

**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, **September 19, 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
Jessica Spencer <i>by Zoom</i>	Assistant Secretary
Kristin Cassidy	Assistant Secretary
Bobbie Henley	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Savannah Hancock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer
Rey Malave <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 and called roll. Four Board members were in attendance constituting a quorum. Ms. Spencer joined by Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted no members of the public were present nor attending on Zoom.

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THIRD ORDER OF BUSINESS

Approval of Minutes of the August 15, 2024 Board of Supervisors Meeting

Ms. Adams presented the minutes from the August 15, 2024 Board of Supervisors meeting. The minutes have been reviewed by District Management and District Counsel. The Board had no changes or corrections to the minutes.

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

FOURTH ORDER OF BUSINESS

Consideration of Letter of Engagement from Grau & Associates

Ms. Adams stated each year District Management staff presents an audit engagement letter to the Board. The cost for audit services is \$4,400 annually and is to get the Fiscal Year 2024 audit started.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Letter of Engagement from Grau & Associates, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Renewal of Agreement for Janitorial Services for Fiscal Year 2025

Mr. Tindall noted CSS does a good job and are communicative and reliable. There is no change in pricing. He recommended the District continue with CSS.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Renewal of Agreement for Janitorial Services for Fiscal Year 2025, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Renewal of Agreement for Pool Maintenance Services for Fiscal Year 2025

Mr. Tindall noted Resort Pool Services is the existing pool vendor. They are reliable and do a good job. They do have a proposed increase from \$1,880 to \$1,975 per month. It was budgeted for in 2025. He recommended continuing service with the increase.

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On MOTION by Mr. Rhinehart, seconded by Ms. Henley, with all in favor, the Renewal of Agreement for Pool Maintenance Services for Fiscal Year 2025, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Renewal of Agreement for Landscape Maintenance Services for Fiscal Year 2025

Mr. Tindall noted Prince & Sons is the existing landscape vendor. They do a good job. There is no change to pricing or scope so will continue with existing services for the next year through September 30, 2025.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Renewal of Agreement for Landscape Maintenance Services for Fiscal Year 2025, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock noted they will work with Marshall to get all of the renewals drafted for the three that were just approved. They received the traffic control agreement that Davenport will not sign. She will call the city attorney to try to get that executed.

B. Engineer

i. Consideration of Work Authorization 2025-01

Mr. Malave provided a new work authorization for FY2025. Ms. Adams noted on page 25 of the agenda packet is the work authorization from Dewberry for 2025-01 that is for general engineering services for the upcoming fiscal year.

On MOTION by Mr. Rhinehart, seconded by Ms. Henley, with all in favor, Work Authorization 2025-01, was approved.

C. Field Manager's Report

Mr. Tindall presented the Field Manager's report on page 28 of the agenda package.

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D. District Manager’s Report

i. Approval of Check Register

Ms. Adams presented the check register from June 1, 2024 through August 30, 2024 for the general fund. The total amount is \$78,244.72. A detailed run summary follows the register.

On MOTION by Ms. Henley seconded by Ms. Roden, with all in favor, the Check Register totaling \$78,244.72, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams presented the unaudited financials through the end of August. She offered to answer any questions from the Board.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

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

DocuSigned by:
Monica Virgen

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Secretary/Assistant Secretary

Signed by:
Adam Rhinehart

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Chairman/Vice Chairman