SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT

AUGUST 13, 2019

AGENDA PACKAGE

South Fork Community Development District
Inframark, Infrastructure Management Services
210 N. University Drive, Suite 702, Coral Springs, FL 33071
Phone: 954-603-0033; Fax: 954-345-1292

August 6, 2019

Board of Supervisors
South Fork Community
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the South Fork Community Development District will be held on Tuesday, August 13, 2019 at 6:30 p.m. at the South Fork HOA Pool Building, 10952 Ambleside Drive, Riverview, Florida. Following is the advance agenda for the meeting:

1. Roll Call
2. Audience Comments on Agenda Items
3. Public Hearing to Adopt the Budget for Fiscal Year 2020
   A. Proposed Budget Fiscal Year 2020
   B. Resolution 2019-04, Adopting the Budget
   C. Resolution 2019-05, Levying Non-Ad Valorem Assessments
4. Consent Agenda
   A. Approval of the Minutes of the July 9, 2019 Meeting
   B. Acceptance of Financial Statements
   C. Proposed Meeting Schedule FY 2020
5. Staff Reports
   A. Attorney
   B. Engineer
   C. District Manager
      i. Website Proposals
      ii. Pressure Washing Estimates
   D. Field Manager
6. Supervisors' Requests
7. Audience Comments
8. Adjournment

Any items not enclosed will be distributed separately or at the meeting. I look forward to seeing you and in the meantime if you have any questions, please contact me.

Sincerely,

Mark Vega
Manager

Third Order of Business

3A.

SOUTH FORK

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2020

Modified Tentative Budget

07.31.19

Prepared by:

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

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South Fork

Community Development District

Operating Budget

Fiscal Year 2020

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU JUN-19	PROJECTED JUL - SEP-19	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
REVENUES							
Interest - Investments	$ 3,616	$ 5,182	$ 1,530	$ 2,988	$ (1,458)	$ 1,530	$ 1,529
Interest - Tax Collector	50	95	-	133	-	-	-
Special Assmnts- Tax Collector	305,632	305,814	305,813	305,550	263	305,813	305,813
Special Assmnts- Discounts	(11,405)	(11,530)	(12,233)	(11,463)	-	(12,233)	(12,233)
TOTAL REVENUES	**297,893**	**299,561**	**295,110**	**297,208**	**(1,195)**	**295,110**	**295,110**
EXPENDITURES							
Administrative							
P/R-Board of Supervisors	12,703	14,640	25,836	17,224	8,612	25,836	25,836
ProfServ-Engineering	980	50,950	4,000	24,900	2,500	27,400	4,000
ProfServ-Field Management	16,250	13,750	15,000	11,250	3,750	15,000	15,000
ProfServ-Legal Services	8,280	5,039	11,000	2,612	2,800	5,412	11,000
ProfServ-Mgmt Consulting Serv	28,644	30,936	32,792	24,594	8,198	32,792	33,776
ProfServ-Trustee Fees	3,717	3,717	3,717	3,717	-	3,717	3,717
Auditing Services	2,100	2,100	2,100	2,225	-	2,225	2,225
Insurance - Risk Management	7,230	7,230	7,953	7,380	-	7,380	8,118
Legal Advertising	1,541	2,022	2,000	-	2,000	2,000	2,000
Misc-Bank Charges	25	12	150	1	75	76	150
Misc-Assessmnt Collection Cost	4,025	1,908	6,116	5,882	-	5,882	6,116
Misc-Web Hosting	1,000	1,000	1,000	899	101	1,000	1,000
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	**86,670**	**133,479**	**111,839**	**100,859**	**28,036**	**128,895**	**113,113**
Electric Utility Services							
Utility - General	7,986	7,903	9,960	6,974	2,986	9,960	9,960
Electricity - Streetlighting	11,482	11,700	11,760	8,198	3,562	11,760	11,760
Total Electric Utility Services	**19,468**	**19,603**	**21,720**	**15,172**	**6,548**	**21,720**	**21,720**
Flood Control/Stormwater Mgmt							
Contracts-Aquatic Control	11,184	11,184	11,184	8,595	2,589	11,184	11,796
R&M-Lake	23,305	-	8,000	-	8,000	8,000	8,000
Total Flood Control/Stormwater Mgmt	**47,443**	**11,184**	**19,184**	**8,595**	**10,589**	**19,184**	**19,796**
Other Physical Environment							
Contracts-Landscape	73,936	100,944	70,200	55,350	14,850	70,200	72,420
Contracts-Mulch	-	-	10,000	-	10,000	10,000	10,000
Insurance - Property	500	500	550	-	550	550	605
R&M-Renewal and Replacement	32,149	35,670	15,600	30,165	1,500	31,665	15,600
R&M-Irrigation	1,286	1,680	4,000	44	3,956	4,000	4,000
R&M-Walls and Signage	-	593	1,000	20	980	1,000	1,000
R&M-Shared Landsc Maint Fr Ent	-	-	2,400	-	2,400	2,400	2,400
Reserve - Irrigation/Landscape	-	-	7,600	-	-	-	7,600
Reserve - Ponds	-	-	7,000	218,197	-	218,197	7,000
Reserve-Signs/Monuments/Fences	-	-	3,000	6,198	-	6,198	3,000
Total Other Physical Environment	**107,871**	**139,387**	**121,350**	**309,974**	**34,236**	**344,210**	**123,625**

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU JUN-19	PROJECTED JUL - SEP-19	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
Field							
Contracts-Security Services	11,427	11,427	11,427	8,570	2,857	11,427	11,427
Misc-Contingency	2,595	807	9,082	1,721	1,200	2,921	5,000
Total Field	**14,022**	**12,234**	**20,509**	**10,291**	**4,057**	**14,348**	**16,427**
TOTAL EXPENDITURES	**275,474**	**315,887**	**294,602**	**444,891**	**83,466**	**528,357**	**294,681**
Excess (deficiency) of revenues Over (under) expenditures	22,419	(16,326)	508	(147,683)	(84,661)	(233,247)	429
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	508	-	-	-	429
TOTAL OTHER SOURCES (USES)	**-**	**-**	**508**	**-**	**-**	**-**	**429**
Net change in fund balance	22,419	(16,326)	508	(147,683)	(84,661)	(233,247)	429
FUND BALANCE, BEGINNING	457,218	479,637	463,311	463,311	-	463,311	230,064
FUND BALANCE, ENDING	**$ 479,637**	**$ 463,311**	**$ 463,819**	**$ 315,628**	**$ (84,661)**	**$ 230,064**	**$ 230,493**

Exhibit "A"

Allocation of Fund Balances

AVAILABLE FUNDS

		Amount
Beginning Fund Balance - Fiscal Year 2020	$	218,241
Net Change in Fund Balance - Fiscal Year 2020		429
Reserves - Fiscal Year 2020 Additions		17,600
Total Funds Available (Estimated) - 9/30/2020		**236,270**

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance			
Deposits		2,695	
	Subtotal	2,695	
Assigned Fund Balance			
Operating Reserve - First Quarter Operating Capital		69,270	(1)
Reserves - Irrigation/Landscaping (Prior Years)	43,125		(2)
Reserves - Irrigation/Landscaping (FY 2019)	7,600		(3)
Reserves - Irrigation/Landscaping (FY 2020)	7,600	58,325	(4)
Reserves - Ponds (Prior Years)	125,000		(2)
Reserves - Ponds (FY 2019)	7,000		(3)
Reserves - Ponds Expensed (FY 2019)	(76,563)		
Reserves - Ponds (FY 2020)	7,000	62,437	(4)
Reserves - Signs/Monuments/Fences (Prior Years)	26,086		(2)
Reserves - Signs/Monuments/Fences (FY 2019)	3,000		(3)
Reserves - Signs/Monuments/Fences Expensed (FY 2019)	(3,099)		
Reserves - Signs/Monuments/Fences (FY 2020)	3,000	28,987	(4)
	Subtotal	219,019	
Total Allocation of Available Funds		**221,714**	
Total Unassigned (undesignated) Cash		**$ 14,556**	

Notes

(1) Represents approximately 3 months of operating expenditures
(2) Represents assigned reserves to date
(3) Represents FY 2019 budgeted reserves.
(4) Represents FY 2020 proposed budgeted reserves.

Budget Narrative
Fiscal Year 2020

REVENUES

Interest - Investments

The District earns interest on the monthly average collected balance for their operating accounts.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year.

Special Assessments-Discounts

Per Section 197.162, Florida Statues, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES

Administrative

P/R-Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated $200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon five supervisors attending twenty-four meetings (including FICA).

Professional Services-Engineering

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

Professional Service-Field Management

The District will receive field management services that may include managing proposals, permit compliance, inspections, budget management and field verification.

Professional Services-Legal Services

The District's Attorney, Straley & Robin, provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Professional Services-Management Consulting Services

The District receives Management, Accounting, Assessment and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services. Also included are costs for Information Technology charges to process all of the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark in accordance with the management contract. Also included are printing, mailing and telephone costs incurred while preparing the monthly reports. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Professional Service-Trustee

This line item represents the fees charged by the trustee for the Series 2015 debt.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on prior year's cost.

Budget Narrative
Fiscal Year 2020

EXPENDITURES

Administrative (continued)

Insurance-Risk Management

The District's General Liability & Public Officials Liability Insurance policy is with Public Risk Insurance Agency, Inc. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous-Bank Charges

This includes ancillary bank charges that may be incurred during the year.

Miscellaneous-Assessment Collection Costs

The District reimburses the Hillsborough County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Miscellaneous-Web Hosting

The District pays Inframark for web hosting service for the District's web site.

Annual District Filing Fee

The District is required to pay an annual fee of $175 to the Department of Economic Opportunity Division of Community Development.

Utility Services

Utility-General

The district anticipates the following utility costs from TECO:

Account Number	***Description***	***Amount***
1476-0616080	10798 ½ Ambleside Dr. WELL	$3,500
1476-0869371	109252 Ambleside Dr. WELL	$3,800
1476-0869451	13608 Trinity Leaf Pl WELL	$ 500
1476-0925541	11496 Ambleside Bl IRR WELL	$1,760
	Contingency	$ 400
Total		**$9,960**

Budget Narrative
Fiscal Year 2020

EXPENDITURES

Utility Services (continued)

Electricity-Streetlighting

The district anticipates the following utility costs from TECO:

Account Number	***Description***	***Amount***
1800-0041403	South Fork Ph 4 BL	$ 6,860
1800-0071745	South Fork Ph 3	$ 4,900
Total		**$11,760**

Flood Control/Stormwater Mgmt

Contracts-Aquatic Control

The District currently has a contract with Aquatic Systems to provide monthly aquatic maintenance services at a charge of $955/month.

R&M-Lake

This line item reflects costs associated with pond erosion control, control structure repair, debris removal and aquatic planting.

Other Physical Environment

Contracts-Landscape

The District currently has a contract with South County Landcare to provide monthly landscape services.

Contracts-Mulch

The District expects to incur costs associated with the replacement of mulch and annuals through the District.

Insurance-Property

The District's Property Insurance is with Preferred Governmental Insurance Trust who specializes in providing insurance coverage for Governmental Agencies. The amount is based upon insurance costs for prior year plus any anticipated increase.

R&M-Renewal and Replacement

These are the costs associated with landscaping enhancement projects.

R&M-Irrigation

This line item represents costs associated with the repairs and replacement of lines, sprinkler heads, pumps and valves.

R&M-Walls and Signage

The District expects to incur costs associated with stucco repair, pressure washing and up lighting repair and replacement.

Budget Narrative
Fiscal Year 2020

EXPENDITURES

Other Physical Environment (continued)

R&M-Shared Landscape Maintenance Front Entrance
The District anticipates sharing the landscaping costs of the front entrance way.

Reserve-Irrigation/Landscape
Funds set aside for future irrigation and landscape expenditures.

Reserve-Ponds
Funds set aside for future pond repairs.

Reserve-Signs/Monuments/Fences
Funds set aside for future sign, monument and fence repairs.

Field

Contracts-Security Services
The District reimburses the HOA monthly for a shared portion of security services.

Miscellaneous-Contingency
This is for any miscellaneous field related expenditures that may arise during the year.

South Fork
Community Development District

Debt Service Budgets
Fiscal Year 2020

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2020 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	ACTUAL THRU JUN-19	PROJECTED JUL - SEP-19	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
REVENUES							
Interest - Investments	$ 765	$ 3,237	$ -	$ 3,114	$ -	$ 3,114	$ -
Special Assmnts- Tax Collector	327,365	327,560	327,561	327,277	284	327,561	327,561
Special Assmnts- Discounts	(12,216)	(12,350)	(13,102)	(12,278)	(824)	(13,102)	(13,102)
TOTAL REVENUES	**315,914**	**318,447**	**314,459**	**318,113**	**(540)**	**317,573**	**314,459**
EXPENDITURES							
Administrative							
Misc-Assessmnt Collection Cost	4,311	6,304	6,551	6,300	251	6,551	6,551
Total Administrative	**4,311**	**6,304**	**6,551**	**6,300**	**251**	**6,551**	**6,551**
Debt Service							
Principal Debt Retirement A-1	80,000	80,000	85,000	85,000	-	85,000	90,000
Principal Debt Retirement A-2	15,000	15,000	15,000	15,000	-	15,000	20,000
Principal Debt Retirement A-3	55,000	55,000	55,000	55,000	-	55,000	60,000
Interest Expense Series A-1	75,231	71,986	68,742	68,742	-	68,742	65,473
Interest Expense Series A-2	16,222	15,614	15,006	15,006	-	15,006	14,437
Interest Expense Series A-3	59,819	57,589	55,358	55,358	-	55,358	53,273
Cost of Issuance	-		-	-	-	-	-
Total Debt Service	**301,272**	**295,189**	**294,106**	**294,106**	**-**	**294,106**	**303,183**
TOTAL EXPENDITURES	**305,583**	**301,493**	**300,657**	**300,406**	**251**	**300,657**	**309,735**
Excess (deficiency) of revenues Over (under) expenditures	10,331	16,954	13,802	17,707	3,905	16,916	4,724
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	13,802	-	-	-	4,724
TOTAL OTHER SOURCES (USES)	**-**		**13,802**	**-**	**-**	**-**	**4,724**
Net change in fund balance	10,331	16,954	13,802	17,707	3,905	16,916	4,724
FUND BALANCE, BEGINNING	228,759	239,090	256,044	256,044	-	256,044	272,960
FUND BALANCE, ENDING	**$ 239,090**	**$ 256,044**	**$ 269,846**	**$ 273,751**	**$ 3,905**	**$ 272,960**	**$ 277,684**

Debt Amortization Schedule
Series 2015 A1 Special Assessment Revenue Refunding Bonds

Date	Regular Principal	Principal Prepayments	Interest Expense 4.00%	Outstanding Principal	Annual Debt Svc
11/1/2019			$32,915.56	$1,610,000.00	
5/1/2020	$90,000.00		$32,557.78	$1,520,000.00	$153,633.33
11/1/2020			$31,075.56	$1,520,000.00	
5/1/2021	$90,000.00		$30,568.89	$1,430,000.00	$149,804.44
11/1/2021			$29,235.56	$1,430,000.00	
5/1/2022	$95,000.00		$28,758.89	$1,335,000.00	$151,052.22
11/1/2022			$27,293.33	$1,335,000.00	
5/1/2023	$100,000.00		$26,848.33	$1,235,000.00	$152,097.22
11/1/2023			$25,248.89	$1,235,000.00	
5/1/2024	$105,000.00		$24,974.44	$1,130,000.00	$153,076.67
11/1/2024			$23,102.22	$1,130,000.00	
5/1/2025	$105,000.00		$22,725.56	$1,025,000.00	$148,681.11
11/1/2025			$20,955.56	$1,025,000.00	
5/1/2026	$110,000.00		$20,613.89	$915,000.00	$149,320.56
11/1/2026			$18,706.67	$915,000.00	
5/1/2027	$115,000.00		$18,401.67	$800,000.00	$149,757.22
11/1/2027			$16,355.56	$800,000.00	
5/1/2028	$120,000.00		$16,177.78	$680,000.00	$150,080.00
11/1/2028			$13,902.22	$680,000.00	
5/1/2029	$125,000.00		$13,675.56	$555,000.00	$150,022.22
11/1/2029			$11,346.67	$555,000.00	
5/1/2030	$130,000.00		$11,161.67	$425,000.00	$149,850.56
11/1/2030			$8,688.89	$425,000.00	
5/1/2031	$135,000.00		$8,547.22	$290,000.00	$149,476.11
11/1/2031			$5,928.89	$290,000.00	
5/1/2032	$140,000.00		$5,864.44	$150,000.00	$148,931.11
11/1/2032			$3,066.67	$150,000.00	
5/1/2033	$150,000.00		$3,016.67	$0.00	$153,016.67
Totals	$1,610,000.00	$0.00	$531,715.00		$2,108,799.44

Debt Amortization Schedule
Series 2015 A2 Special Assessment Revenue Refunding Bonds

Date	Regular Principal	Principal Prepayments	Interest Expense 4.00%	Outstanding Principal	Annual Debt Svc
11/1/2019			$7,257.78	$355,000.00	
5/1/2020	$20,000.00		$7,178.89	$335,000.00	$34,027.78
11/1/2020			$6,848.89	$335,000.00	
5/1/2021	$20,000.00		$6,737.22	$315,000.00	$33,177.22
11/1/2021			$6,440.00	$315,000.00	
5/1/2022	$20,000.00		$6,335.00	$295,000.00	$32,366.11
11/1/2022			$6,031.11	$295,000.00	
5/1/2023	$20,000.00		$5,932.78	$275,000.00	$31,555.00
11/1/2023			$5,622.22	$275,000.00	
5/1/2024	$20,000.00		$5,561.11	$255,000.00	$30,774.44
11/1/2024			$5,213.33	$255,000.00	
5/1/2025	$20,000.00		$5,128.33	$235,000.00	$29,932.78
11/1/2025			$4,804.44	$235,000.00	
5/1/2026	$20,000.00		$4,726.11	$215,000.00	$29,121.67
11/1/2026			$4,395.56	$215,000.00	
5/1/2027	$25,000.00		$4,323.89	$190,000.00	$33,208.33
11/1/2027			$3,884.44	$190,000.00	
5/1/2028	$25,000.00		$3,842.22	$165,000.00	$32,215.56
11/1/2028			$3,373.33	$165,000.00	
5/1/2029	$25,000.00		$3,318.33	$140,000.00	$31,180.56
11/1/2029			$2,862.22	$140,000.00	
5/1/2030	$25,000.00		$2,815.56	$115,000.00	$30,166.67
11/1/2030			$2,351.11	$115,000.00	
5/1/2031	$25,000.00		$2,312.78	$90,000.00	$29,152.78
11/1/2031			$1,840.00	$90,000.00	
5/1/2032	$30,000.00		$1,820.00	$60,000.00	$33,046.67
11/1/2032			$1,226.67	$60,000.00	
5/1/2033	$30,000.00		$1,206.67	$30,000.00	$31,806.67
11/1/2033			$600.00	$30,000.00	
5/1/2034	$30,000.00		$603.33	$0.00	$30,603.33
Totals	$355,000.00	$0.00	$124,593.33		$472,335.56

Debt Amortization Schedule
Series 2015 A3 Special Assessment Revenue Refunding Bonds

Date	Regular Principal	Principal Prepayments	Interest Expense 4.00%	Outstanding Principal	Annual Debt Svc
11/1/2019			$26,782.22	$1,310,000.00	
5/1/2020	$60,000.00		$26,491.11	$1,250,000.00	$112,046.67
11/1/2020			$25,555.56	$1,250,000.00	
5/1/2021	$60,000.00		$25,138.89	$1,190,000.00	$109,467.78
11/1/2021			$24,328.89	$1,190,000.00	
5/1/2022	$65,000.00		$23,932.22	$1,125,000.00	$111,932.22
11/1/2022			$23,000.00	$1,125,000.00	
5/1/2023	$65,000.00		$22,625.00	$1,060,000.00	$109,296.11
11/1/2023			$21,671.11	$1,060,000.00	
5/1/2024	$70,000.00		$21,435.56	$990,000.00	$111,675.56
11/1/2024			$20,240.00	$990,000.00	
5/1/2025	$75,000.00		$19,910.00	$915,000.00	$113,616.67
11/1/2025			$18,706.67	$915,000.00	
5/1/2026	$75,000.00		$18,401.67	$840,000.00	$110,575.00
11/1/2026			$17,173.33	$840,000.00	
5/1/2027	$80,000.00		$16,893.33	$760,000.00	$112,431.11
11/1/2027			$15,537.78	$760,000.00	
5/1/2028	$80,000.00		$15,368.89	$680,000.00	$109,271.11
11/1/2028			$13,902.22	$680,000.00	
5/1/2029	$85,000.00		$13,675.56	$595,000.00	$110,840.00
11/1/2029			$12,164.44	$595,000.00	
5/1/2030	$90,000.00		$11,966.11	$505,000.00	$112,290.56
11/1/2030			$10,324.44	$505,000.00	
5/1/2031	$95,000.00		$10,156.11	$410,000.00	$113,538.33
11/1/2031			$8,382.22	$410,000.00	
5/1/2032	$95,000.00		$8,291.11	$315,000.00	$109,731.11
11/1/2032			$6,440.00	$315,000.00	
5/1/2033	$100,000.00		$6,335.00	$215,000.00	$110,730.56
11/1/2033			$4,395.56	$215,000.00	
5/1/2034	$105,000.00		$4,323.89	$110,000.00	$111,572.78
11/1/2034			$2,248.89	$110,000.00	
5/1/2035	$110,000.00		$2,212.22	$0.00	$112,212.22
Totals	$1,310,000.00	$0.00	$498,010.00		$1,781,227.78

South Fork

Community Development District

Supporting Budget Schedules

Fiscal Year 2020

Comparison of Assessment Rates
Fiscal Year 2020 vs. Fiscal Year 2019

Product & Phase	General Fund 001			Debt Service			Total Assessments per Unit			Total Units
	FY 2020	FY 2019	% Change	FY 2020	FY 2019	% Change	FY 2020	FY 2019	% Change	
SF 40' - Phase 4	$376.10	$376.10	0.0%	$385.47	$385.47	0.0%	$761.57	$761.57	0.0%	171
SF 50' - Phase 3,4	$470.12	$470.12	0.0%	$482.04	$482.04	0.0%	$952.16	$952.16	0.0%	159
SF 50' - Phase 5	$470.12	$470.12	0.0%	$536.04	$536.04	0.0%	$1,006.16	$1,006.16	0.0%	70
SF 65' - Phase 3	$611.16	$611.16	0.0%	$626.49	$626.49	0.0%	$1,237.65	$1,237.65	0.0%	39
SF 65' - Phase 6	$611.16	$611.16	0.0%	$686.56	$686.56	0.0%	$1,297.72	$1,297.72	0.0%	180
										619

3B

RESOLUTION 2019-04

A RESOLUTION OF THE SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS OF THE DISTRICT AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019; AND ENDING SEPTEMBER 30, 2020; AND REFERENCING THE OPERATIONS AND MAINTENANCE AND BENEFIT SPECIAL ASSESSMENTS TO BE LEVIED BY THE DISTRICT FOR SAID FISCAL YEAR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2019, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year 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 annual budget and any proposed long-term financial plan or program of the South Fork Community Development District (the "District") for future operations (the "Proposed Budget") the District did file a copy of the Proposed Budget with the general purpose local governing authorities 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 August 13, 2019, as the date for a public hearing thereon 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 at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes requires that, prior to October 1 of each year, the District 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; and

WHEREAS, the District Manager has prepared a Proposed Budget on a Cash Flow Budget basis, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT;

Section 1. The provisions of the whereas clauses are true and correct and are incorporated herein as dispositive.

Section 2. Budget

a. That the Board has reviewed the District Manager's Proposed Budget, a copy of which is on file

with the office of the District Treasurer and the office of the Recording Secretary, and is hereby attached to this resolution, and hereby approves certain amendments thereto, as shown in Section 3 below.

b. That the Proposed Budget, as amended by the Board and attached hereto as Exhibit A, is adopted hereby in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be revised subsequently as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2018/2019 and/or revised projections for Fiscal Year20192020.

c. That the adopted budget, as amended, shall be maintained in the office of the District Treasurer and the District Recording Secretary and identified as "The Budget for the South Fork Community Development District for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020, as Adopted by the Board of Supervisors on August 13, 2019."

d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption.

Section 3. Appropriations

That there be, and hereby is appropriated out of the revenues of the District, for the Fiscal Year beginning October 1, 2019, and ending September 30, 2020 the sum of _____($_____) to be raised by applicable imposition and levy by the Board of applicable non-ad valorem special assessments and 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 in the following fashion:

TOTAL GENERAL FUND	$
DEBT SERVICE FUND	$
CAPITAL PROJECTS FUND	$
ENTERPRISE FUNDS	$

Total All Funds $

Section 4. Budget Amendments

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed $10,000 or 10% of the original appropriation.

c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption.

Section 4. Effective Date.

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Introduced, considered favorably, and adopted this 13th day of August, 2019.

South Fork Community Development District

_____
Richard Waldron
Chairman

Attest:

_____
Mark Vega
Secretary

Exhibit A – Fiscal Year 2019/2020 Operations and Maintenance Budget

3C.

RESOLUTION 2019-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT; LEVYING AND IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the South Fork Community Development District (the "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; and

WHEREAS, the District is located in Hillsborough County, Florida (the "County"); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the "Board") of the District hereby determines to undertake various operations and maintenance activities described in the District's budget for fiscal year 2019/2020 ("Operations and Maintenance Budget"), attached hereto as **Exhibit "A"** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operations and maintenance services and facilities provided by the District as described in the Operations and Maintenance Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, the Board finds that the District's total General Fund operation assessments, taking into consideration other revenue sources during Fiscal Year 2019/2020, will amount to $_____; and

WHEREAS, the Board finds the District's Debt Service Fund Assessment during Fiscal Year 2019/2020 will amount to $_____; and

WHEREAS, the Board finds that the Debt Service Fund relates to systems and facilities which provide special benefits peculiar to certain property within the District based on the applicable assessment methodology; and

WHEREAS, the Board finds that the non-ad valorem special assessments it levies and imposes by this resolution for operations and maintenance on the parcels of property involved will reimburse the District for certain special and peculiar benefits received by the property flowing from the operations and maintenance of the systems, facilities and services apportioned in a manner that is fair and reasonable, in accordance with the applicable assessment methodology; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County tax roll and collected by the County Tax Collector ("Uniform Method"); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the Hillsborough County Property Appraiser (the "Property Appraiser") and the Hillsborough County Tax Collector (the "Tax Collector") to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operations and Maintenance Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Operations and Maintenance Budget; and

WHEREAS, it is in the best interests of the District to certify the adopted assessment roll of the District as maintained in the office of the District Treasurer and the office of the Recording Secretary, available for review, and incorporated as a material part of this Resolution by this reference (the "Assessment Roll"), to the Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT OF HILLSBOROUGH COUNTY, FLORIDA;

SECTION 1. RECITALS. All the whereas clauses are incorporated herein and are dispositive.

SECTION 2. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibit "A"** and in the Assessment Roll and is hereby found to be fair and reasonable.

SECTION 3. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operations and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibit "A"** and the Assessment Roll. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 4. COLLECTION AND ENFORCEMENT. The collection of the previously levied debt service assessments and operations and maintenance special assessments on all assessable lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibit "A"** and in the Assessment Roll. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 5. ASSESSMENT ROLL. The District's Assessment Roll is hereby certified.

SECTION 6. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 7. 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 8. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the South Fork Community Development District.

PASSED AND ADOPTED this 13th day of August, 2019, the Board of Supervisors of the South Fork Community Development District, Hillsborough County, Florida.

Mark Vega Secretary	Richard Waldron Chairman

Exhibit A – Fiscal Year 2019/2020 Operations and Maintenance Budget

Fourth Order of Business

4A.

MINUTES OF MEETING
SOUTH FORK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Fork Community Development District was held Tuesday, July 9, 2019 at 6:33 p.m. at the South Fork HOA Pool Building, 10952 Ambleside Drive, Riverview, Florida.

Present and constituting a quorum were:

Richard Waldron	Chairperson
Linda M. Castagno	Assistant Secretary
Kelly Barr	Assistant Secretary

Also present were:

Mark Vega	District Manager
Robert Dvorak	District Engineer
Alba Sanchez	Inframark

The following is a summary of the discussions and actions taken at the July 9, 2019 South Fork Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Vega called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS **Audience Comments on the Agenda Items**

None.

THIRD ORDER OF BUSINESS **Consent Agenda**

A. Approval of the Minutes of the June 11, 2019 Meeting
B. Acceptance of Financial Statements
C. Acceptance of Christopher G. Hedges – Seat 3 - Resignation

> On MOTION by Mr. Waldron seconded by Ms. Barr with all in favor the Consent Agenda was approved.

FOURTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

- Mr. Vega learned from District Attorney, that the State Legislature recently modified Chapter 119, concerning public records law. Now if someone requests it, he can no longer provide the tax roll because of how many exemptions they have on it.

B. Engineer

- Mr. Dvorak paraphrased the attorney's response to Mr. Vega. The two parcels have on the plat some written restrictions. Normally, any kind of restriction is recorded on the property. However, he confirmed there is no restriction recorded on the property.
- The only restriction that exists is what is just written on this plat. All he wants to do is understand what the person at the County required the restriction and then be able to address it before he gets in the time to rezone the property.
- The fact that the restriction has not been recording on the property, is a positive sign, so it is a matter of just addressing this plat restriction.
- Mr. Dvorak noted it does go on to say the engineering firm who prepared the plat, has gone out of business.
- Mr. Waldron noted as far as the usage, the attorney was intimating what is it we want to do with this land. What could we do with it? If we could double the lots together?
- Mr. Vega noted we could make a parking lot and a long walking trail.
- Mr. Waldron noted it could be a combination thing, a bike trail.
- Mr. Waldron asked when the attorney will be here.
- Mr. Vega at this time was unsure whether it would Wednesday or Thursday.
- Mr. Waldron noted under CDD rules, we could have the area as a common area. He noted we do not want that as a common area.
- Mr. Vega noted CDD has sovereign immunity. Whereas, if something happens back there and it's the HOA, they have more exposure.
- Mr. Waldron noted if the people who are on the property, are there as members of the community, the liability goes way down.
- Mr. Dvorak stated last month the Board asked what projects were prioritized in the report we put together for the pond evaluation.
- In 2020, we had pond bank restoration for Ponds K and H, two small ponds on the north side of Amberside before Summerfield. Cost estimate is $34,400 for both.
- Mr. Dvorak noted if the Board decides to do the next two ponds in 2020, you would need time to do the bid plans, bid packages, mail them out and get bids back in. You probably want to get the work done during the next dry season.

- Mr. Dvorak noted we had two pond inspections and re-certifications from the Water Management District due on the 19th. We will have them submitted and uploaded to the District by the 15th. All other pond inspections are due in 2022.

C. District Manager

i. South Fork Signage

- Mr. Vega noted there is a quote in the agenda package from Image 360 for signage.
- He described the quote and what it covers.

> On MOTION by Ms. Barr seconded by Ms. Castagno with all in favor approving the District pay half of the cost for signage from Image 360.

ii. Website Proposals

- This item was tabled to the August Board meeting.

iii. Pressure Cleaning

- Mr. Vega described Nozzle Nose, Inc. pressure cleaning quote for $8,650.
- The Board discussed the quote.

D. Field Manager

- None.

FIFTH ORDER OF BUSINESS **Supervisors' Requests**

- Mr. Vega stated he will acquire more no trespassing signs.

SIXTH ORDER OF BUSINESS **Audience Comments**

- None.

SEVENTH ORDER OF BUSINESS **Adjournment**

> On MOTION by Mr. Waldron seconded by Ms. Castagno with all in favor the meeting was adjourned at 7:23 p.m.

_____
Richard Waldron, Chairman

4B.

South Fork
Community Development District

Financial Report

June 30, 2019

Prepared by:

INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES

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South Fork
Community Development District

Financial Statements

(Unaudited)

June 30, 2019

Balance Sheet
June 30, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	$ 102,013	$ -	$ 102,013
Assessments Receivable	480	578	1,058
Allow-Doubtful Collections	(480)	(578)	(1,058)
Interest/Dividend Receivables	2,992	-	2,992
Due From Other Funds	-	13,915	13,915
Investments:			
Certificates of Deposit - 36 Months	203,337	-	203,337
Money Market Account	179,582	-	179,582
Reserve Fund (A-1)	-	38,408	38,408
Reserve Fund (A-2)	-	8,507	8,507
Reserve Fund (A-3)	-	28,424	28,424
Revenue Fund (A-1)	-	77,101	77,101
Revenue Fund (A-2)	-	43,421	43,421
Revenue Fund (A-3)	-	63,975	63,975
Deposits	2,695	-	2,695
TOTAL ASSETS	**$ 490,619**	**$ 273,751**	**$ 764,370**
LIABILITIES			
Accounts Payable	$ 147,171	$ -	$ 147,171
Accrued Expenses	3,905	-	3,905
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	13,915	-	13,915
TOTAL LIABILITIES	**174,991**	**-**	**174,991**
FUND BALANCES			
Nonspendable:			
Deposits	2,695	-	2,695
Restricted for:			
Debt Service	-	273,751	273,751
Assigned to:			
Operating Reserves	73,773	-	73,773
Reserves- Irrigation/Landscape	43,125	-	43,125
Reserves - Ponds	125,000	-	125,000
Reserves - Signs/Monuments/Fence	26,086	-	26,086
Unassigned:	44,949	-	44,949
TOTAL FUND BALANCES	**$ 315,628**	**$ 273,751**	**$ 589,379**
TOTAL LIABILITIES & FUND BALANCES	**$ 490,619**	**$ 273,751**	**$ 764,370**

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	$ 1,530	$ 1,147	$ 2,988	$ 1,841	195.29%
Interest - Tax Collector	-	-	133	133	0.00%
Special Assmnts- Tax Collector	305,813	305,813	305,550	(263)	99.91%
Special Assmnts- Discounts	(12,233)	(12,233)	(11,463)	770	93.71%
TOTAL REVENUES	**295,110**	**294,727**	**297,208**	**2,481**	**100.71%**
EXPENDITURES					
Administration					
P/R-Board of Supervisors	25,836	19,377	17,224	2,153	66.67%
ProfServ-Engineering	4,000	3,000	24,900	(21,900)	622.50%
ProfServ-Field Management	15,000	11,250	11,250	-	75.00%
ProfServ-Legal Services	11,000	8,250	2,612	5,638	23.75%
ProfServ-Mgmt Consulting Serv	32,792	24,594	24,594	-	75.00%
ProfServ-Trustee Fees	3,717	3,717	3,717	-	100.00%
Auditing Services	2,100	2,100	2,225	(125)	105.95%
Insurance - Risk Management	7,953	7,953	7,380	573	92.80%
Legal Advertising	2,000	1,500	-	1,500	0.00%
Misc-Bank Charges	150	113	1	112	0.67%
Misc-Assessmnt Collection Cost	6,116	6,116	5,882	234	96.17%
Misc-Web Hosting	1,000	750	899	(149)	89.90%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	111,839	88,895	100,859	(11,964)	90.18%
Electric Utility Services					
Utility - General	9,960	7,470	6,974	496	70.02%
Electricity - Streetlighting	11,760	8,820	8,198	622	69.71%
Total Electric Utility Services	21,720	16,290	15,172	1,118	69.85%
Flood Control/Stormwater Mgmt					
Contracts-Aquatic Control	11,184	8,388	8,595	(207)	76.85%
R&M-Lake	8,000	6,000	-	6,000	0.00%
Total Flood Control/Stormwater Mgmt	19,184	14,388	8,595	5,793	44.80%
Other Physical Environment					
Contracts-Landscape	70,200	52,650	55,350	(2,700)	78.85%
Contracts-Mulch	10,000	7,500	-	7,500	0.00%
Insurance - Property	550	550	-	550	0.00%
R&M-Renewal and Replacement	15,600	11,700	30,165	(18,465)	193.37%
R&M-Irrigation	4,000	3,000	44	2,956	1.10%
R&M-Walls and Signage	1,000	750	20	730	2.00%
R&M-Shared Landsc Maint Fr Ent	2,400	1,800	-	1,800	0.00%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Reserve - Irrigation/Landscape	7,600	-	-	-	0.00%
Reserve - Ponds	7,000	-	218,197	(218,197)	n/a
Reserve-Signs/Monuments/Fences	3,000	-	6,198	(6,198)	n/a
Total Other Physical Environment	121,350	77,950	309,974	(232,024)	255.44%
Field					
Contracts-Security Services	11,427	8,571	8,570	1	75.00%
Misc-Contingency	9,082	6,811	1,721	5,090	18.95%
Total Field	20,509	15,382	10,291	5,091	50.18%
TOTAL EXPENDITURES	**294,602**	**212,905**	**444,891**	**(231,986)**	**151.01%**
Excess (deficiency) of revenues Over (under) expenditures	508	81,822	(147,683)	(229,505)	n/a
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	508	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	**508**	**-**	**-**	**-**	**0.00%**
Net change in fund balance	$ 508	$ 81,822	$ (147,683)	$ (229,505)	n/a
FUND BALANCE, BEGINNING (OCT 1, 2018)	**463,311**	**463,311**	**463,311**		
FUND BALANCE, ENDING	**$ 463,819**	**$ 545,133**	**$ 315,628**		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	$ -	$ -	$ 3,114	$ 3,114	0.00%
Special Assmnts- Tax Collector	327,561	327,561	327,277	(284)	99.91%
Special Assmnts- Discounts	(13,102)	(13,102)	(12,278)	824	93.71%
TOTAL REVENUES	**314,459**	**314,459**	**318,113**	**3,654**	**101.16%**
EXPENDITURES					
Administration					
Misc-Assessmnt Collection Cost	6,551	6,551	6,300	251	96.17%
Total Administration	6,551	6,551	6,300	251	96.17%
Debt Service					
Principal Debt Retirement A-1	85,000	85,000	85,000	-	100.00%
Principal Debt Retirement A-2	15,000	15,000	15,000	-	100.00%
Principal Debt Retirement A-3	55,000	55,000	55,000	-	100.00%
Interest Expense Series A-1	68,742	68,742	68,742	-	100.00%
Interest Expense Series A-2	15,006	15,006	15,006	-	100.00%
Interest Expense Series A-3	55,358	55,358	55,358	-	100.00%
Total Debt Service	294,106	294,106	294,106	-	100.00%
TOTAL EXPENDITURES	**300,657**	**300,657**	**300,406**	**251**	**99.92%**
Excess (deficiency) of revenues Over (under) expenditures	13,802	13,802	17,707	3,905	n/a
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	13,802	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	**13,802**	**-**	**-**	**-**	**0.00%**
Net change in fund balance	$ 13,802	$ 13,802	$ 17,707	$ 3,905	n/a
FUND BALANCE, BEGINNING (OCT 1, 2018)	**256,044**	**256,044**	**256,044**		
FUND BALANCE, ENDING	**$ 269,846**	**$ 269,846**	**$ 273,751**		

South Fork
Community Development District

Supporting Schedules

June 30, 2019

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report - General Fund
For the Period Ending June 30, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	TOTAL Actual Thru 6/30/2019	TOTAL FY2019 Total
Revenues											
Interest - Investments	$ 243	$ 267	$ 192	$ 209	$ 282	$ 881	$ 392	$ 264	$ 256	$ 2,988	$ 3,371
Interest - Tax Collector	-	-	-	117	-	-	15	-	-	133	133
Special Assmnts- Tax Collector	-	21,430	263,115	4,949	2,908	1,748	6,738	598	4,064	305,550	305,550
Special Assmnts- Discounts	-	(845)	(10,525)	(144)	(58)	(13)	-	-	122	(11,463)	(11,463)
Total Revenues	**243**	**20,852**	**252,782**	**5,131**	**3,132**	**2,616**	**7,145**	**862**	**4,442**	**297,208**	**297,591**
Expenditures											
Administrative											
P/R-Board of Supervisors	-	3,875	2,153	2,153	2,153	2,153	1,292	-	3,445	17,224	23,683
ProfServ-Engineering	-	690	-	705	-	2,610	6,390	6,450	8,055	24,900	25,900
ProfServ-Field Management	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	11,250	15,000
ProfServ-Legal Services	1,119	140	-	447	298	-	443	83	83	2,612	5,362
ProfServ-Mgmt Consulting Serv	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	24,594	32,792
ProfServ-Trustee Fees	-	3,717	-	-	-	-	-	-	-	3,717	3,717
Auditing Services	-	-	-	-	-	2,225	-	-	-	2,225	2,225
Insurance - Risk Management	7,380	-	-	-	-	-	-	-	-	7,380	7,380
Legal Advertising	-	-	-	-	-	-	-	-	-	-	500
Misc-Bank Charges	-	-	-	-	1	-	-	-	-	1	39
Misc-Assessmnt Collection Cost	-	412	5,052	96	57	35	135	12	84	5,882	5,882
Misc-Web Hosting	83	168	83	83	83	83	144	83	87	899	1,149
Annual District Filing Fee	175	-	-	-	-	-	-	-	-	175	175
Total Administrative	12,740	12,985	11,271	7,467	6,575	11,089	12,387	10,611	15,737	100,859	123,804
Electric Utility Services											
Utility - General	435	426	537	582	1,449	495	500	9	2,540	6,974	9,464
Electricity - Streetlighting	982	982	982	(53)	970	970	502	884	1,978	8,198	11,138
Total Electric Utility Services	1,417	1,408	1,519	529	2,419	1,465	1,002	893	4,518	15,172	20,602
Flood Control/Stormwater Mgmt											
Contracts-Aquatic Control	955	955	955	955	955	955	955	955	955	8,595	11,391
R&M-Lake	-	-	-	-	-	-	-	-	-	-	2,000
Total Flood Control/Stormwater Mgmt	955	955	955	955	955	955	955	955	955	8,595	13,391

Statement of Revenues, Expenditures and Changes in Fund Balances
Trend Report - General Fund
For the Period Ending June 30, 2019

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	TOTAL Actual Thru 6/30/2019	TOTAL FY2019 Total
Other Physical Environment											
Contracts-Landscape	6,150	6,150	6,150	6,150	6,150	6,150	6,150	6,150	6,150	55,350	72,900
Contracts-Mulch	-	-	-	-	-	-	-	-	-	-	2,500
Insurance - Property	-	-	-	-	-	-	-	-	-	-	-
R&M-Renewal and Replacement	8,650	5,265	-	-	2,750	-	13,500	-	-	30,165	34,065
R&M-Irrigation	-	44	-	-	-	-	-	-	-	44	1,044
R&M-Walls and Signage	-	20	-	-	-	-	-	-	-	20	270
R&M-Shared Landsc Maint Fr Ent	-	-	-	-	-	-	-	-	-	-	600
Reserve - Irrigation/Landscape	-	-	-	-	-	-	-	-	-	-	7,600
Reserve - Ponds	-	-	-	-	-	76,563	-	-	141,633	218,197	225,197
Reserve-Signs/Monuments/Fences	-	-	-	-	3,099	-	3,099	-	-	6,198	9,198
Total Other Physical Environment	14,800	11,479	6,150	6,150	11,999	82,713	22,749	6,150	147,783	309,974	353,374
Field											
Contracts-Security Services	952	-	1,905	952	844	1,060	952	952	952	8,570	11,426
Misc-Contingency	1,051	84	84	84	84	84	84	84	84	1,721	3,991
Total Field	2,003	84	1,989	1,036	928	1,144	1,036	1,036	1,036	10,291	15,417
Total Expenditures	**31,915**	**26,911**	**21,884**	**16,137**	**22,876**	**97,366**	**38,129**	**19,645**	**170,029**	**444,891**	**526,588**
Excess (deficiency) of revenues Over (under) expenditures	(31,672)	(6,059)	230,898	(11,006)	(19,744)	(94,750)	(30,984)	(18,783)	(165,587)	(147,683)	(228,997)
Other Financing Sources (Uses)											
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	-	-	-	-	(81,314)
Total Financing Sources (Uses)	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**(81,314)**
Net change in fund balance	$ (31,672)	$ (6,059)	$ 230,898	$ (11,006)	$ (19,744)	$ (94,750)	$ (30,984)	$ (18,783)	$ (165,587)	$ (147,683)	$ (228,997)
Fund Balance, Beginning (Oct 1, 2018)										**463,311**	**463,311**
Fund Balance, Ending										**$ 315,628**	**$ 234,314**

SOUTH FORK
Community Development District

Payment Register by Fund
For the Period from 6/1/2019 to 6/30/2019
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	6566	06/06/19	AQUATIC SYSTEMS INC	0000445538	JUNE LAKE/WETLAND SVCS	Contracts-Aquatic Control	534067-53801	$955.00
001	6569	06/10/19	SOUTH COUNTY LANDCARE INC.	1508	JUNE LANDSCAPE MAINT	Contracts-Landscape	534050-53900	$6,150.00
001	6572	06/18/19	INFRAMARK, LLC	41936	JUNE MGMT FEES	GO DADDY	549915-51301	$3.53
001	6572	06/18/19	INFRAMARK, LLC	41936	JUNE MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	$2,732.67
001	6572	06/18/19	INFRAMARK, LLC	41936	JUNE MGMT FEES	ProfServ-Field Management	531016-53901	$1,250.00
001	6572	06/18/19	INFRAMARK, LLC	41936	JUNE MGMT FEES	Misc-Web Hosting	549915-51301	$83.33
001	6573	06/25/19	JOHNSON, MIRMIRAN, & THOMPSON, INC.	15-139292	ENGG SVCS THRU MAY 2019	ProfServ-Engineering	531013-51501	$4,140.00
001	6574	06/27/19	COMPLETE I.T.	3934	GOOGLE FOR BUSINESS	Misc-Contingency	549900-53901	$83.70
001	DD001351	06/11/19	TAMPA ELECTRIC - ACH	052119 ACH	BILL PRD 4/16-5/17/19	Utility - General	543001-53100	$516.48
001	DD001355	06/18/19	TAMPA ELECTRIC - ACH	052819 ACH	4/23-5/21/19 ELEC ACH	Utility - General	543001-53100	$978.31
001	6564	06/06/19	KELLY A. BARR	PAYROLL	June 06, 2019 Payroll Posting			$184.70
001	6565	06/06/19	RICHARD P. WALDRON	PAYROLL	June 06, 2019 Payroll Posting			$184.70
001	DD001352	06/06/19	CHRISTOPHER G. HEDGES	PAYROLL	June 06, 2019 Payroll Posting			$184.70
001	DD001353	06/06/19	LINDA M. CASTAGNO	PAYROLL	June 06, 2019 Payroll Posting			$183.45
001	6567	06/10/19	KELLY A. BARR	PAYROLL	June 10, 2019 Payroll Posting			$184.70
001	6568	06/10/19	RICHARD P. WALDRON	PAYROLL	June 10, 2019 Payroll Posting			$184.70
001	DD001356	06/10/19	CHRISTOPHER G. HEDGES	PAYROLL	June 10, 2019 Payroll Posting			$184.70
001	DD001357	06/10/19	LINDA M. CASTAGNO	PAYROLL	June 10, 2019 Payroll Posting			$183.45
001	6570	06/14/19	KELLY A. BARR	PAYROLL	June 14, 2019 Payroll Posting			$369.40
001	6571	06/14/19	RICHARD P. WALDRON	PAYROLL	June 14, 2019 Payroll Posting			$369.40
001	DD001358	06/14/19	CHRISTOPHER G. HEDGES	PAYROLL	June 14, 2019 Payroll Posting			$369.40
001	DD001359	06/14/19	LINDA M. CASTAGNO	PAYROLL	June 14, 2019 Payroll Posting			$348.15
							Fund Total	**$19,824.47**

Total Checks Paid	**$19,824.47**

4C.

PROPOSED MEETING SCHEDULE FY 2020

NOTICE OF MEETINGS
SOUTH FORK
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the South Fork Community Development District will hold their meetings for Fiscal Year 2020 on the second Tuesday of every month at 6:30 p.m. at the **South Fork HOA Pool Building, 10952 Ambleside Drive, Riverview, Florida**, immediately followed by a Workshop at 7:15 p.m., on the following dates:

October 8, 2019
November 12, 2019
December 10, 2019
January 14, 2020
February 11, 2020
March 10, 2020
April 14, 2020
May 12. 2020
June 9, 2020
July 14, 2020
August 11, 2020
September 8, 2020

Meetings may be continued to a date and time certain which will be announced at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (954) 603-0033 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Mark Vega
Manager

Fifth Order of Business

5Ci.

Proposal For
South Fork CDD

(URL: www.southforkcdd.org) Website Type: Medium

Website Accessibility for People with Disabilities as per Nondiscrimination requirements of Title II of the American Disabilities Act (ADA) & WCAG

Date	Version#	Comments	Author
August 13, 2018	1.0	Updated "The Law, ADA and WCAG" section details	VB Joshi, Kristen T
January 10th, 2019	2.0	Updated conversion and support costs based on discussed scope	VB Joshi
February 25, 2019	2.2	Updated fee-simple pricing and human audit seal	VB Joshi
March 21, 2019	2.3	Added quarterly audit as per insurance requirement	VB Joshi
March 28, 2019	2.4	Updated Annual Maintenance price for ADA support only	VB Joshi
May 7, 2019	2.5	Updated for CDD specific info after conversing with CDD Manager	VB Joshi
May 20, 2019	2.6	Added Human Audit Details	VB Joshi
June 9, 2019	2.7	Added Hosting and Backup to Maintenance	VB Joshi
July 7, 2019	2.8	Updated with additional maintenance tasks – content upload	VB Joshi

Your website gets 2 Compliance Seals

VGlobalTech's Technical Compliance Seal & Human Audit Compliance Seal*

(* Human Audit Contract required)

VGlobalTech is the ADA, WCAG Compliance Expert, with over 100 ADA & WCAG compliant websites created (….and counting) to-date! We have partnered with a non-profit agency to conduct Human Audit and Certification Seal.

Visit https://vglobaltech.com/website-compliance/ for details.

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1.0 The Law

Source: http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0189/Sections/0189.069.html

189.069 Special districts; required reporting of information; web-based public access. —

(1) Beginning on October 1, 2015, or by the end of the first full fiscal year after its creation, each special district shall maintain an official website containing the information required by this section. Each special district shall submit its official website address to the department.

(a) Each independent special district shall maintain a separate website.

(b) Each dependent special district shall be prominently displayed on the home page of the website of the local general-purpose government upon which it is dependent with a hyperlink to such webpages as are necessary to provide the information required by this section. A dependent special district may maintain a separate website providing the information required by this section.

(2)(a) A special district shall post the following information, at a minimum, on the district's official website:

1. The full legal name of the special district.

2. The public purpose of the special district.

3. The name, official address, official e-mail address, and, if applicable, term and appointing authority for each member of the governing body of the special district.

4. The fiscal year of the special district.

5. The full text of the special district's charter, the date of establishment, the establishing entity, and the statute or statutes under which the special district operates, if different from the statute or statutes under which the special district was established. Community development districts may reference chapter 190 as the uniform charter but must include information relating to any grant of special powers.

6. The mailing address, e-mail address, telephone number, and website uniform resource locator of the special district.

7. A description of the boundaries or service area of, and the services provided by, the special district.

8. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy

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of the tax, fee, assessment, or charge. For purposes of this subparagraph, charges do not include patient charges by a hospital or other health care provider.

9. The primary contact information for the special district for purposes of communication from the department.

10. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.

11. The budget of the special district and any amendments thereto in accordance with s.189.016.

12. The final, complete audit report for the most recent completed fiscal year and audit reports required by law or authorized by the governing body of the special district.

13. A listing of its regularly scheduled public meetings as required by s. 189.015(1).

14. The public facilities report, if applicable.

15. The link to the Department of Financial Services' website as set forth in s. 218.32(1)(g).

16. At least 7 days before each meeting or workshop, the agenda of the event, along with any meeting materials available in an electronic format, excluding confidential and exempt information. The information must remain on the website for at least 1 year after the event.

(b) The department's website list of special districts in the state required under s. 189.061shall include a link for each special district that provides web-based access to the public for all information and documentation required for submission to the department pursuant to subsection

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2.0 ADA & WCAG Compliance – Introduction

Every individual must have equal access to information whether it is in person service or online. This is a general agreement and understanding of access.

The Internet has dramatically changed the way state and local governments do business. Today, government agencies routinely make much more information about their programs, activities, and services available to the public by posting it on their websites. As a result, many people can easily access this information seven day a week, 24 hours a day.

Many government services and activities are also provided on websites because the public is able to participate in them at any time of day and without the assistance of government personnel. Many government websites offer a low cost, quick, and convenient way of filing tax returns, paying bills, renewing licenses, signing up for programs, applying for permits or funding, submitting job applications, and performing a wide variety of other activities.

The Americans with Disabilities Act (ADA) and, if the government entities receive federal funding, the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities unless doing so would fundamentally alter the nature of their programs, services, or activities or would impose an undue burden. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities, using the simple steps described in this document. An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

The World Wide Web Consortium (W3C) sets the main international standards for the World Wide Web and its accessibility. W3C created the Web Content Accessibility Guidelines (WCAG 2.0 and 2.1) which are similar to Section 508, but on an international level. WCAG 2.0 and 2.1 requires specific techniques for compliance and is more current than Section 508.

Many countries and international organizations require compliance with WCAG 2.0 and 2.1. The guidelines are categorized into three levels of compliance: A (must support), AA (should support), and AAA (may support). Representatives from the accessibility community around the world participate in the evolution of these guidelines.

Source: https://www.w3.org/WAI/standards-guidelines/wcag/

Visit http://vglobaltech.com/website-compliance/ for more details, do a website compliance check on your website and to download a PDF proposal.

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2.1 Common Problems and Solutions in Website Accessibility?

2.1.1 Problem: Images Without Text Equivalents

Solution: Add a Text Equivalent to Every Image

Adding a line of simple HTML code to provide text for each image and graphic will enable a user with a vision disability to understand what it is. Add a type of HTML tag, such as an “alt” tag for brief amounts of text or a “longdesc” tag for large amounts, to each image and graphic on your agency’s website.

The words in the tag should be more than a description. They should provide a text equivalent of the image. In other words, the tag should include the same meaningful information that other users obtain by looking at the image. In the example of the mayor’s picture, adding an “alt” tag with the words “Photograph of Mayor Jane Smith” provides a meaningful description.

In some circumstances, longer and more detailed text will be necessary to convey the same meaningful information that other visitors to the website can see. For example, a map showing the locations of neighborhood branches of a city library needs a tag with much more information in text format. In that instance, where the map conveys the locations of several facilities, add a “longdesc” tag that includes a text equivalent description of each location shown on the map – e.g., “City Center Library, 433 N. Main Street, located on North Main Street between 4th Avenue and 5th Avenue.”

2.1.2 Problem: Documents Are Not Posted In an Accessible Format

Solution: Post Documents in a Text-Based Format

Always provide documents in an alternative text-based format, such as HTML or RTF (Rich Text Format), in addition to PDF. Text-based formats are the most compatible with assistive technologies.

2.1.3 Problem: Specifying Colors and Font Sizes

Solution: Avoid Dictating Colors and Font Settings

Websites should be designed so they can be viewed with the color and font sizes set in users’ web browsers and operating systems. Users with low vision must be able to specify the text and background colors as well as the font sizes needed to see webpage content.

2.1.4 Problem: Videos and Other Multimedia Lack Accessible Features

Solution: Include Audio Descriptions and Captions

Videos need to incorporate features that make them accessible to everyone. Provide audio descriptions of images (including changes in setting, gestures, and other details) to make videos accessible to people who are blind or have low vision. Provide text captions synchronized with the video images to make videos and audio tracks accessible to people who are deaf or hard of hearing.

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2.1.5 Web Content Accessibility Guidelines (WCAG)

Understanding the Four Principles of Accessibility

The guidelines and Success Criteria are organized around the following four principles, which lay the foundation necessary for anyone to access and use Web content. Anyone who wants to use the Web must have content that is:

1. **Perceivable** - Information and user interface components must be presentable to users in ways they can perceive.
    - This means that users must be able to perceive the information being presented (it can't be invisible to all of their senses)
2. **Operable** - User interface components and navigation must be operable.
    - This means that users must be able to operate the interface (the interface cannot require interaction that a user cannot perform)
3. **Understandable** - Information and the operation of user interface must be understandable.
    - This means that users must be able to understand the information as well as the operation of the user interface (the content or operation cannot be beyond their understanding)
4. **Robust** - Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies.
    - This means that users must be able to access the content as technologies advance (as technologies and user agents evolve, the content should remain accessible)

If any of these are not true, users with disabilities will not be able to use the Web.

Under each of the principles are guidelines and Success Criteria that help to address these principles for people with disabilities. There are many general usability guidelines that make content more **usable by all people**, including those with disabilities. However, in WCAG 2.1, we only include those guidelines that address problems particular to people with disabilities. This includes issues that block access or interfere with access to the Web more severely for people with disabilities.

See reference section at the end of this document for more information and websites for ADA, Usability and other important compliance issues and solutions.

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VGlobalTech development and business management team shall study these compliance guidelines and with our technical capabilities apply these to make your website accessible, compatible and fully functional for all people, including those with disabilities.

Visit https://vglobaltech.com/website-compliance/ **for details of our compliance process and expertise in this area.**

Please see References section for several resources on compliance.

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3.0 Pricing

Website Complexity: Medium Level Websites

VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:

3.1 Existing Website Remediation / New Website Build:

	Task
1.	Remediate existing website / Build new website from start as per Florida Statute Chapter 189 requirements. Ensure ADA & WCAG compliance requirements. Customer shall provide all documents and content required. ALL webpages on the website. Create accessibility document, code review, html updates, plugins / security updates required for ADA and WCAG compliance
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc.). Braille Readers, Other assistance technology compatibility
3.	**ADA** Standards application (as per Section 1 above). ADA.gov, **Web Content Accessibility Guidelines (WCAG)**
4.	PDF Documents conversion (to Text, HTML etc.) as needed for ADA Compliance / Reader Compliance (up to 2 years of documents shall be converted)
5.	Create a webpage showing websites ADA Compliance efforts
6.	Create customized footer with **VGlobalTech's ADA Compliance Seal** (valid for 1 year only)
7.	**Web Design Total: $3250/- (one time)**

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3.2 ADA Compliance Monthly Maintenance and Hosting

Maintenance contract starts after initial conversion is completed (It is critical to maintain compliance as websites get updated):

The Annual Maintenance DOES NOT include the quarterly audits proposed in the next section.
Maintenance contract is required for VGlobalTech's proprietary document conversion software (PDF to RTF) to be used that allows faster, accurate and batch processing for document conversion.

	Task
1.	Full content upload support to regularly keep site updated (includes all documents, audit reports, agendas, meeting minutes, events etc). Ensure content is in ADA and WCAG compliance for the entire site. Section 508 stipulations (applicable to CDD) and FIA /eGIS insurance requirements are met. These points are very critical to maintain a fully compliant website at all times. ***Update turnaround time – less than 24 hrs from customer sending the content and documents to be updated to VGT team.***
2.	PDF Documents conversion (to Text, HTML etc) as needed (***new documents during the maintenance year only***) for ADA Compliance / Reader Compliance. VGlobalTech's **proprietary batch conversion software** shall be used by our team for faster batch-conversion processing as long as the contract is valid (big time saver that creates compliant documents that can be uploaded to the website). **There is no limit on how many documents or pages per documents can be converted per month using VGlobalTech's software**. If Auto conversion fails, VGlobalTech team shall perform manual OCR and conversion within 24 hrs.
3.	Update footer with VGlobalTech's ADA Compliance Seal (extended for current year)
4.	Website hosting and backups – Premium hosting, unlimited file space, bandwidth, fast website response, regular automated backups, SSL certificates for secure site access (https protocol), 99.9% website uptime:
	Total Monthly Maintenance with full content upload, document conversion and Hosting: **$150 / month** *support beyond 8 hrs. / month / CDD shall be billed at $55 / hr. separately (VGlobalTech team shall be responsible to track and report hours exceeded, if any) ***Monthly maintenance must be paid before the 10th of every month

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3.3 Quarterly Technical and Human Audit

This audit is as per the Florida Insurance Alliance guidelines. Please check with your insurance agency for specific requirements. **Read more here: https://vglobaltech.com/wp-content/uploads/2019/03/FIA_ADA_Guidelines-2019-2020.pdf**

VGlobalTech has partnered with a local agency for the visually impaired – LightHouse Works. LightHouse has developed a unique program for digital accessibility that is run by visually impaired personnel that are highly skilled in human auditing of websites and software as per the section 508 stipulations. Read more about our partnership here: **https://vglobaltech.com/website-compliance/**

Together we are now able to provide not one but two compliance seals for all our customers:

1. **Digital Asset Technical Compliance Seal:**

VGlobalTech in-house technical team shall remediate / test the website / software for ADA, WCAG compliance. VGlobalTech's technical design & development team is fully aware of the Americans with Disability Act (**ADA**), Web Content Accessibility Guidelines (**WCAG**), **Section 508** of the Rehabilitation Act of 1973 and overall the design principles of a professional, accessible, functional and responsive web design. The entire team has taken dedicated time and efforts to learn these design principles first hand. Our purpose is clear **– Universal, Creative Web design that works for everyone, everywhere and every time!**

2. **Human Audit Seal:**

LightHouse Works' visually impaired personnel shall actually test the website for compliance as per the section 508 and ADA requirements. The VGlobalTech technical team shall remediate any points discovered by LightHouse team and send the site for re-certification. Upon satisfactory completion LightHouse shall provide the Human Audit Seal that will be specific to the site and the VGlobalTech team shall put the seal on the site. This is an added layer of true Human Audit testing that provides full ADA compliance.

Cost for Audit: $300 / per audit

- Can be paid yearly for all 4 audits ($1200) or can be paid per audit every quarter $300
- Seals renewed every quarter
- Audits are conducted by VGlobalTech and LightHouse Agency together
- Full Audit reports shall be provided

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This proposal includes following points, stipulations terms and conditions:

*(1) conference call or in person meetings per month with client to review metrics, results and monthly recaps **unless otherwise noted*

* email and phone communication

*Anything out of the scope of work in the above proposal will be addressed and client will be immediately notified. After notification of additional work, a subsequent quote will be provided to cover that work.

*Client is responsible to adhering to timelines as far as information required to complete the task is concerned. If timelines are not adhered to and exceed 15 business days past the current marketing months, last day, all work will end. A new month with new allocated costs will be presented for future work to commence. No refunds and owed work will be due unless otherwise agreed upon. **An Invoice will be provided once signature approval of this project proposal. Payments will be made to VGLOBALTECH**

*Client is responsible for verifying quality of work, providing feedback, verifying that compliance has been met as required. VGlobalTech team shall not be responsible for any legal ramifications arising from work not done as per external agencies / organizations / associations needs if proper feedback is not provided by the customer. VGlobalTech's work will be in best faith but cannot guarantee all compliance / legal needs since we are not the final authority in the ADA or WCAG compliance area. VGlobalTech shall not be liable for any legal ramifications arising from compliance issues and cannot be held responsible for any legal or other lawsuits.

Refund Policy: The client may halt work and request for a refund within seven days of the date of signing this services agreement by mailing a signed letter to the main address listed on www.VGlobalTech.com website. If client requests a refund within seven days of the date of signing their agreement, they shall be liable to pay for all work completed and will be refunded the remaining balance of the initial payment if billable work has not exceeded a charge that would be greater than client's initial payment. If client requests a refund after the seven days from the date of the signing of the agreement client is liable to pay for all work completed plus an additional 25% of any remaining balance that may still be due. Once line item projects are complete no refunds will be issued. Confidentiality: All information between client and service provider inclusive of technical and business information relating to proprietary ideas, patentable ideas and/or trade secrets, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure and will be treated as such and with absolute confidentiality and will not be shared or used, which will be maintained at all times. The client is not allowed to disclose their price with any third parties. Doing so is in breach of this agreement. All information development will be shared and proprietary information and property between client and service providers.

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4.0 Proposal Acceptance:

The VGlobalTech proposed solution and terms have been accepted by the customer and the VGlobalTech can proceed with the project. All payments shall be made according to this agreement.

Select Proper Option Below, Sign and Date, Return to contact@vglobaltech.com:

☐ ***Option1: Website only***

Section 3.1: One time (website conversion and compliance cost):

☐ ***Option2: Website and Monthly Maintenance w/ Hosting***

Section 3.1: One time (website conversion and compliance cost)

+

Section 3.2 ADA Compliance Monthly Maintenance and Hosting

☐ ***Option3: Website and Quarterly Audits***

Section 3.1: One time (website conversion and compliance cost)

+

Section 3.3 Quarterly Technical and Human Audit Testing

☐ ***Option4: Website, Monthly Maintenance w/ Hosting and Quarterly Audits***

Section 3.1: One time (website conversion and compliance cost)

+

Section 3.2 ADA Compliance Monthly Maintenance and Hosting

+

Section 3.3 Quarterly Technical and Human Audit Testing

Signatures:

For Customer *Date*

VB Joshi

For VGlobalTech *Date*

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5.0 References:

ADA Best Practices Tool Kit for State and Local Governments:
https://www.ada.gov/pcatoolkit/chap5toolkit.htm

U.S. Department of Justice, Civil Rights Division, *Disability Rights Section*
https://www.ada.gov/websites2.htm

Web design Standards: https://www.w3schools.com/

Web Content Accessibility Guidelines (WCAG) https://www.w3.org/TR/WCAG21/

VGlobalTech Web Content Accessibility Implementation and Checkpoints:
http://vglobaltech.com/website-compliance/

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5Cii.

Ike's Power Washing
414 Early St
Storm Lake, IA 50588 US
(712) 299-2140

Estimate 1001

ADDRESS
SOUTH FORK CDD

DATE	TOTAL
06/21/2019	$8,250.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
09/23/2019	Clean Side Walks -North & South sides of Ambleside BLVD. from Trinity Leaf to Summerfield BLVD.	1	2,000.00	2,000.00
09/23/2019	Clean Curbing -Curbing along North & South side of Ambleside BLVD. from Trinity Leaf to Summerfield BLVD. -Median curbing along Trinity Leaf from Ambleside BLVD to Rockledge View Dr. -Median curbing along Ambleside BLVD from Trinity Leaf to Summerfield BLVD.	1	3,450.00	3,450.00
09/23/2019	Power Wash Vinyl Fence -East side of Trinity leaf from Ambleside to Rockledge View Drive.	1	250.00	250.00
09/23/2019	Power Wash 3-rail Fence -North and South side of Ambleside BLVD. from Trinity Leaf to Summerfield BLVD. -We will only clean the visible side when the fence is along the hedge. -We will clean both sides sides of the fence when the backside is open and visible.	1	2,550.00	2,550.00

South Fork CDD

We are an insured pressure washing business in Florida and Iowa.

TOTAL $8,250.00

THANK YOU.

Thanks,
Ike's Power Washing

Accepted By

Accepted Date

Nozzle Nose, Inc.
P.O. Box 52
Balm, FL 33503
nozzlenosecleaning@gmail.com
http://www.nozzlenose.com

EXTERIOR CLEANING SERVICE
Licensed & Insured / Residential & Commercial

ESTIMATE

ADDRESS
Southfork 2

ESTIMATE # 000204
DATE 05/09/2019

DATE	ACTIVITY	AMOUNT
05/09/2019	**Pressure Clean 3-Rail Fence** - North & South side of Ambleside BLVD. from Trinity Leaf to Summerfield BLVD. - We will clean both sides of fence where they are open and visible. Where the fence backs up to a hedge, we will only clean the visible side which faces the road.	2,700.00
05/09/2019	**Pressure Clean Vinyl Fence** - East side of Trinity leaf from Ambleside to Rockledge View Drive.	250.00
05/09/2019	**Pressure Clean Sidewalks** - Sidewalks along North & South sides of Ambleside BLVD. from Trinity Leaf to Summerfield BLVD.	2,100.00
05/09/2019	**Pressure Clean Curbing** - Curbing along North & South side of Ambleside BLVD. from Trinity Leaf to Summerfield BLVD. - Median curbing along Ambleside BLVD from Trinity Leaf to Summerfield BLVD. - Median curbing along Trinity Leaf from Ambleside BLVD to Rockledge View Dr.	3,600.00

Proposed start date: Monday, August 5, 2019.

TOTAL **$8,650.00**

Accepted By

Accepted Date