

**MINUTES OF MEETING
DOVERA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Dovera Community Development District was held on Wednesday, August 11, 2021 and called to order at 9:03 a.m. at the Interlachen Country Club, 2245 Interlachen Court, Winter Park, Florida.

Present and constituting a quorum were:

Vivian Powers	Chairperson
Lorraine Chambers	Assistant Secretary
Marc Hagle	Supervisor

Also present were:

Gary L. Moyer	District Manager
Angel Montagna	District Manager (Via phone)
Tucker Mackie	District Counsel
Major Stacey	District Engineer
Julie Yevich	Assistant District Manager
Jason & Chris	Dix.Hite

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Montagna called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no public present, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the April 14,
2021 Meeting**

On MOTION by Ms. Chambers seconded by Ms. Powers with all in favor the minutes of the April 14, 2021 meeting were approved. 3-0
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FOURTH ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution 2021-04, Designation of New Secretary

On MOTION by Mr. Hagle seconded by Ms. Powers, with all in favor, Resolution 2021-04, Removing Gary Moyer as Secretary and Appointing Angel Montagna as Secretary of the District was adopted. 3-0

B. Consideration of Resolution 2021-05, Designation of New Treasurer

On MOTION by Mr. Hagle seconded by Ms. Powers, with all in favor, Resolution 2021-05, Removing Alan Baldwin as Treasurer and Appointing Trumaine Easy as Treasurer of the District was adopted. 3-0

C. Consideration of Resolution 2021-06, Designation of Officers

- Chairperson and Vice Chairperson to stay the same.

On MOTION by Ms. Chambers seconded by Ms. Powers, with all in favor, Resolution 2021-06, Designating Officers of the District, with Ms. Powers to remain as Chairperson, Ms. Montagna as Secretary, Ms. Easy as Treasurer, Mr. Bloom as Assistant Treasurer, and Ms. Chambers and Mr. Hagle as Assistant Secretaries, was adopted. 3-0

FIFTH ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2022 Budget

A. Resolution 2021-07, Adopting the Budget

On MOTION by Ms. Chambers seconded by Ms. Powers, with all in favor, the Public Hearing was open.

- Mr. Moyer stated the Board had previously discussed the budget. One additional project on the budget involves enhancement of the landscaping and trail system. Those funds are to come from the fund balance account. There is no increase to the non-ad valorem assessment.
- Mr. Hagle explained there has been some confusion as to who will maintain the landscaping at the Oviedo Mall, as it has not been maintained in accordance with City requirements. A violation notice was issued by the City. A time limit was given by the City to present a restoration plan, which was not met. Mr. Hagle suggested the landscaping

company's contract be terminated because both he and City officials do not believe they are keeping the property up to standards. The landscaping company should be given the option to rectify the job, and if not successful, the contract should be sent out for bids. Mr. Moyer indicated there was not enough money in the 2022 Budget enhance the landscaping without going to the reserve. Mr. Hagle suggested the budget be modified to allow for the work. Mr. Moyer explained the process of making changes to the budget.

- Mr. Hagle suggested re-visiting this item for next year's budget.

On MOTION by Mr. Hagle seconded by Ms. Powers, with all in favor, use of funds from Reserves/Fund Balace to increase landscape maintenance and re-visit adding additional funds to next year's budget was approved, the Budget Public Hearing was closed, and Resolution 2021-07, adopting the Fiscal Year 2022 Budget was adopted. 3-0

- Mr. Moyer indicated a Budget Amendment Resolution may be presented in this regard.

B. Resolution 2021-08 Levy of Non-Ad Valorem Assessments

- Mr. Moyer explained this Resolution.

On MOTION by Mr. Hagle seconded by Ms. Chambers, with all in favor, Resolution 2021-08 Levy of Non-Ad Valorem Assessments was adopted.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements

On MOTION by Mr. Hagle seconded by Ms. Powers, with all in favor, the Financial Statements was approved.

B. Approval of Check Statements and Invoices

On MOTION by Ms. Powers seconded by Ms. Chambers. with all in favor, Check Statements and Invoices was approved.

C. Number of Registered Voters-342

- This information is presented on an annual basis.

D. Audit Information

- Mr. Moyer indicated the letter from Keefe McCullough was a solicitation letter to include them in the process for selecting an Auditor in the future.

On MOTION by Ms. Powers seconded by Ms. Chambers, with all in favor, the Audit for Fiscal Year 2020 was ratified.

E. Proposed Meeting Schedule for FY 2022

- Special meetings may be scheduled throughout the year.
- A minimum of 10 days' notice is required for cancellation.

On MOTION by Ms. Chambers seconded by Ms. Powers with all in favor the Meeting Schedule for FY 2022 was approved.

SEVENTH ORDER OF BUSINESS

Items for Discussion

A. Proposal Landscape Planning Services

- A representative from Dix.Hite clarified with the Board that the trail proposal does not represent what the Board is looking to have done. Additional information needs to be added to the proposal based on conversations with City officials.
- Trees on the medians need to be trimmed, and the irrigation should be checked to ensure it is working properly.
- To Mr. Stacy's knowledge the irrigation system is working. However, he will follow up.
- The Board would like to review the landscape maintenance contracts. The landscape improvement contract should be done in phases. Oviedo Mall Boulevard and Dovera Drive should be considered as separate proposals. A discussion followed as to the details of the work proposal.
- Ms. Mackie suggested this meeting may be continued to review proposals.
- A representative from Dix.Hite will be in attendance. Mr. Hagle is hoping to take the trail contract to the city in hopes to convince the city to complete the project with city funding.
- Phases of the proposal were discussed.

On MOTION by Mr. Hagle seconded by Ms. Powers, with all in favor, Dix.Hite staff was authorized to provide a revised proposal for landscaping services by Friday, August 20, 2021, to be sent to the Board by the District Manager, for discussion/approval at a continued meeting to be held Thursday, August 26, 2021 at 9:00 a.m. 3-0

NINTH ORDER OF BUSINESS

Engineer's Report

Mr. Stacey discussed the Oviedo Mall issue. Mr. Hagle will contact the City to determine next steps.

EIGHTH ORDER OF BUSINESS

Attorney's Report

There being no report, the next item followed.

TENTH ORDER OF BUSINESS

Field Manager Report

There being no report, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

There being no requests, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business, this meeting shall be continued to Thursday, August 26, 2021 at 9:00 a.m. at the Interlachen Country Club Library, located at 2245 Interlachen Court, Winter Park, Florida.
