

South Fork Community Development District

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|--|---|
| <input type="checkbox"/> Kelly Barr, Chairperson | <input type="checkbox"/> Mark Vega, District Manager |
| <input type="checkbox"/> David Lowrie, Vice Chairperson | <input type="checkbox"/> John Vericker, District Counsel |
| <input type="checkbox"/> Jason Amato, Assistant Secretary | <input type="checkbox"/> Robert Dvorak, District Engineer |
| <input type="checkbox"/> Patrick Barr, Assistant Secretary | |
| <input type="checkbox"/> Nick Bozzuto, Assistant Secretary | |

Regular Meeting Agenda

Tuesday, February 14, 2023 – 6:45 p.m.

Workshop

Tuesday, February 14, 2023 – 7:15 p.m.

- 1. Roll Call**
- 2. Audience Comments**
- 3. Consent Agenda**
 - A. Approval of the Minutes of the January 10, 2023 MeetingP. 2
 - B. Acceptance of December 2022 Financial ReportP. 4
- 4. Staff Reports**
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - i. Discussion of the Waterway Inspection Report - January 2023.....P.11
 - ii. Presentation of Preliminary Tentative Budget for Fiscal Year 2024
- 5. Supervisors' Requests**
- 6. Adjournment**

Note: The next meeting is scheduled for Tuesday March 14, 2023 at 6:45 p.m.

District Office:

210 N. University Drive, Suite 702
Coral Springs, FL 33071
954-603-0033

Meeting Location:

South Fork HOA Pool Building
10952 Ambleside Drive
Riverview, Florida

**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 on Tuesday, January 10, 2023 at 7:09 p.m. at the South Fork HOA II pool house located at 10952 Ambleside Drive, Riverview, Florida.

Present and constituting a quorum were:

Kelly Barr	Chairperson
David Lowrie	Vice Chairperson
Jason Amato	Assistant Secretary
Patrick Barr	Assistant Secretary
Nick Bozzuto	Assistant Secretary

Also present were:

Mark Vega	District Manager
Robert Dvorak	District Engineer

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Audience Comments

No residents present. Discussion ensued with Solitude on maintenance required on agenda item 4Ci Waterway Inspection Report.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the December 13, 2022 Meeting**
- B. Acceptance of November 30, 2022 Financial Report**

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the Consent Agenda consisting of the Minutes of the December 13, 2022 Meeting was approved as presented and November 30, 2022 Financial Report was approved as presented. 5-0

FOURTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**

None.

B. Engineer

i. Approval of the Brletic Dvorak, Inc. Engineering Agreement

On MOTION by Ms. Barr seconded by Mr. Bozzuto with all in favor the Brletic Dvorak, Inc. Engineering Agreement was approved. 5-0.

C. District Manager

i. Acceptance of the Waterway Inspection Report - December 2022

This was previously discussed under audience comments.

Mr. Vega updated the Board on the replacement laptops and pressure washing of the community.

FIFTH ORDER OF BUSINESS

Supervisors' Requests

Ms. Barr requested FHP status at the next meeting since this is the second meeting they did not attended.

Mr. Bozzuto updated the Board about a damage to the column next to the Mulberry monument.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the meeting was adjourned at 7:36. 5-0.
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Mark Vega, Secretary

**South Fork
Community Development District**

*Financial Report
December 31, 2022*

Prepared by:



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**South Fork
Community Development District**

Financial Statements

(Unaudited)

December 31, 2022

Balance Sheet
December 31, 2022

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 476,215	\$ -	\$ 476,215
Due From Other Funds	-	280,252	280,252
Investments:			
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)	-	66,647	66,647
Revenue Fund (A-2)	-	56,983	56,983
Revenue Fund (A-3)	-	56,862	56,862
Deposits	4,941	-	4,941
TOTAL ASSETS	\$ 481,156	\$ 536,083	\$ 1,017,239
<u>LIABILITIES</u>			
Accounts Payable	\$ 11,317	\$ -	\$ 11,317
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	280,252	-	280,252
TOTAL LIABILITIES	301,569	-	301,569
<u>FUND BALANCES</u>			
Nonspendable:			
Deposits	4,941	-	4,941
Restricted for:			
Debt Service	-	536,083	536,083
Unassigned:	174,646	-	174,646
TOTAL FUND BALANCES	\$ 179,587	\$ 536,083	\$ 715,670
TOTAL LIABILITIES & FUND BALANCES	\$ 481,156	\$ 536,083	\$ 1,017,239

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2022

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	\$ 125	\$ 31	\$ -	\$ (31)	0.00%
Special Assmnts- Tax Collector	305,814	214,070	271,378	57,308	88.74%
Special Assmnts- Discounts	(12,233)	(8,563)	(10,868)	(2,305)	88.84%
Access Cards	-	-	25	25	0.00%
TOTAL REVENUES	293,706	205,538	260,535	54,997	88.71%
EXPENDITURES					
Administration					
P/R-Board of Supervisors	25,836	6,459	6,459	-	25.00%
ProfServ-Engineering	15,000	3,750	1,590	2,160	10.60%
ProfServ-Field Management	16,710	4,178	4,178	-	25.00%
ProfServ-Legal Services	7,500	1,875	593	1,282	7.91%
ProfServ-Mgmt Consulting	37,106	9,277	9,277	-	25.00%
ProfServ-Trustee Fees	3,717	3,717	4,041	(324)	108.72%
Auditing Services	2,300	-	-	-	0.00%
Website Compliance	1,553	1,553	1,553	-	100.00%
Insurance - Risk Management	7,764	7,764	7,058	706	90.91%
Legal Advertising	1,800	450	-	450	0.00%
Misc-Bank Charges	75	19	-	19	0.00%
Misc-Assessment Collection Cost	6,116	4,281	5,210	(929)	85.19%
Misc-Contingency	-	-	529	(529)	0.00%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	125,652	43,498	40,663	2,835	32.36%
Electric Utility Services					
Utility - General	9,960	2,490	2,811	(321)	28.22%
Electricity - Streetlights	11,760	2,940	6,160	(3,220)	52.38%
Total Electric Utility Services	21,720	5,430	8,971	(3,541)	41.30%
Flood Control/Stormwater Mgmt					
Contracts-Aquatic Control	12,158	3,040	3,131	(91)	25.75%
R&M-Lake	5,000	1,250	-	1,250	0.00%
Total Flood Control/Stormwater Mgmt	17,158	4,290	3,131	1,159	18.25%
Other Physical Environment					
Contracts-Landscape	89,091	22,273	21,612	661	24.26%
Contracts-Mulch	2,500	625	-	625	0.00%
Insurance - Property	806	806	-	806	0.00%
R&M-Renewal and Replacement	16,605	4,151	-	4,151	0.00%
R&M-Irrigation	2,000	500	-	500	0.00%
R&M-Walls and Signage	250	62	-	62	0.00%
Capital Outlay	-	-	8,199	(8,199)	0.00%
Reserve - Irrigation/Landscape	250	-	-	-	0.00%
Reserve-Signs/Monuments/Fences	250	-	-	-	0.00%
Total Other Physical Environment	111,752	28,417	29,811	(1,394)	26.68%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2022

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Field					
ProfServ-Wildlife Management Service	6,000	1,500	-	1,500	0.00%
Contracts-Security Services	11,424	2,856	1,905	951	16.68%
Misc-Contingency	-	-	1,267	(1,267)	0.00%
Total Field	<u>17,424</u>	<u>4,356</u>	<u>3,172</u>	<u>1,184</u>	<u>18.20%</u>
TOTAL EXPENDITURES	293,706	85,991	85,748	243	29.20%
Excess (deficiency) of revenues					
Over (under) expenditures	-	119,547	174,787	55,240	0.00%
Net change in fund balance	\$ -	\$ 119,547	\$ 174,787	\$ 55,240	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2022)	4,800	4,800	4,800		
FUND BALANCE, ENDING	\$ 4,800	\$ 124,347	\$ 179,587		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2022

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	\$ 150	\$ 38	\$ 1,864	\$ 1,826	1242.67%
Special Assmnts- Tax Collector	327,561	229,293	290,675	61,382	88.74%
Special Assmnts- Discounts	(13,102)	(9,171)	(11,641)	(2,470)	88.85%
TOTAL REVENUES	314,609	220,160	280,898	60,738	89.28%
EXPENDITURES					
Administration					
Misc-Assessment Collection Cost	6,551	4,586	5,581	(995)	85.19%
Total Administration	6,551	4,586	5,581	(995)	85.19%
Debt Service					
Principal Debt Retirement A-1	100,000	-	-	-	0.00%
Principal Debt Retirement A-2	20,000	-	-	-	0.00%
Principal Debt Retirement A-3	65,000	-	-	-	0.00%
Interest Expense Series A-1	54,142	27,294	27,293	1	50.41%
Interest Expense Series A-2	11,964	6,031	6,031	-	50.41%
Interest Expense Series A-3	45,625	23,000	23,000	-	50.41%
Total Debt Service	296,731	56,325	56,324	1	18.98%
TOTAL EXPENDITURES	303,282	60,911	61,905	(994)	20.41%
Excess (deficiency) of revenues Over (under) expenditures	11,327	159,249	218,993	59,744	1933.37%
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	11,327	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	11,327	-	-	-	0.00%
Net change in fund balance	\$ 11,327	\$ 159,249	\$ 218,993	\$ 59,744	1933.37%
FUND BALANCE, BEGINNING (OCT 1, 2022)	317,090	317,090	317,090		
FUND BALANCE, ENDING	\$ 328,417	\$ 476,339	\$ 536,083		

SOLITUDE

LAKE MANAGEMENT



South Fork CDD Waterway Inspection Report

Reason for Inspection: Scheduled-recurring

Inspection Date: 2023-01-20

Prepared for:

Mr. Mark Vega, District Manager
Inframark
210 North University Drive, Suite #702
Coral Springs, Florida 33071

Prepared by:

Mitchell Hartwig, Project Manager, Aquatic Biologist

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1

Comments:

Normal growth observed
Baby tears present in site and currently under more treatment.
Minor shoreline weeds seen.

Action Required:

Routine maintenance next visit

Target:

Submersed vegetation



January, 2022



January, 2022

2

Comments:

Treatment in progress
Minor grasses and algae observed in site. Some floating pieces of recently treated Baby Tears seen.

Action Required:

Routine maintenance next visit

Target:

Submersed vegetation



January, 2022



January, 2022

3

Comments:

Treatment in progress
Cattails show some more treatment and minor grasses around site. Submerged vegetation present that will be treated on next routine visit.

Action Required:

Routine maintenance next visit

Target:

Submersed vegetation



January, 2022



January, 2022

4

Comments:

Normal growth observed
Minor grass growth around the perimeter of the site.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



January, 2022



January, 2022

5

Comments:

Normal growth observed
Some spots of algae noted around the site and minor grasses dying off. Erosion observed around parts of the site.

Action Required:

Routine maintenance next visit

Target:

Surface algae



January, 2022



January, 2022

6

Comments:

Treatment in progress
Some floating mats of recently treated Baby Tears present, will continue treatment on routine visits.

Action Required:

Routine maintenance next visit

Target:

Submersed vegetation



January, 2022



January, 2022

Site: 7

Comments:

Normal growth observed
Site looks good.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



January, 2022



January, 2022

Site: 8, 9

Comments:

Treatment in progress
Site 8 shows recently treated vegetation and some algae. Site 9 has great native growth in the littoral zone, some spots of algae and shoreline grasses seen.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



January, 2022



January, 2022

Site: 10, 11

Comments:

Scheduled-recurring
Site 10 and 11 both show minor growth of submerged vegetation currently being treated. Site 11 also had observed algae that will be treated on next routine visit.

Action Required:

Routine maintenance next visit

Target:

Submersed vegetation



January, 2022



January, 2022

Site: 12, 13

Comments:

Site looks good

Both of these sites look in good condition. Site 13 has some minor erosion spots seen.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



January, 2022



January, 2022

Management Summary

The waterway inspection for South Fork CDD was completed on January 20th, for all sites.

Site 1: Baby tears present in site and currently under more treatment. Minor shoreline weeds seen.

Site 2: Minor grasses and algae observed in site. Some floating pieces of recently treated Baby Tears seen.

Site 3: Cattails show some more treatment and minor grasses around site. Submerged vegetation present that will be treated on next routine visit.

Site 4: Minor grass growth around the perimeter of the site.

Site 5: Some spots of algae noted around the site and minor grasses dying off. Erosion observed around parts of the site.

Site 6: Some floating mats of recently treated Baby Tears present, will continue treatment on routine visits.

Site 7: Site looks good.

Site 8/9: Site 8 shows recently treated vegetation and some algae. Site 9 has great native growth in the littoral zone, some spots of algae and shoreline grasses seen.

Site 10/11: Site 10 and 11 both shore minor growth of submerged vegetation currently being treated. Site 11 also had observed algae that will be treated on next routine visit.

Site 12/13: Both of these sites look in good condition. Site 13 has some minor erosion spots seen.

As discussed in the meeting we are currently treating the algae and submerged vegetation that is observed and will clean up the trash around the sites, especially in the Gulf Spike Rush around the perimeter of the sites that we are able to grab.

Wildlife Observed: Ibis, Ducks, Gallinule

Water Clarity: 1' - 3'

Thank you for choosing SOLitude Lake Management!

South Fork CDD Waterway Inspection Report

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2023-01-20

Site	Comments	Target	Action Required
1	Normal growth observed	Submersed vegetation	Routine maintenance next visit
2	Treatment in progress	Submersed vegetation	Routine maintenance next visit
3	Treatment in progress	Submersed vegetation	Routine maintenance next visit
4	Normal growth observed	Torpedograss	Routine maintenance next visit
5	Normal growth observed	Surface algae	Routine maintenance next visit
6	Treatment in progress	Submersed vegetation	Routine maintenance next visit
7	Normal growth observed	Torpedograss	Routine maintenance next visit
8, 9	Treatment in progress	Shoreline weeds	Routine maintenance next visit
10, 11	Scheduled-recurring	Submersed vegetation	Routine maintenance next visit
12, 13	Site looks good	Species non-specific	Routine maintenance next visit

