

**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, **April 6, 2022**, at 9:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida and by Zoom.

Present and constituting a quorum:

Adam Rhinehart
Andrew Rhinehart
Lindsay Roden

Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Meredith Hammock
Rey Malave *by Zoom*
Marshall Tindall
Orchid Grove HOA Board members
Orchid Grove residents

District Manager, GMS
District Counsel, KE Law Group
District Engineer, Dewberry Engineering
Field Management Staff, GMS

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 several request to speak comment cards submitted, some pertaining to security matters. Ms. Adams noted that there is a closed session scheduled as part of the meeting. Florida statute allows for meetings outside of the public when discussing confidential security matters and that discussion will ensue during the closed session. Because it is a closed session, the public will not be permitted. Ms. Adams suggested that their comments be heard at this time.

- Bonnie Lacayo: Ms. Lacayo stated that she has issues with the pool and the security of the pool. She is concerned that people are jumping the fence to enter the pool, or they will prop the door open or let someone who may not have a key in. She also believes there might be drugs being sold. Ms. Hammock noted that the District does not have policing power and reminded the residents that if they believe there are any illegal activities happening that they should inform the local police.
- Maxim Dorvilien: his comments were concerning the streetlights and how it gets too dark in the parking lot at nighttime.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution 2022-04 Electing Officers

Ms. Adams stated that because there is a new Board member that has been appointed, they need to assign a position for the new Board member. She stated that the Board may want to consider leaving the existing slate of officers and appointing Ms. Roden as Assistant Secretary.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, Resolution 2022-04 Appointing Ms. Lindsey Roden as Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the February 2, 2022 Board of Supervisors Meeting

Ms. Adams presented the minutes from the February 2, 2022 Board of Supervisors meeting and asked for any comments or corrections from the Board. There being none, there was a motion of approval.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, the Minutes of the February 2, 2022 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-05 Authorizing the Use of Electronic Documents and Signatures

Ms. Hammock presented this resolution to the Board and stated that it permits the items requiring signatures on behalf of the District that can be signed electronically, to be signed

electronically. There will still be some documents that will need actual signatures, but this will allow for the flexibility of electronic documents and signatures.

On MOTION by Mr. Andrew Rhinehart, seconded by Ms. Roden, with all in favor, Resolution 2022-05 Authorizing the Use of Electronic Documents and Signatures, was approved.

SIXTH ORDER OF BUSINESS

Review and Acceptance of Draft Fiscal Year 2021 Audit Report

Ms. Adams noted that subsequent to the publication of the agenda they have received the final audit with some non-substantive corrections from accounting. Every year the District is required to submit an independent audit to the State. This audit is for the fiscal year that ended September 30, 2021. The draft is included in the agenda packet for Board review and the most salient points are included towards the end of the audit. Ms. Adams reported that this is what is considered as a clean audit, there were no deficiencies or concerns with internal controls and the financials are in compliance with accounting standards.

On MOTION by Mr. Andrew Rhinehart, seconded by Ms. Roden, with all in favor, Acceptance of Draft Fiscal Year 2021 Audit Report, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of New Janitorial Maintenance Contract with CSS

Ms. Adams stated that this item is due to a change in the organizational structure with the janitorial services that have been serving the CDD. Unfortunately, due to labor shortages and increasing business expenses, the vendor serving in this capacity has resigned. Field services staff have been working with another janitorial service provider who has been servicing other Districts in the area to satisfaction and they are recommending the CDD use them moving forward. The scope is virtually the same as the previous services and the price is a little better. There is annual funding in the budget to cover the cost of custodial services. Mr. Tindall who has been working closely to ensure there was no lapse in service is recommending that the Board move forward with CSS for janitorial services.

On MOTION by Mr. Andrew Rhinehart, seconded by Ms. Roden, the New Janitorial Maintenance Contract with CSS, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated she had nothing further to report.

B. Engineer

Mr. Malave reported that the Board should expect to have a draft of the stormwater needs analysis at their May meeting.

C. Field Manager's Report

Mr. Tindall reviewed the field manager's report for the Board. Completed items include:

- Pool lift repaired and operational again.
- Added stone at dog park spigot to stop washout area.
- Approved toilet paper dispensers have been replaced.
- Repaired two damaged exterior outlets.
- Repaired exterior door latch to men's restroom.
- Continued monitoring landscaping maintenance with the vendor.
- Gopher scam treatment has been applied and is being monitored for effectiveness.
 - Staff will reach out to the local school where the gophers seem to be coming from to see if they have thought of mitigation at all.

In process items include:

- Sidewalk reviews have been completed.
 - Working to coordinate repairs with municipality where appropriate.
 - Assembling proposals for remaining repairs.
- Assessing furniture for repairs or replacement.
- Plant bed refresh at the amenity and entrances.

D. District Manager’s Report

i. Approval of Check Register

Ms. Adams presented the check register from January 1st through January 31st for the Board’s approval. The total amount is \$444,324.65. A large check in excess of \$400,000 was for a transfer of the debt service fees.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, the Check Register for \$444,324.65, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams noted that the financials were included in the agenda package and were for informational purposes for the Board. There was no action required.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Adams opened the floor for audience comments.

- Elidio Suriel: The HOA Board of Directors would like to thank the CDD for allowing the shared use of the bulletin board at the amenity center and asked for access to it as soon as possible.

Ms. Adams noted for the Board’s information that there was a request from the HOA to post official HOA notices on the community bulletin board and asked for approval of the request. As soon as they locate the key for the bulletin board, they will coordinate efforts with the HOA to give them access to it.

On MOTION by Mr. Andrew Rhinehart, seconded by Ms. Roden, with all in favor, Allowing the HOA to use the CDD Bulletin Board Coordinated by Field Management Staff, was approved.

- Wil Lacayo: Inquired about the parking areas and certain roads and the installments of speed bumps. He is proposing a rezoning of some of the parking areas in the through streets where there is a lot of traffic.

Ms. Adams stated that she just received a five-page document and noted that staff is not prepared to provide an evaluation at this point. She will take it into consideration and report back at the next Board Meeting regarding any recommendations.

ELEVENTH ORDER OF BUSINESS

Consideration of Proposals for Security Services

Ms. Adams began the closed session for the consideration of proposals for security services and asked the public to leave at this time.

TWELTH ORDER OF BUSINESS

Board Action Related to Security Services

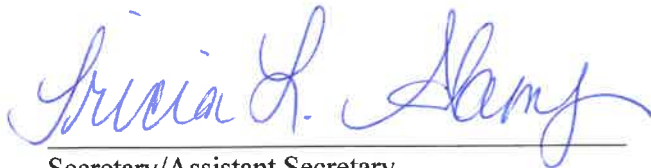
On MOTION by Mr. Andrew Rhinehart, seconded by Ms. Roden, with all in favor, the Proposal from Securitas for Security Services, was approved.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman