



Rizzetta & Company

Southaven Community Development District

**Board of Supervisors' Meeting
February 1, 2023**

**District Office:
St Augustine, Florida
(904) 436-6270**

www.southavencdd.org

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

Markland Amenity Center, 61 Clarissa Lane St. Augustine, FL 32095
www.southhavencdd.org

Board of Supervisors	Richard Fetter Roger Giddens Bob Monk Don Boerema Jim Alexander	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Melissa Dobbins	Rizzetta & Company, Inc.
District Counsel	Jonathan Johnson Katie Buchanan	Kutak Rock, LLP Kutak Rock, LLP
District Engineer	Scott Lockwood	England-Thims & Miller, Inc.

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.southavencdd.org

January 25, 2023

Board of Supervisors
Southaven Community
Development District

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Southaven Community Development District will be held on **February 1, 2023 at 10:00 a.m.** at the Markland Amenity Center located at 61 Clarissa Lane St. Augustine, FL 32095. The following is the agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on December 7, 2022 Tab 1
 - B. Ratification of the Operations and Maintenance Expenditures for November and December 2022 Tab 2
 - C. Consideration of LLS Tax Solutions – Arbitrage Engagement Letter Tab 3
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape and Maintenance (under separate cover)
 - D. General Manager Report..... Tab 4
 1. Amenity Update
 2. Field Update
 3. Clearwaters Lake Management Report
 - E. District Manager
5. **BUSINESS ITEMS**
 - A. Consideration of Proposals for Entrance Painting (under separate cover)
 - B. Consideration of Entrance Gate Preventative Maintenance Renewal Tab 5
6. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at 904-436-6270.

Very truly yours,
Melissa Dobbins
Melissa Dobbins

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**SOUTHAVEN
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of Southaven Community Development District was held **Wednesday, December 7, 2022 at 10:00 a.m.** held at the Markland Amenity Center located at 61 Clarissa Lane, St. Augustine, Florida 32095. Following is the agenda for the meeting.

Present and constituting a quorum:

Richard Fetter	Board Supervisor, Chairman
Roger Giddens	Board Supervisor, Vice Chairman
Bob Monk	Board Supervisor, Assistant Secretary
Don Boerema	Board Supervisor, Assistant Secretary
Jim Alexander	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Kutak Rock, LLC
Dan Fagen	Director of Facility Operations, Vesta
Dana Harden	Regional Manager, Vesta
Lisa Licata	Amenity Manager, Vesta
Billy Buerki	Brightview Landscape

Audience in attendance.

FIRST ORDER OF BUSINESS**Call to Order**

Ms. Dobbins called the meeting to order at 10:03 a.m. and read roll call.

SECOND ORDER OF BUSINESS**Audience Comments on Agenda Items**

There were no audience comments.

THIRD ORDER OF BUSINESS**Oath of Office**

Ms. Dobbins administered the Oath of Office to Jim Alexander and Don Boerema prior to the start of the meeting.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2023-01;
Designating Officers**

Board appointed, Richard Fetter as Chairman, Roger Giddens as Vice Chairman, Bob Monk, Jim

Alexander, Don Boerema, Melissa Dobbins, Lesley Gallagher as Assistant Secretaries, Bob Schleifer as Secretary, Scott Brizendine as Treasurer, and Shawn Wildermuth as Assistant Treasurer.

On a motion by Mr. Boerema seconded by Mr. Monk, with all in favor, the Board adopted Resolution 2023-01; Designating Officers for Southaven Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of the Minutes of the Regular Meeting held on October 5, 2022

Mr. Fetter requested for audience comments to have more detail if/when Board makes formal actions.

On a motion by Mr. Fetter, seconded by Mr. Giddens, with all in favor, the Board approved the Minutes of the Regular Meeting held on October 5, 2022 for Southaven Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of the Operations and Maintenance Expenditures for August, September, and October 2022

Mr. Boerema requested to view the alarm services with Ms. Licata. The Board authorized Mr. Boerema to look at current services and possible other vendors.

On a motion by Mr. Boerema, seconded by Mr. Alexander, with all in favor, the Board ratified Operations and Maintenance Expenditures for August 2022 in the amount of \$24,791.14, September 2022 in the amount of \$98,050.08, and October 2022 in the amount of \$36,360.06, for Southaven Community Development District.

SEVENTH ORDER OF BUSINESS

STAFF REPORTS

A. District Counsel

Ms. Buchanan updated the Board that a letter was sent to the homeowner that made alterations to his driveway to request him to make a plan to fix and put it back in its original state. Discussion ensued regarding the process the HOA should take when they have an application from a resident to modify their personal property, but the modification will also impact the CDD property. The Board directed that these types of request/forms first get reviewed by the Amenity and District Manager then if necessary, the Board authorized Mr. Monk to be the designee to review request in between meetings.

B. District Engineer

Not present.

C. Landscape and Maintenance

Mr. Buerki provided an update to the Board and noticed they would be trying a new chemical to thicken the jasmine beds. Mr. Fetter requested that Brightview look at plants by the front entrance that are blocking the lighting to the sign.

1. Consideration of Entrance Plant Removal and Replacement

Mr. Buerki reviewed his proposal and noted they would recommend a 3 year plan and he would confirm their warranty is still one year. After further review, the Board authorized Mr. Fetter to work with Brightview and Ms. Licata to create a scope so additional bids can be reviewed at the February meeting.

D. General Manager Report

Ms. Licata reviewed her report under Tab 5. She also stated that Otis (Elevator Maintenance Vendor) requested an additional one-time payment of \$125 due to high fuel cost. Ms. Dobbins noted that per their agreement with the District, the District is not obligated to pay this one time fee. The Board opposed paying Otis the additional payment and authorized Mr. Fetter to work with staff in between meetings, if necessary.

Ms. Licata stated that she has completed the turnover process from Comcast to AT&T. There will be additional termination fees on the last couple of Comcast invoices, but in the long term this will be less expensive for the District. Discussion also ensued regarding the option to look into Direct TV services. The Board authorized Mr. Monk to work with Ms. Licata on streaming service options with Direct TV.

1. Amenity Update

The Board reviewed the procedure regarding children that are authorized to use the gym. After discussion, the Board directed staff to purchase a different colored access card for them to have while they are using the gym. The Board also changed the main arm gate hours to be in use all day, each day of the week going into effect January 1, 2023.

i. Amenity Credit Card Transaction Options

After discussion the Board directed Ms. Licata to move forward with setting up a square payment option and work with Mr. Boerema and the District Manager when necessary. Once the new payment system is up and running, the Board approved removing language from the current policies that cash and/or checks will no longer be accepted.

On a motion by Mr. Fetter, seconded by Mr. Boerema, with all in favor, the Board approved removing language from the current policies that cash and/or checks will no longer be accepted, for Southaven Community Development District.

2. Field Update

Ms. Licata updated the Board that she went back to EPIC Pools to review

their coping proposal for the pool. In the end, EPIC is not saying this work must be done, but it is a preventative action. They noted that gravity is the enemy right now. The Board took no further action at this time.

It was also stated that the Markland entrance sign needs fresh paint and a sign at the gate has faded and needs to be replaced. Ms. Licata will review both matters.

The Board also directed staff to work with Brightview on a proposal to remove tall grasses out of medians and to replace with sod. All other common areas (amenity center, parks, and lakes) with grasses will be trimmed.

3. Clearwaters Lake Management Report

E. District Manager Report

Ms. Dobbins updated the Board that the insurance claim for lightning damage was received in the amount of \$4,489.57. She also pointed out that there were several dead trees that had to be cut down and after staff was able to get multiple bids, there was a savings of over \$4,000.00 to the District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-02; Amending Records Retention Policy

Ms. Buchanan reviewed and discussion ensued.

On a motion by Mr. Fetter, seconded by Mr. Alexander, with all in favor, the Board adopted Resolution 2023-02; Amending Records Retention Policy, for Southaven Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Pressure Washing

The Board reviewed two proposals behind Tab 7 of the agenda. After discussion, the Board approved Amenity's proposal in the amount of \$3,622.00 subject to confirming their use of cleaning chemicals.

On a motion by Mr. Boerema, seconded by Mr. Fetter, with all in favor, the Board approved Amenity's proposal in the amount of \$3,622.00 subject to confirming their use of cleaning chemicals, for Southaven Community Development District.

TENTH ORDER OF BUSINESS

Discussion Regarding Pool Chemicals

Ms. Dobbins updated the Board that Poolsure has notified the District of a price adjustment to

\$697.65 per month due to higher cost. Ms. Dobbins stated she and other managers received similar notices for other communities and Districts and it's been a challenge to find vendors that can provide the level of chemicals needed to a larger community. However, staff at Markland, has reached out to other companies to try and get comparison bids since the District owns its pool equipment. Staff will monitor the use of chemicals so the District can review other vendor options to see if it's worth switching.

On a motion by Mr. Monk, seconded by Mr. Boerema, with all in favor, the Board approved the Poolsure adjusted annual rate effective January 1, 2023, for Southaven Community Development District.

ELEVENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

It was reiterated that the POA (ARC) will attempt to look for any changes on resident's applications that will impact the CDD and work with CDD staff and Mr. Monk for further directions if/when necessary.

It was also stated again that currently sidewalks will be repaired by the CDD but anything aesthetic is the responsibility of the property owner.

A request was made for policies that impact children to be listed in one area and to communicate any overall policy changes in one area of the policy packet.

Mr. Monk stated that going forward the POA should be making their own announcements. The Board agreed.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Boerema, seconded by Mr. Alexander, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 12:40 p.m. for Southaven Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 2

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.SOUTHAVENCDD.ORG

Operation and Maintenance Expenditures

November 2022

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2022 through November 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$96,992.68**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Amber Crossley	100079	Crossley102222	Rental Refund 10/22	\$ 500.00
Amy Hurst	100080	Hurst080922	Deposit Refund 08/22	\$ 100.00
AT&T	ACH	323860823 11/22 Autopay 287	Internet & Phone Services 11/22	\$ 413.50
BrightView Landscape Services, Inc.	100072	8061206	Landscape Maintenance 09/22	\$ 13,930.00
BrightView Landscape Services, Inc.	100056	8107993	Monthly Exterior Maintenance 10/22	\$ 13,930.00
BrightView Landscape Services, Inc.	100081	8149486	Landscape Maintenance 11/22	\$ 13,930.00
Clear Waters, Inc.	100057	127025	Pond Maintenance 10/22	\$ 803.50
COMCAST	ACH	8495 74 140 1213297 11/22 Autopay 287	Wireless Telephone Services 11/22	\$ 739.59
Dawn Humphrey	100066	110522 Humphries	Deposit Refund 11/22	\$ 250.00
Envera - Hidden Eyes, LLC	100058	720864	Additional Residents 10/22	\$ 36.00
Epic Pools & Hardscape Construction, Inc.	100078	30432	Pool Maintenance 10/22	\$ 175.00

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ernest Wilford	100073	Willford110522	Rental Refund 11/22	\$ 500.00
First Coast Franchising - Jani-King	100067	JAK10220462	Janitorial Services 10/22	\$ 545.00
First Coast Franchising - Jani-King	100082	JAK11220459	Janitorial Services 11/22	\$ 545.00
Fitness on Demand	ACH	24247	Fitness on Demand 11/22	\$ 199.95
Florida Power & Light Company	ACH	Monthly Summary	Electric Services 10/22 Electric	\$ 2,796.45
Florida Power & Light Company	ACH	Monthly Summary	Services 11/22	\$ 2,826.67
Hancock Bank	100068	39589	Trustee Fees 11/02/22-11/01/23	\$ 2,500.00
Hancock Bank	100068	39604	Trustee Fees 05/02/22-11/01/22	\$ 2,000.00
Jennifer Alaimo	100083	Alaimo111222	Deposit Refund 11/22	\$ 500.00
Kutak Rock, LLP	100059	3124398	Legal Services 09/22	\$ 566.00
Les Taylor	100074	Taylor110522	Rental Refund 11/22	\$ 250.00

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Northeast FL Inflatables	100055	11023	DJ & Bounce House Rental 10/22	\$ 350.00
Poolsure	100060	131295609899	Pool Chemicals 10/22	\$ 481.14
Poolsure	100084	131295610635	Pool Chemcials 11/22	\$ 481.14
Rizzetta & Company, Inc.	100061	INV0000072581	District Management Fees 11/22	\$ 3,586.16
Sabrina Papovitch	100062	101622 Papovitch	Rental Deposit Refund 10/22	\$ 250.00
Smith Electrical, Inc.	100063	19667	Electrical Repairs 07/22	\$ 287.50
Sunbelt Gated Access Systems of Florida, LLC	100069	1523	Gate Maintenance 09/22	\$ 240.00
Sunbelt Gated Access Systems of Florida, LLC	100069	72732	Decals	\$ 619.00
Sunbelt Gated Access Systems of Florida, LLC	100086	00001433-B	Gate Maintenance 09/22	\$ 940.00
Synergy Florida	100085	363589	Lightning Damage Claim	\$ 4,802.72
Treeco	100070	8467	Tree Trimming 10/22	\$ 600.00
Vesta Property Services, Inc.	100071	403115	Management & Staffing Services 10/22	\$ 12,724.83

Southaven Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Vesta Property Services, Inc.	100064	403400	Billable Mileage	\$ 85.00
Vesta Property Services, Inc.	100075	403790	Management & Maintenance Services 11/22	\$ 12,724.83
Vesta Property Services, Inc.	100075	404188	Billable Mileage	\$ 42.50
VGlobal Tech	100065	4363	Monthly ADA Website Maint. 10/22	\$ 300.00
VGlobal Tech	100076	4441	Monthly ADA Website Maint. 11/22	\$ 300.00
Waste Management Inc. of Florida	100077	0023353-4032-5	Waste Services 11/22	<u>\$ 141.20</u>
Report Total				<u>\$ 96,992.68</u>

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.SOUTHAVENCDD.ORG

Operation and Maintenance Expenditures

December 2022

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2022 through December 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$24,687.28**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Anything Under The Sun Services, LLC	100091	1722	Holiday Lighting 11/22	\$ 4,886.10
AT&T	ACH	322343089 11/22 Autopay 287	Internet & Phone Services 11/22	\$ 149.92
COMCAST	ACH	849574 140 1213297 11/22	Wireless Telephone Services 12/22	\$ 739.59
Envera - Hidden Eyes, LLC	100087	721314	Entry Gate Monitoring Services 11/22	\$ 4,187.62
Fitness on Demand	ACH	25601	Fitness on Demand 12/22	\$ 199.95
Florida Power & Light Company	ACH	Monthly Summary 12/22.	Electric Services 12/22	\$ 2,890.69
Rizzetta & Company, Inc.	100090	INV0000073227	District Management Services 12/22	\$ 3,556.16
St Johns Utility Department	ACH	Monthly Summary 11/22	Water Utility 11/22	\$ 5,684.20
Synergy Florida	100088	365525	Lightning Damage Claim	\$ 2,186.85
Waste Management Inc. of Florida	ACH	0024376-4032-5	Waste Services 12/22	\$ 141.20
Wayne Automatic Fire Sprinklers, Inc.	100089	1004927	Quarterly Sprinkler Inspection 11/22	\$ 65.00
Report Total				<u>\$ 24,687.28</u>

Tab 3



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

December 8, 2022

Southaven Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

Thank you for choosing LLS Tax Solutions Inc. ("LLS Tax") to provide arbitrage services to Southaven Community Development District ("Client") for the following bond issue. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- Southaven Community Development District (St. Johns County, Florida) (Bank Qualified) \$4,515,000 Special Assessment Bonds, Series 2016A-1 and \$2,410,000 Special Assessment Bonds, Series 2016A-2

SCOPE OF SERVICES

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determination of the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service ("IRS") forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

TAX POSITIONS AND REPORTABLE TRANSACTIONS

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that

the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated “tax shelter” rules that require taxpayers to disclose their participation in “reportable transactions” by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all “reportable transactions” and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client’s participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state “tax shelter” reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client’s failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

PROFESSIONAL FEES AND EXPENSES

Our professional fees for the services listed above for the three annual bond years ending December 7, 2023, December 7, 2024, and December 7, 2025, is \$1,500, which is \$500 each year. We will bill you upon completion of our services. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.

The Client (District) has the option to terminate this Agreement within ninety days of providing notice to LLS Tax of its intent.

ACCEPTANCE

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:
Southaven Community Development District

By: Linda L. Scott

Linda L. Scott, CPA

By: _____

Print Name _____

Title _____

Date: _____

Tab 4



General Manager Report
Southaven CDD Meeting
February 1st, 2023

Date of Report: February 1st, 2023

Submitted by: Lisa Licata

○ ***Upcoming Events***

- Saturday, February 11th- Blood Drive
- Friday, February 17th- Fire Pit Friday
- Saturday, March 25th- Yard Games/Corn Hole Tournament
- Saturday, April 8th- Easter Egg Hunt

○ ***Concluded Event***

- Saturday, December 17th Holiday Blood Drive
- Saturday, December 17th Holiday Santa Party

○ ***Amenity Center***

- Revenue Update
- Waivers and cards program started.
- Removal of tv batteries/sensors.
- Monthly rentals- Girl Scouts, Team meetings, mentor programs, etc(take deposit one time) charge regular hourly rental fee.
- Staff using amenities.
- Book Club wants to leave books in the Manor house(cabinet by bathrooms).
- Update on Cable moving to Direct TV
- President's Day officed closed-Vesta paid holiday.
- **Discussion** and direction from the board for possible budget discussion in April- Pickle Ball courts, Awning for playground, another treadmill, swings for bigger kids and street sign for yielding to bus stops.
- **Discussion** about residents donating money for or donating actual picnic tables.
- **Discussion** about resident issue from 77 Latrobe Ave.

○ ***Field Ops Updates***

- Fixed the corner wall in the weight room, plaster was coming off.
- Finished painting the Social Room.
- Painted all the baseboards.
- Pressure washed the sidewalks to the Manor house.
- Window in the meeting room is under warranty and replacement is on back order until March 31st when it will be delivered.
- Update on piping on Renwick under the fence.
- Update on piping found under sidewalk with French drain.

Lake Management Report

Job: Markland (Southhaven CDD)

Date: 12-9-22

Technician: S Johnson

Equipment: Skiff

Weather: Partly Cloudy

Lake ID:

1. Torpedo Grass



2. Submersed weeds (Bacopa)



Tab 5



PLEASE NOTE NEW ADDRESS!

9774 Florida Mining Blvd W,
Ste 701
Jacksonville, FL 32257

Voice # 904-354-7060

Fax # 904-355-5617

Invoice

Invoice # 72796

Date 12/20/22

Florida Contractor's License # ES12000923

Billed To:

Southhaven CDD
C/O Rizzetta & Company
3434 Colwell Ave., Suite 200
Tampa, FL 33614

Shipped To:

Markland
60 Harkness Court
St. Augustine, FL 32095

DEC 22 2022

Visit us on the web at www.sunbeltsys.com

P.O. Number	Rep	Ship Date	Shipped Via	Terms
	RKT	12/20/22		Net Due on Receipt
Quantity	Model/Part #	Description		
1	RA-CONT	Renewal for Repair Agreement on the Gated Access control System for the Period of 12/21/2022 - 12/20/2023		
2	RA-SWGO-MSB	Annual Repair Agreement for the Following Equipment:		
2	RA-SWGO-SSB	Repair Agreement - Standard Master Swing Gate Operator with Battery Back-Up		
3	RA-BARGT-SB	Repair Agreement - Standard Slave Swing Gate Operator with Battery Back-Up		
2	RA-MVD-DC	Repair Agreement - Standard Barrier Gate with Battery Back-Up		
5	RA-MVD-SC	Repair Agreement - Magnetic Vehicle Detector - Dual Channel		
9	RA-LOOP	Repair Agreement - Magnetic Vehicle Detector - Single Channel		
5	RA-PRPC	Repair Agreement - Saw Cut Loop		
1	RA-TEL-SD	Repair Agreement - Photo-Reflective Photocell Reversing Device		
1	RA-ACS-BCS	Repair Agreement - Telephone Entry Unit with Single Line Display		
1	RA-INS-QTR	Repair Agreement - Bar Code Scanner		
	SLS DISC - EQUIP	Repair Agreement - Quarterly Inspections		
		10% Vesta Property Discount		

RECEIVED
12/22/22

NOTES:

Total Due

\$6,921.00