	South Fork Community Development District
	Kelly Barr David Lowrie Jason Amato Patrick Barr Nick Bozzuto Mark Vega, District Manager John Vericker, District Counsel Robert Dvorak, District Engineer
	Regular Meeting Agenda Tuesday, August 8, 2023 – 6:45 p.m.
	Workshop Tuesday, August 8, 2023 – 7:15 p.m.
1.	Roll Call
2.	Audience Comments
3.	 Public Hearing to Consider Adoption of the Fiscal Year 2024 Budget Public Hearing on Fiscal Year 2023/2024 Final Budget Consideration of Resolution 2023-05, Adopting Fiscal Year 2023/2024 Final Budget
4.	Consent Agenda A. Approval of the Minutes of the July 11, 2023 Meeting
5.	Staff Reports A. Attorney B. Engineer C. District Manager i. Acceptance of the Waterway Inspection Report - July 2023
6.	Supervisors' Requests
7.	Adjournment

Note: The next meeting is scheduled for Tuesday September 12, 2023 at 6:45 p.m.

Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2024

Modified Approved Tentative Budget: (Printed on 7/17/2023)

Prepared by:



Table of Contents

<u>-</u>	Page #
OPERATING BUDGET	
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balances	1-2
Exhibit A - Allocation of Fund Balances	3
Budget Narrative	4-7
DEBT SERVICE BUDGETS	
Series 2015 A1/A2/A3	
Summary of Revenues, Expenditures and Changes in Fund Balances	8
Amortization Schedule A1	9
Amortization Schedule A2	10
Amortization Schedule A3	11
Budget Narrative	12
SUPPORTING BUDGET SCHEDULES	
Comparison of Assessment Rates	13

South Fork

Community Development District

Operating Budget
Fiscal Year 2024

Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2024 Modified Tentative Budget

			ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL	
	ACTUAL ACTUAL		BUDGET	THRU	JUL -	PROJECTED	BUDGET	
ACCOUNT DESCRIPTION	FY 2021	FY 2022	FY 2023	JUN 2023	SEP-2023	FY 2023	FY 2024	
REVENUES								
Interest - Investments	\$ -	\$ -	\$ 125	\$ -	\$ 125	\$ 125	\$ -	
Interest - Tax Collector	20	_	_	573	-	573	_	
Special Assmnts- Tax Collector	305,815	305,282	305,814	305,814	_	305,814	504,442	
Special Assmnts- Other	-	1,064	-	_	_	_	-	
Special Assmnts- Delinquent	710	-	_	_	_	_	_	
Special Assmnts- Discounts	(11,527)	(11,698)	(12,233)	(11,697)	_	(11,697)	(20,178)	
Other Miscellaneous Revenues	45	596	-	6,467	_	6,467	-	
Access Cards	-		_	25	_	25	_	
TOTAL REVENUES	295,063	295,244	293,706	301,182	125	301,307	484,264	
IOTAL REVENUES	295,063	295,244	293,706	301,102	125	301,307	404,204	
EXPENDITURES								
Administrative								
P/R-Board of Supervisors	24,544	17,870	25,836	18,946	6,315	25,261	25,836	
ProfServ-Engineering	21,650	19,110	15,000	6,230	-	6,230	10,000	
ProfServ-Field Management	15,750	16,223	16,710	12,533	4,177	16,710	17,211	
ProfServ-Legal Services	7,697	6,287	7,500	1,288	991	2,279	5,000	
ProfServ-Mgmt Consulting	34,976	36,025	37,106	27,830	9,276	37,106	37,106	
ProfServ-Trustee Fees	3,717	3,717	3,717	4,386	-	4,386	3,750	
Auditing Services	2,300	2,300	2,300	3,000	-	3,000	3,000	
Website Compliance	1,553	1,553	1,553	1,553	-	1,553	1,553	
Insurance - Risk Management	7,835	7,058	7,764	7,058	-	7,058	7,764	
Legal Advertising	4,202	7,031	1,800	-	1,800	1,800	1,800	
Misc-Bank Charges	-	-	75	-	-	-	-	
Misc-Assessment Collection Cost	3,480	5,893	6,116	5,885	231	6,116	10,089	
Misc-Contingency	-	-	-	3,510	3,074	6,584	-	
Annual District Filing Fee	175	175	175	175	-	175	175	
Total Administrative	127,879	123,242	125,652	92,394	25,864	118,258	123,284	
Electric Utility Services								
Utility - General	10,491	10,759	9,960	11,373	3,791	15,164	9,800	
Electricity - Streetlights	19,447	23,956	11,760	20,014	6,671	26,685	14,500	
Total Electric Utility Services	29,938	34,715	21,720	31,387	10,462	41,849	24,300	
Flood Control/Stormwater Mgmt								
Contracts-Aquatic Control	11,804	12,158	12,158	9,392	3,131	12,523	16,000	
R&M-Lake	-	-	5,000	-	-	-	50,000	
Total Flood Control/Stormwater Mgmt	11,804	12,158	17,158	9,392	3,131	12,523	66,000	
Other Physical Environment								
Contracts-Landscape	81,162	88,944	89,091	66,462	22,230	88,692	95,000	
Contracts-Mulch	_	_	2,500	_	-	_	2,500	
Insurance - Property	_	_	806	_	-	-	806	
R&M-Renewal and Replacement	20,950	23,795	16,605	2,800	-	2,800	15,000	
R&M-Irrigation	4,799	129	2,000	_	-	_	2,000	
R&M-Walls and Signage	_	42	250	5,880	-	5,880	250	
Capital Outlay	-	-	-	8,199	_	8,199		
Reserve - Irrigation/Landscape	-	_	250	-	_	-	_	
Reserve - Ponds	600	59,200	-	-	_	-	_	
Reserve-Signs/Monuments/Fences	41,990	3,936	250	<u>-</u>	_	-	_	
Total Other Physical Environment	149,501	176,046	111,752	83,341	22,230	105,571	115,556	

Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2022	ADOPTED BUDGET FY 2023	ACTUAL THRU JUN 2023	JUL - SEP-2023	TOTAL PROJECTED FY 2023	ANNUAL BUDGET FY 2024
Field							
ProfServ-Wildlife Management Service	-	-	6,000	2,450	-	2,450	9,000
Contracts-Security Services	10,475	11,427	11,424	7,619	3,805	11,424	11,424
Misc-Contingency	8,150	11,101	-	-	-	-	14,700
Total Field	18,625	22,528	17,424	10,069	3,805	13,874	35,124
TOTAL EXPENDITURES	337,747	368,689	293,706	226,583	65,492	292,075	364,264
Excess (deficiency) of revenues							
Over (under) expenditures	(42,684)	(73,445)		74,599	(65,367)	9,232	120,000
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	-	-	-	-	120,000
TOTAL OTHER SOURCES (USES)	-	-	-	-	-	-	120,000
Net change in fund balance	(42,684)	(73,445)		74,599	(65,367)	9,232	120,000
FUND BALANCE, BEGINNING	118,618	75,935	4,800	4,800	-	4,800	14,032
FUND BALANCE, ENDING	\$ 75,934	\$ 2,490	\$ 4,800	\$ 79,399	\$ (65,367)	\$ 14,032	\$ 134,032

38,158

\$

SOUTH FORK

Exhibit "A"

Allocation of Fund Balances

AVAILABLE FUNDS

	<u> </u>	<u>imount</u>
Beginning Fund Balance - Fiscal Year 2024	\$	14,032
Net Change in Fund Balance - Fiscal Year 2024		120,000
Reserves - Fiscal Year 2024 Additions		-
Total Funds Available (Estimated) - 9/30/2024		134,032
ALLOCATION OF AVAILABLE FUNDS Nonspendable Fund Balance		
Denocite		
Deposits		4,808
Assigned Fund Balance		,
'		4,808 91,066 ⁽¹⁾

Notes

(1) Represents approximately 3 months of operating expenditures

Total Unassigned (undesignated) Cash

Fiscal Year 2024

REVENUES

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.

Other Miscellaneous Revenues

The District may earn unexpected revenues from residents from pool access key replacement or insurance reimbursement from incidents that may arise.

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.

Fiscal Year 2024

Administrative (continued)

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.

Website Compliance

This is to comply with State Statutes for posting information on the internet.

Postage and Freight

This is for actual postage used for District mailings including vendor checks and other correspondence.

Insurance-Risk Management

The District's General Liability & Public Officials Liability Insurance policy is with Egis Insurance & Risk Advisors. 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-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.

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.

Fiscal Year 2024

Utility Services

SOUTH FORK

Utility-General

The district anticipates the following utility costs from TECO:

Account Number	Description	Amount
211004223007	10798 ¹ / ₂ Ambleside Dr. WELL	\$ 3,500
211004223254	109252 Ambleside Dr. WELL	\$ 3,800
211004223510	13608 Trinity Leaf PI WELL	\$ 2,000
	Contingency	\$ 500
Total		\$ 9,800

Electricity-Streetlighting

The district anticipates the following utility costs from TECO:

Account Number	Description	Amount
211004224310	South Fork Ph 4 BL	\$ 8,500
211004224526	South Fork Ph 3	\$ 6,000
Total		\$14,500

Flood Control/Stormwater Mgmt

Contracts-Aquatic Control

The District currently has a contract with Solitude to provide monthly aquatic maintenance services at a charge of \$1,043.55/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 through the District.

Insurance-Property

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

Fiscal Year 2024

Other Physical Environment (continued)

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.

Field

ProfServ-Wildlife Management Service

District's monthly animal control.

Contracts-Security Services

The District reimburses the HOA monthly for a shared portion of security services.

Misc-Contingency

The District incurs miscellaneous expenses to be recorded in this line item category.

South Fork

Community Development District

Debt Service BudgetsFiscal Year 2024

Community Development District

Summary of Revenues, Expenditures and Changes in Fund Balances

Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2021	ACTI FY 2		E	DOPTED BUDGET FY 2023	ACTUAL THRU JUN-2023		RU JUL -		TOTAL PROJECTED FY 2023		ANNUAL BUDGET FY 2024	
ACCOUNT DESCRIPTION	F1 2021		.022		F 1 2023		UN-2023		-F-2U23		1 2023		1 2024
REVENUES													
Interest - Investments	\$ 18	\$	974	\$	150	\$	9,790	\$	2,448	\$	12,238	\$	3,500
Special Assmnts- Tax Collector	327,561	32	27,561		327,561		327,561		-		327,561		327,561
Special Assmnts- Delinquent	674		-		-		-		-		-		-
Special Assmnts- Discounts	(12,346)	(12,509)		(13,102)		(12,528)		-		(12,528)		(13,102)
TOTAL REVENUES	315,907	31	6,026		314,609		324,823		2,448		327,271		317,959
EXPENDITURES													
Administrative													
Misc-Assessment Collection Cost	3,727		6,301		6,551		6,304		247		6,551		6,551
Total Administrative	3,727		6,301		6,551		6,304		247		6,551		6,551
Debt Service													
Principal Debt Retirement A-1	90,000	9	95,000		100,000		100,000		-		100,000		105,000
Principal Debt Retirement A-2	20,000	2	20,000		20,000		20,000		-		20,000		20,000
Principal Debt Retirement A-3	60,000	(65,000		65,000		65,000		-		65,000		70,000
Interest Expense Series A-1	61,644		57,994		54,142		54,142		-		54,142		50,223
Interest Expense Series A-2	13,586		12,775		11,964		11,964		-		11,964		11,183
Interest Expense Series A-3	50,694		48,261		45,625		45,625		-		45,625		43,107
Total Debt Service	295,924	29	99,030		296,731		296,731		-		296,731		299,513
TOTAL EXPENDITURES	299,651	30	5,331		303,282		303,035		247		303,282		306,065
Excess (deficiency) of revenues													
Over (under) expenditures	16,256		10,695		11,327		21,788		2,201		23,989		11,894
OTHER FINANCING SOURCES (USES)													
Contribution to (Use of) Fund Balance	-		_		11,327		-		_		_		11,894
TOTAL OTHER SOURCES (USES)	-		-		11,327		-		-		-		11,894
Net change in fund balance	16,256		10,695		11,327		21,788		2,201		23,989		11,894
FUND BALANCE, BEGINNING	287,669	30	03,925		317,090		317,090		-		317,090		341,079
FUND BALANCE, ENDING	\$ 303,925	\$ 31	4,620	\$	328,417	\$	338,878	\$	2,201	\$	341,079	\$	352,973

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
11/1/2023			\$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	\$1,235,000.00		\$292,461.11		\$1,502,212.22

Debt Amortization Schedule Series 2015 A2 Special Assessment Revenue Refunding Bonds

Regular Date Principal		Principal Prepayments	Interest Expense 4.00%	Outstanding Principal	Annual Debt Svc
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	\$275,000.00		\$71,831.67		\$341,209.44

Debt Amortization Schedule Series 2015 A3 Special Assessment Revenue Refunding Bonds

Date	Regular Principal	Principal Prepayments	Interest Expense	Outstanding Principal	Annual Debt Svc
			4.00%		
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	\$1,060,000.00		\$300,156.11		\$1,338,485.00

Fiscal Year 2024

REVENUES

Interest - Investments

The District earns interest on the monthly average balance for their debt service accounts.

Special Assessments-Tax Collector

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

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, 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

Miscellaneous-Assessment Collection Cost

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.

Principal Debt Retirement

See amortization schedule.

Interest Expense

See amortization schedule.

South Fork

Community Development District

Supporting Budget Schedules
Fiscal Year 2024

Comparison of Assessment Rates Fiscal Year 2024 vs. Fiscal Year 2023

Product & General Fund 001					Debt Service			Total Assessments per Unit			
Phase	FY 2024	FY 2023	% Change	FY 2024	FY 2023	% Change	FY 2024	FY 2023	% Change	Units	
SF 40' - Phase 4	\$620.37	\$376.10	64.9%	\$385.47	\$385.47	0.0%	\$1,005.84	\$761.57	32.1%	170	
SF 40' - Phase 4	\$620.37	\$376.10	64.9%	\$385.47	\$385.47	0.0%	\$1,005.84	\$761.57	32.1%	1	
SF 50' - Phase 3,4	\$775.47	\$470.12	65.0%	\$482.04	\$482.04	0.0%	\$1,257.51	\$952.16	32.1%	159	
SF 50' - Phase 5	\$775.47	\$470.12	65.0%	\$536.04	\$536.04	0.0%	\$1,311.51	\$1,006.16	30.3%	70	
SF 65' - Phase 3	\$1,008.11	\$611.16	64.9%	\$626.49	\$626.49	0.0%	\$1,634.60	\$1,237.65	32.1%	39	
SF 65' - Phase 6	\$1,008.11	\$611.16	64.9%	\$686.56	\$686.56	0.0%	\$1,694.67	\$1,297.72	30.6%	180	
										619	

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager submitted, prior to June 15th, to the Board of Supervisors ("Board") of the South Fork Community Development District ("District") a proposed budget for the next ensuing budget year ("Proposed Budget"), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

WHEREAS, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2)(b), Florida Statutes;

WHEREAS, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

WHEREAS, the Board is required to adopt a resolution approving 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 pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the Proposed Budget projects 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.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

- **a.** That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's records office, and hereby approves certain amendments thereto, as shown below.
- **b.** That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted 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 subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2022-2023 and/or revised projections for fiscal year 2023-2024.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's records office and identified as "The Budget for the South

Fork Community Development District for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024".

d. The final adopted budget shall be posted by the District Manager on the District's website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Se	ection 2. Appropriations. There is hereby appropriated out of the revenues of the District (the
	sources of the revenues will be provided for in a separate resolution), for the fiscal year
	beginning October 1, 2023, and ending September 30, 2024, the sum of
	\$, 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 \$

Total All Funds*	\$
Total Debt Service Funds	\$
Total Reserve Fund [if Applicable]	\$
Total General Fund	\$

^{*}Not inclusive of any collection costs or early payment discounts.

Section 3. Budget Amendments. Pursuant to Section 189.016(6), 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.** Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraph c. above are posted on the District's website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.

Section 4. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 8, 2023.

Attested By:	South Fork Community Development District
Print Name:	Print Name:
Secretary/Assistant Secretary	Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2023-2024 Adopted Budget

RESOLUTION 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND NON-AD VALOREM MAINTENANCE **SPECIAL** ASSESSMENTS; **PROVIDING** FOR COLLECTION **ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS:** CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES **AND PROCEDURAL IRREGULARITIES**; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the South Fork Community Development District ("District") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

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

WHEREAS, the Board of Supervisors of the District ("Board") hereby determines to undertake various activities described in the District's adopted budget for fiscal year 2023-2024 attached hereto as Exhibit A ("FY 2023-2024 Budget") and incorporated as a material part of this Resolution by this reference;

WHEREAS, the District must obtain sufficient funds to provide for the activities described in the FY 2023-2024 Budget;

WHEREAS, the provision of the activities described in the FY 2023-2024 Budget is a benefit to lands within the District;

WHEREAS, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

WHEREAS, such special assessments may be placed on the County tax roll and collected by the local Tax Collector ("**Uniform Method**") pursuant to Chapters 190 and 197, Florida Statutes;

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

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

WHEREAS, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel's portion of the FY 2023-2024 Budget ("O&M Assessments");

WHEREAS, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments ("**Debt Assessments**") in the amounts shown in the FY 2023-2024 Budget;

WHEREAS, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference ("Assessment Roll");

WHEREAS, it is in the best interests of the District to certify 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:

- **Section 1. Benefit from Activities and O&M Assessments.** The provision of the activities described in the FY 2023-2024 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2023-2024 Budget and in the Assessment Roll.
- **Section 2. O&M** Assessments Imposition. Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2023-2024 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
- Section 3. Collection and Enforcement of District Assessments. The collection of all Debt Assessments and all O&M Assessments for all lands within the District, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in the Assessment Roll. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.
- **Section 4.** Certification of Assessment Roll. The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.
- **Section 5. Assessment Roll Amendment**. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.
- **Section 6. Assessment Challenges.** The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of

special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

- Section 7. Procedural Irregularities. Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.
- **Section 8. 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 9. Effective Date**. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 8, 2023.

Attested By:	South Fork Community Development District
Print Name:	Print Name:
Secretary/Assistant Secretary	Chair /Vice Chair of the Board of Supervisors

Exhibit A: FY 2023-2024 Budget

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, July 11, 2023 at 7:01 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
Patrick Barr Assistant Secretary
Nick Bozzuto Assistant Secretary

Also present were:

Mark Vega District Manager

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

None.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the June 13, 2023 Meeting
- B. Acceptance of May 2023 Financial Report

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the Consent Agenda consisting of the Minutes of the June 13, 2023 Meeting was approved as presented and the May 2023 Financial Report was approved as presented. 4-0

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

None.

B. Engineer

None.

July 11, 2023

C. District Manager

i. Acceptance of the Waterway Inspection Report - June 2023
 Discussion ensued regarding the cattail removal on Ponds 3 and 8 in November 2022 was confirmed.

FIFTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Bozzuto questioned if the last two homes on Ambleside had the bushes trimmed.

Mr. Lowrie requested that the trash be removed in the littoral shelf on Pond 5.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the meeting was adjourned at 7:10 pm. 4-0.

Mark Vega, Secretary	

South Fork Community Development District

Financial Report

June 30, 2023

Prepared by:



Table of Contents

FINANCIAL STATEMEN	ITS
--------------------	-----

Balance Sheet - All Funds		Page 1
Statement of Revenues, Expenditures and Chan	ges in Fund Balance	
General Fund		Page 2 - 3
Debt Service Fund		Page 4

South Fork Community Development District

Financial Statements

(Unaudited)

June 30, 2023

Balance Sheet June 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUND		SERIES 2015 DEBT SERVICE FUND		TOTAL
<u>ASSETS</u>					
Cash - Checking Account	\$	113,654	\$ -	\$	113,654
Due From Other Funds		-	15,438		15,438
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)		-	96,287		96,287
Revenue Fund (A-2)		-	66,589		66,589
Revenue Fund (A-3)		-	85,225		85,225
Prepaid Trustee Fees		3,803	-		3,803
Deposits		4,808	-		4,808
TOTAL ASSETS	\$	122,265	\$ 338,878	\$	461,143
LIABILITIES Accounts Payable Other Current Liabilities Due To Other Funds	\$	17,428 10,000 15,438	\$ - - -	\$	17,428 10,000 15,438
TOTAL LIABILITIES		42,866	-		42,866
FUND BALANCES Nonspendable:					
Prepaid Trustee Fees		3,803	-		3,803
Deposits		4,808	-		4,808
Restricted for:					
Debt Service		-	338,878		338,878
Unassigned:		70,788	-		70,788
TOTAL FUND BALANCES	\$	79,399	\$ 338,878	\$	418,277
TOTAL LIABILITIES & FUND BALANCES	\$	122,265	\$ 338,878	\$	461,143

Statement of Revenues, Expenditures and Changes in Fund Balances For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION		ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET		Υ	EAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES								
Interest - Investments	\$	125	\$	94	\$	-	\$ (94)	0.00%
Interest - Tax Collector		_		_		573	573	0.00%
Special Assmnts- Tax Collector		305,814		305,814		305,814	_	100.00%
Special Assmnts- Discounts		(12,233)		(12,233)		(11,697)	536	95.62%
Other Miscellaneous Revenues		-		-		6,467	6,467	0.00%
Access Cards		-		-		25	25	0.00%
TOTAL REVENUES		293,706		293,675		301,182	7,507	102.55%
<u>EXPENDITURES</u>								
<u>Administration</u>								
P/R-Board of Supervisors		25,836		19,377		18,946	431	73.33%
ProfServ-Engineering		15,000		11,250		6,230	5,020	41.53%
ProfServ-Field Management		16,710		12,533		12,533	-	75.00%
ProfServ-Legal Services		7,500		5,625		1,288	4,337	17.17%
ProfServ-Mgmt Consulting		37,106		27,830		27,830	-	75.00%
ProfServ-Trustee Fees		3,717		3,717		4,386	(669)	118.00%
Auditing Services		2,300		2,300		3,000	(700)	130.43%
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		1,350		-	1,350	0.00%
Misc-Bank Charges		75		56		-	56	0.00%
Misc-Assessment Collection Cost		6,116		6,116		5,885	231	96.22%
Misc-Contingency		-		-		3,510	(3,510)	0.00%
Annual District Filing Fee		175		175		175		100.00%
Total Administration		125,652		99,646	_	92,394	7,252	73.53%
Electric Utility Services								
Utility - General		9,960		7,470		11,373	(3,903)	114.19%
Electricity - Streetlights		11,760		8,820		20,014	(11,194)	170.19%
Total Electric Utility Services		21,720		16,290	_	31,387	(15,097)	144.51%
Flood Control/Stormwater Mgmt								
Contracts-Aquatic Control		12,158		9,119		9,392	(273)	77.25%
R&M-Lake		5,000		3,750			3,750	0.00%
Total Flood Control/Stormwater Mgmt		17,158		12,869		9,392	3,477	54.74%
Other Physical Environment								
Contracts-Landscape		89,091		66,818		66,462	356	74.60%
Contracts-Mulch		2,500		1,875		-	1,875	0.00%
Insurance - Property		806		806		-	806	0.00%
R&M-Renewal and Replacement		16,605		12,454		2,800	9,654	16.86%
R&M-Irrigation		2,000		1,500		-	1,500	0.00%
R&M-Walls and Signage		250		187		5,880	(5,693)	2352.00%
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		83,640	_	83,341	299	74.58%

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2023

	ANNUAL ADOPTED	YEAR TO DATE	YEAR TO DATE	VADIANCE (¢)	YTD ACTUAL
ACCOUNT DESCRIPTION	BUDGET	BUDGET	ACTUAL	VARIANCE (\$) FAV(UNFAV)	AS A % OF ADOPTED BUD
<u>Field</u>					
ProfServ-Wildlife Management Service	6,000	4,500	2,450	2,050	40.83%
Contracts-Security Services	11,424	8,568	7,619	949	66.69%
Total Field	17,424	13,068	10,069	2,999	57.79%
TOTAL EXPENDITURES	293,706	225,513	226,583	(1,070)	77.15%
	,	-,	,	(1,010)	
Excess (deficiency) of revenues	,	-,-	,	(1,010)	
Excess (deficiency) of revenues Over (under) expenditures		68,162	74,599	6,437	0.00%
` ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' '	 \$,	,	, , ,	
Over (under) expenditures	<u> </u>	68,162	74,599	6,437	0.00%

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION		ANNUAL ADOPTED BUDGET		YEAR TO DATE BUDGET		YEAR TO DATE ACTUAL		RIANCE (\$) V(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES									
Interest - Investments	\$	150	\$	113	\$	9,790	\$	9,677	6526.67%
Special Assmnts- Tax Collector		327,561		327,561		327,561		-	100.00%
Special Assmnts- Discounts		(13,102)		(13,102)		(12,528)		574	95.62%
TOTAL REVENUES		314,609		314,572		324,823		10,251	103.25%
<u>EXPENDITURES</u>									
<u>Administration</u>									
Misc-Assessment Collection Cost		6,551		6,551		6,304		247	96.23%
Total Administration		6,551		6,551		6,304		247	96.23%
Debt Service									
Principal Debt Retirement A-1		100,000		100,000		100,000		-	100.00%
Principal Debt Retirement A-2		20,000		20,000		20,000		-	100.00%
Principal Debt Retirement A-3		65,000		65,000		65,000		-	100.00%
Interest Expense Series A-1		54,142		54,142		54,142		-	100.00%
Interest Expense Series A-2		11,964		11,964		11,964		-	100.00%
Interest Expense Series A-3		45,625		45,625		45,625			100.00%
Total Debt Service		296,731		296,731		296,731		-	100.00%
TOTAL EXPENDITURES		303,282		303,282		303,035		247	99.92%
Excess (deficiency) of revenues									
Over (under) expenditures		11,327		11,290		21,788		10,498	192.35%
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	\$	11,290	\$	21,788	\$	10,498	192.35%
FUND BALANCE, BEGINNING (OCT 1, 2022)		317,090		317,090		317,090			
FUND BALANCE, ENDING		328,417	\$	328,380	\$	338,878			

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 2024 on the second Tuesday of every month at 6:45 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 10, 2023 November 14, 2023 December 12, 2023 January 9, 2024 February 13, 2024 March 12, 2024 April 9, 2024 May 14, 2024 June 11, 2024 July 9, 2024 August 13, 2024 September 10, 2024

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

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (954) 603-0033 at least two calendar days prior to the meetings. 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 meetings 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 District Manager