

**MINUTES OF MEETING
DAVENPORT ROAD SOUTH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Davenport Road South Community Development District was held Wednesday, **February 2, 2022**, at 9:36 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Justin Frye	Chairman
Adam Rhinehart	Vice Chairman
Lauren Schwenk	Assistant Secretary
Andrew Rhinehart <i>joined late</i>	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, KE Law Group
Rey Malave	District Engineer, Dewberry Engineering
Marshall Tindall	Assistant Field Manager, GMS
Andy Hatton	GMS Field Services

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. There were three members present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams stated that there were no members of the public present. Zoom attendees were given an opportunity to speak.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Christine Aviles

Ms. Adams noted a letter of resignation had been received from Ms. Aviles.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Letter of Resignation from Ms. Aviles, was approved.

B. Appointment of Individual to Fulfill Board Vacancy

Ms. Adams stated that the Board could appoint someone to the vacancy, or this could be deferred. The Board nominated Ms. Lindsey Roden. Ms. Adams noted that she would be given forms and information pertaining to serving on the Board.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Nomination of Ms. Lindsey Roden, was approved.

C. Administration of Oath of Office to Newly Appointed Supervisor

Ms. Adams noted this would be deferred.

D. Consideration of Resolution 2022-04 Electing Officers

Ms. Adams noted this would be deferred.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the December 1, 2021 Board of Supervisors Meeting

Ms. Adams presented the minutes from the December 1, 2021 Board of Supervisor's meeting and asked for any comments or corrections. District Counsel submitted corrections, and there was a motion of approval.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Minutes of the December 1, 2021 Board of Supervisors Meeting, were approved as amended.

FIFTH ORDER OF BUSINESS

Ratification of Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Adams stated this was a ratification for public records and allows certain individuals to be exempt from making their information public. The District keeps this information private as well.

On MOTION by Mr. Frye, seconded by Mr. Adam Rhinehart, with all in favor, the Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Non-Ad Valorem Contract Agreement with Polk County Property Appraiser

Ms. Adams noted this agreement is in order to put the assessments on the tax roll. The agreement was due January 31st and needs ratifying.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Discontinuation of Website Services

Ms. Adams stated that this is discontinuation of a specific service on ADA compliance. The website is in ADA compliance and is being maintained in accordance with Florida statutes. This will discontinue the additional service the District was paying for and is redundant. This will save the District money.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Discontinuation of Website Services for ADA Compliance, was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Dewberry Work Authorization 2022-01 for Stormwater Needs Analysis

Ms. Adams stated that KE Law provided a legal memorandum regarding a new law effecting Districts. The new law requires CDDs to submit a stormwater analysis report and to file with the County by June 30, 2022. The estimated cost to prepare the report is \$10,000 and there may be other direct costs associated with up to \$1,000. She noted this fee is consistent with other Districts of a similar size. Ms. Schwenk asked if this was budgeted, and Ms. Adams replied it was not in the budget. She added they were not aware of it during budget development. She also added

that contingencies are allowed. Mr. Malave added comments about trying to reduce the costs of the report.

Mr. Andrew Rhinehart joined the meeting at this time.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the Dewberry Work Authorization 2022-01 for Stormwater Needs Analysis with a Not to Exceed \$10,000, was approved.

NINTH ORDER OF BUSINESS

Consideration of Proposal for Toilet Paper Dispensers at Amenity Restroom

Ms. Adams stated this is proposal #167 that has been included in the agenda packet. Mr. Tindall noted some of the handles were missing and needing replacement. This covers six dispensers in both men and women’s restrooms. Total cost was \$639.45

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Proposal for Toilet Paper Dispensers at Amenity Restroom, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated she had nothing further to report.

B. Engineer

There being none, the next item followed.

C. Field Manager’s Report

Mr. Tindall reviewed the Field Manager’s Report for the Board that was included in the agenda packet to include repair to a damaged table, replacement of street signs, fence repairs, upcoming pressure washing, and the dog park.

D. District Manager’s Report

i. Approval of Check Register

Ms. Adams stated the check register is from November 23rd through December 31st, 2021, totaling \$15,903.68. The detailed check run summary was included in the agenda.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, the Check Register for \$15,903.68, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams noted that the financials were included in the agenda package. This is through December. She noted the District was in a very good position with most line items under budget. No action was necessary at this time.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Supervisors Requests and Audience comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman