

**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, September 12, 2023 – 6:45 p.m.

**Workshop**

Tuesday, September 12, 2023 – 7:15 p.m.

- 1. Roll Call**
- 2. Audience Comments**
- 3. Consent Agenda**
  - A. Approval of the Minutes of the August 8, 2023 Meeting .....P. 2
  - B. Acceptance of July 2023 Financial Report .....P. 5
- 4. Staff Reports**
  - A. Attorney
  - B. Engineer
  - C. District Manager
    - i. Acceptance of the Waterway Inspection Report - August 2023.....P. 12
- 5. Supervisors' Requests**
- 6. Adjournment**

Note: The next meeting is scheduled for Tuesday October 10, 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, August 8, 2023 at 6:51 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**

A resident stated that there is trash along the fence on Ambleside. The resident of 11026 Rockledge stated the landscaper cuts through their yard, and they do not have an easement agreement.

**THIRD ORDER OF BUSINESS**

**Public Hearing to Consider Adoption of  
the Fiscal Year 2024 Budget**

On MOTION by Ms. Barr seconded by Mr. Amato with all in favor the Public Hearing on Fiscal Year 2023/2024 Final Budget and Public Hearing on Fiscal Year 2023/2024 Assessments was opened at 7:07 pm. 5-0.
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Public comments were received.

On MOTION by Ms. Barr seconded by Mr. Bozzuto with all in favor the Public Hearing on Fiscal Year 2023/2024 Final Budget and Public Hearing on Fiscal Year 2023/2024 Assessments was closed at 7:40 pm. 5-0.

- i. Public Hearing on Fiscal Year 2023/2024 Final Budget**
  - a. Consideration of Resolution 2023-05, Adopting Fiscal Year 2023/2024 Final Budget**

On MOTION by Ms. Barr seconded by Mr. Amato with all in favor Resolution 2023-05, Adopting Fiscal Year 2023/2024 Final Budget was adopted as presented. 5-0.

- ii. Public Hearing on Fiscal Year 2023/2024 Assessments**
  - a. Consideration of Resolution 2023-06, Imposing Special Assessments and Certifying an Assessment Roll**

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor Resolution 2023-06, Imposing Special Assessments and Certifying an Assessment Roll was adopted. 5-0.

**FOURTH ORDER OF BUSINESS** **Consent Agenda**

- A. Approval of the Minutes of the July 11, 2023 Meeting**
- B. Acceptance of June 2023 Financial Report**
- C. Consideration of Fiscal Year 2024 Annual Meeting Schedule**  
The Board is in consensus to move the workshop time 5:30 p.m.

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the Consent Agenda consisting of the Minutes of the July 11, 2023 Meeting was approved as presented, the May 2023 Financial Report was approved as presented and the Fiscal Year 2024 Annual Meeting Schedule was approved as amended. 5-0

**FIFTH ORDER OF BUSINESS** **Staff Reports**

- A. Attorney**  
None.
- B. Engineer**  
None.
- C. District Manager**
  - i. Acceptance of the Waterway Inspection Report - July 2023**  
The Board had no comments regarding the aquatic report.

**SIXTH ORDER OF BUSINESS**

**Supervisors' Requests**

Ms. Barr questioned a 3-foot-tall weed on the pond behind Mr. Lowrie's home.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Amato seconded by Mr. Barr with all in favor the meeting was adjourned at 8:09 pm. 5-0.

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Mark Vega, Secretary

**South Fork  
Community Development District**

*Financial Report*

*July 31, 2023*

**Prepared by:**



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**South Fork  
Community Development District**

**Financial Statements**

**(Unaudited)**

**July 31, 2023**

**Balance Sheet**  
July 31, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
<b><u>ASSETS</u></b>			
Cash - Checking Account	\$ 84,369	\$ -	\$ 84,369
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)	-	96,805	96,805
Revenue Fund (A-2)	-	66,877	66,877
Revenue Fund (A-3)	-	85,662	85,662
Prepaid Trustee Fees	3,455	-	3,455
Deposits	4,808	-	4,808
<b>TOTAL ASSETS</b>	<b>\$ 92,632</b>	<b>\$ 340,121</b>	<b>\$ 432,753</b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 9,943	\$ -	\$ 9,943
Accrued Expenses	3,106	-	3,106
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	15,438	-	15,438
<b>TOTAL LIABILITIES</b>	<b>38,487</b>	<b>-</b>	<b>38,487</b>
<b><u>FUND BALANCES</u></b>			
<b>Nonspendable:</b>			
Prepaid Trustee Fees	3,455	-	3,455
Deposits	4,808	-	4,808
<b>Restricted for:</b>			
Debt Service	-	340,121	340,121
<b>Unassigned:</b>	45,882	-	45,882
<b>TOTAL FUND BALANCES</b>	<b>\$ 54,145</b>	<b>\$ 340,121</b>	<b>\$ 394,266</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 92,632</b>	<b>\$ 340,121</b>	<b>\$ 432,753</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2023

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>
<b>REVENUES</b>					
Interest - Investments	\$ 125	\$ 104	\$ -	\$ (104)	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	-	-	6,467	6,467	0.00%
Access Cards	-	-	25	25	0.00%
<b>TOTAL REVENUES</b>	<b>293,706</b>	<b>293,685</b>	<b>301,201</b>	<b>7,516</b>	<b>102.55%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	25,836	21,530	21,099	431	81.67%
ProfServ-Engineering	15,000	12,500	6,230	6,270	41.53%
ProfServ-Field Management	16,710	13,925	13,925	-	83.33%
ProfServ-Legal Services	7,500	6,250	2,178	4,072	29.04%
ProfServ-Mgmt Consulting	37,106	30,922	30,922	-	83.33%
ProfServ-Trustee Fees	3,717	3,717	4,734	(1,017)	127.36%
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	1,500	2,740	(1,240)	152.22%
Misc-Bank Charges	75	63	-	63	0.00%
Misc-Assessment Collection Cost	6,116	6,116	5,885	231	96.22%
Misc-Contingency	-	-	3,734	(3,734)	0.00%
Annual District Filing Fee	175	175	175	-	100.00%
<b>Total Administration</b>	<b>125,652</b>	<b>108,315</b>	<b>103,233</b>	<b>5,082</b>	<b>82.16%</b>
<b>Electric Utility Services</b>					
Utility - General	9,960	8,300	12,779	(4,479)	128.30%
Electricity - Streetlights	11,760	9,800	23,549	(13,749)	200.25%
<b>Total Electric Utility Services</b>	<b>21,720</b>	<b>18,100</b>	<b>36,328</b>	<b>(18,228)</b>	<b>167.26%</b>
<b>Flood Control/Stormwater Mgmt</b>					
Contracts-Aquatic Control	12,158	10,132	10,435	(303)	85.83%
R&M-Lake	5,000	4,167	-	4,167	0.00%
<b>Total Flood Control/Stormwater Mgmt</b>	<b>17,158</b>	<b>14,299</b>	<b>10,435</b>	<b>3,864</b>	<b>60.82%</b>
<b>Other Physical Environment</b>					
Contracts-Landscape	89,091	74,243	73,959	284	83.02%
Contracts-Mulch	2,500	2,083	-	2,083	0.00%
Insurance - Property	806	806	-	806	0.00%
R&M-Renewal and Replacement	16,605	13,838	2,800	11,038	16.86%
R&M-Irrigation	2,000	1,667	-	1,667	0.00%
R&M-Walls and Signage	250	208	5,880	(5,672)	2352.00%
Capital Outlay	-	-	8,199	(8,199)	0.00%
Reserve - Irrigation/Landscape	250	-	-	-	0.00%
Reserve-Signs/Monuments/Fences	250	-	-	-	0.00%
<b>Total Other Physical Environment</b>	<b>111,752</b>	<b>92,845</b>	<b>90,838</b>	<b>2,007</b>	<b>81.29%</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2023

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>
<b>Field</b>					
ProfServ-Wildlife Management Service	6,000	5,000	2,450	2,550	40.83%
Contracts-Security Services	11,424	9,520	8,572	948	75.04%
<b>Total Field</b>	<b>17,424</b>	<b>14,520</b>	<b>11,022</b>	<b>3,498</b>	<b>63.26%</b>
<b>TOTAL EXPENDITURES</b>	<b>293,706</b>	<b>248,079</b>	<b>251,856</b>	<b>(3,777)</b>	<b>85.75%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	45,606	49,345	3,739	0.00%
Net change in fund balance	\$ -	\$ 45,606	\$ 49,345	\$ 3,739	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 4,800</b>	<b>\$ 50,406</b>	<b>\$ 54,145</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending July 31, 2023

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<b>REVENUES</b>					
Interest - Investments	\$ 150	\$ 125	\$ 11,033	\$ 10,908	7355.33%
Special Assmnts- Tax Collector	327,561	327,561	327,561	-	100.00%
Special Assmnts- Discounts	(13,102)	(13,102)	(12,528)	574	95.62%
<b>TOTAL REVENUES</b>	<b>314,609</b>	<b>314,584</b>	<b>326,066</b>	<b>11,482</b>	<b>103.64%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
Misc-Assessment Collection Cost	6,551	6,551	6,304	247	96.23%
<b>Total Administration</b>	<b>6,551</b>	<b>6,551</b>	<b>6,304</b>	<b>247</b>	<b>96.23%</b>
<b>Debt Service</b>					
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%
<b>Total Debt Service</b>	<b>296,731</b>	<b>296,731</b>	<b>296,731</b>	<b>-</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>303,282</b>	<b>303,282</b>	<b>303,035</b>	<b>247</b>	<b>99.92%</b>
Excess (deficiency) of revenues Over (under) expenditures	11,327	11,302	23,031	11,729	203.33%
<b>OTHER FINANCING SOURCES (USES)</b>					
Contribution to (Use of) Fund Balance	11,327	-	-	-	0.00%
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>11,327</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
Net change in fund balance	\$ 11,327	\$ 11,302	\$ 23,031	\$ 11,729	203.33%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>317,090</b>	<b>317,090</b>	<b>317,090</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 328,417</b>	<b>\$ 328,392</b>	<b>\$ 340,121</b>		

# SOLITUDE

LAKE MANAGEMENT



## South Fork CDD Waterway Inspection Report

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**Reason for Inspection:** Normal growth observed

**Inspection Date:** 2023-08-14

**Prepared for:**

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

**Prepared by:**

Mitchell Hartwig, Project Manager, Aquatic Biologist

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## Site: 1

### Comments:

Normal growth observed  
Open water looks good, some  
specs of algae within the site.



August, 2023



August, 2023

### Action Required:

Routine maintenance next visit

### Target:

Torpedograss

## Site: 2

### Comments:

Treatment in progress  
Algae growth around the site.  
Will be treated on next routine  
visit.



August, 2023



August, 2023

### Action Required:

Routine maintenance next visit

### Target:

Species non-specific

## Site: 3

### Comments:

Normal growth observed  
Primrose within the littoral  
beginning to outgrow the cattails.  
Open water looks good. Minor  
specs of shoreline weeds around.



August, 2023



August, 2023

### Action Required:

Routine maintenance next visit

### Target:

Species non-specific

## Site: 4

### Comments:

Normal growth observed  
Littoral shelf hit on this recent visit a bit, open water looks good. Some spots of shoreline weeds present.

### Action Required:

Routine maintenance next visit

### Target:

Species non-specific



August, 2023



August, 2023

## Site: 5

### Comments:

Normal growth observed  
Algae accumulated at the eastern end of the site. Some shoreline weeds present in parts of the site.

### Action Required:

Routine maintenance next visit

### Target:

Surface algae



August, 2023



August, 2023

## Site: 6

### Comments:

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

### Action Required:

Routine maintenance next visit

### Target:

Surface algae



August, 2023



August, 2023

## Site: 7

### Comments:

Treatment in progress  
Littoral shelf hit a little bit on this site. Open water looks good.



August, 2023



August, 2023

### Action Required:

Routine maintenance next visit

### Target:

Species non-specific

## Site: 8

### Comments:

Normal growth observed  
Algae blown into the north western corner of the site. Minor shoreline weeds present.



August, 2023



August, 2023

### Action Required:

Routine maintenance next visit

### Target:

Shoreline weeds

## Site: 9

### Comments:

Normal growth observed  
Minor growth of grasses within the site. Open water looks good. Littoral shelf has good native coverage.



August, 2023



August, 2023

### Action Required:

Routine maintenance next visit

### Target:

Shoreline weeds



## Site: 10

### Comments:

Normal growth observed

Roughly a foot band of algae around the site. Grate on the top of the drain is still missing.

### Action Required:

Routine maintenance next visit

### Target:

Surface algae



August, 2023



August, 2023

## Site: 11

### Comments:

Treatment in progress

Algae reduced in the site, littoral growth has been treated and will hit again on next routine visit.

### Action Required:

Routine maintenance next visit

### Target:

Species non-specific



August, 2023



August, 2023

## Site: 12

### Comments:

Normal growth observed

Minor specs of algae within the site. Some shoreline weeds present.

### Action Required:

Routine maintenance next visit

### Target:

Species non-specific



August, 2023



August, 2023

## Site: 13

### Comments:

Normal growth observed

Open water looks good, some shoreline weeds present in the site.

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### Action Required:

Routine maintenance next visit

### Target:

Species non-specific



August, 2023



August, 2023

## Site: 14

### Comments:

Site looks good

Drainage area is clear of vegetation going into the site.

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### Action Required:

Routine maintenance next visit

### Target:

Species non-specific



August, 2023

## Site: 15

### Comments:

Normal growth observed

Drain treated of vegetation.

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### Action Required:

Routine maintenance next visit

### Target:

Species non-specific



August, 2023

## Management Summary

South Fork CDD Waterway Inspection Report was completed on August 14th, 2023.

Site 1: Open water looks good, some specs of algae within the site.

Site 2: Algae growth around the site. Will be treated on next routine visit.

Site 3: Primrose within the littoral beginning to outgrow the cattails. Open water looks good. Minor specs of shoreline weeds around.

Site 4: Littoral shelf hit on this recent visit a bit, open water looks good. Some spots of shoreline weeds present.

Site 5: Algae accumulated at the eastern end of the site. Some shoreline weeds present in parts of the site.

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

Site 7: Littoral shelf hit a little bit on this site. Open water looks good.

Site 8: Algae blown into the north western corner of the site. Minor shoreline weeds present.

Site 9: Minor growth of grasses within the site. Open water looks good. Littoral shelf has good native coverage.

Site 10: Roughly a foot band of algae around the site. Grate on the top of the drain is still missing.

Site 11: Algae reduced in the site, littoral growth has been treated and will hit again on next routine visit.

Site 12: Minor specs of algae within the site. Some shoreline weeds present.

Site 13: Open water looks good, some shoreline weeds present in the 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

Site	Comments	Target	Action Required
1	Normal growth observed	Torpedograss	Routine maintenance next visit
2	Treatment in progress	Species non-specific	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	Treatment in progress	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	Surface algae	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

**SOLITUDE**  
LAKE MANAGEMENT  
A Rentokil Company  
Restoring Balance. Enhancing Beauty.

**South Fork CDD**  
Riverview, FL

Call 888.480.LAKE

