

South Fork Community Development District

Board of Supervisors

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

Regular Meeting Agenda

Tuesday, September 8, 2020 – 6:30 p.m.

Workshop Agenda

Tuesday, September 8, 2020 – 7:00 p.m.

South Fork CDD September 8, 2020 @ 6:30PM

Meeting ID: 822 5869 0030

Meeting URL: <https://us02web.zoom.us/j/82258690030>

Call in number: (929) 436-2866

1. Roll Call
2. Audience Comments on Agenda Items
3. Consent Agenda
 - A. Approval of the Minutes of the August 11, 2020 Page 2
 - B. Acceptance of Financial Statements Page 6
4. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - D. Field Manager
5. Supervisors' Requests
6. Audience Comments
7. Adjournment

Next Meeting October 13, 2020

District Office

2654 Cypress Ridge Boulevard, Suite 101

Wesley Chapel, Florida

813-991-1116

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, August 11, 2020 at 6:30 p.m. via Zoom, Meeting ID: 899 6068 9827, Meeting URL: <https://us02web.zoom.us/j/89960689827>, Call in number: (929) 205-6099

Present and constituting a quorum were:

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

Also present were:

Mark Vega	District Manager
Robert Dvorak	District Engineer
Alba Sanchez	Field Manager

The following is a summary of the discussions and actions taken at the August 11, 2020 South Fork Community Development District's Board of Supervisors Zoom Meeting.

Let the record show, at the beginning of this meeting, Mr. Lowrie and Mr. Bozzuto were not present.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments on the Agenda Items

None.

THIRD ORDER OF BUSINESS

Public Hearing to Adopt the Rules of Procedure

- A. Rules of Procedure**
- B. Consideration of Resolution 2020-09 Adopting Rules of Procedure**
 - Mr. Vega asked for a motion to open the public hearing to adopt the Rules of Procedure.

On MOTION by Ms. Barr seconded by Mr. Waldron with all in favor the public hearing to adopt the Rules of Procedures at 6:37 p.m., 3-0.

Let the record show Mr. Lowrie joined the meeting.

- There being no questions or comments, Mr. Vega asked for a motion to close the public hearing.

On MOTION by Mr. Waldron seconded by Ms. Barr with all in favor, the public hearing to adopt the Rules of Procedure was closed at 6:38 p.m. 4-0.

- Mr. Vega asked for a motion to adopt Resolution 2020-09.

On MOTION by Ms. Barr seconded by Mr. Waldron with all in favor, Resolution 2020-09, a resolution of the Board of Supervisors of the South Fork Community Development District adopting the Rules of Procedure; approving a severability clause; and providing an effective date, was adopted, 4-0.

FOURTH ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the July 14, 2020 Meeting**
- B. Acceptance of Financial Statements**
- C. Proposed Meeting Schedule Fiscal Year 2021**

- Mr. Vega noted the meeting schedule for next fiscal year is for the same dates and time as this year.

On MOTION by Ms. Barr seconded by Mr. Waldron with all in favor the Consent Agenda was approved, 4-0.

FIFTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**

- There being no report, the next item followed.

- B. Engineer**

- Mr. Waldron noted regarding Ambleside, which is CDD, in the current renewal, the inspector was very picky. He wanted our sidewalks to be all repaired. He is the HOA insurance company. Who repairs the sidewalks? Are they not the property of the County?
- Ms. Sanchez asked if she should send Mr. Dvorak the report?

- She noted the inspector were adamant that in order to renew, we had to complete the tasks they gave us. The attorney got involved and squashed some of those things.
- Mr. Waldron noted the inspector was basically talking about sidewalks in the whole community. The inspector took photos of sidewalks in the entire community.
- Mr. Waldron noted to do what they are asking us, it would cost \$70,000, \$80,000, or \$90,000 to do this kind of repair work. We can't.
- Mr. Vega asked Mr. Dvorak to reach out to the Public Works Department and get them to put it on the list that we will get it done.
- Mr. Dvorak noted you can put a request in where the County has an easement on or owns or maintains, you can put in a request for them to do maintenance.

Let the record show Mr. Bozzuto joined the meeting.

- Mr. Waldron asked Mr. Dvorak to send a letter that these sidewalks are the property of the County and if they are going to be repaired, they must be done by the County, not by South Fork CDD.

C. District Manager

- There being no report, the next item followed.

D. Field Manager

- There being no report, the next item followed.

SIXTH ORDER OF BUSINESS

Supervisors' Requests

- There being no further comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Audience Comments

- None.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Waldron seconded by Ms. Barr with all in favor the meeting adjourned at 7:00 p.m., 5-0.

Mark Vega, Secretary

The regular workshop of the Board of Supervisors of the South Fork Community Development District was held Tuesday, August 11, 2020 at 7:00 p.m. via conference call.

Present and constituting a quorum were:

Richard Waldron
Kelly Barr
Jason Amato
David Lowrie
Nick Bozzuto

Chairperson
Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present was:

Alba Sanchez

South Fork HOA 2 CAM

During the HOA meeting Audience Comments were received.

Meeting was adjourned.

Richard Waldron, Chairman

**South Fork
Community Development District**

Financial Report

July 31, 2020

Prepared by:



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**South Fork
Community Development District**

Financial Statements

(Unaudited)

July 31, 2020

Balance Sheet

July 31, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ 186,759	\$ -	\$ 186,759
Assessments Receivable	710	824	1,534
Allow-Doubtful Collections	(710)	(824)	(1,534)
Due From Other Funds	-	14,259	14,259
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)	-	74,495	74,495
Revenue Fund (A-2)	-	57,190	57,190
Revenue Fund (A-3)	-	63,881	63,881
Deposits	4,941	-	4,941
TOTAL ASSETS	\$ 191,700	\$ 285,164	\$ 476,864
LIABILITIES			
Accounts Payable	\$ 4,872	\$ -	\$ 4,872
Accrued Expenses	350	-	350
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	14,259	-	14,259
TOTAL LIABILITIES	29,481	-	29,481
FUND BALANCES			
Nonspendable:			
Deposits	4,941	-	4,941
Restricted for:			
Debt Service	-	285,164	285,164
Assigned to:			
Operating Reserves	73,651	-	73,651
Reserves- Irrigation/Landscape	50,725	-	50,725
Reserves - Signs/Monuments/Fence	19,710	-	19,710
Unassigned:	13,192	-	13,192
TOTAL FUND BALANCES	\$ 162,219	\$ 285,164	\$ 447,383
TOTAL LIABILITIES & FUND BALANCES	\$ 191,700	\$ 285,164	\$ 476,864

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ 1,529	\$ 1,274	\$ 65	\$ (1,209)	4.25%
Interest - Tax Collector	-	-	173	173	0.00%
Special Assmnts- Tax Collector	305,813	305,813	305,815	2	100.00%
Special Assmnts- Discounts	(12,233)	(12,233)	(11,448)	785	93.58%
Other Miscellaneous Revenues	-	-	7	7	0.00%
TOTAL REVENUES	295,109	294,854	294,612	(242)	99.83%
EXPENDITURES					
Administration					
P/R-Board of Supervisors	25,836	21,530	18,946	2,584	73.33%
ProfServ-Engineering	4,000	4,000	41,253	(37,253)	1031.33%
ProfServ-Field Management	15,000	12,500	12,500	-	83.33%
ProfServ-Legal Services	11,000	9,200	9,613	(413)	87.39%
ProfServ-Mgmt Consulting Serv	33,776	28,147	28,147	-	83.33%
ProfServ-Trustee Fees	3,717	3,717	3,717	-	100.00%
Auditing Services	2,225	2,225	2,225	-	100.00%
Website Compliance	-	-	1,553	(1,553)	0.00%
Postage and Freight	-	-	5	(5)	0.00%
Insurance - Risk Management	8,118	8,118	7,601	517	93.63%
Legal Advertising	2,000	1,667	3,899	(2,232)	194.95%
Misc-Bank Charges	150	125	1,043	(918)	695.33%
Misc-Assessmnt Collection Cost	6,116	6,116	5,860	256	95.81%
Misc-Web Hosting	1,000	833	432	401	43.20%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	113,113	98,353	136,969	(38,616)	121.09%
Electric Utility Services					
Utility - General	9,960	8,300	5,679	2,621	57.02%
Electricity - Streetlighting	11,760	9,800	17,302	(7,502)	147.13%
Total Electric Utility Services	21,720	18,100	22,981	(4,881)	105.81%
Flood Control/Stormwater Mgmt					
Contracts-Aquatic Control	11,796	9,830	9,550	280	80.96%
R&M-Lake	8,000	6,667	-	6,667	0.00%
Total Flood Control/Stormwater Mgmt	19,796	16,497	9,550	6,947	48.24%
Other Physical Environment					
Contracts-Landscape	72,420	60,350	64,500	(4,150)	89.06%
Contracts-Mulch	10,000	8,333	-	8,333	0.00%
Insurance - Property	605	605	-	605	0.00%
R&M-Renewal and Replacement	15,600	13,000	9,200	3,800	58.97%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
R&M-Irrigation	4,000	4,000	1,358	2,642	33.95%
R&M-Walls and Signage	1,000	1,000	-	1,000	0.00%
R&M-Shared Landsc Maint Fr Ent	2,400	2,000	-	2,000	0.00%
Reserve - Irrigation/Landscape	7,600	7,600	31,500	(23,900)	414.47%
Reserve - Ponds	7,000	7,000	81,365	(74,365)	1162.36%
Reserve-Signs/Monuments/Fences	3,000	-	885	(885)	29.50%
Total Other Physical Environment	123,625	103,888	188,808	(84,920)	152.73%
Field					
Contracts-Security Services	11,427	9,523	9,523	-	83.34%
Misc-Contingency	5,000	4,167	8,669	(4,502)	173.38%
Total Field	16,427	13,690	18,192	(4,502)	110.74%
TOTAL EXPENDITURES	294,681	250,528	376,500	(125,972)	127.77%
Excess (deficiency) of revenues					
Over (under) expenditures	428	44,326	(81,888)	(126,214)	n/a
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	428	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	428	-	-	-	0.00%
Net change in fund balance	\$ 428	\$ 44,326	\$ (81,888)	\$ (126,214)	n/a
FUND BALANCE, BEGINNING (OCT 1, 2019)	244,107	244,107	244,107		
FUND BALANCE, ENDING	\$ 244,535	\$ 288,433	\$ 162,219		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES					
Interest - Investments	\$ -	\$ -	\$ 1,748	\$ 1,748	0.00%
Special Assmnts- Tax Collector	327,561	327,561	327,561	-	100.00%
Special Assmnts- Discounts	(13,102)	(13,102)	(12,262)	840	93.59%
TOTAL REVENUES	314,459	314,459	317,047	2,588	100.82%
EXPENDITURES					
Administration					
Misc-Assessmnt Collection Cost	6,551	6,551	6,277	274	95.82%
Total Administration	6,551	6,551	6,277	274	95.82%
Debt Service					
Principal Debt Retirement A-1	90,000	90,000	90,000	-	100.00%
Principal Debt Retirement A-2	20,000	20,000	20,000	-	100.00%
Principal Debt Retirement A-3	60,000	60,000	60,000	-	100.00%
Interest Expense Series A-1	65,473	65,473	65,473	-	100.00%
Interest Expense Series A-2	14,437	14,437	14,437	-	100.00%
Interest Expense Series A-3	53,273	53,273	53,273	-	100.00%
Total Debt Service	303,183	303,183	303,183	-	100.00%
TOTAL EXPENDITURES	309,734	309,734	309,460	274	99.91%
Excess (deficiency) of revenues Over (under) expenditures	4,725	4,725	7,587	2,862	160.57%
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	4,725	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	4,725	-	-	-	0.00%
Net change in fund balance	\$ 4,725	\$ 4,725	\$ 7,587	\$ 2,862	160.57%
FUND BALANCE, BEGINNING (OCT 1, 2019)	277,577	277,577	277,577		
FUND BALANCE, ENDING	\$ 282,302	\$ 282,302	\$ 285,164		