

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

The regular meeting of the Board of Supervisors of the Davenport Road South Community Development District was held Thursday, **July 20, 2023**, at 11:31 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida and by Zoom.

Present and constituting a quorum:

Lindsey Roden	Vice Chairperson
Bobbie Henley	Assistant Secretary
Jessica Petrucci	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, KVV Law
Maddie Flint	KVV Law
Chance Arrington <i>by Zoom</i>	District Engineer
Marshall Tindall	Field Management Staff, GMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams stated that there were no members of the public present and no members of the public attending on Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 18, 2023
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the May 18, 2023 Board of Supervisors meeting and asked for any corrections from the Board members.

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On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Minutes of the May 18, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2023-08
Appointing an Assistant Treasurer**

Ms. Adams stated that this resolution appointed Darrin Mossing, Sr. as an Assistant Treasurer for Davenport Road South Community Development District. She explained that this would allow for the President of GMS to step in and assist with processing the District’s banking and financial records.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Resolution 2023-08 Appointing Darrin Mossing as an Assistant Treasurer, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Proposed Increase
Service for Pool Maintenance**

Ms. Adams noted that the pool was a very well attended at Davenport Road South. She explained that they have had increases in bather load due to increased populations at Davenport Road South as well as by the District that shares amenity services. She stated that Mr. Tindall has been in communication with the District’s contracted pool service provider.

Mr. Tindall presented the proposal for increased pool maintenance to the Board. He explained that based on the usage of the community as it grows and the residents move it, the previous contract, which was three days a week, would need to be supplemented during the busiest time of the year Memorial Day through Labor Day with a six-day a week service with a seventh day check. He explained that they do that to reduce because a full seven-day service would be a little more expensive. The proposal would be for \$1,400 this year to do the increased service through Labor Day and then continue that as a seasonal element next year, which would be spread across twelve months that their proposing it. The question was asked if this was in their budget. Ms. Adams responded that it was not currently funded as a line item, but this District did have monies that had not been spent in the amenity maintenance. The pro-rated budget was higher than what their actuals were, so they were in a good position to approve this. She added that this was a priority amenity. She stated that for Fiscal Year 2024, if the Board approves this proposal, they will make sure that this number is worked into that budget. Mr. Tindall stated that next year, the

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vendor asked for a moderate increase with a monthly charge from \$1,500 a month to \$1,650, which covers chemical increases and labor increases, so the new monthly total for next year with the seasonal increase would be \$2,800. Ms. Adams stated that the proposal was included in the agenda package on page 14, and it showed that the monthly service amount beginning October 1 would be \$1,880 per month.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Proposed Increase Service for Pool Maintenance, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposal for Additional Pond Mows

Ms. Adams stated that there was quite a bit of unirrigated bahia around the stormwater ponds at Davenport Road South Community Development District. She noted that bahia was primarily dormant during the winter months. During the summer months, it goes through a rapid growth cycle and seeds quite quickly. She explained that there had been feedback to field services staff requesting that the area had more frequent maintenance.

Mr. Tindall presented the proposal for additional pond mows. He noted that it was \$325 a month and goes from 19 to 32 mows per year. He noted that it was recommended.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Proposal for Additional Pond Mows, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Presentation of Memo Regarding Ethics Training

Ms. Hammock stated that the Florida Legislature passed a law requiring ethics training each year for Supervisors starting January 1, 2024 and it would be four hours every calendar year. They are working to develop a training for the Board that would satisfy that requirement and they also linked the Florida Commission on Ethics training modules for the Board as well. She stated that if the Board has any questions to let her know.

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B. Engineer

i. Presentation of Annual Engineer's Report

Mr. Arrington stated that all the items on the memorandum were due to a sedimentation and over-growth. He noted that overall, they were minor issues, but they would keep working with the field manager to upkeep them. He also noted that these items were last photographed in May, so they could have already been fixed.

Ms. Adams stated that they did not include in their agenda packet the Annual Engineer's Report. She explained that it was provided to the Bond Trustee in accordance with the trust indenture. She added that there was no action required regarding the review of the memorandum for the maintenance items, but these items would be tracked in the Field Manager's Report. With no further discussion on this item, the next item followed.

C. Field Manager's Report

Mr. Tindall presented the Field Manager's Report to the Board. He noted that the vendors had kept the facilities well maintained. He stated that the repairs to the restroom door were done, the pool furniture arrived and was put out between the last meeting and this one, the pool filters were replaced, and the monthly playground review was completed. He reviewed the landscaping stating that the landscaper had kept the grass mowed and the planters neat and clean. He stated that there was some construction going on at the intersection of Davenport Boulevard and Holly Hill. He explained that once that construction is done, they would assess the wall area to see if there is anything that needs to be done there.

Mr. Tindall stated that some of the stormwater repair had been done based on the review. It's still in progress and they will finish the rest of it as soon as possible.

D. District Manager's Report

i. Approval of Check Register

Ms. Adams presented the check register on page 36 of the agenda packet. The summary of checks ran from May 1, 2023 through May 31, 2023 totaled \$ 40,092.58.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Check Register totaling \$40,092.58, was approved.

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ii. Balance Sheet and Income Statement

Ms. Adams presented the balance sheet and income statement, adding that no action was required.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the meeting was adjourned.

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Tricia Adams
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Secretary/Assistant Secretary

DocuSigned by:
Adam Klinehart
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Chairman/Vice Chairman