

South Fork Community Development District

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

Workshop

Tuesday, November 14, 2023 – 5:30 p.m.

Regular Meeting Agenda

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

- 1. Roll Call**
- 2. Audience Comments**
- 3. Consent Agenda**
 - A. Approval of the Minutes of the October 10, 2023 MeetingP. 2
 - B. Acceptance of September 2023 Financial ReportP. 4
 - C. Acceptance of the Fiscal Year 23 Budget Amendment.....P.11
- 4. Staff Reports**
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - i. Acceptance of the Waterway Inspection Report - October 2023.....P. 14
- 5. Supervisors' Requests**
- 6. Adjournment**

Note: The next meeting is scheduled for Tuesday December 12, 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, October 10, 2023 at 6:57 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
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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

Resident complaint received that South County Landcare only uses their easement to mow the pond at 11010 Rockledge View Drive.

Resident complaint received that South County Landcare is not detailing the pond bank and Solitude is not spraying pond 9 behind 11137 Golden Silence.

THIRD ORDER OF BUSINESS

Consent Agenda

A. Approval of the Minutes of the September 12, 2023 Meeting

B. Acceptance of August 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 September 12, 2023 Meeting was approved as presented, the August 2023 Financial Report was approved as presented. 5-0

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

None.

B. Engineer

None.

C. District Manager

Mr. Vega updated the Board that Solitudes new rate of \$1,074.86 started October 1, 2023 and that the previous rate was \$1,043.55 per month.

i. Acceptance of the Waterway Inspection Report - September 2023

The Board had no comments regarding the aquatic report.

FIFTH ORDER OF BUSINESS

Supervisors' Requests

None.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Barr seconded by Mr. Bozzuto with all in favor the meeting was adjourned at 7:06 pm. 5-0

Mark Vega, Secretary

**South Fork
Community Development District**

Financial Report
September 30, 2023

Prepared by:



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**South Fork
Community Development District**

Financial Statements

(Unaudited)

September 30, 2023

Balance Sheet
September 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 34,653	\$ -	\$ 34,653
Due From Other Gov'tl Units	2,333	2,499	4,832
Due From Other Funds	-	7,816	7,816
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)	-	99,339	99,339
Revenue Fund (A-2)	-	68,926	68,926
Revenue Fund (A-3)	-	91,372	91,372
Prepaid Items	2,766	-	2,766
Deposits	2,562	-	2,562
TOTAL ASSETS	\$ 42,314	\$ 345,291	\$ 387,605
<u>LIABILITIES</u>			
Accounts Payable	\$ 17,815	\$ -	\$ 17,815
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	7,816	-	7,816
TOTAL LIABILITIES	35,631	-	35,631
<u>FUND BALANCES</u>			
Nonspendable:			
Prepaid Items	2,766	-	2,766
Deposits	2,562	-	2,562
Restricted for:			
Debt Service	-	345,291	345,291
Unassigned:	1,355	-	1,355
TOTAL FUND BALANCES	\$ 6,683	\$ 345,291	\$ 351,974
TOTAL LIABILITIES & FUND BALANCES	\$ 42,314	\$ 345,291	\$ 387,605

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

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	\$ 125	\$ -	\$ (125)	0.00%
Interest - Tax Collector	-	-	592	592	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	-	-	8,804	8,804	0.00%
Access Cards	-	-	150	150	0.00%
TOTAL REVENUES	293,706	293,706	303,663	9,957	103.39%

EXPENDITURES

Administration

P/R-Board of Supervisors	25,836	25,836	24,975	861	96.67%
ProfServ-Engineering	15,000	15,000	6,230	8,770	41.53%
ProfServ-Field Management	16,710	16,710	16,710	-	100.00%
ProfServ-Legal Services	7,500	7,500	2,627	4,873	35.03%
ProfServ-Mgmt Consulting	37,106	37,106	37,106	-	100.00%
ProfServ-Trustee Fees	3,717	3,717	5,423	(1,706)	145.90%
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	1,800	3,169	(1,369)	176.06%
Misc-Bank Charges	75	75	-	75	0.00%
Misc-Assessment Collection Cost	6,116	6,116	3,552	2,564	58.08%
Misc-Contingency	-	-	5,207	(5,207)	0.00%
Annual District Filing Fee	175	175	175	-	100.00%

Total Administration	125,652	125,652	116,785	8,867	92.94%
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Electric Utility Services

Utility - General	9,960	9,960	14,373	(4,413)	144.31%
Electricity - Streetlights	11,760	11,760	24,138	(12,378)	205.26%
Total Electric Utility Services	21,720	21,720	38,511	(16,791)	177.31%

Flood Control/Stormwater Mgmt

Contracts-Aquatic Control	12,158	12,158	12,523	(365)	103.00%
R&M-Lake	5,000	5,000	-	5,000	0.00%
Total Flood Control/Stormwater Mgmt	17,158	17,158	12,523	4,635	72.99%

Other Physical Environment

Contracts-Landscape	89,091	89,091	89,253	(162)	100.18%
Contracts-Mulch	2,500	2,500	-	2,500	0.00%
Insurance - Property	806	806	-	806	0.00%
R&M-Renewal and Replacement	16,605	16,605	2,800	13,805	16.86%
R&M-Irrigation	2,000	2,000	380	1,620	19.00%
R&M-Walls and Signage	250	250	5,880	(5,630)	2352.00%
Capital Outlay	-	-	21,428	(21,428)	0.00%
Reserve - Irrigation/Landscape	250	250	-	250	0.00%
Reserve-Signs/Monuments/Fences	250	250	2,246	(1,996)	898.40%
Total Other Physical Environment	111,752	111,752	121,987	(10,235)	109.16%

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

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	6,000	2,450	3,550	40.83%
Contracts-Security Services	11,424	11,424	9,524	1,900	83.37%
Total Field	<u>17,424</u>	<u>17,424</u>	<u>11,974</u>	<u>5,450</u>	<u>68.72%</u>
TOTAL EXPENDITURES	293,706	293,706	301,780	(8,074)	102.75%
Excess (deficiency) of revenues					
Over (under) expenditures	-	-	1,883	1,883	0.00%
Net change in fund balance	\$ -	\$ -	\$ 1,883	\$ 1,883	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2022)	4,800	4,800	4,800		
FUND BALANCE, ENDING	<u>\$ 4,800</u>	<u>\$ 4,800</u>	<u>\$ 6,683</u>		

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

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	\$ 150	\$ 13,704	\$ 13,554	9136.00%
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	314,609	328,737	14,128	104.49%
EXPENDITURES					
Administration					
Misc-Assessment Collection Cost	6,551	6,551	3,805	2,746	58.08%
Total Administration	6,551	6,551	3,805	2,746	58.08%
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	300,536	2,746	99.09%
Excess (deficiency) of revenues Over (under) expenditures	11,327	11,327	28,201	16,874	248.97%
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	\$ 11,327	\$ 28,201	\$ 16,874	248.97%
FUND BALANCE, BEGINNING (OCT 1, 2022)	317,090	317,090	317,090		
FUND BALANCE, ENDING	\$ 328,417	\$ 328,417	\$ 345,291		

RESOLUTION 2024-1

**A RESOLUTION AMENDING SOUTH FORK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET FOR FISCAL YEAR 2023**

WHEREAS, the Board of Supervisors, hereinafter referred to as the “Board”, of South Fork Community Development District, hereinafter referred to as “District”, adopted a General Fund Budget for Fiscal Year 2023, and

WHEREAS, the Board desires to reallocate funds budgeted to reappropriate Revenues and Expenses approved during the Fiscal Year.

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

1. The General Fund Budget is hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 14 day of November, 2023 and be reflected in the monthly and Fiscal Year End 9/30/2023 Financial Statements and Audit Report of the District.

**South Fork
Community Development District**

By: _____
Kelly Barr, Chairperson

Attest:

By: _____
Mark Vega, Secretary

Proposed Budget Amendment
For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES					
Interest - Investments	\$ 125	\$ -	\$ 125	\$ -	\$ (125)
Interest - Tax Collector	-	-	-	592	592
Special Assmnts- Tax Collector	305,814	-	305,814	305,814	-
Special Assmnts- Discounts	(12,233)	-	(12,233)	(11,697)	536
Other Miscellaneous Revenues	-	-	-	8,804	8,804
Access Cards	-	-	-	150	150
TOTAL REVENUES	293,706	-	293,706	303,663	9,957
EXPENDITURES					
Administration					
P/R-Board of Supervisors	25,836	-	25,836	24,975	861
ProfServ-Engineering	15,000	-	15,000	6,230	8,770
ProfServ-Field Management	16,710	-	16,710	16,710	-
ProfServ-Legal Services	7,500	-	7,500	2,627	4,873
ProfServ-Mgmt Consulting	37,106	-	37,106	37,106	-
ProfServ-Trustee Fees	3,717	-	3,717	5,423	(1,706)
Auditing Services	2,300	-	2,300	3,000	(700)
Website Compliance	1,553	-	1,553	1,553	-
Insurance - Risk Management	7,764	-	7,764	7,058	706
Legal Advertising	1,800	1,400	3,200	3,169	31
Misc-Bank Charges	75	-	75	-	75
Misc-Assessment Collection Cost	6,116	-	6,116	3,552	2,564
Misc-Contingency	-	5,500	5,500	5,207	293
Annual District Filing Fee	175	-	175	175	-
Total Administration	125,652	6,900	132,552	116,785	15,767
Electric Utility Services					
Utility - General	9,960	4,500	14,460	14,373	87
Electricity - Streetlights	11,760	12,500	24,260	24,138	122
Total Electric Utility Services	21,720	17,000	38,720	38,511	209
Flood Control/Stormwater Mgmt					
Contracts-Aquatic Control	12,158	-	12,158	12,523	(365)
R&M-Lake	5,000	-	5,000	-	5,000
Total Flood Control/Stormwater Mgmt	17,158	-	17,158	12,523	4,635
Other Physical Environment					
Contracts-Landscape	89,091	-	89,091	89,253	(162)
Contracts-Mulch	2,500	-	2,500	-	2,500
Insurance - Property	806	-	806	-	806
R&M-Renewal and Replacement	16,605	-	16,605	2,800	13,805
R&M-Irrigation	2,000	-	2,000	380	1,620
R&M-Walls and Signage	250	6,000	6,250	5,880	370
Capital Outlay	-	22,000	22,000	21,428	572
Reserve - Irrigation/Landscape	250	-	250	-	250
Reserve-Signs/Monuments/Fences	250	-	250	2,246	(1,996)
Total Other Physical Environment	111,752	28,000	139,752	121,987	17,765
Field					
ProfServ-Wildlife Management Service	6,000	-	6,000	2,450	3,550
Contracts-Security Services	11,424	-	11,424	9,524	1,900
Total Field	17,424	-	17,424	11,974	5,450
TOTAL EXPENDITURES	293,706	51,900	345,606	301,780	43,826

Proposed Budget Amendment
For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues Over (under) expenditures	-	(51,900)	(51,900)	1,883	53,783
Net change in fund balance	-	(51,900)	(51,900)	1,883	53,783
FUND BALANCE, BEGINNING (OCT 1, 2022)	4,800	-	4,800	4,800	-
FUND BALANCE, ENDING	\$ 4,800	\$ (51,900)	\$ (47,100)	\$ 6,683	\$ 53,783

SOLITUDE

LAKE MANAGEMENT



South Fork CDD Waterway Inspection Report

Reason for Inspection: Normal growth observed

Inspection Date: 2023-10-17

Prepared for:

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

Prepared by:

Mitchell Hartwig, Operations Manager

Sun City Field Office
SOLITUDELAKEMANAGEMENT.COM
888.480.LAKE (5253)

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Site: 1

Comments:

Normal growth observed
Some algae growth observed around site. Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Surface algae



October, 2023



October, 2023

Site: 2

Comments:

Treatment in progress
Algae growth reduced in the site, open water looks good. Some trash around the site to pick up on next routine visit.

Action Required:

Routine maintenance next visit

Target:

Surface algae



October, 2023



October, 2023

Site: 3

Comments:

Normal growth observed
Continued die off of Cattails within the site. Open water looks good. Minimal algae around the site.

Action Required:

Routine maintenance next visit

Target:

Surface algae



October, 2023



October, 2023

Site: 4

Comments:

Normal growth observed
Littoral shelf shows continued positive results from treatments.
Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023



October, 2023

Site: 5

Comments:

Normal growth observed
Open water looks good, positive treatment of shoreline weeds present.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



October, 2023



October, 2023

Site: 6

Comments:

Normal growth observed
Open water looks good, minor algae growth seen.

Action Required:

Routine maintenance next visit

Target:

Surface algae



October, 2023



October, 2023

Site: 7

Comments:

Normal growth observed
Littoral shelf shows continued treatments. Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023



October, 2023

Site: 8

Comments:

Normal growth observed
Algae growth reduced in the site, open water looks good, minor shoreline weeds present.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



October, 2023



October, 2023

Site: 9

Comments:

Normal growth observed
Minor shoreline weeds present in the site, open water looks good. Floating grasses and other debris decomposing.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



October, 2023



October, 2023

South Fork CDD Waterway Inspection Report

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Site: 10

Comments:

Normal growth observed

Grate on structure still missing on site. Open water looks good, minor shoreline weeds present.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023



October, 2023

Site: 11

Comments:

Treatment in progress

Water level up more covering the littoral area, minor algae and shoreline weeds present. Littoral has been cleaned up more.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023



October, 2023

Site: 12

Comments:

Normal growth observed

Open water looks good in site, minor grass growth at one side.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023



October, 2023

Site: 13

Comments:

Normal growth observed

Open water looks good, minor shoreline weeds present in site.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023



October, 2023

Site: 14

Comments:

Site looks good

Drainage area is clear of vegetation going into the site.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023

Site: 15

Comments:

Normal growth observed

Drain treated of vegetation.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



October, 2023

Management Summary

South Fork CDD Waterway Inspection Report was completed on October 17th, 2023.

Site 1: Some algae growth observed around site. Open water looks good.

Site 2: Algae growth reduced in the site, open water looks good. Some trash around the site to pick up on next routine visit.

Site 3: Continued die off of Cattails within the site. Open water looks good. Minimal algae around the site.

Site 4: Littoral shelf shows continued positive results from treatments. Open water looks good.

Site 5: Open water looks good, positive treatment of shoreline weeds present.

Site 6: Open water looks good, minor algae growth seen.

Site 7: Littoral shelf shows continued treatments. Open water looks good.

Site 8: Algae growth reduced in the site, open water looks good, minor shoreline weeds present.

Site 9: Minor shoreline weeds present in the site, open water looks good. Floating grasses and other debris decomposing.

Site 10: Grate on structure still missing on site. Open water looks good, minor shoreline weeds present.

Site 11: Water level up more covering the littoral area, minor algae and shoreline weeds present. Littoral has been cleaned up more.

Site 12: Open water looks good in site, minor grass growth at one side.

Site 13: Open water looks good, minor shoreline weeds present in site.

Site 14: Drainage area is clear of vegetation going into the site.

Site 15: Drain treated of vegetation.

Wildlife observed: Turtles, Ducks, Gallinules, Cormorant

Water Clarity: 1' - 3'

Thank you for choosing SOLitude Lake Management!

South Fork CDD Waterway Inspection Report

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

