

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, December 12, 2023 – 5:30 p.m.

Regular Meeting Agenda

Tuesday, December 12, 2023 – 6:45 p.m.

- 1. Roll Call**
- 2. Audience Comments**
- 3. Consent Agenda**
 - A. Approval of the Minutes of the November 14, 2023 MeetingP. 2
 - B. Acceptance of October 2023 Financial ReportP. 4
 - C. Ratification of FY2023 Audit Engagement Letter.....P.11
- 4. Staff Reports**
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - i. Discussion of the Waterway Inspection Report - November 2023.....P. 22
- 5. Supervisors' Requests**
- 6. Adjournment**

Note: The next meeting is scheduled for Tuesday January 9, 2024 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, November 14, 2023 at 7:17 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

None.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the October 10, 2023 Meeting**
- B. Acceptance of September 2023 Financial Report**
- C. Acceptance of the Fiscal Year 2023 Budget Amendment**

On MOTION by Mr. Lowrie seconded by Ms. Barr with all in favor the Consent Agenda consisting of the Minutes of the October 10, 2023 Meeting was approved as presented, the September 2023 Financial Report was approved as presented, and the Fiscal Year 2023 Budget Amendment was accepted. 5-0

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Vega announced new attorney Kathryn "KC" Hopkinson as our new District Counsel.

B. Engineer

None.

C. District Manager

i. Acceptance of the Waterway Inspection Report - October 2023

The Board had no comments regarding the aquatic report.

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor to send legal letters to 11121 & 11123 Golden Silence Drive to clear the easement between their homes for landscape and aquatic maintenance of the pond, the landscaper is in the process of providing us a proposal to remove the resident planted vegetation on the pond bank, additionally, the owner of 11123 Golden Silence Drive must remove the dock built on CDD property and the pump that is removing water from the pond that sits on the dock, legal letter is also to be sent to 11137 Golden Silence Drive to remove two trees and the paver borders around the two trees off of CDD property was approved. 5-0

FIFTH ORDER OF BUSINESS

None.

Supervisors' Requests

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the meeting was adjourned at 7:27 pm. 5-0

Mark Vega, Secretary

**South Fork
Community Development District**

Financial Report

October 31, 2023

Prepared by:



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**South Fork
Community Development District**

Financial Statements

(Unaudited)

October 31, 2023

Balance Sheet
October 31, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 11,890	\$ -	\$ 11,890
Due From Other Funds	-	10,315	10,315
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)	-	99,897	99,897
Revenue Fund (A-2)	-	69,239	69,239
Revenue Fund (A-3)	-	91,853	91,853
Deposits	2,562	-	2,562
TOTAL ASSETS	\$ 14,452	\$ 346,643	\$ 361,095
<u>LIABILITIES</u>			
Accounts Payable	\$ 25,419	\$ -	\$ 25,419
Accrued Expenses	1,753	-	1,753
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	10,315	-	10,315
TOTAL LIABILITIES	47,487	-	47,487
<u>FUND BALANCES</u>			
Nonspendable:			
Deposits	2,562	-	2,562
Restricted for:			
Debt Service	-	346,643	346,643
Unassigned:	(35,597)	-	(35,597)
TOTAL FUND BALANCES	\$ (33,035)	\$ 346,643	\$ 313,608
TOTAL LIABILITIES & FUND BALANCES	\$ 14,452	\$ 346,643	\$ 361,095

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 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	\$ -	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector	504,442	-	-	-	0.00%
Special Assmnts- Discounts	(20,178)	-	-	-	0.00%
TOTAL REVENUES	484,264	-	-	-	0.00%
EXPENDITURES					
<u>Administration</u>					
P/R-Board of Supervisors	25,836	2,153	2,153	-	8.33%
ProfServ-Engineering	10,000	833	-	833	0.00%
ProfServ-Field Management	17,211	1,434	1,434	-	8.33%
ProfServ-Legal Services	5,000	417	122	295	2.44%
ProfServ-Mgmt Consulting	37,106	3,092	3,092	-	8.33%
ProfServ-Property Appraiser	16,000	1,333	-	1,333	0.00%
ProfServ-Trustee Fees	3,750	3,750	2,766	984	73.76%
Auditing Services	3,000	-	-	-	0.00%
Website Compliance	1,553	1,553	1,553	-	100.00%
Insurance - Risk Management	7,764	7,764	16,126	(8,362)	207.70%
Legal Advertising	1,800	150	-	150	0.00%
Misc-Assessment Collection Cost	10,089	841	-	841	0.00%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	139,284	23,495	27,421	(3,926)	19.69%
<u>Electric Utility Services</u>					
Utility - General	9,800	817	800	17	8.16%
Electricity - Streetlights	14,500	1,208	951	257	6.56%
Total Electric Utility Services	24,300	2,025	1,751	274	7.21%
<u>Flood Control/Stormwater Mgmt</u>					
R&M-Lake	50,000	4,167	1,075	3,092	2.15%
Total Flood Control/Stormwater Mgmt	50,000	4,167	1,075	3,092	2.15%
<u>Other Physical Environment</u>					
Contracts-Landscape	95,000	7,917	7,497	420	7.89%
Contracts-Mulch	2,500	208	-	208	0.00%
Insurance - Property	806	806	806	-	100.00%
R&M-Renewal and Replacement	15,000	1,250	-	1,250	0.00%
R&M-Irrigation	2,000	167	-	167	0.00%
R&M-Walls and Signage	250	21	-	21	0.00%
Total Other Physical Environment	115,556	10,369	8,303	2,066	7.19%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 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	9,000	750	-	750	0.00%
Contracts-Security Services	11,424	952	953	(1)	8.34%
Misc-Contingency	14,700	1,225	214	1,011	1.46%
Total Field	35,124	2,927	1,167	1,760	3.32%
TOTAL EXPENDITURES	364,264	42,983	39,717	3,266	10.90%
Excess (deficiency) of revenues					
Over (under) expenditures	120,000	(42,983)	(39,717)	3,266	-33.10%
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	120,000	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	120,000	-	-	-	0.00%
Net change in fund balance	\$ 120,000	\$ (42,983)	\$ (39,717)	\$ 3,266	-33.10%
FUND BALANCE, BEGINNING (OCT 1, 2023)	6,682	6,682	6,682		
FUND BALANCE, ENDING	\$ 126,682	\$ (36,301)	\$ (33,035)		

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending October 31, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>					
Interest - Investments	\$ 3,500	\$ 292	\$ 1,352	\$ 1,060	38.63%
Special Assmnts- Tax Collector	327,561	-	-	-	0.00%
Special Assmnts- Discounts	(13,102)	-	-	-	0.00%
TOTAL REVENUES	317,959	292	1,352	1,060	0.43%
<u>EXPENDITURES</u>					
<u>Administration</u>					
Misc-Assessment Collection Cost	6,552	546	-	546	0.00%
Total Administration	6,552	546	-	546	0.00%
<u>Debt Service</u>					
Principal Debt Retirement A-1	105,000	-	-	-	0.00%
Principal Debt Retirement A-2	20,000	-	-	-	0.00%
Principal Debt Retirement A-3	70,000	-	-	-	0.00%
Interest Expense Series A-1	50,223	-	-	-	0.00%
Interest Expense Series A-2	11,183	-	-	-	0.00%
Interest Expense Series A-3	43,107	-	-	-	0.00%
Total Debt Service	299,513	-	-	-	0.00%
TOTAL EXPENDITURES	306,065	546	-	546	0.00%
Excess (deficiency) of revenues Over (under) expenditures	11,894	(254)	1,352	1,606	11.37%
<u>OTHER FINANCING SOURCES (USES)</u>					
Contribution to (Use of) Fund Balance	11,894	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	11,894	-	-	-	0.00%
Net change in fund balance	\$ 11,894	\$ (254)	\$ 1,352	\$ 1,606	11.37%
FUND BALANCE, BEGINNING (OCT 1, 2023)	345,291	345,291	345,291		
FUND BALANCE, ENDING	\$ 357,185	\$ 345,037	\$ 346,643		



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

November 14, 2023

South Fork Community Development District
Inframark Infrastructure Management Services
210 N University Drive, Suite 703
Coral Springs, FL 33071

The Objective and Scope of the Audit of the Financial Statements

You have requested that Berger, Toombs, Elam, Gaines and Frank (“we”) audit the financial statements of South Fork Community Development District, (the “District”), which comprise governmental activities and each major fund as of and for the year ended September 30, 2023, which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2023, and thereafter if mutually agreed upon by South Fork Community Development District and Berger, Toombs, Elam, Gaines and Frank.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

The Responsibilities of the Auditor

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

Fort Pierce / Stuart

South Fork Community Development District
November 14, 2023
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- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will maintain our independence in accordance with the standards of the American Institute of Certified Public Accountants and Generally Accepted Governmental Auditing Standards.

South Fork Community Development District
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The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparations of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;

South Fork Community Development District
November 14, 2023
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- c. Additional information that we may request from management for the purpose of the audit; and
- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

- 1. That management has fulfilled its responsibilities as set out in the terms of this engagement letter; and
- 2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reporting

We will issue a written report upon completion of our audit of South Fork Community Development District's financial statements. Our report will be addressed to the Board of South Fork Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the of South Fork Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with an Inframark Accountant. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report, which must be completed and filed with the Auditor General within nine (9) months after the end of the fiscal year. If the information is timely provided, the District shall receive a draft by March 1, 2024, and if the draft is timely reviewed by Management, the District shall receive the final audit by March 31, 2024.

South Fork Community Development District
November 14, 2023
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Other Relevant Information

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.

Either party may unilaterally terminate this agreement, with or without cause, upon sixty (60) days written notice subject to the condition that the District will pay all invoices for services rendered prior to the date of termination.

Fees, Costs and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2023 will not exceed \$3,150, unless the scope of the engagement is changed, the assistance which of South Fork Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

In the event we are requested or authorized by of South Fork Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for of South Fork Community Development District, of South Fork Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency.

Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.

South Fork Community Development District
November 14, 2023
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Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of South Fork Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. of South Fork Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of South Fork Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this engagement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because Berger, Toombs, Elam, Gaines & Frank will rely on of South Fork Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, of South Fork Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of South Fork Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and of South Fork Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

South Fork Community Development District
November 14, 2023
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Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam
Gaines & Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

Mark A. Vega

November 29, 2023

6815 Dairy Road
Zephyrhills, FL 33542

813.788.2155
BodinePerry.com

Report on the Firm's System of Quality Control

To the Partners of
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

November 30, 2022

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL (the firm), in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PLC, has received a peer review rating of *pass*.

Bodine Perry

Bodine Perry

(BERGER_REPORT22)

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND SOUTH FORK COMMUNITY
DEVELOPMENT DISTRICT
(DATED NOVEMBER 14, 2023)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**INFRAMARK
INFRASTRUCTURE MANAGEMENT SERVICES
210 NORTH UNIVERSITY DRIVE, SUITE 702
CORAL SPRINGS, FL 33071
TELEPHONE: 954-603-0033
EMAIL: publicrecords@inframark.com**

E-VERIFY REQUIREMENTS. Auditor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Auditor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Auditor has knowingly violated Section 448.091, Florida Statutes.

If the Auditor anticipates entering into agreements with a subcontractor for the Work, Auditor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Auditor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Auditor has otherwise complied with its obligations hereunder, the District shall promptly notify the Auditor. The Auditor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Auditor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), Florida Statutes, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Auditor represents that no public employer has terminated a contract with the Auditor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

Auditor: J.W. Gaines

District: South Fork CDD

By: _____



By: Mark A. Vega

Title: Director

Title: South Fork CDD, Secretary

Date: November 14, 2023

Date: November 29, 2023

SOLITUDE

LAKE MANAGEMENT



South Fork CDD Waterway Inspection Report

Reason for Inspection: Normal growth observed

Inspection Date: 2023-11-13

Prepared for:

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

Prepared by:

Mitchell Hartwig, Operations Manager

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PONDS

PONDS

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SITE MAP 10

Site: 1

Comments:

Normal growth observed
Some algae around the site
observed and submersed
vegetation. Open water looks
good.

Action Required:

Routine maintenance next visit

Target:

Surface algae



November, 2023



November, 2023

Site: 2

Comments:

Treatment in progress
Smaller bands of algae in the site,
some trash around that will be
collected on next routine visit.

Action Required:

Routine maintenance next visit

Target:

Surface algae



November, 2023



November, 2023

Site: 3

Comments:

Normal growth observed
Some native species popping up
in littoral area, Primrose treated
within the littoral. Open water
looks good.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023



November, 2023

Site: 4

Comments:

Normal growth observed
Water levels low, shoreline weeds present and more of the littoral being treated.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023



November, 2023

Site: 5

Comments:

Normal growth observed
Much of the shoreline weeds have been treated. There isn't as much algae growth in the site present.

Action Required:

Routine maintenance next visit

Target:

Surface algae



November, 2023



November, 2023

Site: 6

Comments:

Normal growth observed
Some algae present around the site. Minor growth of shoreline weeds.

Action Required:

Routine maintenance next visit

Target:

Surface algae



November, 2023



November, 2023

Site: 7

Comments:

Normal growth observed
Littoral shelf shows more positive results from treatment. Open water looks good, some minor algae present.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



November, 2023



November, 2023

Site: 8

Comments:

Normal growth observed
Open water looks good, minor growth of shoreline weeds and algae present.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



November, 2023



November, 2023

Site: 9

Comments:

Normal growth observed
Open water looks good, wild hog damage along the wild side of site.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



November, 2023



November, 2023

Site: 10

Comments:

Normal growth observed

Grate on structure still open, open water looks good, minor shoreline weeds present.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023



November, 2023

Site: 11

Comments:

Treatment in progress

Littoral area shows positive treatment results, some native Gulf Spikerush growing in the shelf. Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023



November, 2023

Site: 12

Comments:

Normal growth observed

Algae present in the site. Minor growth of shoreline weeds present.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023



November, 2023

Site: 13

Comments:

Normal growth observed

Shoreline weeds kept to a minimal, open water looks good.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023



November, 2023

Site: 14

Comments:

Site looks good

Drainage area is clear of vegetation going into the site.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



November, 2023

Site: 15

Comments:

Normal growth observed

Drain treated of vegetation.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



November, 2023

Management Summary

South Fork CDD Waterway Inspection Report was completed on November 13th, 2023.

Site 1: Some algae around the site observed and submersed vegetation. Open water looks good.

Site 2: Smaller bands of algae in the site, some trash around that will be collected on next routine visit.

Site 3: Some native species popping up in littoral area, Primrose treated within the littoral. Open water looks good.

Site 4: Water levels low, shoreline weeds present and more of the littoral being treated.

Site 5: Much of the shoreline weeds have been treated. There isn't as much algae growth in the site present.

Site 6: Some algae present around the site. Minor growth of shoreline weeds.

Site 7: Littoral shelf shows more positive results from treatment. Open water looks good, some minor algae present.

Site 8: Open water looks good, minor growth of shoreline weeds and algae present.

Site 9: Open water looks good, wild hog damage along the wild side of site.

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

Site 11: Littoral area shows positive treatment results, some native Gulf Spikerush growing in the shelf. Open water looks good.

Site 12: Algae present in the site. Minor growth of shoreline weeds present.

Site 13: Shoreline weeds kept to a minimal, open water looks good.

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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2023-11-13

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	Species non-specific	Routine maintenance next visit
4	Normal growth observed	Species non-specific	Routine maintenance next visit
5	Normal growth observed	Surface algae	Routine maintenance next visit
6	Normal growth observed	Surface algae	Routine maintenance next visit
7	Normal growth observed	Shoreline weeds	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	Shoreline weeds	Routine maintenance next visit
15	Normal growth observed	Species non-specific	Routine maintenance next visit

