

**DOVERA  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA PACKAGE**

**Wednesday, September 3, 2025**

**Remote Participation:**

Call in (audio only) (646) 838-1601, 442131487#



313 CAMPUS STREET  
CELEBRATION, FLORIDA 34747  
(407) 566-1935

# Dovera Community Development District

## Board of Supervisors

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

## Staff

Jennifer Goldyn, Regional Director  
Tucker F. Mackie, District Counsel  
Major Stacy, District Engineer

## Meeting Agenda Wednesday, September 3, 2025 – 9:00 a.m.

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- 1. Call to Order and Roll Call**
- 2. Motion to Approve the Agenda**
- 3. Audience Comments on Agenda Items – *Three (3) Minute Time Limit***
- 4. Staff Reports**
  - A. Attorney
  - B. Engineer
  - C. Field Inspection Report.....P. 3
  - D. District Manager
- 5. Business Items**
  - A. Ratification of Resolution 2025-02, Resetting of Fiscal Year 2026  
Budget Hearing.....P. 7
  - B. Public Hearing on Final Budget for Fiscal Year 2026
    - i. Consideration of Resolution 2025-03, Adopting the Fiscal Year  
2026 Final Budget..... P. 9
  - C. Public Hearing on Levying the O&M Assessments
    - i. Consideration of Resolution 2025-04, Levying the O&M  
Assessments..... P. 18
  - D. Consideration of Resolution 2025-05, Adopting the Fiscal Year  
2026 Meeting Schedule..... P. 21
  - E. Consideration of Resolution 2025-06, Designating Officers of  
the District..... P. 23
  - F. Consideration of Goals and Objectives for Fiscal Year 2026 ..... P. 24
  - G. Consideration of Motion to Assign Fund Balance..... P. 28
- 6. Business Administration**
  - A. Consideration of Minutes from the Meeting held June 4, 2025.....P. 29
  - B. Consideration of Minutes from the Audit Meeting held June 4, 2025 ..... P. 34
  - C. Review of Financial Statements..... P. 36
  - D. Acceptance of Check Register ..... P. 56
- 7. Supervisors' Comments**
- 8. Adjournment**

*The next meeting is scheduled for Wednesday, October 8, 2025, at 9:00 a.m.*

**District Office:**  
313 Campus Street  
Celebration, FL 34747  
407-566-1935  
[www.DoveraCDD.org](http://www.DoveraCDD.org)

**Meeting Location:**  
Interlachen County Club  
2245 Interlachen Court  
Winter Park, Florida 32792  
Call-In: 646-838-1601, 442131487#



Kyle Goldberg  
Inframark

## DOVERA CDD AUGUST FIELD INSPECTION

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Monday, August 18, 2025

8 Items Identified

8 Items Incomplete



### ITEM 1 - DETACHED GATE

Assigned To: Inframark

The gate on Pinemire Dr was detached from its post. This was fixed the day of inspection.



### ITEM 2 - REPAIR BARRIER

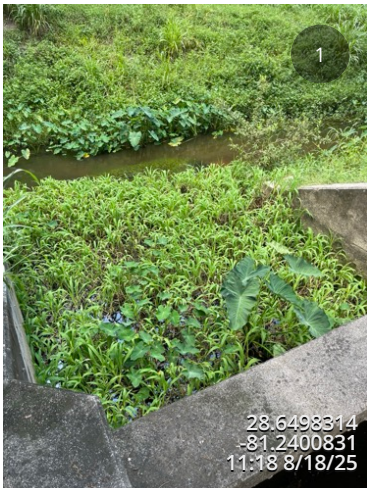
Assigned To: Inframark

Barrier is damaged and needs to be replaced. Location: Corner Pinemire Dr and Pine Bluff Pl.

### ITEM 3 - REMOVE VEGETATION

Assigned To: BTC

The vegetation should be treated and removed to ensure proper water flow of storm water drainage systems.





#### ITEM 4 - REMOVE VEGETATION

Assigned To: Cepra

There's fallen vegetation from nearby trees at the gate by Lowe's that should be removed.



#### ITEM 5 - TRIM VEGETATION

Assigned To: Cepra

Trim vegetation so that the sign is not covered. Location: Conservation area by Target



#### ITEM 6 - VOLTAGE

Assigned To: Inframark

The voltage in this area is too high and pops the transformer and damages the irrigation clock. Voltage should go from 400 to 110. Location: 1370 Oviedo Mall Blvd





## ITEM 7 - TIRE MARKS

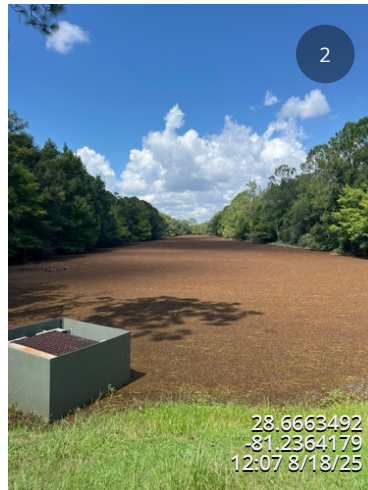
Assigned To: Inframark

The damage in this area has reduced. Inframark field services will flatten the remaining tire marks. Location: Next to Isles of Oviedo

## ITEM 8 - AZOLLA

Assigned To: BTC/Board Update

The Azolla behind the Isles of Oviedo appears to have been treated and is starting to decompose.



## RESOLUTION 2025-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2025-01 TO RESET THE DATE, TIME, AND LOCATION OF THE PUBLIC HEARING REGARDING PROPOSED BUDGET FOR FISCAL YEAR 2025/2026, RATIFYING THE ACTIONS OF THE DISTRICT MANAGER AND CHAIRMAN IN RESETTING SUCH PUBLIC HEARING; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, the Board of Supervisors of the District (“Board”) previously adopted Resolution 2025-01, approving the proposed budget for Fiscal Year 2025/2026 and setting public hearing on said approved budget, pursuant to Chapter 190, *Florida Statutes*, for August 27, 2025, at 9:00 a.m. at the Interlachen Country Club, 2245 Interlachen Court, Winter Park, Florida 32792; and

**WHEREAS**, the District Manager in consultation with the Chairman reset the public hearing to be held on September 3, 2025, at 9:00 a.m. at the Interlachen Country Club, 2245 Interlachen Court, Winter Park, Florida 32792, and has caused or will cause published notices to be provided with the new public hearing information, consistent with the requirements of Chapter 190, *Florida Statutes*; and.

**WHEREAS**, the Board desires to ratify the District Manager and Chairman’s actions in resetting and noticing for the amended public hearing date.

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

**SECTION 1. RATIFICATION OF PUBLIC HEARING RESET.** The actions of the District Manager and Chairman in resetting the public hearing, the District Secretary in publishing the notice of public hearing pursuant to Chapter 190, *Florida Statutes*, are hereby ratified, confirmed and approved. Resolution 2025-01 is hereby amended to reflect that the public hearing is reset as provided in this Resolution.

**SECTION 2. RESOLUTION 2025-01 OTHERWISE REMAINS IN FULL FORCE AND EFFECT.** Except as otherwise provided herein, all of the provisions of Resolution 2025-01 continue in full force and effect.

**SECTION 3. 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.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect upon its passage and adoption by the Board.

**PASSED AND ADOPTED** this 3<sup>rd</sup> day of September 2025.

ATTEST:

**DOVERA COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors



## RESOLUTION 2025-03

**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, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("FY 2026"), the District Manager prepared and submitted to the Board of Supervisors ("Board") of the Dovera Community Development District ("District") prior to June 15, 2025, 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 1<sup>st</sup> 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, 2026."
- 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 2026, 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 2026 or within 60 days following the end of the FY 2026 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 3RD DAY OF SEPTEMBER 2025.**

ATTEST:

**DOVERA COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:**      FY 2026 Budget

**DOVERA**  
**Community Development District**

***Annual Operating Budget***

**Fiscal Year 2026**

**Final Budget**

Prepared by:



**DOVERA**

Community Development District

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**Dovera**  
**Community Development District**

**Operating Budget**  
**Fiscal Year 2026**

**DOVERA**

## Community Development District

## General Fund

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2026 Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2025	ACTUAL THRU 4/30/25	PROJECTED May- 9/30/2025	TOTAL PROJECTED FY 2025	% +/-) Budget	ANNUAL BUDGET FY 2026
<b>REVENUES</b>						
Interest - Investments	\$ 3,154	\$ 7,103	\$ -	\$ 7,103	125%	\$ 3,154
Special Assmnts- Tax Collector	403,583	401,351	2,232	403,583	0%	403,583
Special Assmnts- Discounts	(16,143)	(15,574)	(569)	(16,143)	0%	(16,143)
<b>TOTAL REVENUES</b>	<b>390,594</b>	<b>392,880</b>	<b>1,663</b>	<b>394,543</b>		<b>390,594</b>
<b>EXPENDITURES</b>						
<i><b>Administrative</b></i>						
ProfServ-Engineering	26,000	5,496	4,011	9,507	-63%	26,000
ProfServ-Legal Services	10,000	2,158	1,575	3,733	-63%	10,000
ProfServ-Mgmt Consulting	19,636	11,454	8,182	19,636	0%	20,618
ProfServ-Special Assessment	609	609	-	609	0%	609
Auditing Services	3,900	-	3,900	3,900	0%	3,900
Postage and Freight	250	5	245	250	0%	250
Insurance - General Liability	7,139	6,382	757	7,139	0%	7,680
Printing and Binding	300	-	300	300	0%	300
Legal Advertising	1,500	473	1,027	1,500	0%	1,500
Misc-Assessment Collection Cost	8,072	1,408	6,664	8,072	0%	8,072
Misc-Contingency	850	600	250	850	0%	900
Misc-Web Hosting	1,600	1,593	7	1,600	0%	1,600
Office Supplies	75	-	75	75	0%	75
Annual District Filing Fee	175	175	-	175	0%	175
<b>Total Administrative</b>	<b>80,106</b>	<b>30,353</b>	<b>26,993</b>	<b>57,346</b>		<b>81,679</b>
<i><b>Field</b></i>						
Contracts-Landscape	122,550	79,438	43,112	122,550	0%	126,227
Contr-Landsc-HOA Common Area	3,600	2,100	1,500	3,600	0%	3,700
Utility - General	20,000	9,146	6,675	15,821	-21%	20,000
R&M-Irrigation	10,000	4,588	3,349	7,937	-21%	10,000
R&M-Lake	4,800	2,400	2,400	4,800	0%	4,800
R&M-Roads & Alleyways	3,000	-	3,000	3,000	0%	3,500
Field Services	7,800	4,550	3,250	7,800	0%	8,190
Misc-Contingency	18,738	7,545	5,507	13,052	-30%	18,738
<b>Total Field</b>	<b>190,488</b>	<b>109,767</b>	<b>68,793</b>	<b>178,560</b>		<b>195,155</b>
<i><b>Reserves</b></i>						
Reserves	120,000	-	120,000	120,000		113,760
	0	0	-	-		-
<b>Total Reserves</b>	<b>120,000</b>	<b>-</b>	<b>120,000</b>	<b>120,000</b>		<b>113,760</b>
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<b>390,594</b>	<b>140,120</b>	<b>215,786</b>	<b>355,906</b>		<b>390,594</b>



**DOVERA**

Community Development District

*General Fund*

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2026 Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2025	ACTUAL THRU 4/30/25	PROJECTED May- 9/30/2025	TOTAL PROJECTED FY 2025	% +/-) Budget	ANNUAL BUDGET FY 2026
Excess (deficiency) of revenues						
Over (under) expenditures	(0)	252,760	(214,123)	38,637		-
<b>OTHER FINANCING SOURCES (USES)</b>						
Contribution to (Use of) Fund Balance	(0)	-	-	-		-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
Net change in fund balance	(0)	252,760	(214,123)	38,637		-
<b>FUND BALANCE, BEGINNING</b>	195,238	195,238	-	195,238		233,875
<b>FUND BALANCE, ENDING</b>	<b>\$ 195,238</b>	<b>\$ 447,998</b>	<b>\$ (214,123)</b>	<b>\$ 233,875</b>		<b>\$ 233,875</b>

**Dovera**  
**Community Development District**

**Supporting Budget Schedules**  
**Fiscal Year 2026**

**DOVERA**

Community Development District

*General Fund***Comparison of Assessment Rates  
Fiscal Year 2026 vs. Fiscal Year 2025**

	<b>FY 2026</b>	<b>FY 2025</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Gross Assessments</b>	\$403,582.98	\$403,582.98	\$0.00	0.00%
<b>Assessable Acres</b>	196.86	196.86	\$0.00	0.00%
<b>Gross Assessment per Acre</b>	\$2,050.08	\$2,050.08	\$0.00	0.00%

## RESOLUTION 2025-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOVERA COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 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, 2025, and ending September 30, 2026 ("**FY 2026**"), 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 3rd day of September 2025.

ATTEST:

**DOVERA COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

- Exhibit A:** Budget
- Exhibit B:** Assessment Roll



**RESOLUTION 2025-05**

**A RESOLUTION OF THE DOVERA COMMUNITY  
DEVELOPMENT DISTRICT ADOPTING THE ANNUAL  
MEETING SCHEDULE FOR FISCAL YEAR 2025/2026**

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 2025/2026 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 2025/2026 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 3<sup>rd</sup> DAY OF SEPTEMBER, 2025.**

ATTEST:

**DOVERA COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chairperson / Vice Chairperson

**EXHIBIT “A”**

**BOARD OF SUPERVISORS MEETING DATES  
DOVERA COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2025/2026**

October 8, 2025

April 8, 2026

June 10, 2026 *Proposed Budget Meeting*

August 12, 2026 *Final Budget Meeting*

All meetings will be held at 9:00 a.m. at the Library at the Interlachen Country Club, located at 2245 Interlachen Court, Winter Park, Florida 32792.

Name: \_\_\_\_\_  
Chair / Vice Chair of the Board of Supervisors

## **Memorandum**

**To:** Board of Supervisors

**From:** District Management

**Date:** September 3, 2025

**RE:** HB7013 – Special Districts Performance Measures and Standards

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To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2025 legislative session. Starting on October 1, 2025, 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 2026 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

**October 1, 2025 – September 30, 2026**

**1. Community Communication and Engagement**

**Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least four 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 four 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: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Dovera Community Development District

District Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Dovera Community Development District

**DOVERA  
COMMUNITY DEVELOPMENT DISTRICT**

**Motion: Assigning Fund Balance as of 9/30/25**

The Board hereby assigns a portion of their fund balance as follows:

General Fund

Operating Reserves	\$67,648
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**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 4, 2025, at 9:30 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:

Joseph Gonzalez	District Manager, Inframark
Jennifer Goldyn	Regional Manager, Inframark
Kyle Goldberg	Field Inspection Coordinator, Inframark
Tucker Mackie	District Counsel, KutakRock
Major Stacy	District Engineer, Appian Engineering

*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. Gonzalez called the meeting to order at 9:30 a.m. and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS                      Adoption of the Agenda**

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, June 4, 2025, Final Agenda was approved.

**THIRD ORDER OF BUSINESS                      Audience Comments on Agenda Items**

There was no audience present.

**FOURTH ORDER OF BUSINESS                      Staff Reports**

**A. District Counsel**

Ms. Mackie stated that the District had received communication from a representative of Seminole County regarding the County's desire to purchase certain District-owned property to facilitate improvements to Slavia Road within the District. The offer of purchase identified two separate tract areas and included a proposal for a temporary construction easement. Prior to presenting the matter to the full Board, Ms. Mackie recommended that a member of the Board be designated to review the offer and obtain additional information before bringing it back for discussion. At that time, a representative of Seminole County could also present to the Board,

likely at the next meeting during which the Fiscal Year 2026 budget will be adopted. The proposed amendment to the offer of purchase concerns approximately 6,000 square feet of property, valued by the County at \$125,100. The proposed temporary construction easement was valued at \$9,150. Ms. Mackie asked whether the Board would like to designate a particular Supervisor to engage in discussions and whether they preferred to have the County present at the next meeting for consideration of the current offer.

Mr. Hagle noted, by way of background, that he owns property on Slavia Road and is currently in negotiations with Seminole County regarding the taking of that property. Mr. Hagle explained that the offer he received was substantially below what he and others believed the property was worth, leading them to retain legal counsel. Mr. Hagle asked whether dealings between governmental entities are handled differently than dealings with private individuals. Ms. Mackie clarified that the current offer to the District is not in the form of a taking, as the project has not yet received final approval, but rather as a purchase offer. However, should negotiations not result in an agreement, it is likely that the County would initiate the takings process. Ms. Mackie further explained that the negotiation process would be handled in the same manner as if the County were negotiating with a private party.

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, the Board directed District Counsel to return with a counteroffer at twice the proposed amount for further consideration.

#### **B. District Engineer**

Mr. Stacy reported that the map distributed pertained to the bypass pipe installed several years ago. Mr. Stacy explained that he had been asked to determine the best approach to address the washout. Upon inspection, Mr. Stacy observed a washout occurring within the public right-of-way. Mr. Stacy explained that there is a pipe located at the back of the drainage inlet where water is discharging, and a large oak tree nearby is receiving significant water, causing the ground around it to soften. Mr. Stacy recommended filling the berm where the washout has occurred.

Mr. Stacy further noted that on the opposite side of the wall, there is additional washout within the public right-of-way where the pipe runs underneath the wall. Although there is concrete on both sides, a natural opening exists, and washout is occurring on both sides and behind the outfall structure for the roadway located on Northern Way. Water is discharging from the back of the drainage inlet into a roadway inlet and then flowing through a swale. The large oak tree adjacent to this area has softened ground around its root system, which, combined with channelized flow, is creating a significant issue.

Mr. Stacy explained that the area is experiencing substantial water backup with no allowance for discharge into the drainage inlet. Mr. Stacy presented two possible options: first, to fill the berm on the District's side of the property, or alternatively, to coordinate with the County by presenting the issue for joint repair. Mr. Stacy added that the flow of water against the berm results from the original development of the adjacent properties, where stub-outs direct water through the pipe to the back of the inlet and toward the street.

#### **C. Field Inspection Reports (April and May)**

Mr. Goldberg reported that Issue Number 5, which had been hanging over the perimeter wall, has been removed. Regarding Issue Number 7, he noted that a pipe had been flowing during his initial inspection; however, on his second visit, it was no longer flowing.

Mr. Goldberg then proceeded with his May report. Mr. Goldberg observed a makeshift bridge in the area and asked the Board whether they wished to have it removed. Mr. Hagle inquired of Ms. Mackie whether there would be any legal implications if no action were taken. Ms. Mackie advised that the bridge should be removed. The Board then directed Mr. Goldberg to proceed with its removal.

With respect to Item Number 6, Mr. Goldberg confirmed that the new sidewalk panels have been installed. Mr. Goldberg also noted that there have been no new leaf piles near Target.

#### **D. Cepra**

##### **i. May Report**

##### **ii. Consideration of Monthly Irrigation Repairs Proposal**

On MOTION by Ms. Chambers, seconded by Ms. Powers, with all in favor, the Monthly Irrigation Repairs Proposal in the amount of \$370 was approved.

##### **iii. Consideration of Updated Sod Proposal**

On MOTION by Ms. Chambers, seconded by Ms. Powers, with all in favor, the updated Sod Proposal in the amount of \$9,810 was approved.

#### **E. District Manager**

##### **i. Review of First-Quarter Website Audit**

The Board reviewed the website audit report. It was noted that the next meeting is scheduled for August 27 at 9:00 a.m.

**FIFTH ORDER OF BUSINESS Business Administration****A. Consideration of the Meeting Minutes from April 29, 2025**

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, Minutes from the Regular Meeting of April 29, 2025, were approved.

**B. Review of the Financial Statements**

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, financial statements were approved.

**C. Review of the Check Registers**

On MOTION by Ms. Chambers, seconded by Ms. Powers, with all in favor, the check register was approved.

**SIXTH ORDER OF BUSINESS Business Items****A. Consideration of Resolution 2025-01, Approving the Fiscal Year 2025-2026 Proposed Budget and Setting a Public Hearing**

Mr. Hagle requested that a wish list be prepared regarding the surplus.

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, Resolution 2025-01, Approving the Fiscal Year 2025-2026 Proposed Budget and Setting a Public Hearing was adopted.

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, the Board approved to hold the next meeting on August 27, 2025.

**B. Acceptance of Fiscal Year 2024 Audit**

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, Fiscal Year 2024 Audit approved.

**SEVENTH ORDER OF BUSINESS Supervisors' Comments**

Ms. Powers provided her emails.

**EIGHTH ORDER OF BUSINESS Adjournment**



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161  
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On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, the meeting adjourned at 10:06 a.m.

Secretary	Chairperson
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**MINUTES OF MEETING  
DOVERA COMMUNITY DEVELOPMENT DISTRICT**

The audit committee meeting of the Board of Supervisors of the Dovera Community Development District was held Wednesday June 4, 2025, at 10:07 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:

Joseph Gonzalez	District Manager, Inframark
Jennifer Goldyn	Regional Manager, Inframark
Kyle Goldberg	Field Inspection Coordinator, Inframark
Tucker Mackie	District Counsel, KutakRock
Major Stacy	District Engineer, Appian Engineering

*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**

Ms. Goldyn called the meeting to order at 10:07 a.m. and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS                      Business Items**

**A. Presentation of Auditor Selection Evaluation Criteria**

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, Auditor Selection Evaluation Criteria, to include pricing, was approved.

**B. Presentation of Audit Proposal Instructions**

On MOTION by Ms. Powers, seconded by Ms. Chambers, with all in favor, Audit Proposal Instructions were approved.

**C. Presentation of Notice of RFP for Audit Services**

On MOTION by Mr. Hagle, seconded by Ms. Powers, with all in favor, Notice of RFP for Audit Services was approved.

Chairperson

**DOVERA**  
Community Development District

**Financial Statements**

**(Unaudited)**

**May 31, 2025**

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**DOVERA**

Community Development District

**General Fund****Balance Sheet**

May 31, 2025

<b>ACCOUNT DESCRIPTION</b>	<b>TOTAL</b>
<b><u>ASSETS</u></b>	
Cash - Checking Account	\$ 76,114
Assessments Receivable	1,848
Investments:	
Money Market Account	361,259
<b>TOTAL ASSETS</b>	<b>\$ 439,221</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	\$ 5,529
Deferred Revenue	1,848
<b>TOTAL LIABILITIES</b>	<b>7,377</b>
<b><u>FUND BALANCES</u></b>	
Assigned to:	
Operating Reserves	67,648
Unassigned:	364,196
<b>TOTAL FUND BALANCES</b>	<b>\$ 431,844</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 439,221</b>

**DOVERA**

Community Development District

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ 3,154	\$ 2,104	\$ 8,326	\$ 6,222
Special Assmnts- Tax Collector	403,583	403,583	401,975	(1,608)
Special Assmnts- Discounts	(16,143)	(16,143)	(15,559)	584
<b>TOTAL REVENUES</b>	<b>390,594</b>	<b>389,544</b>	<b>394,742</b>	<b>5,198</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Engineering	26,000	17,336	5,496	11,840
ProfServ-Legal Services	10,000	6,664	4,868	1,796
ProfServ-Mgmt Consulting	19,636	13,088	13,091	(3)
ProfServ-Special Assessment	609	609	609	-
Auditing Services	3,900	3,900	-	3,900
Postage and Freight	250	168	5	163
Insurance - General Liability	7,139	7,139	6,382	757
Printing and Binding	300	200	-	200
Legal Advertising	1,500	1,000	473	527
Misc-Assessment Collection Cost	8,072	8,072	1,410	6,662
Misc-Contingency	850	568	600	(32)
Misc-Web Hosting	1,600	1,064	1,593	(529)
Office Supplies	75	48	-	48
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>80,106</b>	<b>60,031</b>	<b>34,702</b>	<b>25,329</b>
<b><u>Field</u></b>				
Field Services	7,800	5,200	5,200	-
Contracts-Landscape	122,550	81,704	89,650	(7,946)
Contr-Landsc-HOA Common Area	3,600	2,400	2,400	-
Utility - General	20,000	13,333	11,651	1,682
R&M-Irrigation	10,000	6,664	4,588	2,076
R&M-Lake	4,800	3,200	2,400	800
R&M-Roads & Alleyways	3,000	2,000	-	2,000
Misc-Contingency	18,738	12,496	7,545	4,951
Reserve	120,000	80,000	-	80,000
<b>Total Field</b>	<b>310,488</b>	<b>206,997</b>	<b>123,434</b>	<b>83,563</b>
<b>TOTAL EXPENDITURES</b>	<b>390,594</b>	<b>267,028</b>	<b>158,136</b>	<b>108,892</b>

**DOVERA**

Community Development District

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending May 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues				
Over (under) expenditures	-	122,516	236,606	114,090
Net change in fund balance	\$ -	\$ 122,516	\$ 236,606	\$ 114,090
FUND BALANCE, BEGINNING (OCT 1, 2024)	195,238	195,238	195,238	
FUND BALANCE, ENDING	\$ 195,238	\$ 317,754	\$ 431,844	



**DOVERA**  
Community Development District

**Financial Statements**

(Unaudited)

**June 30, 2025**

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**DOVERA COMMUNITY DEVELOPMENT DISTRICT**

**Balance Sheet**

General Fund

June 30, 2025

<u>ACCOUNT DESCRIPTION</u>	<u>TOTAL</u>
<b><u>ASSETS</u></b>	
Cash - Checking Account	\$ 69,781
Investments:	
Money Market Account	326,161
<b>TOTAL ASSETS</b>	<b>\$ 395,942</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	\$ 15,127
<b>TOTAL LIABILITIES</b>	<b>15,127</b>
<b><u>FUND BALANCES</u></b>	
Assigned to:	
Operating Reserves	67,648
Unassigned:	313,167
<b>TOTAL FUND BALANCES</b>	<b>\$ 380,815</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 395,942</b>

## DOVERA COMMUNITY DEVELOPMENT DISTRICT

### Statement of Revenues, Expenditures and Changes in Fund Balances

General Fund

For the Period Ending June 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 3,154	\$ 2,367	\$ 9,493	\$ 7,126
Special Assmnts- Tax Collector	403,583	403,583	403,582	(1)
Special Assmnts- Delinquent	-	-	1,848	1,848
Special Assmnts- Discounts	(16,143)	(16,143)	(15,445)	698
<b>TOTAL REVENUES</b>	<b>390,594</b>	<b>389,807</b>	<b>399,478</b>	<b>9,671</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
ProfServ-Engineering	26,000	19,503	13,564	5,939
ProfServ-Legal Services	10,000	7,497	7,336	161
ProfServ-Mgmt Consulting	19,636	14,724	14,727	(3)
ProfServ-Special Assessment	609	609	609	-
Auditing Services	3,900	3,900	3,100	800
Postage and Freight	250	189	5	184
Insurance - General Liability	7,139	7,139	6,382	757
Printing and Binding	300	225	-	225
Legal Advertising	1,500	1,125	521	604
Misc-Assessment Collection Cost	8,072	8,072	1,423	6,649
Misc-Contingency	850	639	600	39
Misc-Web Hosting	1,600	1,197	1,593	(396)
Office Supplies	75	54	-	54
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>80,106</b>	<b>65,048</b>	<b>50,035</b>	<b>15,013</b>
<b>Field</b>				
Field Services	7,800	5,850	5,850	-
Contracts-Landscape	122,550	91,917	99,863	(7,946)
Contr-Landsc-HOA Common Area	3,600	2,700	2,700	-
Utility - General	20,000	15,000	13,350	1,650
R&M-Irrigation	10,000	7,497	5,048	2,449
R&M-Lake	4,800	3,600	2,400	1,200
R&M-Roads & Alleyways	3,000	2,250	-	2,250
Misc-Contingency	18,738	14,058	34,655	(20,597)
Reserve	120,000	90,000	-	90,000
<b>Total Field</b>	<b>310,488</b>	<b>232,872</b>	<b>163,866</b>	<b>69,006</b>

**DOVERA COMMUNITY DEVELOPMENT DISTRICT**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
General Fund  
For the Period Ending June 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>TOTAL EXPENDITURES</b>	<b>390,594</b>	<b>297,920</b>	<b>213,901</b>	<b>84,019</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	91,887	185,577	93,690
Net change in fund balance	\$ -	\$ 91,887	\$ 185,577	\$ 93,690
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>195,238</b>	<b>195,238</b>	<b>195,238</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 195,238</b>	<b>\$ 287,125</b>	<b>\$ 380,815</b>	

**DOVERA**

Community Development District

*Financial Report*

*July 31, 2025*

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**DOVERA**  
Community Development District

**Financial Statements**

(Unaudited)

**July 31, 2025**



**DOVERA COMMUNITY DEVELOPMENT DISTRICT**

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**Balance Sheet**  
General Fund  
July 31, 2025

<b>ACCOUNT DESCRIPTION</b>	<b>TOTAL</b>
<b><u>ASSETS</u></b>	
Cash - Checking Account	\$ 92,227
Investments:	
Money Market Account	277,192
<b>TOTAL ASSETS</b>	<b>\$ 369,419</b>
<b><u>LIABILITIES</u></b>	
Accounts Payable	\$ 4,817
<b>TOTAL LIABILITIES</b>	<b>4,817</b>
<b><u>FUND BALANCES</u></b>	
Assigned to:	
Operating Reserves	67,648
Unassigned:	296,954
<b>TOTAL FUND BALANCES</b>	<b>\$ 364,602</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 369,419</b>

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## DOVERA COMMUNITY DEVELOPMENT DISTRICT

### Statement of Revenues, Expenditures and Changes in Fund Balances

General Fund

For the Period Ending July 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>				
Interest - Investments	\$ 3,154	\$ 2,630	\$ 10,523	\$ 7,893
Special Assmnts- Tax Collector	403,583	403,583	403,582	(1)
Special Assmnts- Delinquent	-	-	1,848	1,848
Special Assmnts- Discounts	(16,143)	(16,143)	(15,445)	698
<b>TOTAL REVENUES</b>	<b>390,594</b>	<b>390,070</b>	<b>400,508</b>	<b>10,438</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
ProfServ-Engineering	26,000	21,670	13,939	7,731
ProfServ-Legal Services	10,000	8,330	7,336	994
ProfServ-Mgmt Consulting	19,636	16,360	16,363	(3)
ProfServ-Special Assessment	609	609	609	-
Auditing Services	3,900	3,900	3,100	800
Postage and Freight	250	210	5	205
Insurance - General Liability	7,139	7,139	6,382	757
Printing and Binding	300	250	-	250
Legal Advertising	1,500	1,250	521	729
Misc-Assessment Collection Cost	8,072	8,072	1,423	6,649
Misc-Contingency	850	710	1,800	(1,090)
Misc-Web Hosting	1,600	1,330	1,593	(263)
Office Supplies	75	60	-	60
Annual District Filing Fee	175	175	175	-
<b>Total Administration</b>	<b>80,106</b>	<b>70,065</b>	<b>53,246</b>	<b>16,819</b>
<b>Field</b>				
Field Services	7,800	6,500	6,500	-
Contracts-Landscape	122,550	102,130	110,075	(7,945)
Contr-Landsc-HOA Common Area	3,600	3,000	3,000	-
Utility - General	20,000	16,667	15,020	1,647
R&M-Irrigation	10,000	8,330	5,048	3,282
R&M-Lake	4,800	4,000	3,600	400
R&M-Roads & Alleyways	3,000	2,500	-	2,500
Misc-Contingency	18,738	15,620	34,655	(19,035)
Reserve	120,000	100,000	-	100,000
<b>Total Field</b>	<b>310,488</b>	<b>258,747</b>	<b>177,898</b>	<b>80,849</b>

**DOVERA COMMUNITY DEVELOPMENT DISTRICT**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
General Fund  
For the Period Ending July 31, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>TOTAL EXPENDITURES</b>	<b>390,594</b>	<b>328,812</b>	<b>231,144</b>	<b>97,668</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	61,258	169,364	108,106
Net change in fund balance	\$ -	\$ 61,258	\$ 169,364	\$ 108,106
<b>FUND BALANCE, BEGINNING (OCT 1, 2024)</b>	<b>195,238</b>	<b>195,238</b>	<b>195,238</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 195,238</b>	<b>\$ 256,496</b>	<b>\$ 364,602</b>	

**DOVERA**

Community Development District

**Supporting Schedules**

**July 31, 2025**

**Notes to the Financial Statements**  
*July 31, 2025*

**Balance Sheet**

- ▶ Operating Reserves ties to the FY 2025 budget Exhibit A.

**Financial Overview / Highlights**

- ▶ The YTD special assessments are 100% collected.
- ▶ Total YTD expenditures are approximately 84% of the prorated budget and 59% of the annual budget.

**Variance Analysis**

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
Insurance - General Liability	\$7,139	\$6,382	89%	General liability and public officials insurance paid in full for the year.
Miscellaneous - Contingency	\$850	\$1,800	212%	Donation of Board meeting pay to charity, Spacekids Global.
Miscellaneous - Web Hosting	\$1,600	\$1,593	100%	Annual renewal for website services paid to Innersync Studio and Inframark.
<b><u>Field</u></b>				
Contracts - Landscape	\$122,550	\$110,075	90%	Ceptra contract landscape services through April and tree removal.
Miscellaneous - Contingency	\$18,738	\$34,655	185%	Includes \$27,110 paid to Hoag Land Services for tree trimming and removal.

**DOVERA**

Community Development District

**Non-Ad Valorem Special Assessments - Seminole County Tax Collector  
(Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2025**

<b>Date Received</b>	<b>Net Amount Received</b>	<b>Discount / (Penalties) Amount</b>	<b>Collection Costs</b>	<b>Gross Amount Received</b>
Assessments Levied in FY 2025				\$ 403,583
Allocation %				100%
11/21/24	6,221	259	23	6,503
12/05/24	133,999	5,583	491	140,073
12/19/24	231,035	9,626	846	241,508
01/07/25	2,233	69	8	2,310
02/06/25	1,411	29	5	1,445
03/04/25	674	7	2	683
04/07/25	8,797	4	32	8,832
05/08/25	636	-19	2	620
06/09/25	417	-66	8	359
06/24/25	1,291	-48	5	1,248
<b>TOTAL</b>	<b>\$ 386,714</b>	<b>\$ 15,445</b>	<b>\$ 1,423</b>	<b>\$ 403,582</b>
% COLLECTED				100.0%
<b>TOTAL OUTSTANDING</b>				<b>\$ -</b>

Cash and Investment Report

July 31, 2025

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	\$92,227
				<b>Subtotal</b>	<b>\$92,227</b>
Money Market Account	BankUnited	Money Market Account	n/a	4.06%	\$277,192
				<b>Subtotal</b>	<b>\$277,192</b>
				<b>Total</b>	<b>\$369,419</b>

Note: Interest rates are subject to change daily.

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## DOVERA

### Community Development District

#### Payment Register by Bank Account

For the Period from 5/1/2025 to 7/31/2025

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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#### SOUTHSTATE BANK - (ACCT# XXXXX0706)

Manual Check	100054	05/08/25	Vendor	CEPRA LANDSCAPE LLC	O-N4425	May25 landscape maintenance	LANDSCAPE SVCS	001-534050-53901	\$10,212.50
Manual Check	100054	05/08/25	Vendor	CEPRA LANDSCAPE LLC	O-N4475	debris clean up	Misc-Contingency	001-549900-53901	\$2,100.00
Manual Check	100054	05/08/25	Vendor	CEPRA LANDSCAPE LLC	O-N4482	irrigation repair	R&M-Irrigation	001-546041-53901	\$112.00
Manual Check	100054	05/08/25	Vendor	CEPRA LANDSCAPE LLC	O-N4480	replace fuse	replace a fuse	001-546041-53901	\$200.00
Manual Check	100055	05/08/25	Vendor	ISLES OF OVIEDO TOWNHOME	50125	May25 landscape maintenance	SHARED LANDSCAPE SVCS MAY 2025	001-534052-53901	\$300.00
Manual Check	100056	05/16/25	Vendor	INFRAMARK LLC	149016	May25 Management and Field	FIELD OPS SRVCS	001-531122-53901	\$650.00
Manual Check	100056	05/16/25	Vendor	INFRAMARK LLC	149016	May25 Management and Field	Management	001-531027-51301	\$1,636.33
Manual Check	100057	06/03/25	Vendor	INFRAMARK LLC	150758	June 2025 District Manager & Field Management	FIELD OPS SRVCS JUN 2025	001-531122-53901	\$650.00
Manual Check	100057	06/03/25	Vendor	INFRAMARK LLC	150758	June 2025 District Manager & Field Management	ADMIN SRVCS JUN 2025	001-531027-51201	\$1,636.33
Manual Check	100058	06/10/25	Vendor	CEPRA LANDSCAPE LLC	O-N4594	June 2025 landscape maintenance	JUNE 2025 LANDSCAPE SVCS	001-534050-53901	\$10,212.50
Manual Check	100059	06/10/25	Vendor	ISLES OF OVIEDO TOWNHOME	60125	June 2025 shared landscape maintenance	SHARED LANDSCAPE SVCS JUNE 2025	001-534052-53901	\$300.00
Manual Check	100060	06/12/25	Vendor	KUTAK ROCK LLP	3579992	April 2025 General Counsel	APRIL 2025 GEN COUNSEL	001-531023-51401	\$1,210.00
Manual Check	100060	06/12/25	Vendor	KUTAK ROCK LLP	3579993	04/2025 District Counsel	04/2025 GEN COUNSEL	001-531023-51401	\$1,500.00
Manual Check	100061	06/26/25	Vendor	HOAG LAND SERVICES LLC	7525	June 23, 2025 Dead Tree Removal and Tree Trimming	tree work	001-549900-53901	\$27,110.00
Manual Check	100062	06/26/25	Vendor	KUTAK ROCK LLP	3583245	May 1, 2025 - May 30, 2025 District Counsel	GEN COUNSEL MAY 2025	001-531023-51401	\$2,468.00
Manual Check	100063	07/03/25	Vendor	INFRAMARK LLC	152962	July 2025 District Management and Field	FIELD OPS SRVCS JUL 2025	001-531122-53901	\$650.00
Manual Check	100063	07/03/25	Vendor	INFRAMARK LLC	152962	July 2025 District Management and Field	ADMIN SRVCS JUL 2025	001-531027-51201	\$1,636.33
Manual Check	100064	07/03/25	Vendor	ISLES OF OVIEDO TOWNHOME	70125	July 2025 Shared Landscaping	SHARED LANDSCAPE SVCS JULY 2025	001-534052-53901	\$300.00
Manual Check	100065	07/08/25	Vendor	SPACEKIDS GLOBAL, INC	LC-070325	April and June 2025 Supervisor Pay Request for donation	Misc-Contingency	001-549900-51301	\$400.00
Manual Check	100065	07/08/25	Vendor	SPACEKIDS GLOBAL, INC	MH-070325	April and June 2025 Supervisor Pay Request for donation	Misc-Contingency	001-549900-51301	\$400.00
Manual Check	100065	07/08/25	Vendor	SPACEKIDS GLOBAL, INC	VP-070325	April and June 2025 Supervisor Pay Request for donation	Misc-Contingency	001-549900-51301	\$400.00
Manual Check	100066	07/08/25	Vendor	CEPRA LANDSCAPE LLC	O-N4765	July 2025 landscape maintenance	JULY 2025 LANDSCAPE SVCS	001-534050-53901	\$10,212.50
Manual Check	100067	07/14/25	Vendor	ORLANDO SENTINEL COMMUNICATION	117344864000	Public Hearing for Budget	NOTICE OF PUBLIC HEARING	001-548002-51301	\$226.93
Manual Check	100068	07/14/25	Vendor	APPIAN ENGINEERING	6316	District Engineer services through July 1, 2025	June 2025 District Engineer	001-531013-51501	\$7,041.46
Manual Check	100068	07/14/25	Vendor	APPIAN ENGINEERING	6143	District Engineer services through January 31, 2025	JAN 2025 DISTRICT ENGINEER	001-531013-51501	\$1,026.57
Manual Check	100069	07/14/25	Vendor	CEPRA LANDSCAPE LLC	O-N4835	June 2025 Irrigation Repairs	R&M-Irrigation	001-546041-53901	\$460.25
Manual Check	100070	07/22/25	Vendor	MCDIRMIT DAVIS & COMPANY LLC	60918	FY 2024 Audit	Auditing Services	001-532002-51301	\$3,100.00
Manual Check	300006	05/08/25	Vendor	DUKE ENERGY	04102025 ACH	April 2025 Electric	Electric	001-543001-53901	\$1,258.16
Manual Check	300007	06/02/25	Vendor	DUKE ENERGY	05122025-ACH	04/09-05/08/2025 Electric	Utility - General	001-543001-53901	\$1,246.54
Manual Check	300008	07/02/25	Vendor	DUKE ENERGY	06112025-ACH	June 2025 Electric	Electric June	001-543001-53901	\$1,699.30

**Account Total    \$90,355.70**

<b>Total Amount Paid</b>	<b>\$90,355.70</b>
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