



Dovera Community Development District

August 20, 2026

Agenda Package

313 Campus Street
Celebration, Florida 34747

CLEAR PARTNERSHIPS



COLLABORATION



LEADERSHIP



EXCELLENCE



ACCOUNTABILITY



RESPECT

Dovera Community Development District

Board of Supervisors

Vivian Powers, Chairman
Lorraine Chambers, Vice Chairman
Marc Hagle, Assistant Secretary

District Staff

Howard Neal, Regional Director
Michael Perez, District Manager
Tucker F. Mackie, District Counsel
Major Stacy, District Engineer
Justin Fisher, Field Inspection Coordinator
Sonia Rowley, District Accountant
Tabitha Blackwelder, District Admin

Meeting Agenda

Thursday, August 20, 2026 – 9:00 a.m.

The Regular Meeting of the Dovera Community Development District will be held at **235 N Westmonte Drive, Altamonte Springs, Florida 32714**. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Remote Participation:

Call in (audio only) (646) 838-1601, 524661109#

THE REGULAR MEETING OF THE BOARD OF SUPERVISORS

- 1. Call to Order and Roll Call**
- 2. Motion to Approve the Agenda**
- 3. Public Comments on Agenda Items**

(Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)

4. Public Hearing on FY2027 Budget and Levying O&M Assessments

- A. Consideration of Resolution 2026-05; Adopting FY2027 Budget Page 4
- B. Consideration of Resolution 2026-06; Levying O&M Assessments.....Page 17

5. Staff Reports

- A. District Counsel
- B. District Engineer
- C. Field Inspection Report.....Page 20
- D. Landscaping Report.....Page 26
 - i. Cepra Monthly Irrigation Repairs.....Page 36
 - ii. Consideration of Advance Tree Pros Tree Removal/Flush Cut Proposal #27741 Page 38
 - iii. Consideration of Advance Tree Pros Tree Removal/Flush Cut Proposal #27742 Page 42
- E. District Manager

6. Business Items

- A. Consideration of Resolution 2026-07; Goals & Objectives Page 46
- B. Consideration of Resolution 2026-08; Setting FY2027 Meeting Schedule Page 54

7. Consent Agenda

- A. Consideration of Minutes from June 15, 2026 Page 56

B. Review of Financial Snapshot Page 61
C. Acceptance of Financial Statements.....Page 62

8. Supervisors’ Comments

9. Adjournment

The next meeting is scheduled for Wednesday, October 14, 2026, at 9:00 a.m.

RESOLUTION 2026-05
[FY 2027 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Dovera Community Development District ("**District**") prior to June 15, 2026, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Dovera Community Development District for the Fiscal Year Ending September 30, 2027."
- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2027, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2027 or within 60 days following the end of the FY 2027 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF AUGUST 2026.

ATTEST:

**DOVERA COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2027 Budget



Dovera
Community Development District

FISCAL YEAR 2027
Proposed Final Budget
August 12, 2026

CLEAR PARTNERSHIPS



Dovera
Community Development District



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Dovera
Community Development District

Operating Budget
FY 2027



Dovera
Community Development District

General Fund

Summary of Revenues Expenditures and Changes in Fund Balance
Fiscal Year 2027 Budget
General Fund

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2026	ACTUAL THRU 6/30/2026	PROJECTED July- 9/30/2026	TOTAL PROJECTED FY 2026	% +/- Budget	ANNUAL BUDGET FY 2027
REVENUES						
Interest - Investments	\$3,154.00	\$3,405.00	\$0.00	\$3,405.00	8%	\$3,176.03
Special Assmnts- Tax Collector	\$403,583.00	\$235,252.00	\$168,331.00	\$403,583.00	0%	\$403,347.35
Special Assmnts- Discounts	-\$16,143.00	-\$9,398.00	\$0.00	-\$9,398.00	-42%	-\$16,133.89
TOTAL REVENUES	\$390,594.00	\$229,259.00	\$168,331.00	\$397,590.00	2%	\$390,389.49
EXPENDITURES						
<i>Administrative</i>						
ProfServ-Engineering	\$26,000.00	\$13,566.00	\$4,638.38	\$18,204.38	-30%	\$20,000.00
ProfServ-Legal Services	\$10,000.00	\$5,186.00	\$1,773.15	\$6,959.15	-30%	\$10,000.00
ProfServ-Mgmt Consulting	\$20,618.00	\$15,464.00	\$5,287.32	\$20,751.32	1%	\$21,373.86
ProfServ-Special Assessment	\$609.00	\$609.00	\$0.00	\$609.00	0%	\$609.00
Auditing Services	\$3,900.00	\$3,400.00	\$500.00	\$3,900.00	0%	\$3,900.00
Postage and Freight	\$250.00	\$2.00	\$248.00	\$250.00	0%	\$250.00
Insurance - General Liability	\$7,680.00	\$13,115.00	\$0.00	\$13,115.00	71%	\$13,549.00
Printing and Binding	\$300.00	\$0.00	\$300.00	\$300.00	0%	\$300.00
Legal Advertising	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	0%	\$1,500.00
Misc-Assessment Collection Cost	\$8,072.00	\$1,419.00	\$485.17	\$1,904.17	-76%	\$8,066.95
Misc-Contingency	\$900.00	\$1,200.00	\$410.29	\$1,610.29	79%	\$900.00
Misc-Web Hosting	\$1,600.00	\$1,553.00	\$47.00	\$1,600.00	0%	\$1,600.00
Office Supplies	\$75.00	\$0.00	\$75.00	\$75.00	0%	\$75.00
Annual District Filing Fee	\$175.00	\$175.00	\$0.00	\$175.00	0%	\$175.00
Total Administrative	\$81,679.00	\$55,689.00	\$15,264.32	\$70,953.32	-13%	\$82,298.81
<i>Field</i>						
Contracts-Landscape	\$126,227.00	\$91,913.00	\$31,426.14	\$123,339.14	-2%	\$130,013.81
Contr-Landsc-HOA Common Area	\$3,700.00	\$2,700.00	\$923.16	\$3,623.16	-2%	\$3,811.00
Utility - General	\$20,000.00	\$11,881.00	\$4,062.25	\$15,943.25	-20%	\$20,000.00
R&M-Irrigation	\$10,000.00	\$1,769.00	\$604.84	\$2,373.84	-76%	\$10,000.00
R&M-Lake	\$4,800.00	\$2,400.00	\$820.59	\$3,220.59	-33%	\$6,015.20
R&M-Roads & Alleyways	\$3,500.00	\$0.00	\$0.00	\$0.00	-100%	\$3,500.00
Field Services	\$8,190.00	\$6,143.00	\$2,100.36	\$8,243.36	1%	\$8,490.66
Misc-Contingency	\$18,738.00	-\$274.00	\$19,012.00	\$18,738.00	0%	\$12,500.00
Total Field	\$195,155.00	\$116,532.00	\$58,949.35	\$175,481.35	-10%	\$194,330.67
<i>Reserves</i>						
Reserve	\$113,760.00	\$0.00	\$113,760.00	\$113,760.00	0%	\$113,760.00
Total Reserves	\$113,760.00	\$0.00	\$113,760.00	\$113,760.00	0%	\$113,760.00
TOTAL EXPENDITURES	\$390,594.00	\$172,221.00	\$187,973.67	\$360,194.67	-8%	\$390,389.49

Dovera**Community Development District***General Fund*

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-) Budget	ANNUAL
	BUDGET FY 2026	THRU 6/30/2026	July- 9/30/2026	PROJECTED FY 2026		BUDGET FY 2027
Excess (deficiency) of revenues						
Over (under) expenditures	\$0.00	\$57,038.00	-\$19,642.67	\$37,395.33	0%	\$0.00
Net change in fund balance	\$0.00	\$57,038.00	-\$19,642.67	\$37,395.33	0%	\$0.00
FUND BALANCE, BEGINNING	\$326,924.00	\$326,924.00	\$0.00	\$326,924.00	0%	\$364,319.33
FUND BALANCE, ENDING	\$326,924.00	\$383,962.00	-\$19,642.67	\$364,319.33	11%	\$364,319.33

Dovera**Community Development District**

Exhibit "A"
Allocation of Fund Balances

FISCAL YEAR 2026 RESERVE FUND ANALYSIS

Beginning Fund Balance - Carry Forward Surplus as of 10/1/2025	\$326,924.00
Less: Forecasted Surplus/(Deficit) as of 9/30/2026	\$37,395.33
Estimated Funds Available - 9/30/2026	\$364,319.33

FISCAL YEAR 2027 RESERVE FUND ANALYSIS

Beginning Fund Balance - Carry Forward Surplus as of 10/1/2026 (1)	\$364,319.33
Less: First Quarter Operating Reserve	-\$97,597.37
Less: Designated Reserves for Capital Projects	-\$227,520.00
Less: Forecasted Surplus/(Deficit) as of 9/30/2027	\$0.00
Estimated Remaining Undesignated Cash as of 9/30/2027	\$39,201.96

Budget Narrative
Fiscal Year 2027

REVENUES

Interest-Investments

The District earns interest on the monthly average collected balance for their investment accounts.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Administrative

Professional Services-Engineering

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for quarterly board meetings when requested, review of invoices, and other specifically requested assignments.

Professional Services-Legal Services

The District's Attorney, provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Professional Services-Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark. The budgeted amount for the fiscal year is based on the contracted fees outlined in the Management Agreement.

Professional Services-Special Assessments

The District has contracted with Inframark to provide assessment services.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees.

Postage and Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance-General Liability

Cost of the District's General Liability & Public Officials Liability Insurance policies. The budgeted amount allows for a projected increase in the premium based on market conditions.

Budget Narrative
Fiscal Year 2027

EXPENDITURES

Administrative (continued)

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in the Orlando Sentinel.

Miscellaneous-Assessment Collection Costs

The District reimburses the County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Miscellaneous-Contingency

This includes monthly bank charges and any other miscellaneous expenses that may be incurred during the year.

Miscellaneous-Web Hosting

This line item is for costs associated with the District's website, including annual domain name renewal, hosting and ADA compliance.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Department of Economic Community.

Field

Contracts-Landscape

The District currently has a contract to maintain the landscaping and irrigation system of the common areas within the District, including: General (mowing, edging and maintenance), Mulch, Trees, Scrubs and Plants, Annuals, Chemicals and Agronomist Services.

Contracts-Landscape-HOA Common Area

The district reimburses Isles of Oviedo Townhome Owner's Association for shared landscape costs. The monthly contribution is currently \$300.

Utilities-General

The District currently has utility accounts with Duke Energy Corporation.

R&M-Irrigation

Unscheduled maintenance consists of regular inspections, adjustments to controller and irrigation heads, minor system repairs, and purchase of irrigation supplies.

Budget Narrative
Fiscal Year 2027**EXPENDITURES****Field** (continued)**R&M-Lake**

The District has a permit obligation to comply with certain conditions for the establishment and maintenance of upland/wetland conservation areas and for maintenance of storm water management areas. The budgeted amount for the fiscal year is based on standard fees charged for these services.

R&M-Roads & Alleyways

The District may incur costs associated with road and traffic signal maintenance for Oviedo Mall Boulevard at Dovera Drive and the mall entrance.

Field Services

The District receives field management services as part of a Management Agreement with Inframark. The budgeted amount for the fiscal year is based on the contracted fees outlined in the Management Agreement.

Miscellaneous-Contingency

Costs incurred that are not budgeted elsewhere.

Dovera

Community Development District

Supporting Budget Schedule

FY 2027

**Comparison of Assessment Rates
Fiscal Year 2027 vs. Fiscal Year 2026**

	FY 2027	FY 2026	\$ Variance	% Variance
Gross Assessments	\$403,347.35	\$403,582.98	-\$235.63	-0.06%
Assessable Acres	196.86	196.86	\$0.00	0.00%
Gross Assessment per Acre	\$2,048.89	\$2,050.08	-\$1.19	-0.06%

ASSESSMENT INCREASE ANALYSIS

Product	Assessment Increase		
	Per Product	Per Unit O&M % Increase	Per Unit O&M \$ Increase
Acre	\$0.00	0%	\$0.00

Total \$0.00 *Collection costs included*

ASSESSMENT TREND ANALYSIS - GENERAL FUND

Product	FY 2027	FY 2026	FY 2025	FY 2024
Acre	\$2,048.89	\$2,050.08	\$2,050.08	\$1,055.50

RESOLUTION 2026-06
[FY 2027 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2027 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Dovera Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Seminole County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT:

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance (“**O&M Assessment(s)**”) is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
- c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

3. **RESERVED.**

4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.

- a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the “**Tax Roll Property**” identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (“**Uniform Method**”). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
- b. **Future Collection Methods.** The District’s decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 20th day of August 2026.

ATTEST:

**DOVERA COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget
Exhibit B: Assessment Roll



Dovera CDD June 2026 Field Inspection

Tuesday, June 16, 2026

Prepared For Board of Supervisors

17 Items Identified

Justin Fisher

Inframark



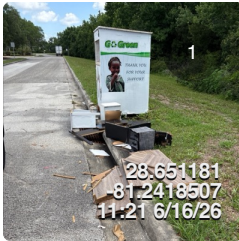
Item 1 - Downed Tree Limb

Assigned To: Cepra

Clear downed tree limb.

Location:

717 Amberly Jewel Way



Item 2 - Illegal Dumping

Assigned To: Inframark

Maintenance to clear out garbage. We will also make a call to have the donation box removed from CDD property.



Item 3 - Barrier Broken

Assigned To: Inframark

Board instructed Inframark to contact LOWES and inquire about them repairing the barrier.



Item 4 - Donation Box

Assigned To: Inframark

Inframark to call and have this removed from CDD property.

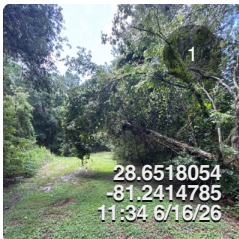
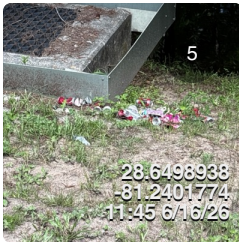
Item 5 - Trash/Homeless Encampment

Assigned To: Inframark

There are multiple areas near LOWES where trash, aerosol cans, furniture and other unwanted belongings are located. Inframark to clear and charge the CDD for time and labor.

Location:

Tract near LOWES.



Item 6 - Low Hanging Limbs

Assigned To: Advanced Tree Pros

Downed tree. Cepra has deferred to Advance Tree Pros on this tree.

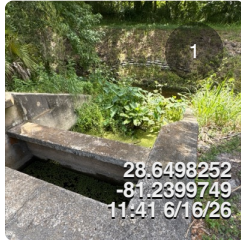
Location:

Tract near LOWES

Item 7 - Debris In Spillway

Assigned To: BTC Inc

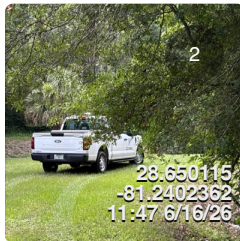
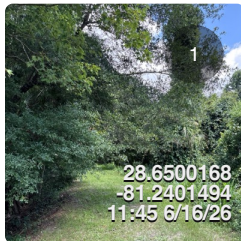
There is debris in the outflow. Inframark will reach out to BTC and inquire if they can remove vegetation and also dredge the silt/dirt that has collected.



Item 8 - Low Hanging Limbs

Assigned To: Cepra

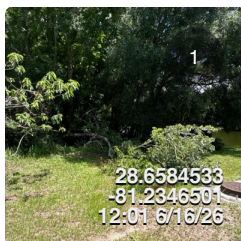
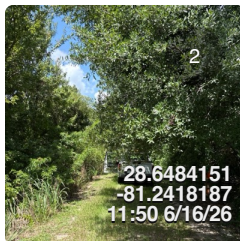
Limb-ups necessary in this area. Cepra is aware of this.



Item 9 - Low Hanging Limbs

Assigned To: Cepra

Limb ups are necessary. Cepra is aware of location.



Item 10 - Downed Tree

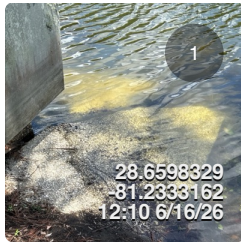
Assigned To: Cepra

Clear downed tree.

Item 11 - Sewer Drain

Assigned To: District Engineer

Drain cap was moved from its foundation. It was roped off until further notice.



Item 12 - Drain Structure

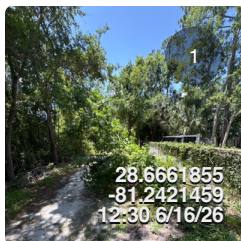
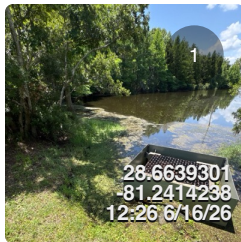
Assigned To: District Engineer

Cement pad in disrepair.

Item 13 - Algae/Duckweed

Assigned To: BTC Inc

There is algae and duckweed present in the ponds behind Isles of Oveido



Item 14 - REPEAT ... Downed Tree

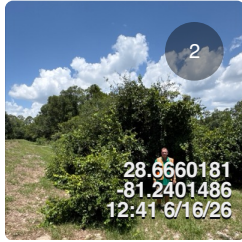
Assigned To: Cepra

There is a downed tree in the easement.

Item 15 - REPEAT ... Downed Tree

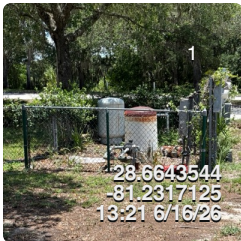
Assigned To: Advanced Tree Pros

There are multiple trees down in the area behind Isles of Oviedo. Cepra deferred to an outside vendor for this. Inframark will ask Advanced Tree Pros for an estimate.

**Item 16 - Downed Pine**

Assigned To: BTC Inc

There is a downed pine tree that has migrated toward the overflow structure. We would want to clear this.

**Item 17 - REPEAT ... Electrical Issues**

Assigned To: Inframark/Cepra

There are electrical issues at this clock. It appears that there is something continuously tripping the breaker to the clock. We need to troubleshoot this area. Irrigation is down.



Cepra Irrigation Inspection / North Orlando

18439120933

Reference Number:

20260714-18439120933

Form Name:

Cepra Irrigation Inspection / North Orlando

Submitter Name:

Fernando Pena | fernando.pena

Date Sent on Device:

Jul 14, 2026 5:58:39 AM EDT

Workflow Status:

Completed (Processing)

Location:

PROPERTY

Property Information

Property Name (Controller Name)	Dovera CDD (A)
Inspection Date	Jul 2, 2026 1:16:00 PM EDT
Technician Name	Argenis
Controller Make and Model	Hunter ACC2
Clock Status	Operational
Weather Sensor	Operational
Pump Type	Pump Start
Pump Status	Operational

CLOCK PROGRAMMING

Program Information

PROGRAM SETTINGS	PROGRAM START TIME	PROGRAM SEASONAL ADJUST	PROGRAM RUN DAYS
Program A	11:15 PM		Tuesday Thursday

ZONE INFORMATION

Zone Information

ZONE NUMBER	ZONE TYPE	PLANT MATERIA L WATERED	PRG A RUN TIME	PRG B RUN TIME	PRG C RUN TIME	PRG D RUN TIME	PRG E RUN TIME	ZONE COMMENT S	MAINTEN ANCE CHECK, CLEAN, ADJUST
2	Sprays	St Augustine	30						Yes
3	Sprays	Shrubs St Augustine	30						Yes
5	Rotors	St Augustine	30						Yes
6	Sprays	St Augustine	20						Yes
7	Sprays	St Augustine	20						No
8	Rotors	Shrubs St Augustine	30						Yes
9	Sprays	St Augustine	20						Yes
10	Sprays		20						Yes
11	Rotors	St Augustine	30						Yes
12	Sprays	Shrubs St Augustine	20						Yes
13	Rotors	St Augustine	30						Yes
14	Sprays	St Augustine	20						Yes
15	Rotors	Shrubs St Augustine	30						Yes

16	Sprays	Shrubs St Augustine	20						Yes

REPAIRS / UPGRADES		
Repairs and Upgrades		
REPAIRS AND UPGRADES		1 OF 6
Repairs and Upgrades		
Zone	5	
Broken 6" Rotor / Repaired	2	
REPAIRS AND UPGRADES		2 OF 6
Repairs and Upgrades		
Zone	9	
Broken 6" Spray Head / Repaired	2	
REPAIRS AND UPGRADES		3 OF 6
Repairs and Upgrades		
Zone	2	
Broken Nozzle / Repaired	4	
REPAIRS AND UPGRADES		4 OF 6
Repairs and Upgrades		
Zone	7	
Broken Nozzle / Repaired	3	
REPAIRS AND UPGRADES		5 OF 6
Repairs and Upgrades		

Zone	12
Broken 6" Spray Head / Repaired	1

REPAIRS AND UPGRADES6 OF 6

Repairs and Upgrades

Zone	16
Broken Nozzle / Repaired	2

COMMENTS / SIGNATURE

Additional Comments

Signature



18439120935

Property Name (Controller Name)	Dovera CDD (B)
Inspection Date	Jul 2, 2026 7:37:00 AM EDT
Technician Name	Argenis
Controller Make and Model	Hunter ACC2
Clock Status	Operational
Weather Sensor	Operational
POC Information	Reclaimed Water
Pump Type	Pump Start
Pump Status	Operational

CLOCK PROGRAMMING

Program Information

PROGRAM SETTINGS	PROGRAM START TIME	PROGRAM SEASONAL ADJUST	PROGRAM RUN DAYS
Program A	9:30 PM		Wednesday Friday

ZONE INFORMATION

Zone Information

ZONE NUMBER	ZONE TYPE	PLANT MATERIA L WATERED	PRG A RUN TIME	PRG B RUN TIME	PRG C RUN TIME	PRG D RUN TIME	PRG E RUN TIME	ZONE COMMEN TS	MAINTEN ANCE CHECK, CLEAN, ADJUST
5	Sprays		30						Yes
3	Rotors		30						Yes
7	Rotors		30						Yes
8	Sprays		30						Yes

REPAIRS / UPGRADES

Repairs and Upgrades

REPAIRS AND UPGRADES

1 OF 2

Repairs and Upgrades

Zone	5
Broken 6" Spray Head / Repaired	1

REPAIRS AND UPGRADES

2 OF 2

Repairs and Upgrades

Zone	8
Broken Nozzle / Repaired	3

COMMENTS / SIGNATURE

Additional Comments

Signature





Proposal

PO Box 865
Oakland, FL 34760
407-287-5622
CepraLandscape.com

PROPERTY
Dovera CDD 313 Campus Street Celebration, FL 34747

PROPOSAL #	DATE	
59127	08/04/2026	

DESCRIPTION	
07-2026 Monthly Irrigation Repairs	\$370.00

DESCRIPTION	QTY	UNIT\$	TOTAL \$
6" Rainbird 5006 Rotor	2.00	\$57.00	\$114.00
6" Rainbird Spray 1806 NSI	4.00	\$40.00	\$160.00
Nozzle RainBird Fixed Arc	12.00	\$8.00	\$96.00

INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
IRRIGATION REPAIRS	1	\$370.00	\$370.00	\$370.00
TOTAL:			\$370.00	\$370.00

Terms and Conditions

1. **Scope of Work.** The scope of work to be performed by Contractor is set forth on attached Proposal. If work activity is not set forth in the Proposal, it is not included in the basic scope of work. All material shall conform to bid specifications unless expressly noted otherwise.
2. **Insurance, Licenses and Permits.** Contractor agrees to maintain General Liability insurance coverage, Workers Compensation insurance coverage, and Commercial Automobile insurance coverage as required by law. Contractor also shall comply with all licensing and permit requirements established by any State, County or municipal agency relating to the scope of work.
3. **Subcontractors.** Contractor reserves the right to hire qualified subcontractors to perform work under this Agreement.
4. **Access to Jobsite.** Owner shall ensure Contractor has access to all parts of the jobsite where the Contractor is to perform work as required by this Agreement during normal business hours and other reasonable periods of time. Owner will be responsible to furnish all utilities necessary to perform the work.
5. **Utilities.** Contractor will call Sunshine State One Call of Florida to locate utilities when applicable. Owner is responsible for location of private utilities and contractor cannot be held liable for damage to unmarked utilities.
6. **Compensation.** In exchange for Contractor performing the scope of work described in above, Owner shall pay Contractor in accordance with the pricing terms set forth. Contractor shall issue invoices upon completion of the work for amounts due in accordance with the pricing terms set forth. Amounts invoiced are due upon receipt and shall be considered past due after 15 days from the date of invoice. Past due amounts shall accrue interest at the annual rate of 12%. If Owner disputes or questions any invoice or portion of any invoice, Owner shall provide Contractor with written notification of the basis of the dispute or question within fourteen (14) days of receipt of the invoice or the invoice shall be deemed undisputed and fully payable by Owner. Work performed outside the scope of work described in attached Proposal shall be deemed extra work and shall be invoiced and paid in addition to the base compensation due under this Agreement. Owner agrees that if Owner fails to make payment for more than 60 days after the date of any work provided by Contractor arising out of or relating to this Agreement, then Contractor shall have the right to record a claim of lien against Owner's property to secure payment for labor, materials, equipment and supervision supplied by Contractor for the benefit of Owner's property.
7. **Termination.** This Agreement may be terminated with or without cause by the Owner upon seven (7) days written notice. Owner shall be required to pay for all materials and work completed to the date of termination
8. **Liability.** Contractor and Owner hereby waive any claims against each other for consequential damages or indirect damages of any kind. Contractor shall not be liable to Owner for any claim for property damage or bodily injury unless and to the extent caused by the negligence of Contractor or its employees or subcontractors.
9. **Disputes.** In the event of any litigation arising out of or relating to this Agreement or any related extra work, the prevailing party shall be entitled to recover its attorney's fees and costs from the non-prevailing party at both the trial court and appellate court levels. The county and circuit courts in Marion County, Florida shall have sole and exclusive jurisdiction to decide any dispute between the parties, whether sounding in contract or tort and whether legal or equitable in nature, arising out of or relating to this Agreement. The parties hereby waive the right to trial by jury on all claims, counterclaims and defenses otherwise triable to a jury.
10. **Warranty.** All work performed will be guaranteed for one (1) year after completion. In order for warranty to remain in effect, proper maintenance must be performed for the entire length of the warranty period.
11. **Complete Agreement.** This Agreement and attached Proposal represents the complete and integrated agreement of the parties with respect to the subject matter hereof. All prior verbal or written agreements, promises or representations relating to this Agreement and exhibits hereto are hereby merged into this Agreement and do not survive execution of this Agreement.

Customer Printed Name

Customer Signature

Date

WORK ORDER #59127



P.O. Box 560218
Orlando, Florida 32856
(407) 960-4893
AdvanceTreePros.com
CustomerCare@AdvanceTreePros.com

Proposal #27741

Created: 06/19/2026

From: Chris Rauscher

Proposal For

Dovera CDD

c/o inframark
313 Campus Street
Celebration, Florida 34747

Location

Pinemire Dr
Oviedo, FL 32765



Customer Contact

mobile: 4079225086
howard.neal@inframark.com

Terms

Due on receipt

Pinemire - trail removal

ITEM DESCRIPTION	QUANTITY	AMOUNT
A) Tree Removal / Flush cut Removal of all debris, cut trunk to lowest height possible without removal of ground soil. Lastly, remove some of the nearby branches the fallen tree has pulled down.	1	\$ 950.00

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Balances not paid by the due date are subject to late fees.

TOTAL \$ 950.00

Signature

x

Date: 06/22/2026

Please sign here to accept the terms and conditions

Contacts

Justin Fisher
407 569 7777
jfisher@inframark.com

Sales Reps

Chris Rauscher
Office: (407) 960-4893
Mobile: (407) 202-5742
chris@advancetreepros.com

Photos



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Orlando, Florida 32856
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AdvanceTreePros.com
CustomerCare@AdvanceTreePros.com

Proposal #27741

Created: 06/19/2026

From: Chris Rauscher

A) Tree Removal / Flush cut



A) Tree Removal / Flush cut





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Orlando, Florida 32856
(407) 960-4893
AdvanceTreePros.com
CustomerCare@AdvanceTreePros.com

Proposal #27741
Created: 06/19/2026
From: Chris Rauscher



ID	DESCRIPTION	COLOR
code 0608		

TERMS OF AGREEMENT

Property & Structural Damage – Advance Tree Pros has their own repair service for any damage caused by the company. We will not use outside contractors to do the repair due to previous price gouging and unfair business tactics. If Advance Tree Pros cannot repair the damage, we have the right to select a third-party contractor for the repair. We are insured, but because of rate increases, we have the right to repair it at our cost. If property damage occurs Advance Tree Pros will make every effort to return the damaged item to the condition that it was prior to the incident. Due to weathering, fading, age, and general wear and tear Advance Tree Pros cannot guarantee that the replaced item will match exactly to the damaged item.

Concrete Driveways – Advance Tree Pros will not be responsible for any damage as far as cracks on driveways. Most driveways are already cracked from other reasons. We will try and be as careful as possible.

Sodding – Advance Tree Pros will not be responsible for ruts or potholes due to use of heavy equipment on lawns when it is necessary to pick up wood or gain access to a job. It is the homeowner's responsibility to repair any sod damage.

Irrigation – Advance Tree Pros will not be responsible for any irrigation lines, sprinkler heads or anything else buried underground that is not marked. Heavy equipment is sometimes required on the property and it is the responsibility of the customer for possible repairs.

Electrical Lines (various) – If lines are not marked, Advance Tree Pros will not be responsible for any damage such as cut or crushed lines. Please have all lines (gas line, water, telephone, cable, fiber optics buried) marked prior to date of job. It is the client's responsibility to get all lines marked. You can call Sunshine 811 at 1-800-432-4770 and they will locate most lines.

Miscellaneous Items – Advance Tree Pros will not be responsible for any items or plants left in working area on day of job. Please have everything moved / relocated before work is started.

Stumps & Payment – Advance Tree Pros will not grind stumps until payment is made, unless prearranged by salesman. All payments are due upon completion of the job other than stumps. Any payment not paid within three days after job is completed will be assessed interest and late charges. All credit card payments will incur an additional 3% service fee that is imposed by our credit card merchant.

Septic & Drain Field – Advance Tree Pros will not be responsible for any unmarked septic tanks or drain fields during time of work. Please have all areas marked prior to scheduled date of work.

Oil Dropping – Advance Tree Pros will not be responsible for any oil stains on driveways or sidewalks. We have new equipment, but sometimes there may be drops of oil while working on job sites. We do our best to avoid any and all droppings of oil.

Heavy Equipment – Advance Tree Pros will not be responsible for any damaged and/or cracked concrete areas or for any ruts / lawn damage due to use of heavy equipment defined as; cranes, bobcats, large trucks and /or chippers.

Mulch Delivery - Client must pre-pay for mulch delivery no later than 48 hours prior to scheduled date. If payment is not received, Advance Tree Pros will not deliver mulch. Each load includes 115 yards of single grinded mulch.

Cancellation of Jobs – All cancelled jobs must be cancelled with certified letter three days prior to scheduled date. Please send it to the following address: *P.O. Box 560218, Orlando, Florida 32856*. Any job that cancels without a certified letter will be charged a \$100.00 Cancellation Fee. If at any time an invoice or account, in whole or in part is not paid by the terms and conditions set forth, a service charge of 1.5% per month (annual rate 18%) will be applied to the outstanding principal amount on the invoice. Failure to make payment within terms set forth will subject the account or customer to credit and/or service restrictions. If invoice or account is not paid in full, or satisfactory, and legal recourse is required, customer agrees to pay all cost and expenses of collection, including actual attorney fees, and shall also pay cost, expenses, and attorney fees (shall also pay cost, expenses and attorney fees incurred on appeal). Customer further agrees that, if the amount outstanding is under \$5,000.00 the attorney fees will be at 30% of the outstanding balance. If the outstanding balance exceeds \$5,000.00 the fee will be determined on an "actual fee basis". Customer hereby waives all rights and privileges and rights which they may have under Chapter 47, Florida Statutes, relating to venue, as it now exists or may hereafter be amended, and further agrees that any legal action brought on this invoice may be brought in the appropriate court in Orange County, Florida. Customer agrees to send Advance Tree Pros written notice of any changes to addresses, phone numbers or changes to form of ownership of the customer's residence or business within five days of such charges.

The signature of this agreement guarantees payment individually of all present and future indebtedness incurred in relation to this agreement. Signer agrees to be personally responsible for payment and agrees total of the before mentioned terms and conditions. This guarantee is absolute and continuing, and shall remain in full force and effect – and the obligation of the individual guarantor shall continue to benefit the creditor, its successors, heirs and assigns – until written further notice of termination is received by creditor at its then current address, and shall terminate only as to any individual guarantor giving notice, and only as to any indebtedness incurred after the date such written notice is received.



P.O. Box 560218
Orlando, Florida 32856
(407) 960-4893
AdvanceTreePros.com
CustomerCare@AdvanceTreePros.com

Proposal #27742

Created: 06/19/2026

From: Chris Rauscher

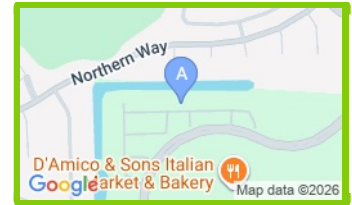
Proposal For

Dovera CDD

c/o inframark
313 Campus Street
Celebration, Florida 34747

Location

1872 Garden Sage Dr
Oviedo, FL 32765



Customer Contact

mobile: 4079225086
howard.neal@inframark.com

Terms

Due on receipt

1872 Garden Sage Dr

ITEM DESCRIPTION	QUANTITY	AMOUNT
A) Tree Removal / Flush cut The Live Oak has collapsed onto the maintained lawn due to the excessive weight of the muscadine grape vine. Debris should be removed to ensure the area is cleared for routine maintenance.	1	\$ 1,450.00
B) Note Crew see map for gate instructions.	1	\$ 0.00

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Balances not paid by the due date are subject to late fees.

TOTAL \$ 1,450.00

Signature

x

Date: 06/22/2026

Please sign here to accept the terms and conditions

Contacts

Justin Fisher
407 569 7777
jfisher@inframark.com

Sales Reps

Chris Rauscher
Office: (407) 960-4893
Mobile: (407) 202-5742
chris@advancetreepros.com

Photos



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Proposal #27742

Created: 06/19/2026

From: Chris Rauscher

A) Tree Removal / Flush cut



A) Tree Removal / Flush cut



A) Tree Removal / Flush cut



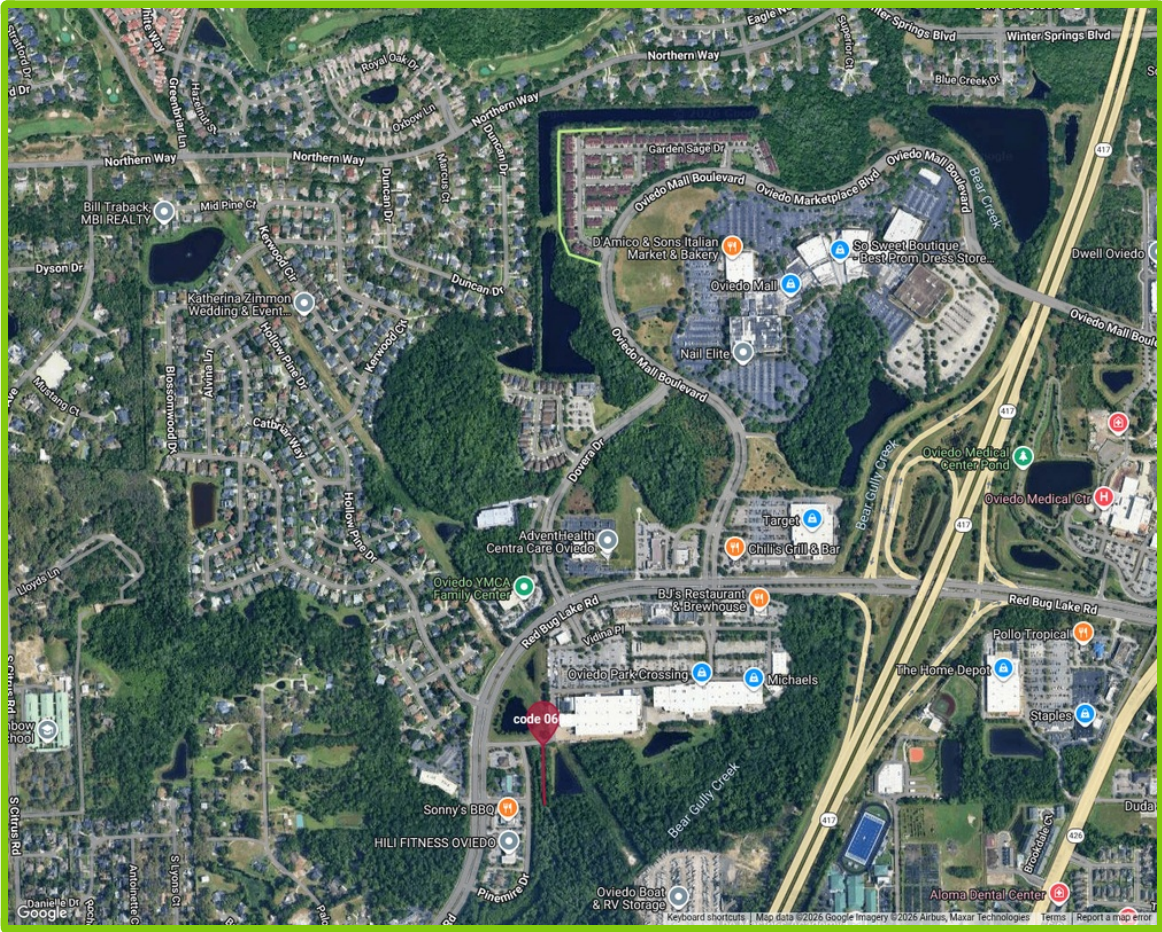


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AdvanceTreePros.com
CustomerCare@AdvanceTreePros.com

Proposal #27742

Created: 06/19/2026

From: Chris Rauscher



ID	DESCRIPTION	COLOR
code 0608		
	Use gate combo 0608	

TERMS OF AGREEMENT

Property & Structural Damage – Advance Tree Pros has their own repair service for any damage caused by the company. We will not use outside contractors to do the repair due to previous price gouging and unfair business tactics. If Advance Tree Pros cannot repair the damage, we have the right to select a third-party contractor for the repair. We are insured, but because of rate increases, we have the right to repair it at our cost. If property damage occurs Advance Tree Pros will make every effort to return the damaged item to the condition that it was prior to the incident. Due to weathering, fading, age, and general wear and tear Advance Tree Pros cannot guarantee that the replaced item will match exactly to the damaged item.

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Miscellaneous Items – Advance Tree Pros will not be responsible for any items or plants left in working area on day of job. Please have everything moved / relocated before work is started.

Stumps & Payment – Advance Tree Pros will not grind stumps until payment is made, unless prearranged by salesman. All payments are due upon completion of the job other than stumps. Any payment not paid within three days after job is completed will be assessed interest and late charges. All credit card payments will incur an additional 3% service fee that is imposed by our credit card merchant.

Septic & Drain Field – Advance Tree Pros will not be responsible for any unmarked septic tanks or drain fields during time of work. Please have all areas marked prior to scheduled date of work.

Oil Dropping – Advance Tree Pros will not be responsible for any oil stains on driveways or sidewalks. We have new equipment, but sometimes there may be drops of oil while working on job sites. We do our best to avoid any and all droppings of oil.

Heavy Equipment – Advance Tree Pros will not be responsible for any damaged and/or cracked concrete areas or for any ruts / lawn damage due to use of heavy equipment defined as; cranes, bobcats, large trucks and /or chippers.

Mulch Delivery - Client must pre-pay for mulch delivery no later than 48 hours prior to scheduled date. If payment is not received, Advance Tree Pros will not deliver mulch. Each load includes 115 yards of single grinded mulch.

Cancellation of Jobs – All cancelled jobs must be cancelled with certified letter three days prior to scheduled date. Please send it to the following address: *P.O. Box 560218, Orlando, Florida 32856*. Any job that cancels without a certified letter will be charged a \$100.00 Cancellation Fee. If at any time an invoice or account, in whole or in part is not paid by the terms and conditions set forth, a service charge of 1.5% per month (annual rate 18%) will be applied to the outstanding principal amount on the invoice. Failure to make payment within terms set forth will subject the account or customer to credit and/or service restrictions. If invoice or account is not paid in full, or satisfactory, and legal recourse is required, customer agrees to pay all cost and expenses of collection, including actual attorney fees, and shall also pay cost, expenses, and attorney fees (shall also pay cost, expenses and attorney fees incurred on appeal). Customer further agrees that, if the amount outstanding is under \$5,000.00 the attorney fees will be at 30% of the outstanding balance. If the outstanding balance exceeds \$5,000.00 the fee will be determined on an "actual fee basis". Customer hereby waives all rights and privileges and rights which they may have under Chapter 47, Florida Statutes, relating to venue, as it now exists or may hereafter be amended, and further agrees that any legal action brought on this invoice may be brought in the appropriate court in Orange County, Florida. Customer agrees to send Advance Tree Pros written notice of any changes to addresses, phone numbers or changes to form of ownership of the customer's residence or business within five days of such charges.

The signature of this agreement guarantees payment individually of all present and future indebtedness incurred in relation to this agreement. Signer agrees to be personally responsible for payment and agrees total of the before mentioned terms and conditions. This guarantee is absolute and continuing, and shall remain in full force and effect – and the obligation of the individual guarantor shall continue to benefit the creditor, its successors, heirs and assigns – until written further notice of termination is received by creditor at its then current address, and shall terminate only as to any individual guarantor giving notice, and only as to any indebtedness incurred after the date such written notice is received.

RESOLUTION 2026-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Dovera Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

WHEREAS, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

SECTION 2. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

SECTION 3. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 20th day of August 2026.

ATTEST:

**DOVERA
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/ Vice Chair

Exhibit A: Performance Measures/Standards and Annual Reporting

Exhibit A



Memorandum

To: Board of Supervisors

From: District Management

Date:

RE: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2026), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2027 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

Exhibit A:
Goals, Objectives, and Annual Reporting Form

**Dovera Community Development District (“District”)
Performance Measures/Standards & Annual Reporting Form**

October 1, 2026 – September 30, 2027

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor (“Board”) meetings per year to conduct District-related business and discuss community needs.

Measurement: Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three Board meetings were held during the fiscal year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to the District’s website, publishing in local newspaper of general circulation, and or via electronic communication.

Standard: 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management’s records.

Standard: 100% of monthly website checks were completed by District Management or third party vendor.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District’s infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager’s reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to District's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the fiscal year by the District's engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability**Goal 3.1: Annual Budget Preparation**

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the District's website the most recent versions of the following documents: Florida Auditor General link (<https://flauditor.gov/>) to obtain current and past Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Florida Auditor General link (<https://flauditor.gov/>) to the Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website.

Standard: District's website contains 100% of the following information: Department of Financial Services link to obtain Annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the Florida Auditor General link (<https://flauditor.gov/>) to the results to the District's website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

SIGNATURES:

Chair/Vice Chair: _____
Printed Name: _____
Dovera Community Development District

Date: _____

District Manager: _____
Printed Name: _____
Dovera Community Development District

Date: _____

RESOLUTION 2026-08

**A RESOLUTION OF THE DOVERA COMMUNITY
DEVELOPMENT DISTRICT ADOPTING THE ANNUAL
MEETING SCHEDULE FOR FISCAL YEAR 2026/2027**

WHEREAS, the Dovera Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Seminole County, Florida; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings; and

WHEREAS, the Board has proposed the Fiscal Year 2026/2027 annual meeting schedule as attached in **Exhibit A**;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE DOVERA COMMUNITY
DEVELOPMENT DISTRICT**

1. The Fiscal Year 2026/2027 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.

This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 20th DAY OF AUGUST, 2026.

ATTEST:

**DOVERA COMMUNITY
DEVELOPMENT DISTRICT**

Asst. Secretary

Chair / Vice Chair

EXHIBIT “A”
Notice of Meeting Schedule for Fiscal Year 2026-2027
Dovera Community Development District

The Board of Supervisors of the Dovera Community Development District will hold their meetings for Fiscal Year 2026-2027 in the Library at the Interlachen Country Club, located at 2245 Interlachen Court, Winter Park, Florida at 9:00 a.m. on the second Wednesday of the following dates as noted:

October 14, 2026

April 14, 2027

May 12, 2027 *Proposed Budget Meeting*

August 11, 2027 *Final Budget Meeting*

There may be occasions when one or more Supervisors will participate by phone. Any interested person can attend the meeting at the above location and be fully informed of the discussions taking place. The meeting may be continued to a date, time and place location to be specified on the record at the meetings.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (407) 566-1935 at least two (2) calendar days prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 or 800-955-8771 (TTY)/800-955-8770 (Voice), for aid in contacting the District Office at least two (2) days prior to the date of the meetings.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Michael Perez
District Manager

**MINUTES OF MEETING
DOVERA COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Dovera Community Development District was held Wednesday, June 15, 2026, at 9:08 a.m. at the Interlachen Country Club, 2245 Interlachen Court, Winter Park, Florida 32792.

Present and constituting a quorum were:

Vivian Powers	Chairperson
Lorraine Chambers	Vice Chairperson
Marc Hagle	Assistant Secretary

Also present, either in person or via communication media technology, were:

Michael Perez	District Manager, Inframark
Tucker Mackie	District Counsel, KutakRock <i>(via phone)</i>
Major Stacy	District Engineer, Appian Engineering <i>(via phone)</i>
Justin Fisher	Field Inspector, Inframark
Rod Tomlinson	Landscape, Cepira

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS Call to Order and Roll Call

Mr. Perez called to order and conducted roll call. A quorum was established.

SECOND ORDER OF BUSINESS Motion to Approve Agenda

On MOTION by Mr. Hagle, seconded by Ms. Chambers, with all in favor, motion to approve the June 15, 2026, meeting agenda carried. 3-0

THIRD ORDER OF BUSINESS Public Comments

There being none, the next order of business followed.

FOURTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Mackie had no updates for the Board at this time.

B. District Engineer

Mr. Stacy was not present at this time.

Mr. Perez presented the SDC proposal in the amount of \$24,800.00

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, motion to approve the SDC proposal in the amount of \$24,800.00 to include a 1-year warranty, carried. 3-0

C. Field Inspection Report December 2025 – May 2026

Mr. Fisher presented an overview of multiple field inspection reports to the Board.

D. Landscaping Report

The Board reviewed the landscaping report provided in the agenda package.

i. Ratification of Cepra Monthly Irrigation Repairs November 2026 -May 2026

ii. Consideration of Cepra Boring and Mainline Connections Proposal #57757

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, motion to approve the Cepra Boring and Mainline Connections Proposal #57757 in the amount of \$10,291.00 carried. 3-0

iii. Consideration of Cepra Flush Cut 2 Bald Cypress Proposal #49307

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, motion to approve the Cepra Flush Cut 2 Bald Cypress Proposal #49307 in the amount of \$650.00 carried. 3-0

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, motion to have staff contact Lowes regarding the damage to the guard rails for them to repair it or the District will repair it at Lowes expense, carried. 3-0

E. District Manager

i. Registered Voters Count (364)

Mr. Perez reviewed the registered voters count and the open seats with the Board. Discussion of appointing someone ensued. Mr. Mackie advised that they do have to be a registered voter that resides in the district to sit on the Board.

Discussion ensued regarding the timeframe for the next meeting and setting the Public Hearing for the FY2027 budget for August 20, 2026.

FIFTH ORDER OF BUSINESS

Business Items

A. Consideration of Reserve Advisors Reserve Study Proposal

On MOTION by Ms. Chambers, seconded by Mr. Hagle, with all in favor, motion to approve the Reserve Advisors Reserve Study Proposal carried. 3-0

B. Review of Grua Letter to the Board

The Board reviewed the Letter from Grua & Associates.

C. Consideration of FY2025 Final Audit Report

On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, motion to accept the FY2025 Final Audit Report carried. 3-0

D. Ratification of FY2026 License Agreement for Access to District Property (Fireworks)

On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, motion to ratify the FY2026 license agreement for access to the District Property (Fireworks) carried. 3-0

E. Ratification of Resolution 2026-01; Removing and Designating New Treasurer

On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, motion to adopt Resolution 2026-01; Removing and Designating New Treasurer carried. 3-0

F. Ratification of Resolution 2026-02; Authorizing Bank Account Signatories

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, motion to adopt Resolution 2026-02; Authorizing Bank Account Signatories carried. 3-0

G. Consideration of Resolution 2026-03; General Election 2026

On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, motion to adopt Resolution 2026-03; General Election 2026 carried. 3-0

H. Consideration of Resolution 2026-04; Approving FY2026-2027 Proposed Budget and Setting Public Hearing

i. Exhibit A FY2026-2027 Proposed Budget

Mr. Perez presented the FY2026-2027 proposed budget to the Board. Mr. Hagle referenced the landscaping enhancements and upgrades needed. He stated that the landscaping in Winter Park does not meet the community's standards. He would like the landscaping enhancements added. Mr. Perez informed the Board what would happen if \$50,000 was added to this year's budget. The Board decided to have a plan presented for landscaping enhancements in sections to be added to the FY2028 budget.

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, motion to adopt Resolution 2026-04; Approving FY2026-2027 Proposed Budget and Setting Public Hearing for August 20, 2026. 3-0

Mr. Stacy joined the call and spoke to the proposal from SDC and stated he was still waiting for the proposal from Hickman. The Board expressed their dissatisfaction with Hickman for not providing a proposal in time for the meeting and decided to continue to go with SDC.

SIXTH ORDER OF BUSINESS

Business Administration

A. Consideration of Regular Meeting Minutes from Audit Meeting held October 18, 2025

On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, motion to approve the October 18, 2025, audit meeting minutes carried. 3-0

B. Review of Financial Snapshot

The Board reviewed the financial snapshot provided in the agenda package.

C. Acceptance of Financial Statements

On MOTION by Mr. Hagle, seconded by Ms. Chambers, with all in favor, motion to accept the financial statements carried. 3-0

SEVENTH ORDER OF BUSINESS

Supervisor Requests

The Board had no requests.

111 **EIGHTH ORDER OF BUSINESS** **Adjournment**

On MOTION by Mr. Hagle, seconded by Ms. Chambers, with all in favor, meeting was adjourned at 9:46 a.m. 3-0

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113

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115

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117 _____
Secretary / Assistant Secretary

Chairman / Vice Chairman

DOVERA COMMUNITY DEVELOPMENT DISTRICT

Financial Snapshot July 29, 2026

- **Current Cash Balances:**
 - o SouthState Operating: \$55,493
 - o BankUnited MM: \$485,054
- **Assessment collections:**
 - o We are 100% collected on the tax roll
- **Expenses:**
 - o Current expenses are at 44% of the annual budget through the end of July 2026.
 - o Total expenses for the first 10 months are approximately \$172,000. This puts your average monthly burn rate of approximately \$17,000 per month. This figure may change as we finalize the July financials.

Dovera Community Development District

Financial Report

June 30, 2026

CLEAR PARTNERSHIPS



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DOVERA

Community Development District

Financial Statements

(Unaudited)

June 30, 2026

DOVERA COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

General Fund

June 30, 2026

ACCOUNT DESCRIPTION	TOTAL
<u>ASSETS</u>	
Cash - Checking Account	\$ 69,826
Investments:	
Money Market Account	485,054
TOTAL ASSETS	\$ 554,880
<u>LIABILITIES</u>	
Accounts Payable	\$ 2,690
TOTAL LIABILITIES	2,690
<u>FUND BALANCES</u>	
Assigned to:	
Operating Reserves	67,648
Unassigned:	484,542
TOTAL FUND BALANCES	\$ 552,190
TOTAL LIABILITIES & FUND BALANCES	\$ 554,880

DOVERA COMMUNITY DEVELOPMENT DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balances

General Fund

For the Period Ending June 30, 2026

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ 3,154	\$ 2,367	\$ 8,616	\$ 6,249
Special Assmnts- Tax Collector	403,583	403,583	403,211	(372)
Special Assmnts- Discounts	(16,143)	(16,143)	(14,340)	1,803
TOTAL REVENUES	390,594	389,807	397,487	7,680
<u>EXPENDITURES</u>				
<u>Administration</u>				
ProfServ-Engineering	26,000	19,503	13,566	5,937
ProfServ-Legal Services	10,000	7,497	5,186	2,311
ProfServ-Mgmt Consulting	20,618	15,462	15,464	(2)
ProfServ-Special Assessment	609	609	609	-
Auditing Services	3,900	3,900	3,400	500
Postage and Freight	250	189	2	187
Insurance - General Liability	7,680	7,680	13,115	(5,435)
Printing and Binding	300	225	-	225
Legal Advertising	1,500	1,125	-	1,125
Misc-Assessment Collection Cost	8,072	8,072	1,419	6,653
Misc-Contingency	900	675	1,200	(525)
Misc-Web Hosting	1,600	1,197	1,553	(356)
Office Supplies	75	54	-	54
Annual District Filing Fee	175	175	175	-
Total Administration	81,679	66,363	55,689	10,674
<u>Field</u>				
Field Services	8,190	6,138	6,143	(5)
Contracts-Landscape	126,227	94,662	91,913	2,749
Contr-Landsc-HOA Common Area	3,700	2,772	2,700	72
Utility - General	20,000	15,000	11,881	3,119
R&M-Irrigation	10,000	7,497	1,769	5,728
R&M-Lake	4,800	3,600	2,400	1,200
R&M-Roads & Alleyways	3,500	2,619	-	2,619
Misc-Contingency	18,738	14,058	(274)	14,332
Total Field	195,155	146,346	116,532	29,814
<u>Reserves</u>				
Reserve	113,760	85,320	-	85,320
Total Reserves	113,760	85,320	-	85,320

DOVERA COMMUNITY DEVELOPMENT DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balances

General Fund

For the Period Ending June 30, 2026

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
TOTAL EXPENDITURES & RESERVES	390,594	298,029	172,221	125,808
Excess (deficiency) of revenues				
Over (under) expenditures	-	91,778	225,266	133,488
Net change in fund balance	\$ -	\$ 91,778	\$ 225,266	\$ 133,488
FUND BALANCE, BEGINNING (OCT 1, 2025)	326,924	326,924	326,924	
FUND BALANCE, ENDING	\$ 326,924	\$ 418,702	\$ 552,190	

DOVERA

Community Development District

Supporting Schedules

June 30, 2026

Notes to the Financial Statements
June 30, 2026

Balance Sheet

- ▶ Operating Reserves ties to the FY 2026 budget Exhibit A.

Financial Overview / Highlights

- ▶ The YTD special assessments are 100% collected.
- ▶ Total YTD expenditures are approximately 58% of the prorated budget and 44% of the annual budget.

Variance Analysis

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
Expenditures				
<u>Administrative</u>				
Insurance - General Liability	\$7,680	\$13,115	171%	General liability and public officials insurance paid in full for the year.
Miscellaneous - Contingency	\$900	\$1,200	133%	Donation of Board meeting pay to charity, Spacekids Global.
Miscellaneous - Web Hosting	\$1,600	\$1,553	97%	Annual renewal for website services paid to Innersync Studio.

DOVERA

Community Development District

**Non-Ad Valorem Special Assessments - Seminole County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2026**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received
Assessments Levied in FY 2026				\$ 403,583
Allocation %				100%
01/07/26	38,597	1,611	141	40,349
02/09/26	186,433	7,787	683	194,902
03/04/26	34,145	1,111	125	35,381
04/09/26	117,427	4,071	430	121,928
05/07/26	6,845	-123	25	6,746
06/04/26	941	-27	3	916
06/23/26	3,066	-90	11	2,987
TOTAL	\$ 387,452	\$ 14,340	\$ 1,419	\$ 403,211

% COLLECTED 99.9%

TOTAL OUTSTANDING	\$ 372
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Cash and Investment Report

June 30, 2026

General Fund

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account- Operating	SouthState	Checking account	n/a	n/a	\$69,826
Subtotal					\$69,826
Money Market Account	BankUnited	Money Market Account	n/a	3.37%	\$485,054
Subtotal					\$485,054
Total					\$554,880

Note: Interest rates are subject to change daily.
