the Davenport Road South Community Development District was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman