

South Fork Community Development District

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|--|---|
| <input type="checkbox"/> Kelly Barr, Chairperson | <input type="checkbox"/> Mark Vega, District Manager |
| <input type="checkbox"/> David Lowrie, Vice Chairman | <input type="checkbox"/> Kathryn "KC" Hopkinson, District Counsel |
| <input type="checkbox"/> Jason Amato, Assistant Secretary | <input type="checkbox"/> Robert Dvorak, District Engineer |
| <input type="checkbox"/> Patrick Barr, Assistant Secretary | |
| <input type="checkbox"/> Nick Bozzuto, Assistant Secretary | |

Workshop

Tuesday, February 13, 2024 – 5:30 p.m.

Regular Meeting Agenda

Tuesday, February 13, 2024 – 6:45 p.m.

- 1. Roll Call**
- 2. Audience Comments**
- 3. Consent Agenda**
 - A. Approval of the Minutes of the December 12, 2023 MeetingP. 2
 - B. Approval of the Minutes of the January 9, 2024 MeetingP. 4
 - C. Acceptance of December 2023 Financial ReportP. 6
- 4. Staff Reports**
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - i. Discussion of the Waterway Inspection Report - January 2024.....P. 13
 - ii. Discussion of South County Landcare Price Increase.....P. 23
- 5. Supervisors' Requests**
- 6. Adjournment**

Note: The next meeting is scheduled for Tuesday March 12, 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, December 12, 2023 at 7:07 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 November 14, 2023 Meeting**
- B. Acceptance of October 2023 Financial Report**
- C. Ratification of FY2023 Audit Engagement Letter**

On MOTION by Mr. Lowrie seconded by Mr. Bozzuto with all in favor the Consent Agenda consisting of the Minutes of the November 14, 2023 Meeting was approved as presented, the October 2023 Financial Report was approved as presented, and the FY2023 Audit Engagement Letter was ratified. 5-0

FOURTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**

None.

B. Engineer

None.

C. District Manager

i. Acceptance of the Waterway Inspection Report - November 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. Lowrie with all in favor the meeting was adjourned at 7:24 pm. 5-0

Mark Vega, Secretary

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, January 9, 2024 at 7:05 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. Acceptance of November 2023 Financial Report

On MOTION by Ms. Barr seconded by Mr. Lowrie with all in favor the Consent Agenda consisting of the November 2023 Financial Report was approved as presented. 5-0

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

None.

B. Engineer

None.

C. District Manager

i. Acceptance of the Waterway Inspection Report - December 2023

The Board had no comments regarding the aquatic report.

FIFTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Vega stated he will follow up with district council on February 20th if resident repairs are not complete on Pond 9.

Mr. Bozzuto - stated there is a broken sprinkler on the northeast corner of Majestic Pine.

Mr. Lowrie - asked the Engineer to contact the county regarding a large piece of missing asphalt on Rockledge that has been removed almost a year ago.

SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Barr seconded by Mr. Bozzuto with all in favor the meeting was adjourned. 5-0
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Mark Vega, Secretary

**South Fork
Community Development District**

*Financial Report
December 31, 2023*

Prepared by:



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**South Fork
Community Development District**

Financial Statements

(Unaudited)

December 31, 2023

Balance Sheet
December 31, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 406,729	\$ -	\$ 406,729
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)	-	224,024	224,024
Revenue Fund (A-2)	-	97,093	97,093
Revenue Fund (A-3)	-	180,863	180,863
Deposits	2,562	-	2,562
TOTAL ASSETS	\$ 409,291	\$ 587,634	\$ 996,925
<u>LIABILITIES</u>			
Accounts Payable	\$ 11,361	\$ -	\$ 11,361
Accrued Expenses	2,796	-	2,796
Other Current Liabilities	10,000	-	10,000
Due To Other Funds	10,315	-	10,315
TOTAL LIABILITIES	34,472	-	34,472
<u>FUND BALANCES</u>			
Nonspendable:			
Deposits	2,562	-	2,562
Restricted for:			
Debt Service	-	587,634	587,634
Unassigned:	372,257	-	372,257
TOTAL FUND BALANCES	\$ 374,819	\$ 587,634	\$ 962,453
TOTAL LIABILITIES & FUND BALANCES	\$ 409,291	\$ 587,634	\$ 996,925

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 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	\$ -	\$ -	\$ -	\$ -	0.00%
Special Assmnts- Tax Collector	504,442	353,109	476,404	123,295	94.44%
Special Assmnts- Discounts	(20,178)	(14,125)	(19,111)	(4,986)	94.71%
TOTAL REVENUES	484,264	338,984	457,293	118,309	94.43%
<u>EXPENDITURES</u>					
<u>Administration</u>					
P/R-Board of Supervisors	25,836	6,459	6,459	-	25.00%
ProfServ-Engineering	10,000	2,500	708	1,792	7.08%
ProfServ-Field Management	17,211	4,303	4,303	-	25.00%
ProfServ-Legal Services	5,000	1,250	646	604	12.92%
ProfServ-Mgmt Consulting	37,106	9,277	9,277	-	25.00%
ProfServ-Property Appraiser	16,000	4,000	-	4,000	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	6,511	1,253	83.86%
Legal Advertising	1,800	450	-	450	0.00%
Misc-Assessment Collection Cost	10,089	2,522	9,228	(6,706)	91.47%
Annual District Filing Fee	175	175	175	-	100.00%
Total Administration	139,284	44,003	41,626	2,377	29.89%
<u>Electric Utility Services</u>					
Utility - General	9,800	2,450	3,594	(1,144)	36.67%
Electricity - Streetlights	14,500	3,625	2,796	829	19.28%
Total Electric Utility Services	24,300	6,075	6,390	(315)	26.30%
<u>Flood Control/Stormwater Mgmt</u>					
R&M-Lake	50,000	12,500	3,225	9,275	6.45%
Total Flood Control/Stormwater Mgmt	50,000	12,500	3,225	9,275	6.45%
<u>Other Physical Environment</u>					
Contracts-Landscape	95,000	23,750	22,491	1,259	23.67%
Contracts-Mulch	2,500	625	-	625	0.00%
Insurance - Property	806	806	10,421	(9,615)	1292.93%
R&M-Renewal and Replacement	15,000	3,750	-	3,750	0.00%
R&M-Irrigation	2,000	500	490	10	24.50%
R&M-Walls and Signage	250	62	-	62	0.00%
Total Other Physical Environment	115,556	29,493	33,402	(3,909)	28.91%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 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	2,250	-	2,250	0.00%
Contracts-Security Services	11,424	2,856	3,810	(954)	33.35%
Misc-Contingency	14,700	3,675	706	2,969	4.80%
Total Field	35,124	8,781	4,516	4,265	12.86%
TOTAL EXPENDITURES	364,264	100,852	89,159	11,693	24.48%
Excess (deficiency) of revenues					
Over (under) expenditures	120,000	238,132	368,134	130,002	306.78%
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	\$ 238,132	\$ 368,134	\$ 130,002	306.78%
FUND BALANCE, BEGINNING (OCT 1, 2023)	6,685	6,682	6,685		
FUND BALANCE, ENDING	\$ 126,685	\$ 244,814	\$ 374,819		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 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	\$ 875	\$ 3,932	\$ 3,057	112.34%
Special Assmnts- Tax Collector	327,561	229,293	309,354	80,061	94.44%
Special Assmnts- Discounts	(13,102)	(9,171)	(12,409)	(3,238)	94.71%
TOTAL REVENUES	317,959	220,997	300,877	79,880	94.63%
<u>EXPENDITURES</u>					
<u>Administration</u>					
Misc-Assessment Collection Cost	6,552	1,638	5,992	(4,354)	91.45%
Total Administration	6,552	1,638	5,992	(4,354)	91.45%
<u>Debt Service</u>					
Principal Debt Retirement A-1	105,000	105,000	-	105,000	0.00%
Principal Debt Retirement A-2	20,000	20,000	-	20,000	0.00%
Principal Debt Retirement A-3	70,000	70,000	-	70,000	0.00%
Interest Expense Series A-1	50,223	25,249	25,249	-	50.27%
Interest Expense Series A-2	11,183	5,622	5,622	-	50.27%
Interest Expense Series A-3	43,107	21,671	21,671	-	50.27%
Total Debt Service	299,513	247,542	52,542	195,000	17.54%
TOTAL EXPENDITURES	306,065	249,180	58,534	190,646	19.12%
Excess (deficiency) of revenues Over (under) expenditures	11,894	(28,183)	242,343	270,526	2037.52%
<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	\$ (28,183)	\$ 242,343	\$ 270,526	2037.52%
FUND BALANCE, BEGINNING (OCT 1, 2023)	345,291	345,291	345,291		
FUND BALANCE, ENDING	\$ 357,185	\$ 317,108	\$ 587,634		

SOLITUDE

LAKE MANAGEMENT



South Fork CDD Waterway Inspection Report

Reason for Inspection: Normal growth observed

Inspection Date: 2024-01-04

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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Site: 1

Comments:

Normal growth observed
Open water looks good, some shoreline weeds around the site.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



Site: 2

Comments:

Normal growth observed
Positive treatment on shoreline weeds and vegetation around the site. Some bottom algae observed.

Action Required:

Routine maintenance next visit

Target:

Sub-surface algae



Site: 3

Comments:

Normal growth observed
Positive treatments within the littoral area. Some shoreline weeds present.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



Site: 4

Comments:

Normal growth observed

Some shoreline weeds present in the site. Open water looks good. More littoral work on the next routine visit.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: 5

Comments:

Normal growth observed

Minor growth of algae seen in the site.

Action Required:

Routine maintenance next visit

Target:

Sub-surface algae



Site: 6

Comments:

Normal growth observed

Some algae growth around parts of the site. Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Surface algae



Site: 7

Comments:

Normal growth observed

Littoral area shows positive signs of treatment. Some submersed algae present during inspection.

Action Required:

Routine maintenance next visit

Target:

Sub-surface algae



Site: 8

Comments:

Site looks good

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

Action Required:

Routine maintenance next visit

Target:

Sub-surface algae



Site: 9

Comments:

Normal growth observed

Lots of wild pig damage observed around the banks of site 9. Open water looks good. Some Cattails around the perimeter that will be treated during routine visit.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



Site: 10

Comments:

Normal growth observed

Open water looks good, some perimeter algae. Grate on top of storm drain still missing.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: 11

Comments:

Treatment in progress

Littoral area shows good growth. Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



Site: 12

Comments:

Normal growth observed

Minor growth of algae seen in the site. Open water looks good.

Action Required:

Routine maintenance next visit

Target:

Surface algae



Site: 13

Comments:

Normal growth observed

Littoral shelf looks in good condition. Minor shoreline weeds present.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: 14

Comments:

Site looks good

Some vegetation growth seen in the site, will be treated on next routine visit.



Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: 15

Comments:

Normal growth observed

Drain treated of vegetation.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

December, 2023

Management Summary

South Fork CDD Waterway Inspection Report was completed on January 4th, 2024.

Site 1: Open water looks good, some shoreline weeds around the site.

Site 2: Positive treatment on shoreline weeds and vegetation around the site. Some bottom algae observed.

Site 3: Positive treatments within the littoral area. Some shoreline weeds present.

Site 4: Some shoreline weeds present in the site. Open water looks good. More littoral work on the next routine visit.

Site 5: Minor growth of algae seen in the site.

Site 6: Some algae growth around parts of the site. Open water looks good.

Site 7: Littoral area shows positive signs of treatment. Some submersed algae present during inspection.

Site 8: Open water looks good, minor growth of shoreline weeds present in the site.

Site 9: Lots of wild pig damage observed around the banks of site 9. Open water looks good. Some Cattails around the perimeter that will be treated during routine visit.

Site 10: Open water looks good, some perimeter algae. Grate on top of storm drain still missing.

Site 11: Littoral area shows good growth. Open water looks good.

Site 12: Minor growth of algae seen in the site. Open water looks good.

Site 13: Littoral shelf looks in good condition. Minor shoreline weeds present.

Site 14: Some vegetation growth seen in the site, will be treated on next routine visit.

Site 15: Drain treated of vegetation.

Wildlife observed: Turtles, Ducks, Gallinules, Cormorant, Coots.

Water Clarity: 1' - 3'

Thank you for choosing SOLitude Lake Management!

South Fork CDD Waterway Inspection Report

Agenda Page 21
2024-01-04

Site	Comments	Target	Action Required
1	Normal growth observed	Shoreline weeds	Routine maintenance next visit
2	Normal growth observed	Sub-surface algae	Routine maintenance next visit
3	Normal growth observed	Shoreline weeds	Routine maintenance next visit
4	Normal growth observed	Species non-specific	Routine maintenance next visit
5	Normal growth observed	Sub-surface algae	Routine maintenance next visit
6	Normal growth observed	Surface algae	Routine maintenance next visit
7	Normal growth observed	Sub-surface algae	Routine maintenance next visit
8	Site looks good	Sub-surface algae	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	Shoreline weeds	Routine maintenance next visit
12	Normal growth observed	Surface algae	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





South County Landcare Inc
 20507 Hobbs Rd
 Wimauma, FL 33598 US
 southcountylandcare@live.com

Invoice

BILL TO

South Fork CDD
 210 N University Dr, Suite 702
 Coral Springs, FL 33071

SHIP TO

South Fork CDD
 210 N University Dr, Suite 702
 Coral Springs, FL 33071

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
10235	01/01/2024	\$7,870.00	01/21/2024	Net 20	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	southfork CDD	Monthly Landcare Service for South Fork CDD January 2024	1	7,870.00	7,870.00
		SUBTOTAL			7,870.00
		TAX			0.00
		TOTAL			7,870.00
		BALANCE DUE			\$7,870.00