

**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, **March 21, 2024**, at 10:30 a.m. at the Holiday Inn Winter Haven, 200 Cypress Garden Blvd, Winter Haven, Florida.

Present and constituting a quorum:

Adam Rhinehart	Chairman
Lindsey Roden	Vice Chairperson
Bobbie Henley	Assistant Secretary
Jessica Petrucci	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer
Marshall Tindall	Field Services Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 10:30 a.m. and called the roll. There were four 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.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 15,
2024 Board of Supervisors Meeting**

Ms. Adams presented the minutes from the February 15, 2024 Board of Supervisors meeting. She noted that the minutes have been reviewed by District Manager and District Counsel. She asked the Board for any comments and if not looking for a motion to approve.

March 21, 2024

Davenport Road South CDD

On MOTION by Ms. Petrucci, seconded by Ms. Roden, with all in favor, the Minutes of the February 15, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-04 Approving Proposed Fiscal Year 2025 Budget and Setting a Public Hearing

Ms. Adams stated approval of this resolution approves the proposed budget for Fiscal Year 2025 starting October 1, 2024 and ending September 30, 2025 and also sets the public hearing. They are proposing the public hearing be June 20th at 10:30 a.m. at same location. This also approves transmitting the proposed budget to Polk County, posting the proposed budget on the website and noticing the public hearing in accordance with Florida Statutes. The proposed budget is attached to the resolution. She noted page 16 of the proposed budget shows they are planning to have the same assessment for FY2025 as was adopted for FY2024. The first column has the current budget \$355,842 and proposed for FY2025 \$355,842. They are planning to continue to receive interlocal government revenue from Highland Meadows West in accordance with your interlocal agreement whereby Highland Meadows West property owners can utilize the Davenport Road South District amenities so there is a shared amenity expense.

Ms. Adams stated that for the operating of the District, the current budget is \$118,566 and they are proposing FY2025 budget be \$124,192. There is an increase of almost \$5,000 for management fees of the District. The field expenditures are flat and current budget is \$132,695 and proposing \$133,807. There is a little bit of increase in contingency. Some line items have been proposed based on actuals and projections for the fiscal year. The shared expenditures are the amenity expenditures and budget are \$185,380 and they are proposing \$187,038. The playground lease equipment has been paid off so that expense goes away. She noted there is a transfer out of \$12,742 into the capital reserve fund and they are using this line item to balance the budget. The gross per unit is the same as the current year \$1,036.93 per household. There are 369 units and everything is platted. For debt series 2018, interest and principal payments are scheduled for November and May.

Mr. Rhinehart noted a lot of contingencies in this budget and asked why they were included. Mr. Tindall noted it was designed to make the budget more versatile and more effective for use within the District. Ms. Adams noted the key thing that Board members will do today is set the cap on the O&M assessment at \$1,036.93. Any of the line items can be adjusted within that

March 21, 2024

Davenport Road South CDD

assessment cap between now and budget adoption. She noted they will work with the Chair to fine tune the language on this and allocations before presenting the adopted budget. She asked for any other comments or input regarding the proposed budget.

On MOTION by Mr. Rhinehart, seconded by Ms. Henley, with all in favor, Resolution 2024-04 Approving Proposed Fiscal Year 2025 Budget and Setting a Public Hearing for June 20th at 10:30 a.m. at same location, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Proposal for Aqua Zumba Classes

Ms. Adams stated this is a proposal from a resident of the District who is a certified Aqua Zumba instructor and would like to offer Aqua Zumba in the CDD pool two times a week. This class will be open to patrons of the District. There are some classes open to members of the public and in those cases, they try to incentivize patrons of the District by offering a reduced tuition rate compared to members of the public. Ms. Hammock noted there is a standard form of license agreement for these types of classes in addition to a variety of different insurance requirements. A waiver is required. Ms. Adams stated no dates have been scheduled yet but early weekend hours would be preferable. Ms. Hammock stated in the license agreement for these types of classes, they require anyone participating in this class vacate the pool if a patron does come and the pool is already at capacity. Ms. Adams noted the District would pass the fee to the person taking the class at \$10 per person. Mr. Rhinehart noted its fine for members of the community only and start with a 90-day trial.

On MOTION by Mr. Rhinehart seconded by Ms. Henley, with all in favor, the Proposal for Aqua Zumba Classes, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated that she had no specific report.

March 21, 2024

Davenport Road South CDD

B. Engineer

Mr. Arrington had nothing specific for the Board. He looked at the prices that Marshall sent over and that looks good. He added in all of the additions. Everything seems comparable at this point.

C. Field Manager's Report

Mr. Tindall presented the Field Managers Report on page 37 of the agenda.

i. Consideration of Proposals for Storm Pipe Repairs

Ms. Adams noted this is a repair required as a result of Duke causing damage to the stormwater system. Duke has provided the information needed to submit a claim. All engineer expenses, legal expenses, all costs for initial scoping as well as final repair will be submitted to Duke for reimbursement. Mr. Tindall noted they would excavate the site to access the pipe, do the pipe repair and seal the joints on either end, back fill then resod to bring up to presentable level and final cleanout of the pipe from that street to the termination of dry pond and CCTV to confirm that everything is done as intended. All proposals include that with exception of All Terrain. He recommended Aquagenix as they are the lower bidder and reliable with a full turnkey proposal for \$19,106.85. Mr. Arrington noted he had no issues with Claytons recommendation.

On MOTION by Mr. Rhinehart seconded by Ms. Roden, with all in favor, the Proposal from Aquagenix for Storm Pipe Repairs, was approved.
--

ii. Consideration of Landscape Proposals

**Chase Arrington left the meeting at this time.*

ii. Landscape Proposal

Mr. Tindall presented the landscape proposal for the amenity starting on page 33 of the agenda for \$6,530 to install grasses, other plants and boulders. This suggested landscape design will do better with the sandy soil and the city's watering restrictions. Page 34-35 are replacement proposals from Prince & Sons for the community entrances to bring in color and touchup plants for \$3,585.

March 21, 2024

Davenport Road South CDD

On MOTION by Mr. Rhinehart seconded by Ms. Petrucci, with all in favor, the Landscape Proposals from Prince & Sons, was approved.

D. District Manager’s Report

i. Discussion of Dates for Ethics Workshop via Zoom

Ms. Adams noted another CDD BOS picked out two days for ethics training April 30th and May 30th from 10 to noon via Zoom. You are required to undergo ethics training sometime in 2024. The State Dept of Ethics has online training at no charge. Some Board members requested that Meredith Hammock deliver a session that is more interactive. Board members are eligible to be compensated for workshop attendance. The workshop needs to be noticed. She asked the Board if they would be interested in participating April 30th and May 30th from 10:00 to noon. Links will be available for those who can’t make the workshop.

ii. Approval of Check Register

Ms. Adams presented the check register totaling \$476,364.84. A detailed summary follows the register.

On MOTION by Ms. Henley, seconded by Ms. Petrucci, with all in favor, the Check Register, was approved.

iii. Balance Sheet and Income Statement

Ms. Adams presented the balance sheet and income statement are provided for informational purposes. No Board action is required.

Mr. Rhinehart asked how the repairs will be funded since Duke is supposed to reimburse. There is a period of time that the District will have to pay the expense and wait to be reimbursed. Ms. Adams noted that will be shown as general field repairs and maintenance or contingency under field expenses.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

March 21, 2024

Davenport Road South CDD

NINTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

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

DocuSigned by:
Tricia Adams

3F3E5FA5C07E43B...

Secretary/Assistant Secretary

DocuSigned by:
Adam Rhinehart

D73ABA1E3AB04D4...

Chairman/Vice Chairman