

**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, **June 20, 2024**, at 10:30 a.m. at the Holiday Inn Winter Haven, 200 Cypress Garden Blvd, Winter Haven, Florida.

Present and constituting a quorum:

Lindsey Roden
Bobbie Henley
Jessica Petrucci

Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Meredith Hammock
Savannah Hancock
Chace Arrington *by Zoom*
Rey Malave *by Zoom*
Marshall Tindall

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Counsel, Kilinski Van Wyk
District Engineer
District Engineer
Field Services Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 10:34 a.m. and called roll. Three Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Hearing

A. Public Comment Period

Ms. Adams asked for a motion to open the public hearing.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Opening the Public Hearing, was approved.
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Ms. Adams stated there are no members of the public present nor members of the public on Zoom. She asked for a motion to close the public hearing.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Closing the Public Hearing, was approved.

B. Consideration of Resolution 2024-06 Adopting Fiscal Year 2025 Budget and Relating to the Annual Appropriations

Ms. Adams stated in the agenda packet is Resolution 2024-06 and attached to the resolution is a copy of the proposed budget. Board member set the public hearing for today's date and the budget was provided to the local government and noticed in the local newspaper as well as posted on the District's website in accordance with Florida Statutes. Since the time the budget was approved as a proposed budget, the updates the actual spending has been updated through April and based on feedback from the Chairman, they fine tuned the contingency line in the field expenditures and amenity contingency. The other change is updating the line item *landscape replacement and enhancement* to *landscape contingency* for replacements, upgrades or any other landscape requirements. No other changes to the budget have been made since the Board approved the proposed budget. There are 369 units and the gross per unit CDD O&M fee that will be on the tax bill is \$1,036.93.

On MOTION by Ms. Henley, seconded by Ms. Petrucci with all in favor, Resolution 2024-06 Adopting Fiscal Year 2025 Budget and Relating to the Annual Appropriations, was approved.

C. Consideration of Resolution 2024-07 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Adams stated they are proposing to fund the budget using the tax bill with Polk County and in accordance with Florida Statutes imposing the O&M fee and authorizing collection of the debt service fee. Both of these will be collected with the 2024 tax bill for property owners within the District. A copy of the adopted budget and tax roll will be attached to the resolution.

On MOTION by Ms. Roden seconded by Ms. Petrucci, with all in favor, Resolution 2024-07 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

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THIRD ORDER OF BUSINESS**Approval of Minutes of the April 18, 2024
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the April 18, 2024 Board of Supervisors meeting. The minutes have been reviewed by District Management and District Counsel. The Board had no changes to the minutes.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Minutes of the April 18, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2024-08
Setting Landowner's Election**

Ms. Adams stated the landowner's election is proposed to be set for November 21, 2024, the regular meeting date. There is one seat subject to landowner election.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, Resolution 2024-08 Setting the Landowner's Election for November 21, 2024, was approved.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2024-09
Setting Fiscal Year 2025 Meeting Schedule**

Ms. Adams noted the proposed date and time is consistent with the current meeting schedule being the third Thursday of each month at 10:30 a.m.

On MOTION by Ms. Henley, seconded by Ms. Petrucci, with all in favor, Resolution 2024-09 Setting Fiscal Year 2025 Meeting Schedule, was approved.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-10
Setting a Public Hearing to Amend
Parking Rules**

Ms. Adams stated there has been communication from the HOA at Davenport Road South with reports of problems at the amenity center parking lot at night. There has also been concerns about students parking in the amenity center all day long during school days and taking up all of the amenity parking spaces. Ms. Adams introduced a resolution setting a public hearing to amend

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the parking rules and specifically what they will be proposing at that public hearing is to limit amenity parking to operating hours and vehicles not parked for the purpose of using the amenity center will be subject to being towed. Amended parking rules also propose no overnight parking at the amenity center. This resolution authorizes setting the public hearing to amend the parking rules. The suggested date is August 15, 2024, the regular meeting time and place.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, Resolution 2024-10 Setting a Public Hearing to Amend Parking Rules, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Traffic Enforcement Agreement with Davenport Police Department

Ms. Adams stated the CDD is a Special Purpose Government with limited powers. Their powers do not include traffic enforcement or law enforcement activities at Davenport Road South CDD. The CDD owns and maintains the roads but cannot engage in traffic enforcement. The law enforcement powers lie with the City of Davenport Police Department. Their city attorney has requested that the CDD enter into a traffic control agreement. The reason being is a statutory reference that states a Special District and the law enforcement agency may have an agreement to enforce traffic laws. This agreement has been sent to District Counsel for review of the form of agreement.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Traffic Enforcement Agreement with Davenport Police Department, was approved.

EIGHTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Adams stated the audit report is provided by Grau & Associates. The letter to management notes a clean audit with no findings nor recommendations. The District's financial records are kept in accordance with the standards of the Auditor General for the State of Florida.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Fiscal Year 2023 Audit Report, was accepted.

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NINTH ORDER OF BUSINESS**Consideration of Proposals for Remote Pool Amenity Monitoring**

Ms. Adams stated the District's security program consists of security guards at the pool during peak use hours to promote voluntary compliance with amenity policies. There is a mobile patrol that comes three days a week to check on the facilities. They are suggesting the District modify the security program by canceling the mobile patrol and implement the overnight remote camera monitoring system. The proposal from the current service provider Securitas on page 107 of the agenda package is recommended.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Proposal for Remote Pool Amenity Monitoring from Securitas, was approved.

TENTH ORDER OF BUSINESS**Adoption of District Goals and Objectives**

Ms. Hammock noted House Bill 7013 goes into effect July 1st all Special Districts which include CDD's have to adopted annual performance goals and metrics by which they will achieve those goals. Due to be adopted no later than October 1, 2024 and then every December following. GMS is putting together some good metrics for the District. Ms. Adams noted on page 142 of the agenda are the actual measurement standards and goals and objects that would be adopted today.

On MOTION by Ms. Roden, seconded by Ms. Kowalski, with all in favor, the Adoption of District Goals and Objectives, was approved.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock had nothing further to report.

B. Engineer

The annual engineer's letter has been submitted to the Trustee meeting the June 30 deadline. Field staff is coordinating any improvements or maintenance needed to be done per that inspection. The report will be included in a future agenda packet for Board review.

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C. Field Manager's Report

Mr. Tindall presented the Field Manager's Report on page 148 of the agenda package.

D. District Manager's Report

i. Approval of Check Register

Ms. Adams presented the check register totaling \$16,840.06 from April 1, 2024 through April 30, 2024 with a detailed check run summary following the register. May's check register through May 31st is on page 158 of the agenda packet in the amount of \$35,701.09.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the April Check Register totaling \$16,840.06 and May Check Register totaling \$35,701.09, was approved.

ii. Balance Sheet and Income Statement

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

iii. Presentation of Registered Voters

Ms. Adams presented the letter from the Supervisor of Elections reporting the number of registered voters within the District boundaries dated April 19th to be 470.

iv. Reminder of Form 1 Filing Deadline – July 1st

Ms. Adams reminded Board Members to file Form-1.

TWELFTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

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

Signed by:

Tricia Adams

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Secretary/Assistant Secretary

Signed by:

Adam Rhinehart

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Chairman/Vice Chairman