

***DG FARMS
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

Regular Meeting

Date/Time:

Monday, September 8, 2025

6:00 P.M.

Location:

Holiday Inn Express & Suites

226 Teco Road

Ruskin, Florida 33701

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval, or adoption.

DG Farms Community Development District

c/o Kai

2502 N. Rocky Point Dr. Suite 1000

Tampa, FL 33607

813-565-4663

Board of Supervisors

DG Farms Community Development District

Dear Supervisors:

A Meeting of the Board of Supervisors of the DG Farms Community Development District is scheduled for **Monday, September 8, 2025, at 6:00 P.M.** at the **Holiday Inn Express & Suites, 226 Teco Road, Ruskin, Florida 33701.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present any reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Andy Mendenhall

Andy Mendenhall

District Manager

813-565-4663

CC: Attorney
Engineer
District Records

District: DG FARMS COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Monday, September 8, 2025

Time: 6:00 P.M.

Location: Holiday Inn Express & Suites
226 Teco Road
Ruskin, Florida 33701

Supervisor	Position	
Don Reichard	Chairman	
Rob Mendoza	Vice Chair	
Andrew Alexandre	Assistant Secretary	
Jeff Duzzny	Assistant Secretary	
Carolyn Schwalm	Assistant Secretary	

ZOOM: <https://us02web.zoom.us/j/5228949253>

Call In: +1 305 224 1968

Meeting ID: 522 894 9253

Passcode: 12345

Mute/Unmute: *6

Regular Meeting Agenda

For the full agenda packet, please contact dgfarms@hikai.com

I. Call to Order / Roll Call

II. Audience Comments – (limited to 3 minutes per individual on agenda items)

III. Staff & Vendor Reports

A. District Counsel

B. District Engineer

C. Field Service Manager

1. Consideration/Approval of Hurricane Tie-Back System – ECS Integrations - \$1,480.00

Exhibit 1

D. District Manager

1. Presentation: Quarterly Compliance Website Audit Report

Exhibit 2

IV. Administrative Items

- A. Consideration/Approval of the August 11, 2025, Regular Meeting and Public Hearing Minutes

Exhibit 3

V. Audience Comments – New Business – (limited to 3 minutes per individual)

VI. Supervisor Requests

VII. Adjournment

EXHIBIT 1

AGENDA



Phone: (863) 797-7525 (863) 968-6713

DATA + ACCESS CONTROL + SECURITY + INTRUSION + CCTV +

MONITORING + IT + LOCKS + GATES

LIC. EG13000790

ECSINTEGRATIONS.COM



DG FARMS CDD - Hurricane Tie- Back System (4) gates

Date:	8/19/2025	PROPOSAL		Proposal No:	TH25819
Submitted to:	DG Farms CDD	Job Location:	DG FARMS CDD - Hurricane Tie- Back System (4) gates		
Attention:	Gary Schwartz	Title:	Manager	Attention:	Gary Schwartz
Email:	gary@hikai.com			Email:	gary@hikai.com
Phone:	813-565-4663	Fax:		Phone:	813-565-4663
Address:	1540 International Parkway #2000			Address:	16550 Emerald Blossom Blvd
City / ST	Lake Mary / FL	Zip:	32746	City / ST	Wimauma / FL
				Zip:	33598

SCOPE OF WORK:

INSTALL FOUR - 4'X2X2 POST WITH END CAP IN CONCRETE (2' IN , 2' OUT) . INSTALL FOUR -24 INCH STAINLESS STEEL CHAINS - 1 PER GATE .INSTALL 4 COMBO PADLOCKS - 1 PER GATE . PAINT EACH POLE BLACK .

INCLUDED MATERIALS:

4- 4X2X2 POLE WITH CAP . CONCRETE . 4- 24 INCH STAINLESS STEEL CHAINS . 4 COMBO PADLOCKS . PAINT .

INCLUSIONS:

- Quoted price will include materials specified, normal freight for all materials, filed notice to owner, equipment submittals, wire and device installation, final check-out and certification, one staff training session on the systems' operation.

CONSIDERATIONS & EXCLUSIONS:

- All work described in this proposal is to be performed during normal business hours unless otherwise noted.
- Customer agrees to provide uninterrupted and unhindered access to all necessary work areas during normal business hours. Any hindrance of ECS Integrations (ECSI) technicians will result in additional labor charges of \$85/man hour.
- ECSI is not responsible for any changes the Authority Having Jurisdiction (AHJ) or customer may deem necessary. Any alteration or deviation from the original scope involving additional costs will be executed only upon written orders. Work, including closing of the permit, will be halted until the authorization for the change order is received in writing. • ECSI will accept payments with a credit card. These are subject to a 4% processing fee.
- Permit documents and fees are not included as specified above. Tax is excluded.
- This proposal does NOT include repairing any pre-existing troubles that may be present, including those troubles that may not be detected until proposed work is complete. (Such trouble issues may arise from any field device, field wiring, module, panel or system connected to the panel)
- This proposal does NOT cover ancillary device connections, overtime, lifts, patching, fire caulking existing penetrations, painting, phone lines, damage by others, or additional inspections required by AHJ.
- The customer is responsible for providing all connections to high voltage system components, and all conduit of the correct size to accommodate ECSI wire fills (with pull string installed).
- Unless instructed by writing prior to commencement of work, all parts removed from jobsite will be discarded without notice.

Additional notes added at time of acceptance: 50% DEPOSIT DUE PRIOR TO INSTALL.

Terms:	First billing will include all parts for job start-up and mobilization labor. All billing thereafter will be billed monthly on percent of job completed.	GRAND TOTAL:	\$1,480.00
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This proposal is valid through 9/18/2025

ECSI Sales Rep: _____
(Sales Representative)

ECSI Officer: _____
(Authorizing Officer Signature) _____
Date

THIS IS A BINDING CONTRACT. The person executing this Contract represents and warrants that he/she has full authority to enter into this Contract on behalf of the Customer. The undersigned hereby acknowledges reading, understanding, and accepting all the prices, specifications, terms and conditions set forth in this Contract, including those on page two of this document which are incorporated herein and by reference made a part hereof. The undersigned authorizes ECSI to perform the work specified herein.

Customer Name: _____

Signature: _____

ECS INTEGRATIONS- rev 2021-10-11

Date

TERMS & CONDITIONS:

1. Required Approval: This Contract shall not be binding upon ECSI until signed by an officer of ECSI. In the event this Contract is not approved by said officer of ECSI, ECSI's liability shall be limited to refunding Subscriber the amount paid, if any, upon signing this Contract.

2. Warranty:

A. Standard Warranty. ECSI guarantees all material to be as specified. All work shall be completed in a workmanlike manner according to standard industry practices. Materials & labor are warranted for 90 days from date of installation or for the term of the selected Extended Service Plan if Subscriber elects to participate in such plan. There is no labor and material warranty on any customer provided equipment.

B. Extended Warranty. Applicable only if specified on face of this contract and is contingent upon ECSI being contracted to provide Central Station Monitoring Services and perform all of the NFPA mandated tests and inspections of the installed fire protection systems'.

C. All Warranty obligations exclude pre-existing to remain components, batteries, acts of God, fire, theft, vandalism, or tampering by unauthorized personnel. All warranty's are void if any party not authorized by ECSI performs work on any item installed by ECSI.

3. Hours of Service. All work required by this Contract shall be performed between 8:00 a.m. and 4:30 p.m. on normal business days, except in the case of emergency. Service calls received after 3:30 p.m. are subject to after-hour rates.

4. Subscriber Responsibilities:

A. Subscriber agrees not to tamper with, remove, or otherwise interfere with the communication software and agrees to furnish, at Subscriber's expense, all 110 volt AC power, electrical outlets, receptacles, and telephone hook-ups as deemed necessary by ECSI for connection of the equipment.

B. Subscriber must visually inspect system components periodically and, if a problem is discovered, notify ECSI immediately. When ECSI alerts Subscriber of any issue with the system that requires correction, Subscriber assumes full responsibility for taking action to resolve the reported issue.

C. Subscriber must inform ECSI, in writing, of any change in fire rating bureau or agency. Subscriber must also inform ECSI, in writing, of any change in the list of people that ECSI is to call in the event of alarm activation. ECSI is not responsible for any errors, omissions, or failure to update such list by Subscriber.

5. Default:

A. Event of Default. Subscriber shall be in default of this Contract if Subscriber: (a) fails to pay any installation charge, (b) fails to pay any monitoring or service charge, (c) willfully or negligently causes repeated false alarms, (d) cancels this Contract without cause before the end of its term, or (e) fails to perform any other obligations under this Contract.

B. ECSI's Remedy Upon Default.

i. Terminate Contract. If Subscriber defaults, ECSI may terminate this Contract ten (10) days after written notice of default if Subscriber has not cleared the default by that date.

ii. Damages. If Subscriber defaults, Subscriber shall pay ECSI any money due for any product or services provided prior to default. Additionally, Subscriber shall pay an amount equal to 60% of the remaining monitoring and or Extended Service Plan fees, plus any other damages to which ECSI may be entitled under applicable law.

iii. Costs. In the event either Party resorts to legal action to enforce the terms and provisions of this Agreement, or as a result of any breach under this Agreement, the prevailing Party shall be entitled to recover the costs of such action so incurred, including, without limitation, reasonable attorneys' fees, arbitration fees, prejudgment interest, and any other reasonable and related expenses of collection.

6. Changes: Any alteration or deviation from the specified work involving extra costs, will be executed only upon written orders, and will become an extra charge. The cost of any changes to the scope of work described herein made at the request of or made necessary or required by Subscriber's action, or which may be required by any governmental agency or insurance interest or inspection and rating bureaus are to be borne solely by Subscriber. SUBSCRIBER ACKNOWLEDGES THAT SUBSCRIBER HAS CHOSEN THE SYSTEM AND THAT ADDITIONAL PROTECTION IS AVAILABLE AND MAY BE OBTAINED FROM ECSI AT AN ADDITIONAL COST TO SUBSCRIBER. All risk of loss or damage to the system shall be borne exclusively by Subscriber.

7. External Services: Any fines levied by a municipality or government agency regarding false alarms shall be the sole responsibility of the Subscriber. Additional fees levied by monitoring agency for any reason, including but not limited to those caused by runaway dialers, runner services, etc. shall be the sole responsibility of Subscriber. Such fees shall be added to the service charges or billed to Subscriber directly by the appropriate agency.

8.A. Limitation of Damages (cont.)

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that the ECSI assume responsibility for any loss or damage sustained through burglary.

8. ECSI'S LIMITS OF LIABILITY:

A. Limitation of Damages. IT IS UNDERSTOOD AND AGREED THAT ECSI IS NOT AN INSURER AND THAT INSURANCE, IF ANY, COVERING INJURY AND PROPERTY LOSS OR DAMAGE ON SUBSCRIBER'S PREMISES SHALL BE OBTAINED BY THE SUBSCRIBER.

8. A. Limitation of Damages (cont.)

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that ECSI assume responsibility for any loss or damage sustained through burglary, theft, robbery, fire, or other cause, or that there exists or shall exist any liability on the part of ECSI by virtue of this Contract. Notwithstanding these provisions, if there should arise any liability on the part of ECSI, such liability is and shall be limited to a sum equal to the service charge for a period of six (6) months or \$500.00 whichever is less, which sum is liquidated damages and not a penalty. In the event that Subscriber wishes ECSI to assume greater liability, Subscriber may obtain from ECSI a higher limit by paying an additional amount proportioned to the responsibility and a rider shall be attached to this Contract, setting forth the additional liability of ECSI and the additional charges. However, any such additional obligation does not make ECSI an insurer.

B. Interruption of Service. ECSI shall not be liable for any damage or loss sustained by Subscriber as a result of any delay in service or installation of equipment, equipment failure, or interruption of service due to electric failures, strikes, war, acts of God, or other causes, including ECSI's negligence in the performance of this Contract. The estimated date that work is to be substantially completed is not a definite completion date and time is not of the essence.

C. Disclaimer of Warranties. ECSI does not represent or warrant that the system may not be compromised or circumvented; or that the system will prevent any loss by burglary, hold-up, fire or otherwise; or that the system will in all cases provide the protection for which it is installed or intended. Subscriber acknowledges and agrees that ECSI has made no representations or warranties, expressed or implied, as to any matter whatsoever including without limitation the condition of equipment, its merchantability or its fitness for any particular purpose; nor has Subscriber relied on any representations or warranties, expressed or implied, that any affirmation of fact or promise shall not be deemed to create an express warranty and that there are no warranties which extend beyond the face of this Contract; that

ECSI is not an insurer; that Subscriber assumes all risk of loss or damage to Subscribers premises or the contents thereof; and that Subscriber has read and understands all of this Contract, particularly paragraph eight (8) which sets forth ECSI's maximum liability in the event of any loss or damage to Subscriber or anyone else.

9. Third Party Indemnification: In the event any person, not a party to this contract, shall make any claim or file any lawsuit against ECSI for any reason relating to ECSI's duties and obligations pursuant to this Contract, including but not limited to the design, installation, maintenance, monitoring, operation, or any failure of the alarm system to operate properly, Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent caused by Subscriber. The parties agree that there are no third party beneficiaries of this Contract. Subscriber, for itself and any of its insurance carriers waives any right of subrogation Subscriber's insurance carriers may have against ECSI or any of its subcontractors, subject to the advice of Subscriber's counsel.

10. Assignment: ECSI shall have the right to assign this Contract without notice to Subscriber and shall have the further right to subcontract any services which it may perform. ECSI shall inform Subscriber when services are subcontracted and shall maintain current proof of subcontractor's state license, general insurance, and workers compensation coverage. Subscriber acknowledges that this Contract, and particularly those paragraphs relating to disclaimer of warranties, liquidated damages and third party indemnification, inure to the benefit of, and are applicable to any subcontractors employed by ECSI to provide monitoring, maintenance, installation or service of the system(s) and they bind Subscriber to said subcontractors with the same force and effect as they bind Subscriber to ECSI.

11. Severability: In the event any of the terms or provisions of this Contract shall be declared to be invalid or inoperative, all of the remaining terms and provisions shall remain in full force and effect.

12. Notices: All notices to be given hereunder shall be in writing and may be served either personally or by mail, postage prepaid to the addresses set forth in the Contract or to any other from time to time in writing.

13. Binding Arbitration: This Contract is binding for ECSI, Subscriber, successors in interest, agents, employees, shareholders, officers, former employees, former officers, directors, subsidiaries, parent corporations, attorneys, and all other entities acting on the their behalf. Parties agree to submit to binding arbitration, conducted by the American Arbitration Association under the Construction Industry Arbitration Rules, any matters which cannot otherwise be resolved, and expressly waive any and all rights in law and equity to bringing any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

14. Entire Agreement: This Contract is intended by the parties as a final expression of their agreement and as a complete and exclusive statement of the terms. This Contract supersedes all prior representations, understandings or agreements of the parties. This Contract can only be modified in a writing signed by the parties. No waiver of a breach of any term or condition of this Contract shall be construed to be a waiver of any succeeding breach.

EXHIBIT 2

AGENDA



Quarterly Compliance Audit Report

DG Farms

Date: April 2025 - 1st Quarter

Prepared for: Monica Alvarez

Developer: Kai

Insurance agency:



Preparer:

Susan Morgan - *SchoolStatus Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
N/A	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

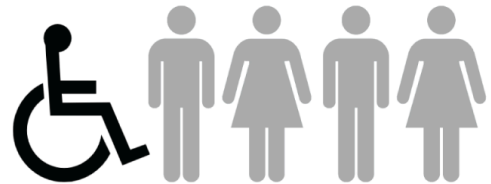
Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.

19%

of population has a disability.



Sight, hearing, physical, cognitive.

The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

EXHIBIT 3

AGENDA

1 **MINUTES OF MEETING**

2 **DG FARMS**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting and Public Hearing of the Board of Supervisors of the DG Farms Community
5 Development District was held on Monday, August 11, 2025 at 6:00 p.m. at the Holiday Inn Express &
6 Suites, 226 Teco Road, Ruskin, Florida 33701.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. Mendenhall called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 Don Reichard	Board Supervisor, Chairman
11 Rob Mendoza	Board Supervisor, Vice Chairman
12 Andrew Alexandre	Board Supervisor, Assistant Secretary
13 Jeff Duzzny	Board Supervisor, Assistant Secretary
14 Carolyn Schwalm	Board Supervisor, Assistant Secretary

15 Also present were:

16 Andy Mendenhall	District Manager, Kai
17 Greg Woodcock (<i>via Zoom</i>)	District Engineer, Stantec.

18 **SECOND ORDER OF BUSINESS – Audience Comments**

19 None

20 **THIRD ORDER OF BUSINESS – Staff & Vendor Reports**

21 A. District Counsel

22 Mr. Mendenhall:

- 23 • Would speak with the district attorney about options for civil action regarding the
24 vandalism, aiming to recover damages while weighing legal costs. He planned to email the
25 Board with the outcome. If successful, attorney fees might be recoverable, depending on
26 the case.

27 B. District Engineer

- 28 1. Exhibit 1: Consideration/Approval of Professional Services Agreement Change Order #
29 2025-1 - \$10,000.00

30 Mr. Woodcock:

- 31 • Requested increase to cover engineering services, citing \$29,000 already spent on projects
32 like the footbridge and stormwater reviews. Board had not seen invoices, Mr. Mendenhall
33 was directed to provide them.
- 34 • Explained that if a tree falls naturally into a wetland, it could stay there as part of the habitat.
35 But if a tree is cut outside the wetland, the debris could not be thrown back into the wetland.
36 Mr. Mendenhall would get a proposal for cutting the accessible portion, possibly from
37 BrightView or from any other cheaper tree service.
- 38 • Recommended bringing in a structural engineer to assess and provide repair
39 recommendations regarding the damaged bridge, ideally at the start of the next fiscal year.
40 However, the Board suggested acting sooner due to pending insurance claims, available
41 funds, and the risk of more damage during hurricane season. Mr. Woodcock agreed to
42 schedule the structural engineer's visit.

- Recommended installing a concrete curb to prevent further damage at the tennis court and would coordinate with the court repair contractor. Repairs are pending until erosion is addressed. A curb design is ready, and an update would be given at the next meeting.
- Requested pricing for footbridge sealing and was told it should wait 4–6 months after installation to allow the wood to dry. He's also seeking quotes from painting companies.

On a MOTION by Mr. Alexandre, SECONDED by Mr. Mendoza, WITH ALL IN FAVOR, the Board **approved the Professional Services Agreement Change Order # 2025-01- \$10,000.00**, for the DG Farms Community Development District.

C. Filed Service Manager

1. Exhibit 2: Field Report conducted on July 29, 2025

Mr. Mendenhall:

- Presented two proposals one for straightening community signs and another for tennis court fence and bar repairs. He noted the pricing seemed reasonable but left the decision to the Board.
- A supervisor asked if previous tennis court quotes could be reviewed, which Mr. Mendenhall said he'd check in the report. Mr. Mendenhall shared that the previous quote for straightening signs was \$3,673.00 and the prior tennis court repair quote from Florida Brothers was \$316.87. He noted that while Florida Brothers is slightly cheaper, he personally recommends Jayman Enterprises based on 10 years of reliable experience working with them.

On a MOTION by Mr. Alexandre, SECONDED by Mr. Mendoza, WITH ALL IN FAVOR, the Board **approved the proposals from Jayman Enterprises for Tennis Court Fence repair and Straightening of Signs in the amount of \$500.00 and \$1,100.00, respectively**, for the DG Farms Community Development District.

- A supervisor noted that four planned "No Parking" signs were missing from the proposal. They also discussed ongoing issues with illegal dumping near undeveloped land behind a swing gate. Due to lack of "No Dumping" signage, enforcement has been difficult, even though officers have caught residents dumping. Mr. Mendenhall offered to contact Metro to address signage and gate security and would follow up with the Board via email.
- Presented two options: move forward with BrightView for the pool landscaping or wait for the upcoming RFP to select a new landscaper who could handle the installation and maintenance. The Board chose to wait and proceed with the RFP.
- Informed the Board that the Tot Lot project is ready to begin, with a contractor and project plan in place. However, the Board agreed to wait for confirmation of insurance coverage before officially proceeding, authorized Chairman for final approval to avoid delays once funding is confirmed.
- Parts have been ordered for the Clubhouse lighting and the work is moving forward. In addition, Mr. Mendenhall shared that the district was setting up a dedicated District credit card for purchases, replacing the older method.
- An update was provided on the fence installation, confirming that the contractor has committed to complete it by Thursday.

- 84 • Confirmed that quotes are still pending from Mr. Schwartz about magnetic gate closures
85 for the dog park.
- 86 • Discussed quotes related to pedestrian gate. Mr. Mendenhall clarified that since some items
87 have not yet been completed, a formal motion was needed to approve those quotes.

88 On a MOTION by Mr. Mendoza, SECONDED by Mr. Reichard, WITH ALL IN FAVOR, the Board
89 **approved the proposal from ECS Integrations for Pedestrian Gates in the amount of \$620.00**, for the
90 DG Farms Community Development District.

- 91 • Presented a proposal to replace two gate arms, but Mr. Mendoza noted they are working
92 fine and replacement was not needed now. Despite concerns about rust and long-term wear,
93 the Board agreed to hold off on the replacement.
- 94 • Board approved the proposal to replace the last three analog cameras with upgraded 4K
95 cameras covering the bathroom doors, tot lot, and electrical room for improved security
96 and liability protection.

97 On a MOTION by Mr. Mendoza, SECONDED by Mr. Reichard, WITH ALL IN FAVOR, the Board
98 **approved the proposal from ECS Integrations for the Replacement of Four Cameras in the amount**
99 **of \$1,910.00**, for the DG Farms Community Development District.

- 100 • Presented a quote for dog park fence repairs, the Board clarified they only requested spring-
101 loaded latches to ensure the gates self-close. Mr. Mendenhall would ask the vendor to
102 revise the proposal to include only that.
- 103 • The Board noted strong performance from deputies and approved continuing their service
104 under a new third-party system, despite a \$9,360 annual cost.

105 On a MOTION by Mr. Reichard, SECONDED by Mr. Mendoza, WITH ALL IN FAVOR, the Board
106 **approved to continue the Security Service with Sereno Security Initiative in the amount of \$9,360.00**,
107 for the DG Farms Community Development District.

- 108 • Presented a \$576.10 proposal from City Electric to retrofit outdoor lights with LED bulbs.
109 The Board asked to locate the updated proposal initially sent by Mr. Schwartz for South
110 Bay, which might include more comprehensive lighting work. Mr. Mendenhall clarified
111 that the proposal from Snowbird for converting both bathroom lights to LED, totaling
112 \$1,249.26 is ready for approval. The Board agreed to move forward.

113 On a MOTION by Mr. Mendoza, SECONDED by Mr. Reichard, WITH ALL IN FAVOR, the Board
114 **accepted the proposal from Snowbird Electric for Bathroom LED Lights in the amount of \$1,249.26**,
115 for the DG Farms Community Development District.

- 116 • Presented the second proposal from City Electric for \$576.10 to retrofit the outdoor
117 overhead lighting. After discussion, the Board agreed to approve the proposal contingent
118 upon it including lighting for the storage area.

119 On a MOTION by Mr. Mendoza, SECONDED by Mr. Reichard, WITH ALL IN FAVOR, the Board
120 **accepted the proposal from City Electric Supply Company for Outdoor Lights contingent upon**
121 **including lighting for the storage area in the amount of \$576.10**, for the DG Farms Community
122 Development District.

- Explained the mailbox was temporarily fixed by the original installer and quotes are coming for partial and full replacement. The repair is covered by insurance, and he recommended allowing the chair to approve the final fix once quotes arrive.

On a MOTION by Mr. Mendoza, SECONDED by Mr. Reichard, WITH ALL IN FAVOR, the Board **authorized the Chairman to approve the Mailbox repair once quotes are received**, for the DG Farms Community Development District.

D. District Manager

Mr. Reichard made a motion to open the FY 2025-2026 Public Hearing.

On a MOTION by Mr. Reichard, SECONDED by Ms. Schwalm, WITH ALL IN FAVOR, the Board **opened the FY 2025-2026 Public Hearing**, for the DG Farms Community Development District.

Mr. Mendoza made a motion to close the Fy 2025-2026 Public Hearing.

On a MOTION by Mr. Mendoza, SECONDED by Mr. Duzzny, WITH ALL IN FAVOR, the Board **closed the FY 2025-2026 Public Hearing**, for the DG Farms Community Development District.

- Exhibit 3: Consideration/Adoption of Resolution 2025-08, Adopting the FY 2025 -2026 Budget

On a MOTION by Ms. Schwalm, SECONDED by Mr. Duzzny, WITH ALL IN FAVOR, the Board **adopted Resolution 2025-08, Adopting the FY 2025-2026 Budget**, for the DG Farms Community Development District.

- Exhibit 4: Consideration/Adoption of Resolution 2025-09, Imposing and Levying the O&M Assessments on the FY 2025-2026 Budget

On a MOTION by Mr. Reichard, SECONDED by Mr. Mendoza, WITH ALL IN FAVOR, the Board **adopted Resolution 2025-09, Imposing and Levying the O&M Assessments on the FY 2025-2026 Budget**, for the DG Farms Community Development District.

- Exhibit 5: Consideration/Adoption of Resolution 2025-10, Adopting the FY 2025-2026 Meeting Schedule

On a MOTION by Mr. Reichard, SECONDED by Mr. Mendoza, WITH ALL IN FAVOR, the Board **adopted Resolution 2025-10, Adopting the FY 2025-2026 Meeting Schedule**, for the DG Farms Community Development District.

Mr. Mendenhall:

- Addressed issues from a recent pool party, including late hours, alcohol, and a mess left behind. He proposed updating the generic online reservation form to reflect district-specific rules such as opening time, closing time, guest limit, and requiring staff supervision.
- Supervisors recommended setting a guest limit, requiring a pool attendant to be present during events, submitting end-of-shift incident reports, and having attendants report directly to Kai Management. They also suggested creating an SOP outlining rules, emergency procedures, and responsibilities, with attendants signing off to confirm understanding. A well-stocked first aid kit on-site was also recommended.

- Confirmed he's moving forward with creating a revised reservation form for the website, incorporating initial suggestions. Supervisors agreed to review a first draft and provide feedback before finalizing. It was also confirmed that reservations are currently on hold. Once the new system is live, supervisors and staff would be notified of all reservations as part of the updated SOP.

FOURTH ORDER OF BUSINESS – Administrative Items

A. Exhibit 6: Consideration/Approval of the July 14, 2025, Regular Meeting Minutes

On a MOTION by Mr. Alexandre, SECONDED by Ms. Schwalm, WITH ALL IN FAVOR, the Board **approved the July 14, 2025, Regular Meeting Minutes**, for the DG Farms Community Development District.

B. Exhibit 7: Consideration/Acceptance of the Audited Financial Statements for the year ended September 30, 2024

On a MOTION by Mr. Reichard, SECONDED by Mr. Alexandre, WITH ALL IN FAVOR, the Board **accepted the Audited Financial Statements for the year ended September 30, 2025**, for the DG Farms Community Development District.

C. Exhibit 8: Consideration/Acceptance of the June 2025 Unaudited Financial Statements

On a MOTION by Mr. Duzzny, SECONDED by Ms. Schwalm, WITH ALL IN FAVOR, the Board **accepted the June 2025 Unaudited Financial Statements**, for the DG Farms Community Development District.

FIFTH ORDER OF BUSINESS – Audience Comments - New Business

- A resident requested a clock at the pool entrance and raised concerns about pool cleanliness. Another noted overflowing and missing trash cans. The supervisor said the pool company is responsible, and Mr. Mendenhall would follow up. Mr. Reichard plans to replace the trash cans with better ones.
- A resident asked who inspects yards, and the supervisor confirmed it's the HOA director, and noted she issued 447 violations in her first week and another 300 after. Mr. Reichard added that consistent enforcement takes time.

SIXTH ORDER OF BUSINESS – Supervisor Requests

- A supervisor proposed buying a few rolling trash cans with flat lids, around \$136 each for temporary use during events. They would be stored when not in use and brought out by the attendant to help manage overflow trash

On a MOTION by Mr. Mendoza, SECONDED by Mr. Duzzny, WITH ALL IN FAVOR, the Board **approved the purchase of Two Garbage Cans**, for the DG Farms Community Development District.

- The Board approved extending the 8-hour, 7-day summer pool attendant schedule through Labor Day, then shifting to a reduced post-Labor Day schedule. Concerns were raised about staffing, especially the current full-time attendant's availability. Supervisors recommended Kai handle scheduling and hiring, including part-timers if needed. They also called for an SOP outlining attendant duties, use of security cameras, and better tools like tablets for resident verification.

On a MOTION by Mr. Mendoza, SECONDED by Mr. Duzzny, WITH Mr. Reichard ABSTAINING, the Board **approved the New Pool Scheduling**, for the DG Farms Community Development District.

- Mr. Reichard inquired about the deposit, and Mr. Mendenhall confirmed the check was held, not returned, and would verify if it was cashed and added to the fund. There was also discussion about a \$300 cleanup fee after a pool incident; Mr. Mendenhall would confirm whether that cleanup was part of the pool staff's normal duties or an extra charge. Regarding hurricane preparation, concerns were raised about securing the front gate. Mr. Mendenhall agreed to contact a gate company to get proper procedures and best practices.
- Mr. Duzzny raised concerns about the untrimmed trees along the main road, noting that residents had complained it reflected poorly on the community. He also mentioned that the overgrowth was blocking some camera views. Additionally, he pointed out issues with the bathroom ceiling. Lastly, he brought up concerns about the painted pool pavers near the walk-in threshold, where elevation changes posed a safety issue.
- Ms. Schwalm asked about the status of the poles for the wooden bridge to prevent golf carts from crossing. Mr. Mendenhall confirmed that the bollards had been ordered. She also, raised concerns about cars parking on the street, especially near her driveway. Towing was not allowed before midnight. Supervisors explained the no-parking rule is from midnight to 6:00 a.m.

SEVENTH ORDER OF BUSINESS – Adjournment

On a MOTION by Mr. Reichard, SECONDED by Mr. Alexandre, WITH ALL IN FAVOR, the Board **adjourned the meeting**, for the DG Farms Community Development District.

Signature

Printed Name

Title: ☐ **Chairman** ☐ **Vice Chairman**