



Rizzetta & Company

Southaven Community Development District

**Board of Supervisors' Meeting
August 2, 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 | Chairman |
| | Roger Giddens | Chairman |
| | Bob Monk | Assistant Secretary |
| | Don Boerema | Assistant Secretary |
| | Jim Alexander | Assistant Secretary |
| District Manager | Melissa Dobbins | Rizzetta & Company, Inc. |
| District Counsel | Jonathan Johnson | Kutak Rock, LLP |
| | Katie Buchanan | 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.southhavencdd.org

**Board of Supervisors
Southaven Community
Development District**

July 26, 2023

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Southaven Community Development District will be held on **August 2, 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 May 5, 2023Tab 1
 - B. Ratification of the Operations and Maintenance Expenditures for April, May and June 2023Tab 2
 - C. Consideration of Resolution 2023-04; Redesignating SecretaryTab 3
 - D. Acceptance of Annual Audit – Fiscal Year Ending September 2022Tab 4
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Acceptance of Annual Engineer's ReportTab 5
 - C. Landscape and Maintenance Report.....Tab 6
 1. BrightView Enhancement Proposals.....Tab 7
 - D. General Manager Report.....Tab 8
 1. Amenity Update
 - i. Discussion Regarding Age Requirement for Pool Use
 - ii. Discussion Regarding Aluminum Cans on Pool Deck
 2. Field Update
 3. Clearwaters Lake Management Report
 - E. District Manager
- 5. BUSINESS ITEMS**
 - A. Consideration of Surge Protection Proposals.....Tab 9
 - B. Consideration of Resolution 2023-05; Setting Bid Thresholds (under separate cover)
 - C. Public Hearing on Fiscal Year 2023-2024 Budget
 1. Consideration of Resolution 2023-06; Approving Fiscal Year 2023-2024 Budget.....Tab 10
 - D. Public Hearing on Special Assessments
 1. Consideration of Resolution 2023-07; Imposing Special Assessments.....Tab 11
 - E. Consideration of Vesta Renewal Proposal (under separate cover)
 - F. Consideration of Resolution 2023-08; Setting Date, Time and Location for FY 2023-2024 Meetings.....Tab 12
- 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 **May 5, 2023 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 |
| Lisa Licata | Amenity Manager, Vesta |

Audience in attendance.

FIRST ORDER OF BUSINESS**Call to Order**

Ms. Dobbins called the meeting to order at 10:00 a.m. and read roll call.

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

Audience had comments on the proposed budget and process.

THIRD ORDER OF BUSINESS**Consideration of the Minutes of the
Regular Meeting held on February 1,
2023**

On a motion by Mr. Boerema, seconded by Mr. Monk with all in favor, the Board approved the Minutes of the Regular Meeting held on February 1, 2023, for Southaven Community Development District.

FOURTH ORDER OF BUSINESS**Ratification of the Operations and
Maintenance Expenditures for
January, February and March 2023**

On a motion by Mr. Monk, seconded by Mr. Giddens, with all in favor, the Board ratified Operations and Maintenance Expenditures for January 2023 in the amount of \$133,232.87, February 2023 in the amount of \$64,943.41, and March 2023 in the amount of \$67,638.58, for Southaven Community Development District.

FIFTH ORDER OF BUSINESS**STAFF REPORTS****A. District Counsel**

After discussion, the Board directed counsel to draft up a formal resolution regarding number of bids required and spending thresholds for staff. It was stated that staff will attempt to get a minimum of 2 bids on projects that are \$5,000.00 or more, and a minimum of 3 bids on projects that are \$20,000.00 or more. Regarding threshold spending limits, the amenity manager would have authority to approve items up to \$5,000.00, but will need the Chairman's approval up to \$10,000.00 and up to \$20,000.00 for emergencies (if Chair is not available any other board member may approve).

Ms. Buchanan then noted that the Fire Pit matter was resolved, sent POA parking agreement to review and paver matter is still not resolved.

B. District Engineer

Ms. Licata updated the Board that the District Engineer is reviewing the berm matter and will have findings and recommendations. In the meantime, the Board requested staff to request property owner for a copy of his engineer's report.

C. Landscape and Maintenance (under separate cover)

BrightView reviewed the cost to remove the hedge and resod at the dog park.

On a motion by Mr. Alexander, seconded by Mr. Giddens, with all in favor, the Board approved the BrightView proposal in the amount of \$2,943.36, for Southaven Community Development District.

D. General Manager Report

Board reviewed the Amazon option to add a device to visitors side arm at gate entrance so they have ability to get in the community for quicker deliveries. After discussion, the Board authorized Ms. Licata to approve subject to Envera confirming it will not interfere with their system and the equipment.

After discussion, the Board approved extending the gym hours to 4am-12pm and directed staff to monitor attendance during this additional time slot.

The Board approved Ms. Licata to order two new Markland welcome mats for \$289.00 each.

The Board directed staff to look into cancelling the Fitness on Demand due to very little usage.

The Board discussed drainage issue concerns off some sidewalks within the community. The Board directed staff to review how many areas there may be that are not draining properly into the roadway. Then further assessment will be done to determine if the issue is the sidewalk or the sod being too high to not allow proper flow.

1. Amenity Update

Ms. Licata noted she will move forward with new mailbox numbers.

2. Field Update

3. Clearwaters Lake Management Report

E. District Manager

There was no report.

SIXTH ORDER OF BUSINESS

Consideration of Hallco Preventative Maintenance Proposal

After discussion the board approved HallCo proposal and directed staff to pay the full annual amount to receive the discount rate.

On a motion by Mr. Boerema, seconded by Mr. Giddens, with all in favor, the Board approved Hallco proposal for Preventative Maintenance, for Southaven Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Lighted Entrance Gate Arm and Surge Protection Proposal

On a motion by Mr. Boerema, seconded by Mr. Alexander, with all in favor, the Board approved the surge protectors, LED kit and bollards for the gate at a not to exceed amount of \$4,700.00, for Southaven Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Street Sweeping Proposal

On a motion by Mr. Monk, seconded by Mr. Alexander, with all in favor, the Board approved 1 year on-call service in a not to exceed amount of \$2,200.00 per sweep and disposal, for Southaven Community Development District.

NINTH ORDER OF BUSINESS**Review of Janitorial Services**

On a motion by Mr. Monk, seconded by Mr. Alexander, with all in favor, the Board approved Service Masters proposal in the amount of \$859.00 per month, for Southaven Community Development District.

TENTH ORDER OF BUSINESS**Consideration of Resolution 2023-03;
Approving FY 2023/2024 Proposed
Budget and Setting Public Hearing**

On a motion by Mr. Fetter, seconded by Mr. Giddens, with all in favor, the Board set the public hearing for August 2nd at 10:00 am, for Southaven Community Development District.

ELEVENTH ORDER OF BUSINESS**Audience Comments and Supervisor
Requests****Audience**

Audience Members had question and comments regarding terms of contracts, noting, maintenance calendar, request for mole hills to be reviewed in passive parks, road ownership, request for umbrellas and painting of roadway lines.

Supervisor Comments

Mr. Monk requested the Board start with the Pledge of Allegiance before each meeting. The Board agreed.

TWELFTH ORDER OF BUSINESS**Adjournment**

On a motion by Mr. Fetter, seconded by Mr. Boerema, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 12:36 p.m. for Southaven Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

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 April 2023 Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$67,524.80**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|-------------------------------------|--------------|---|--|----------------|
| AT&T | EFT | 322343089 03/23 Autopay 287 | Internet & Phone Services 03/23 | \$ 150.57 |
| AT&T | EFT | 323860823 03/23 Autopay 287 | Internet & Phone Services 03/23 | \$ 310.75 |
| BrightView Landscape Services, Inc. | 100202 | 8354769 | Landscape Maintenance 04/23 | \$ 13,930.00 |
| BrightView Landscape Services, Inc. | 100195 | 8368672 | Soil Mix Installation 04/23 | \$ 507.21 |
| Clear Waters, Inc. | 100188 | 130910 | Pond Maintenance 03/23 | \$ 803.50 |
| COMCAST | EFT | 8495 74 140 12131297 03/23 Autopay 287 | Wireless Telephone Services 03/23 | \$ 343.68 |
| Disclosure Services, LLC | 100192 | 8 287 Monthly Summary 04/23 | Amortization Schedule Series 0216A-1 11/1/22 | \$ 100.00 |
| Florida Power & Light Company | EFT | Autopay 287 | Electric Services 04/23 | \$ 3,356.47 |
| Hidden Eyes, LLC | 100203 | 725539 | Alarm Monitoring Services 03/23 | \$ 4,187.62 |
| Kutak Rock, LLP | 100191 | 3197346 | Legal Services 02/23 | \$ 2,112.18 |
| McDermitt Davis & Company, LLC | 100193 | 5505 | Accounting Services 03/23 | \$ 3,800.00 |
| Myrdith Investments LLC | 100201 | 1548 | Entry Way Maintenance 03/23 | \$ 3,000.00 |
| Otis Elevator Company | 100196 | TAJ15683001 | Elevator Maintenance 02/23 | \$ 350.00 |

Southaven Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|-----------------------|--------------------------------------|----------------|
| Poolsure | 100197 | 1312956132596 | Pool Maintenance 04/23 | \$ 697.65 |
| Rizzetta & Company, Inc. | 100187 | INV0000078827 | District Management Fees 04/23 | \$ 3,556.16 |
| Smith Electrical, Inc. | 100204 | 21411 | Replaced LED Lambs 04/23 | \$ 1,038.97 |
| Southeast Fitness Repair | 100199 | 101457 | Fitness Maintenance 03/23 | \$ 330.00 |
| Southaven | DC040523 | DC040523 | Debit Card Replenishment 04/05/23 | \$ 1,825.65 |
| Southaven | DC042823 | DC042823 | Debit Card Replenishment 04/28/23 | \$ 721.31 |
| St Johns Utility Department | EFT | Monthly Summary 03/23 | | |
| Sunbelt Gated Access Systems of Florida, LLC | 100205 | Autopay 287 | Water-Sewer Services 03/23 | \$ 4,031.19 |
| Treeco | 100189 | 72932 | Gate Maintenance 04/23 | \$ 7,045.00 |
| Treeco | 100189 | 8957 | Removal of Dead Trees 03/23 | \$ 950.00 |
| Treeco | 100190 | 8968 | Removal of Dead Tree 03/23 | \$ 550.00 |
| Treeco | 100194 | 8998 | Removal of Dead Tree 03/23 | \$ 400.00 |
| Turner Pest Control, LLC | 100206 | 617160478 | Pest Control Services 04/23 | \$ 84.90 |
| Vesta Property Services, Inc. | 100207 | 408613 | Management & Staffing Services 04/23 | \$ 12,724.83 |

Southaven Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|-------------------------------|--------------|----------------|-------------------------------|----------------------------|
| Vesta Property Services, Inc. | 100198 | 409326 | Billable Mileage 03/23 | \$ 127.50 |
| VGlobal Tech | 100200 | 4926 | ADA & WCAG Audit 04/23 | \$ 300.00 |
| Waste Management Inc. of | | 0029239-4032-0 | | |
| Florida | EFT | Autopay 287 | Waste Disposal Services 04/23 | \$ 189.66 |
| Report Total | | | | <u><u>\$ 67,524.80</u></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

May 2023

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2023 through May 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$56,918.38**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2023 Through May 31, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|--|------------------------------------|----------------|
| AT&T | EFT | 322343089 04/23 Autopay 287 | Internet & Phone Services 04/23 | \$ 165.98 |
| AT&T | EFT | 323860823 04/23 Autopay 287 | Internet & Phone Services 04/23 | \$ 308.10 |
| BrightView Landscape Services, Inc. | 100227 | 8396784 | Landscape Maintenance 05/23 | \$ 13,930.00 |
| BrightView Landscape Services, Inc. | 100214 | 8399252 | Hedge Removal 04/23 | \$ 1,642.32 |
| Clear Waters, Inc. | 100215 | 130143 | Pond Maintenance 02/23 | \$ 803.50 |
| Clear Waters, Inc. | 100216 | 131719 | Pond Maintenance 04/23 | \$ 803.50 |
| COMCAST | EFT | 8495 74 140 1213297 04/23 Autopay 287 | Wireless Telephone Services 04/23 | \$ 373.70 |
| Division of Hotels and Restaurants | 100209 | License #103254 File #176634 05/23 | License #103254 File #176634 05/23 | \$ 75.00 |
| England, Thims & Miller, Inc. | 100217 | 208099 | Engineering Services 04/23 | \$ 973.75 |
| Fastsigns | 100221 | 2202-10373 | 2 Yellow Bollards 05/23 | \$ 1,655.12 |
| First Coast Franchising | 100218 | JAK04230378 | Janitorial Services 04/23 | \$ 545.00 |

Southaven Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2023 Through May 31, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|--------------------------------------|-----------------------------------|----------------|
| Florida Power & Light Company | EFT | Monthly Summary 05/23 Autopay 287 | Electric Services 05/23 | \$ 3,264.59 |
| Hancock Bank | 100210 | 40372 | S/A Trustee Fee 04/23 | \$ 2,000.00 |
| Hidden Eyes, LLC | 100224 | 726721 | Alarm Monitoring Services 04/23 | \$ 4,187.62 |
| Kutak Rock, LLP | 100211 | 3210650 | Legal Services 03/23 | \$ 766.00 |
| Poolsure | 100220 | 131295614319 | Pool Maintenance 05/23 | \$ 697.65 |
| Rizzetta & Company, Inc. | 100208 | INV0000079652 | District Management Fees 05/23 | \$ 3,556.16 |
| Smith Electrical, Inc. | 100223 | 21500 | Replace 2 Lights 05/23 | \$ 997.83 |
| Southaven CDD | DC052223 | DC052223 | Debit Card Replenishment 05/22/23 | \$ 1,817.40 |
| St Johns Utility Department | EFT | Monthly Summary 04/23 Autopay 287 | Water-Sewer Services 04/23 | \$ 4,093.54 |
| Synergy Florida | 100213 | 370774 | Service Call 04/23 | \$ 160.00 |
| The Ledger / News Chief/ CA Florida Holdings, LLC | 100219 | 5533995 | Legal Advertising 04/23 | \$ 160.48 |

Southaven Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2023 Through May 31, 2023

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|-------------------------------|---|----------------------------|
| Treeco | 100212 | 9071 | Tree Removal 04/23 | \$ 600.00 |
| Vesta Property Services, Inc. | 100225 | 409856 | Management & Staffing Services 05/23 | \$ 12,724.83 |
| VGlobal Tech | 100226 | 5013 | ADA Website Maintenance 05/23 | \$ 300.00 |
| Waste Management Inc. of Florida | EFT | 0030401-4032-3 Autopay 287 | Waste Disposal Service 05/23 | \$ 189.66 |
| Wayne Automatic Fire Sprinklers, Inc. | 100222 | 1042092 | Quarterly Sprinkler Inspection 04/23 | <u>\$ 126.65</u> |
| Report Total | | | | <u>\$ 56,918.38</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

June 2023

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2023 through June 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$63,182.38**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Southaven Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|---|--|----------------|
| Ancient City Janitorial LLC | 100237 | 1279 | Janitorial Services 06/23 | \$ 859.00 |
| AT&T | EFT | 322343089 05/23 Autopay 287 | Internet & Phone Services 05/23 | \$ 165.98 |
| AT&T | EFT | 323860823 05/23 Autopay 287 | Internet & Phone Services 05/23 | \$ 308.10 |
| BrightView Landscape Services, Inc. | 100249 | 8444738 | Landscape Maintenance 06/23 | \$ 13,930.00 |
| COMCAST | EFT | 8495 74 140 1213297 05/23 Autopay 287 | Wireless Telephone Services 05/23 | \$ 373.70 |
| England, Thims & Miller, Inc. | 100236 | 208480 | Engineering Services 05/23 | \$ 205.00 |
| First Coast Franchising | 100235 | JAK05230376 | Janitorial Services 05/23 | \$ 545.00 |
| Florida Department of Health in St. Johns County | 100240 | Permit #55-60-1656278 Swimming Pools 06/23 | Permit #55-60-1656278 Swimming Pools 06/23 | \$ 350.00 |
| Florida Power & Light Company | EFT | Monthly Summary 06/23 Autoapy 287 | Electric Services 06/23 | \$ 3,263.49 |
| Hallco Heating & Air LLC dba John D. Hall | 100245 | I-1085-1 | HVAC Annual Maintenance Contract 06/23 | \$ 2,556.00 |
| Hidden Eyes, LLC | 100250 | 727712 | Gate Monitoring Services 06/23 | \$ 4,187.62 |

Southaven Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---|--------------|--------------------------------------|---|----------------|
| Kutak Rock, LLP | 100229 | 3225824 | Legal Services 04/23 | \$ 756.00 |
| Kutak Rock, LLP | 100251 | 3238697 | Legal Services 05/23 | \$ 3,003.62 |
| LLS Tax Solutions, Inc. | 100230 | 3018 | Special Assessment Bond Series 2015A-1, 2015A-2 FYE 03/25/23 | \$ 500.00 |
| MacClellan Construction LLC | 100233 | 1148 | Raise Sunken Concrete Wall Slab & Stabilize 05/23 | \$ 5,200.00 |
| Poolsure | 100241 | 131295614930 | Pool Maintenance 06/23 | \$ 697.65 |
| Rizzetta & Company, Inc. | 100228 | INV0000080676 | District Management Fees 06/23 | \$ 3,556.16 |
| Southaven CDD | DC062223 | Debit Card Replenishment 06/22/23 | Debit Card Replenishment 06/22/23 | \$ 1,311.59 |
| St Johns Utility Department | EFT | Monthly Summary 05/23 Autopay 287 | Water Services 05/23 | \$ 4,076.58 |
| Sunbelt Gated Access Systems of Florida, LLC | 100238 | 2105 | Gate Maintenance 06/23 | \$ 1,840.00 |
| Sunbelt Gated Access Systems of Florida, LLC | 100231 | 2044 | Gate Maintenance 05/23 | \$ 1,145.00 |
| Turner Pest Control, LLC | 100239 | 617267267 | Pest Control Services 05/23 | \$ 84.90 |

Southaven Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|-------------------------------|--|----------------------------|
| Vesta Property Services, Inc. | 100246 | 410602 | Management & Staffing Services 06/23 | \$ 12,724.83 |
| Vesta Property Services, Inc. | 100242 | 410889 | Billable Mileage 05/23 | \$ 22.50 |
| VGlobal Tech | 100247 | 5079 | ADA Website Maintenance 06/23 | \$ 300.00 |
| VGlobal Tech | 100248 | 5110 | ADA & WCAG Audits 06/23 | \$ 400.00 |
| Village Key & Alarm, Inc. | 100232 | 403712 | Fire & Burglar System Maintenance 05/23 | \$ 500.00 |
| Waste Management Inc. of Florida | EFT | 0031374-4032-1 Autopay 287 | Waste Disposal Services 06/23 | \$ 189.66 |
| Wayne Automatic Fire Sprinklers, Inc. | 100243 | 1030490 | Quarterly Sprinkler Inspection 03/23 | \$ 65.00 |
| Wayne Automatic Fire Sprinklers, Inc. | 100244 | 1046378 | Quarterly Sprinkler Inspection 05/23 | \$ <u>65.00</u> |
| Report Total | | | | \$ <u>63,182.38</u> |

Tab 3

RESOLUTION 2023- 04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT
REDESIGNATING THE SECRETARY OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Southaven Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within St Johns County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Bob Schleifer as Secretary pursuant to Resolution 2020-04; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
THE SOUTHAVENCOMMUNITY DEVELOPMENT DISTRICT:**

Section 1. Scott Brizendine is appointed Secretary

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 2nd DAY OF AUGUST 2023.

**SOUTHAVEN
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 4

Financial Report

Year Ended September 30, 2022

**Southaven Community
Development District**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Southaven Community Development District

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and each major fund of *Southaven Community Development District* (the "District"), as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, the respective financial position of the governmental activities, and each major fund of the District as of September 30, 2022, and the respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate 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 twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of Financial Statements

Our objectives 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 opinions. 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 GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- 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. Accordingly, no such opinion is expressed.

- 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.
- Conclude whether, in our judgement, 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 a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis starting on page 3, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated March 30, 2023, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions on laws, regulations, contracts, agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

McDermitt Davis

Orlando, Florida
March 30, 2023

Our discussion and analysis of *Southaven Community Development District*, St. Johns County, Florida's (the "District") financial accomplishments provide an overview of the District's financial activities for the year ended September 30, 2022. Please read it in conjunction with the District's Independent Auditor's Report, financial statements and accompanying notes.

This information is being presented to provide additional information regarding the activities of the District and to meet the disclosure requirements of Government Accounting Standards Board Statement (GASB) No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments* issued June 1999.

Financial Highlights

- The assets of the District exceeded its liabilities at September 30, 2022 by \$9,767,937 an increase in net position of \$253,030 in comparison with the prior year.
- At September 30, 2022, the District's governmental funds reported fund balances of \$757,580, an increase of \$51,904 in comparison with the prior year.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to *Southaven Community Development District's* financial statements. The District's financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include general government, physical environment, public safety, and parks and recreation related functions.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: Governmental Funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Governmental Funds

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances for the general fund, debt service fund and capital projects fund, all of which are considered to be major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

Notes to Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-Wide Financial Analysis

Statement of Net Position

The District's net position was \$9,767,937 at September 30, 2022. The analysis that follows focuses on the net position of the District's governmental activities.

| | 2022 | 2021 |
|--|---------------------|---------------------|
| Assets, excluding capital assets | \$ 791,882 | \$ 730,056 |
| Capital assets, net of depreciation | 15,561,182 | 15,635,473 |
| Total assets | 16,353,064 | 16,365,529 |
| Liabilities, excluding long-term liabilities | 196,529 | 193,197 |
| Long-term liabilities | 6,388,598 | 6,657,425 |
| Total liabilities | 6,585,127 | 6,850,622 |
| Net Position: | | |
| Net investment in capital assets | 9,172,584 | 8,978,048 |
| Restricted for debt service | 424,167 | 418,455 |
| Restricted for capital projects | 5,081 | 4,260 |
| Unrestricted | 166,105 | 114,144 |
| Total net position | \$ 9,767,937 | \$ 9,514,907 |

The following is a summary of the District's governmental activities for the fiscal years ended September 30, 2022 and 2021.

| | 2022 | 2021 |
|-------------------------------|---------------------|---------------------|
| Revenues: | | |
| Program revenues | \$ 1,419,572 | 1,387,709 |
| General revenues | 11,173 | 11,187 |
| Total revenues | 1,430,745 | 1,398,896 |
| Expenses: | | |
| General government | 95,514 | 97,557 |
| Maintenance and operations | 396,401 | 362,118 |
| Public safety | 65,421 | 79,786 |
| Parks and recreation | 221,786 | 189,682 |
| Interest on long-term debt | 398,593 | 416,013 |
| Total expenses | 1,177,715 | 1,145,156 |
| Change in net position | 253,030 | 253,740 |
| Net position, beginning | 9,514,907 | 9,261,167 |
| Net position, ending | \$ 9,767,937 | \$ 9,514,907 |

As noted above and in the statement of activities, the cost of all governmental activities during the year ended September 30, 2022 was \$1,177,715. The majority of these costs are interest on long-term debt and maintenance and operations.

Financial Analysis of the Government's Funds

The District uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The focus of the District's governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. At September 30, 2022, the District's governmental funds reported combined ending fund balances of \$757,580. Of this total, \$34,089 is non-spendable, \$591,475 is restricted, and the remainder of \$132,016 is unassigned.

The general fund balance increased by \$51,961 due to revenues exceeding expenditures. The debt service and capital projects fund balance did not change significantly.

General Fund Budgetary Highlights

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget to actual comparison for the general fund, including the original budget and final adopted budget, is shown on page 12. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control is at the fund level.

Capital Asset and Debt Administration

Capital Assets

At September 30, 2022, the District had \$15,561,182 invested in infrastructure. More detailed information about the District's capital assets is presented in the notes to financial statements.

Capital Debt

At September 30, 2022, the District had \$6,415,000 in bonds outstanding. More detailed information about the District's capital debt is presented in the notes to financial statements.

Requests for Information

If you have questions about this report or need additional financial information, contact *Southaven Community Development District's* Finance Department at 3434 Colwell Ave., Suite 200, Tampa, Florida 33614.

FINANCIAL STATEMENTS

Southaven Community Development District
Statement of Net Position
September 30, 2022

| | Governmental Activities |
|---------------------------------------|------------------------------------|
| Assets: | |
| Cash | \$ 166,318 |
| Prepaid costs | 30,621 |
| Deposits | 3,468 |
| Restricted Assets: | |
| Temporarily restricted investments | 591,475 |
| Capital Assets: | |
| Capital assets not being depreciated | 13,861,047 |
| Capital assets being depreciated, net | 1,700,135 |
| Total assets | 16,353,064 |
| Liabilities: | |
| Accounts payable and accrued expenses | 34,302 |
| Accrued interest payable | 162,227 |
| Noncurrent Liabilities: | |
| Due within one year | 150,000 |
| Due in more than one year | 6,238,598 |
| Total liabilities | 6,585,127 |
| Net Position: | |
| Net investment in capital assets | 9,172,584 |
| Restricted for debt service | 424,167 |
| Restricted for capital projects | 5,081 |
| Unrestricted | 166,105 |
| Total net position | \$ 9,767,937 |

Southaven Community Development District
Statement of Activities
Year Ended September 30, 2022

| Functions/Programs | Expenses | Program Revenue | | Capital Grants and Contributions | Net (Expense) Revenue and Changes in Net Position |
|--------------------------------------|---------------------|----------------------|-----------------------------|----------------------------------|---|
| | | Charges for Services | Operating and Contributions | | Governmental Activities |
| Governmental Activities: | | | | | |
| General government | \$ 95,514 | \$ 91,407 | \$ - | \$ - | \$ (4,107) |
| Maintenance and operations | 396,401 | 379,355 | - | - | (17,046) |
| Public safety | 65,421 | 62,608 | - | - | (2,813) |
| Parks and recreation | 221,786 | 212,249 | - | - | (9,537) |
| Interest on long-term debt | 398,593 | 670,995 | 2,937 | 21 | 275,360 |
| Total governmental activities | \$ 1,177,715 | \$ 1,416,614 | \$ 2,937 | \$ 21 | 241,857 |
| General Revenues: | | | | | |
| Miscellaneous | | | | | 11,173 |
| Total general revenues | | | | | 11,173 |
| Change in net position | | | | | 253,030 |
| Net position, beginning | | | | | 9,514,907 |
| Net position, ending | | | | | \$ 9,767,937 |

Southaven Community Development District
Balance Sheet - Governmental Funds
September 30, 2022

| | General | Debt Service | Capital Projects | Total Governmental Funds |
|---|--------------------------|---------------------|-------------------------|---|
| Assets: | | | | |
| Cash | \$ 166,318 | \$ - | \$ - | \$ 166,318 |
| Investments | - | 586,394 | 5,081 | 591,475 |
| Prepaid costs | 30,621 | - | - | 30,621 |
| Deposits | 3,468 | - | - | 3,468 |
| Total assets | \$ 200,407 | \$ 586,394 | \$ 5,081 | \$ 791,882 |
| Liabilities and Fund Balances: | | | | |
| Liabilities: | | | | |
| Accounts payable and accrued expenses | \$ 34,302 | \$ - | \$ - | \$ 34,302 |
| Total liabilities | 34,302 | - | - | 34,302 |
| Fund Balances: | | | | |
| Nonspendable | 34,089 | - | - | 34,089 |
| Restricted for: | | | | |
| Debt service | - | 586,394 | - | 586,394 |
| Capital projects | - | - | 5,081 | 5,081 |
| Unassigned | 132,016 | - | - | 132,016 |
| Total fund balances | 166,105 | 586,394 | 5,081 | 757,580 |
| Total liabilities and fund balances | \$ 200,407 | \$ 586,394 | \$ 5,081 | |
| Amounts reported for governmental activities in the statement of net position are different because: | | | | |
| Capital Assets used in Governmental Activities are not financial resources and therefore are not reported in the funds. | | | | 15,561,182 |
| Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. | | | | |
| | Accrued interest payable | (162,227) | | |
| | Bonds payable | (6,388,598) | | (6,550,825) |
| Net Position of Governmental Activities | | | | \$ 9,767,937 |

Southaven Community Development District
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
Year Ended September 30, 2022

| | General | Debt Service | Capital Projects | Total Governmental Funds |
|--|--------------------------|--------------------------|-------------------------|---------------------------------|
| Revenues | | | | |
| Assessment revenue | \$ 745,619 | \$ 544,236 | \$ - | \$ 1,289,855 |
| Special assessments, prepayments | - | 126,759 | - | 126,759 |
| Investment & miscellaneous income | 11,173 | 2,937 | 21 | 14,131 |
| Total revenues | <u>756,792</u> | <u>673,932</u> | <u>21</u> | <u>1,430,745</u> |
| Expenditures | | | | |
| Current: | | | | |
| General government | 95,514 | - | - | 95,514 |
| Public safety | 65,421 | - | - | 65,421 |
| Maintenance and operations | 322,110 | - | - | 322,110 |
| Parks and recreation | 221,786 | - | - | 221,786 |
| Debt Service: | | | | |
| Interest | - | 404,010 | - | 404,010 |
| Principal | - | 270,000 | - | 270,000 |
| Total expenditures | <u>704,831</u> | <u>674,010</u> | <u>-</u> | <u>1,378,841</u> |
| Excess (Deficit) of Revenues Over Expenditures | <u>51,961</u> | <u>(78)</u> | <u>21</u> | <u>51,904</u> |
| Other Financing Sources (uses): | | | | |
| Transfers in | - | - | 800 | 800 |
| Transfers out | - | (800) | - | (800) |
| Total other financing sources (uses) | <u>-</u> | <u>(800)</u> | <u>800</u> | <u>-</u> |
| Net change in fund balances | <u>51,961</u> | <u>(878)</u> | <u>821</u> | <u>51,904</u> |
| Fund balances, beginning of year | <u>114,144</u> | <u>587,272</u> | <u>4,260</u> | <u>705,676</u> |
| Fund balances, end of year | <u><u>\$ 166,105</u></u> | <u><u>\$ 586,394</u></u> | <u><u>\$ 5,081</u></u> | <u><u>\$ 757,580</u></u> |

Southaven Community Development District
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of
Governmental Funds to the Statements of Activities**
Year Ended September 30, 2022

Amounts reported for Governmental Activities in the Statement of Activities are different because:

| | |
|--|-----------|
| Net Change in Fund Balances - total governmental funds | \$ 51,904 |
|--|-----------|

Governmental Funds report outlays for capital assets as expenditures because such outlays use current financial resources; however, in the statement of net position the cost of those assets is recorded as capital assets. Depreciation of capital assets is not recognized in the governmental fund statements but is reported as an expense in the statement of activities.

| | |
|----------------------|----------|
| Depreciation expense | (74,291) |
|----------------------|----------|

| | |
|---|---------|
| Repayments of long-term liabilities are reported as expenditures in governmental funds, while repayments reduce long-term liabilities in the statement of net position. | 270,000 |
|---|---------|

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

| | | |
|-------------------------------|---------|-------|
| Change in accrued interest | 6,590 | |
| Amortization of bond discount | (1,173) | 5,417 |

| | |
|--|-------------------|
| Change in Net Position of Governmental Activities | \$ 253,030 |
|--|-------------------|

Southaven Community Development District
Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual - General Fund
Year Ended September 30, 2022

| | Budgeted Amounts | | Actual Amounts | Variance with Final Budget Positive (Negative) |
|--|-------------------------|-------------------|-----------------------|---|
| | Original | Final | | |
| Revenues | | | | |
| Assessment revenue | \$ 739,172 | \$ 739,172 | \$ 745,619 | \$ 6,447 |
| Investment & miscellaneous income | - | - | 11,173 | 11,173 |
| Total revenues | 739,172 | 739,172 | 756,792 | 17,620 |
| Expenditures | | | | |
| Current: | | | | |
| General government | 91,014 | 91,014 | 95,514 | (4,500) |
| Public safety | 62,983 | 62,983 | 65,421 | (2,438) |
| Maintenance and operations | 328,787 | 328,787 | 322,110 | 6,677 |
| Parks and recreation | 246,388 | 246,388 | 221,786 | 24,602 |
| Capital outlay | 10,000 | 10,000 | - | 10,000 |
| Total expenditures | 739,172 | 739,172 | 704,831 | 34,341 |
| Excess (deficit) of revenues over expenditures | - | - | 51,961 | 51,961 |
| Net change in fund balance | - | - | 51,961 | 51,961 |
| Fund balance, beginning | 114,144 | 114,144 | 114,144 | - |
| Fund balance, ending | \$ 114,144 | \$ 114,144 | \$ 166,105 | \$ 51,961 |

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

Southaven Community Development District, (the "District") was established on May 13, 2014 by St. Johns County Ordinance 2014-22 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides, among other things, the power to manage basic services for community development, the power to borrow money and issue bonds, and the power to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure. The District was established for the purpose of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors (the "Board"), which is composed of five members. Ownership of land within the District entitles the owner to one vote per acre. The Board of Supervisors of the District exercises all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has final responsibility for:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements 14, 39, and 61. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

Government-Wide and Fund Financial Statements

The financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, 2) grants, contributions and investment earnings that are restricted to meeting the operational or capital requirements of a particular function or segment and 3) operating-type special assessments that are treated as charges for services (including assessments for maintenance and debt service). Other items not included among program revenues are reported instead as *general revenues*.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the modified *accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, except for Developer receivables for retainage, which are collected from the Developer when the amount is due to the contractor. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments, including debt service assessments and operation and maintenance assessments, are non-ad valorem assessments imposed on all lands located within the District and benefited by the District's activities. Operation and maintenance special assessments are levied by the District prior to the start of the fiscal year which begins October 1st and ends on September 30th. These assessments are imposed upon all benefited lands located in the District. Debt service special assessments are imposed upon certain lots and lands as described in each resolution imposing the special assessment for each series of bonds issued by the District. Certain debt service assessments are collected upon the closing of those lots subject to short term debt and are used to prepay a portion of the bonds outstanding.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The District reports the following major governmental funds:

General Fund - Is the District's primary operating fund. It is used to account for and report all financial resources not accounted for and reported in another fund.

Debt Service Fund- Accounts for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Project Fund - Accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

Restricted Assets

These assets represent cash and investments set aside pursuant to bond covenants.

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits.

Investments of the District are reported at fair value and are categorized within the fair value hierarchy established in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. The District's investments consist of investments authorized in accordance with Section 218.415, Florida Statutes.

Prepaid Items

Inventory and prepaid items are recorded as expenditures when consumed rather than when purchased in both government-wide and fund financial statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, sidewalks and similar items), are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

| <u>Assets</u> | <u>Years</u> |
|--------------------------------|--------------|
| Buildings and Other Structures | 30 |
| Equipment | 5 |

Long Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bond issuance costs are reported as expenses. Bonds payable are reported net of premiums or discounts.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District does not have any item that qualifies for reporting in this category for the year ended September 30, 2022.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The District does not have any item that qualifies for reporting in this category for the year ended September 30, 2022.

Net Position Flow Assumption

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources (total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes fund balance amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The Board of Supervisors is the highest level of decision-making authority for the government that can, by adoption of an ordinance or resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance or resolution remains in place until a similar action is taken to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The Board of Supervisors has authorized the District Manager to assign amounts for specific purposes. The Board of Supervisors may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Other Disclosures

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

New Accounting Standards Issued

In fiscal year 2022, the District has not implemented any new accounting standards with a material effect on the District's financial statements.

NOTE 2 STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgetary Information

The District is required to establish a budgetary system and an approved annual budget for the General Fund. Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. All annual appropriations lapse at the fiscal year end. The legal level of budgetary control is at the fund level. Any budget amendments that increase the aggregate budgeted appropriations, at the fund level, must be approved by the Board of Supervisors.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
2. A public hearing is conducted to obtain comments.
3. Prior to October 1, the budget is legally adopted by the District Board.
4. All budget changes must be approved by the District Board.
5. The budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

NOTE 3 DEPOSITS AND INVESTMENTS

Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

Investments

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Under GASB 72, assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable, and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

The District has the following recurring fair value measurements as of September 30, 2022:

- Goldman Sachs Government Fund of \$591,475 are valued using Level 2 inputs.

Instead of establishing a written investment policy, the District elected to limit investments to those approved by Florida Statutes and the District Trust Indenture. Authorized District investments include, but are not limited to:

1. The Local Government Surplus Funds Trust Fund (SBA);
2. Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
3. Interest-bearing time deposits or savings accounts in qualified public depositories;
4. Direct obligations of the U.S. Treasury.

Investments made by the District at September 30, 2022 are summarized below. In accordance with GASB 31, investments are reported at fair value.

| Investment Type | Fair Value | Credit Rating | Weighted Average Maturity |
|-------------------------------|-------------------|----------------------|----------------------------------|
| Goldman Sachs Government Fund | \$ 591,475 | AAAm | 11 days |

Credit Risk:

For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. Investments in U.S. Government securities and agencies must be backed by the full faith and credit of the United States Government. Short term bond funds shall be rated by a nationally recognized ratings agency and shall maintain the highest credit quality rating. Investment ratings by investment type are included in the preceding summary of investments.

NOTE 3 DEPOSITS AND INVESTMENTS (CONTINUED)

Custodial Credit Risk:

In the case of deposits, this is the risk that, in the event of a bank failure, the District's deposits may not be returned to it. The District's investment policy requires that bank deposits be secured as provided by Chapter 280, Florida Statutes. This law requires local governments to deposit funds only in financial institutions designated as qualified public depositories by the Chief Financial Officer of the State of Florida, and creates the Public Deposits Trust Fund, a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a default or insolvency has occurred. At September 30, 2022, all of the District's bank deposits were in qualified public depositories.

For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At September 30, 2022, none of the investments listed are exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

Concentration of Credit Risk:

The District places no limit on the amount the District may invest in any one issuer.

Interest Rate Risk:

The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates. The District manages its exposure to declines in fair values by investing primarily in pooled investments that have a weighted average maturity of less than three months.

NOTE 4 CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2022 was as follows:

| | Beginning Balance | Additions | Disposals | Ending Balance |
|--|------------------------------|--------------------|------------------|---------------------------|
| Governmental Activities: | | | | |
| Capital assets not being depreciated: | | | | |
| Improvements under construction | \$ 13,861,047 | \$ - | \$ - | \$ 13,861,047 |
| Total capital assets not being depreciated | 13,861,047 | - | - | 13,861,047 |
| Capital assets being depreciated: | | | | |
| Building | 2,100,000 | - | - | 2,100,000 |
| Equipment | 21,453 | - | - | 21,453 |
| Total capital assets being depreciated | 2,121,453 | - | - | 2,121,453 |
| Less accumulated depreciation for: | | | | |
| Building | (344,167) | (70,000) | - | (414,167) |
| Equipment | (2,860) | (4,291) | - | (7,151) |
| Total accumulated depreciation | (347,027) | (74,291) | - | (421,318) |
| Total capital assets being depreciated, net | 1,774,426 | (74,291) | - | 1,700,135 |
| Governmental activities capital assets, net | \$ 15,635,473 | \$ (74,291) | \$ - | \$ 15,561,182 |

Depreciation expense for 2022 was charged to physical environment.

Total projected cost of the infrastructure improvements has been estimated at approximately \$19 million, which will be funded with Developer contributions and additional bond issues.

NOTE 5 LONG-TERM LIABILITIES

Series 2015 Special Assessment Bonds- Direct Borrowing

In March 2015, the District issued \$7,555,000 of Special Assessment Bonds, Series 2015. The Bonds consist of \$4,035,000 Series 2015A-1 (\$1,855,000 Term Bonds due May 1, 2035 with a fixed interest rate of 5.95% and \$2,180,000 Term Bonds due May 1, 2045 with a fixed interest rate of 6.0%) and \$3,520,000, Series 2015A-2 Term Bonds due May 1, 2045 with a fixed interest rate of 5.9%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the property within the District. Interest is paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2016 through May 1, 2045.

The Series 2015 Bonds are subject to redemption at the option of the District prior to maturity at a redemption price as set forth in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Indenture. In the event of default, all principal and interest of the Bonds will become immediately due and payable.

The Bond Indenture requires that the District maintain adequate funds in a reserve account to meet the debt service reserve requirements as defined in the Indenture. The requirement has been met at September 30, 2022.

The Bond Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agreed to levy special assessments in annual amounts adequate to provide payment of debt service. Payment of principal and interest on the 2015 Bonds is secured by a pledge of and a first lien upon the pledged special assessment revenue. The District is in compliance with the requirements of the Bond Indenture.

As of September 30, 2022, total principal and interest remaining on the Series 2015 Special Assessment Bonds was \$4,725,299. For the fiscal year ended September 30, 2022, principal and interest paid was \$270,112 and special assessment revenue pledged was \$263,870.

Series 2016 Special Assessment Bonds- Direct Borrowing

In November 2016, the District issued \$6,925,000 of Special Assessment Bonds, Series 2016. The Bonds consist of \$4,515,000 Series 2016A-1 (\$250,000 Term Bonds due May 1, 2021 with a fixed interest rate of 4.50%, \$400,000 Term Bonds due May 1, 2026 with a fixed interest rate of 5.35%, \$1,245,000 Term Bond due May 1, 2036 with a fixed interest rate of 6.1%, and \$2,620,000 Term Bonds due May 1, 2047 with a fixed interest rate of 6.25%) and \$2,410,000, Series 2016A-2 Term Bonds due November 1, 2023 with a fixed interest rate of 6.25%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the property within the District. Interest is paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2018 through May 1, 2047.

The Series 2016 Bonds are subject to redemption at the option of the District prior to maturity at a redemption price as set forth in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Indenture. In the event of default, all principal and interest of the Bonds will become immediately due and payable.

The Bond Indenture requires that the District maintain adequate funds in a reserve account to meet the debt service reserve requirements as defined in the Indenture. The requirement has been met at September 30, 2022.

The Bond Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agreed to levy special assessments in annual amounts adequate to provide payment of debt service. Payment of principal and interest on the 2016 Bonds is secured by a pledge of and a first lien upon the pledged special assessment revenue. The District is in compliance with the requirements of the Bond Indenture.

NOTE 5 LONG-TERM LIABILITIES (CONTINUED)

As of September 30, 2022, total principal and interest remaining on the Series 2016 Special Assessment Bonds was \$7,416,535. For the fiscal year ended September 30, 2022, principal and interest paid was \$403,898 and special assessment revenue pledged was \$407,125.

Long-term liability activity for the year ended September 30, 2022 was as follows:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Reductions</u> | <u>Ending Balance</u> | <u>Due Within One Year</u> |
|--|------------------------------|------------------|---------------------|---------------------------|--------------------------------|
| Governmental Activities: | | | | | |
| Bonds Payable: | | | | | |
| Series 2015 | \$ 2,760,000 | \$ - | \$ (105,000) | \$ 2,655,000 | \$ 75,000 |
| Less: Discount | (27,575) | - | 1,173 | (26,402) | - |
| Series 2016 | 3,925,000 | - | (165,000) | 3,760,000 | 75,000 |
| Governmental activity long-term liabilities | <u>\$ 6,657,425</u> | <u>\$ -</u> | <u>\$ (268,827)</u> | <u>\$ 6,388,598</u> | <u>\$ 150,000</u> |

At September 30, 2022, the scheduled debt service requirements on the bonds payable were as follows:

| <u>Year Ending September 30,</u> | <u>Governmental Activities</u> | |
|----------------------------------|--------------------------------|---------------------|
| | <u>Principal</u> | <u>Interest</u> |
| 2023 | \$ 150,000 | \$ 389,343 |
| 2024 | 160,000 | 380,868 |
| 2025 | 170,000 | 371,828 |
| 2026 | 140,000 | 362,223 |
| 2027 | 185,000 | 354,193 |
| 2028-2032 | 1,120,000 | 1,588,123 |
| 2033-2037 | 1,225,000 | 1,224,421 |
| 2038-2042 | 1,695,000 | 812,413 |
| 2043-2047 | 1,570,000 | 243,422 |
| | <u>\$ 6,415,000</u> | <u>\$ 5,726,834</u> |

NOTE 6 MANAGEMENT COMPANY

The District has contracted with a management company to perform management services, which include financial and accounting services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreements, the District compensates the management company for management, accounting, financial reporting and other administrative costs.

NOTE 7 RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage during the last three years.

COMPLIANCE SECTION

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Southaven Community Development District

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of *Southaven Community Development District* (the "District") as of and for the year ended September 30, 2022 and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated March 30, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

McDermitt Davis

Orlando, Florida
March 30, 2023

MANAGEMENT LETTER

Board of Supervisors
Southaven Community Development District

Report on the Audit of the Financial Statements

We have audited the financial statements of *Southaven Community Development District*, (the "District") as of and for the fiscal year ended September 30, 2022, and have issued our report thereon dated March 30, 2023.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 30, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to financial statements. This information has been disclosed in the notes to financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information (Unaudited)

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the District reported:

- a. The total number of district employees compensated in the last pay period of the district fiscal year as none.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the district's financial year as 11.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as none.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$78,482.

- e. Each construction project with a total cost of at least \$65,000 approved by the district that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project as none.
- f. A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the district amends a final budget under Section 189.016(6), Florida Statutes, see page 12.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the district reported:

- a. The rate or rates of non-ad valorem special assessments imposed by the district as the following:

| Lot size | O&M | | Debt Service | |
|-------------------|------------|----------|--------------|----------|
| | Assessment | | Assessment | |
| Single Family 58' | \$ | 2,145.04 | \$ | 1,800.00 |
| Single Family 63' | | 2,165.80 | | 1,800.00 |
| Single Family 73' | | 2,205.01 | | 1,800.00 |
| Single Family 83' | | 2,244.22 | | 2,100.00 |
| Single Family 93' | | 2,283.43 | | 2,100.00 |

- b. The total amount of special assessments collected by or on behalf of the district as \$1,289,855.
- c. The total amount of outstanding bonds issued by the district and the terms of such bonds as disclosed in the notes to financial statements.

Additional Matters

Section 10.554(1)(i)3, Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, and applicable management, the Board of Supervisors, and is not intended to be and should not be used by anyone other than these specified parties.

McDinnitt Davis

Orlando, Florida
March 30, 2023



934 North Magnolia Avenue, Suite 100
Orlando, Florida 32803
407-843-5406
www.mcdirmittdavis.com

**INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Southaven Community Development District

We have examined *Southaven Community Development District's* (the "District") compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2022. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards issued by the Comptroller General of the United States*, and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2022.

McDermitt Davis

Orlando, Florida
March 30, 2023

Tab 5

ENGINEER'S 2023 ANNUAL REPORT

FOR THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

ST. JOHNS COUNTY, FLORIDA

PREPARED FOR:

**BOARD OF SUPERVISORS
SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT**

PREPARED BY



England-Thims & Miller, Inc.

VISION • EXPERIENCE • RESULTS

Engineers – Planners – Surveyors – Landscape Architects
14775 Old St. Augustine Road
Jacksonville, Florida 32258
Certificate of Authorization Number: 2584

ETM Job Number: E 13-158-05

Date: June 28, 2023

England-Thims & Miller, Inc.

Phone: (904) 642-8990 • Fax: (904) 646-9485 • <http://www.etminc.com>

Table of Contents and Engineer's Signature Page

Project Name: SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT
Project Location: Adjacent to Southerly Rw of International Golf Parkway and east of Francis Road
Project City / State: St. Johns County, Florida
Programs used: Microsoft Word and Excel 2022, AutoCAD C3D 2022
Etm Job No. E 13-158-05

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| N | Long Term Maintenance: |
| O | Conservation / Preservation Areas |
| P | Public Facilities |
| Q | Project Photographs |

Portion of pages or sections of this report signed and sealed by Engineer
Sections A-P Only



14775 Old St. Augustine Rd., Jacksonville, FL 32258
Phone (904) 265-3163 Reg. No: 2584
Lockwoods@etminc.com (904) 265-3163

Scott Jordan Lockwood, P.E.

P.E. No. 68426

Notes:

1. This document is prepared in for use by the Southaven Community Development District, St. Johns County Florida and it is not intended for any other agency or third party use.
2. This document has been Digitally signed and sealed, printed copies of this document are not considered signed and sealed and signature must be verified on any electronic copies.

E. GENERAL INFORMATION:

This Annual Report is prepared in general compliance with Section 9.21 of the Master Trust Indenture for the Southaven Community Development District (“CDD” or the “District”). ETM (England, Thims & Miller, Inc) performed a site review on June 22, 2023. Based on this limited field review, we found that the CDD owned facilities generally appeared to be in good condition and appeared to be well maintained and operational at the time of our site visit. It should be noted that because this report is based on limited field review only, that it is not intended to be exhaustive or comprehensive, but only an annual review to of the District owned, and operated facilities to verify if these facilities appeared to be well maintained and in good condition. Currently at the time of this report, the District owns and maintains improvements within Phases I, IIA, IIB and IIC. A map showing the CDD owned facilities is included with this report.

F. PROJECT BACKGROUND:

The Southaven CDD is located in St. Johns County, Florida (“County”), south of International Golf Parkway (IGP) and east of North Francis Road. The overall project is approximately 314 acres+/- and the land within the District is wholly located within the Southaven PUD – St. Johns County Ordinance No. 2014-21 (the “Development”). The authorized land uses within the District allows for residential development as well as open space and recreational amenities. The Southaven PUD approval provides for the development of 355 single family lots, an amenity center and neighborhood parks.

G. PUBLIC AGENCY OWNERSHIP:

The following improvements are currently owned and maintained by other Public Agencies as follows:

- A. Offsite turn lane and road improvements within International Golf Parkway are owned and maintained by the St. Johns County.
- B. The onsite and offsite potable water distribution system, reuse water distribution system, sanitary sewer collection system within public right of ways and utility easements are owned and maintained by St. Johns County Utility Department
- C. Electric facilities within public right of ways and power line easements are owned and maintained by the Florida Power and Light (FPL).
- D. The following onsite and offsite utilities located within the public rights of way are owned and maintained by the following entities. Gas mains are owned and maintained by TECO gas, Fiber optic cables are owned and maintained by either AT&T or Comcast.

H. ENTRANCE SIGNAGE, DECORATIVE WALL, AND ASSOCIATED LANDSCAPING:

The District owned improvements include a large entry monument with project signage, a decorative wall and associated landscaping. The entry monument is located at the intersection of International Golf Parkway with Harkness Court (project entrance). The decorative precast wall runs parallel with International Golf Parkway on both sides of Harkness Court along most of the project frontage adjacent to International Golf Parkway. The project improvements also include landscaping along International Golf Parkway right of way at the project entrance on both sides of Harkness Court as well as landscaping that is located adjacent to the wall that runs along International Golf Parkway. Based on limited field review, these improvements appeared to be in good condition and appeared to be well maintained. Therefore, we recommend ongoing maintenance, as may be required throughout the year.

I. SECURITY GATES, GATE HOUSE AND ASSOCIATED LANDSCAPING:

The District owned improvements include security gates (entry and exit), a Gate house with associated parking area and the associated landscaping. The Gate house, located within the Harkness Court right of way, can be manned by security personnel to register visitors and deliveries as may be required from time to time. Adjacent to the gate house is a bypass lane for people that have entry passes that are read by a card reader and automatic lift gate. Past the gate house is an entry gate and exit gate that were open at the time of our field review. Also, adjacent to the gate house is a parking area for the security personnel and the associated entry landscaping and lighting within Harkness Court right of way. Based on limited field review, these improvements appeared to be in good condition and appeared to be well maintained. Therefore, we recommend ongoing maintenance, as may be required throughout the year.

J. AMENITY CENTER (MANOR HOUSE) AND RECREATIONAL FACILITIES:

The District owned recreational improvements for this project include an Amenity Center (Manor House) with associated parking areas, an indoor fitness area with workout equipment, indoor eating and meeting areas, outdoor seating areas, restroom facilities, pool, fire pit with seating area, tennis courts, fenced play scape area, detailed landscaping, lighting a floating dock within Storm Water Management Facility Number 1, and a pedestrian bridge connecting the Amenity Center (Manor House) to Kirkside Avenue. Based on limited field review, these improvements appeared to be well maintained and in good condition. Therefore, we recommend ongoing maintenance as may be required throughout the year.

K. POCKETS PARKS AND ASSOCIATED LANDSCAPING:

The District owned improvements include several small grassed park areas and several linear walking parks located throughout the project. The parks include sidewalks, hardscape, benches, landscaping, lighting, and other improvements. Based on this limited field review, these improvements appeared to be in good condition and appeared to be well maintained. Therefore, we recommend ongoing maintenance, as may be required throughout the year.

L. ROAD RIGHT OF WAYS AND ASSOCIATED LANDSCAPING:

Southaven CDD is a gated community, therefore all internal road right of ways are owned and maintained by the District. Some of these rights of ways include landscape islands, brick pavers, hardscape, curb, gutter, pavement, signage, lighting, and landscape features. Also included is a roundabout located at the intersection of Fremont Avenue at Upham Lane / Clarissa Lane. It is our understanding that during home building, there were a number of areas where the curb and pavement was damaged that were scattered throughout the development. Moreover, it is our understanding that the homebuilders are expected to repair these damaged areas. Due to over-irrigation overtime, many sidewalks have started to settle and are now holding water during rain events and during times when homeowners are irrigating their lawns. Also, we would like to note that much of the older development has discoloring on the curb and gutter and some of the pavement is showing signs of fatigue, possibly from over-irrigation. Based on limited field review these road rights of way generally appeared to be in good shape and well maintained. Generally, the project has been well maintained, however; over time the roadway stripping has faded or is missing. Therefore, it is recommended to repaint most of the stripping; especially in Phase I, which is the oldest section. In order to maintain the roadway system in good condition we recommend ongoing maintenance, as may be required throughout the year to ensure that the structures are functioning properly.

M. STORM WATER MANAGEMENT FACILITIES:

The District owned improvements include two interconnected Storm Water Management Facilities (Smfs) Numbers 1 and 2. These Smfs are interconnected via a storm water pipe under Westcott Parkway and are used for storage, attenuation, and treatment of storm water throughout the project. The control structure for these Smfs is located on the southerly end of Smf No. 2. This structure attenuates flow and sets the normal water levels for both Smf No. 1 and 2. Based on this limited field review, Smf No.1 and Smf No. 2 generally appeared to be in good shape and functioning properly. In order to maintain these facilities, we recommend ongoing maintenance for the storm water management facilities as may be required throughout the year to ensure that this system is functioning properly.

N. LONG TERM MAINTENANCE:

In general, it appears that the District owned facilities are well maintained and generally in good condition. However, it should be noted that our field review was not exhaustive or comprehensive but is based on our limited field review (06-22-2023). As a Civil Engineering Consultant Firm, we do not have expertise in the maintenance and operation of recreational facilities as well as the other CDD owned and operated facilities. Therefore, we recommend that the District Manager and the CDD Board consult to determine the best approach to operate and maintain these facilities. Moreover, it should be anticipated that over the life of these facilities, items such as, but not limited to: roofing, pavement, curb, gutter, striping, signage, sidewalks, recreational equipment, etc. will need to be either repaired or replaced over time. Therefore, we recommend that the District Manager and the CDD Board set aside monies or look for alternative sources of capital, such as: refinancing bonds and / or issuing new long-term bonds, as may be needed over the life of the project for maintenance, repair and or replacement of these facilities over time as may be required. The appropriate amount of monies should be determined by the District Manager and the CDD Board, as soon as possible, so that each year a fund is established for this purpose. Furthermore, as a Civil Engineering Consultant Firm, we do not have expertise to advise the CDD Board about the appropriate amount of insurance coverage or the insurance rates that should be paid. Therefore, we recommend the District Manager and the CDD Board work with an insurance company or some other insurance expert to determine the appropriate coverage and rates that will work for this project. Finally, we recommend ongoing maintenance as may be required throughout the year to ensure that the District owned facilities, equipment, etc. are functioning properly.

O. CONSERVATION / PRESERVATION AREAS:

The District owned conservation areas / preservation areas throughout the project. These areas are lands that were required to be preserved by various agencies, including but not limited to the Army Corps of Engineers, the St. Johns River Water Management District, and St. Johns County. These areas are natural with many trees and heavy overgrowth; therefore, these areas were not reviewed. However, we recommend ongoing maintenance and removal of dead trees as may be required throughout the year.

P. PUBLIC FACILITIES:

Pursuant to Florida Statutes Chapter 189.08 (F.A.C), Each independent special district shall submit to each local general-purpose government in which it is located the public facilities report and an annual notice of any changes. This report shall include each public facility and its current capacity.

Storm Water Management Facilities

The Storm Water Management Facilities (Smfs) which have been constructed for years are shown on the Site Map included in this report. These Smfs serve to provide treatment and attenuation for the entire project and operate at the capacity required by the St. Johns River Water Management District. Furthermore, no replacements or expansions are anticipated in the next seven years.

Amenity Center

The Amenity Center has a number of facilities listed below. This Amenity Center has been completed for years and as of the date of this report there are no expansions or replacements of facilities anticipated in the next seven years.

The Amenity Center generally consists of the following improvements:

- Clubhouse Area, Kitchen facilities, Office Management Area
- Adult Pool
- Gym Facilities
- Kids Playground Area
- Tennis Courts
- Parking Lot, Sidewalk / walking path
- Landscape, Lighting, and Irrigation
- Fire Pit, Dock facilities, Pedestrian Bridge over Smf 2.

Maximum Occupancy as provided by the Southaven's Amenity Manager (6-6-22) are as follows:

| | |
|-----------------|-----------|
| Clubhouse: | 70 people |
| Gym Facilities: | 26 people |

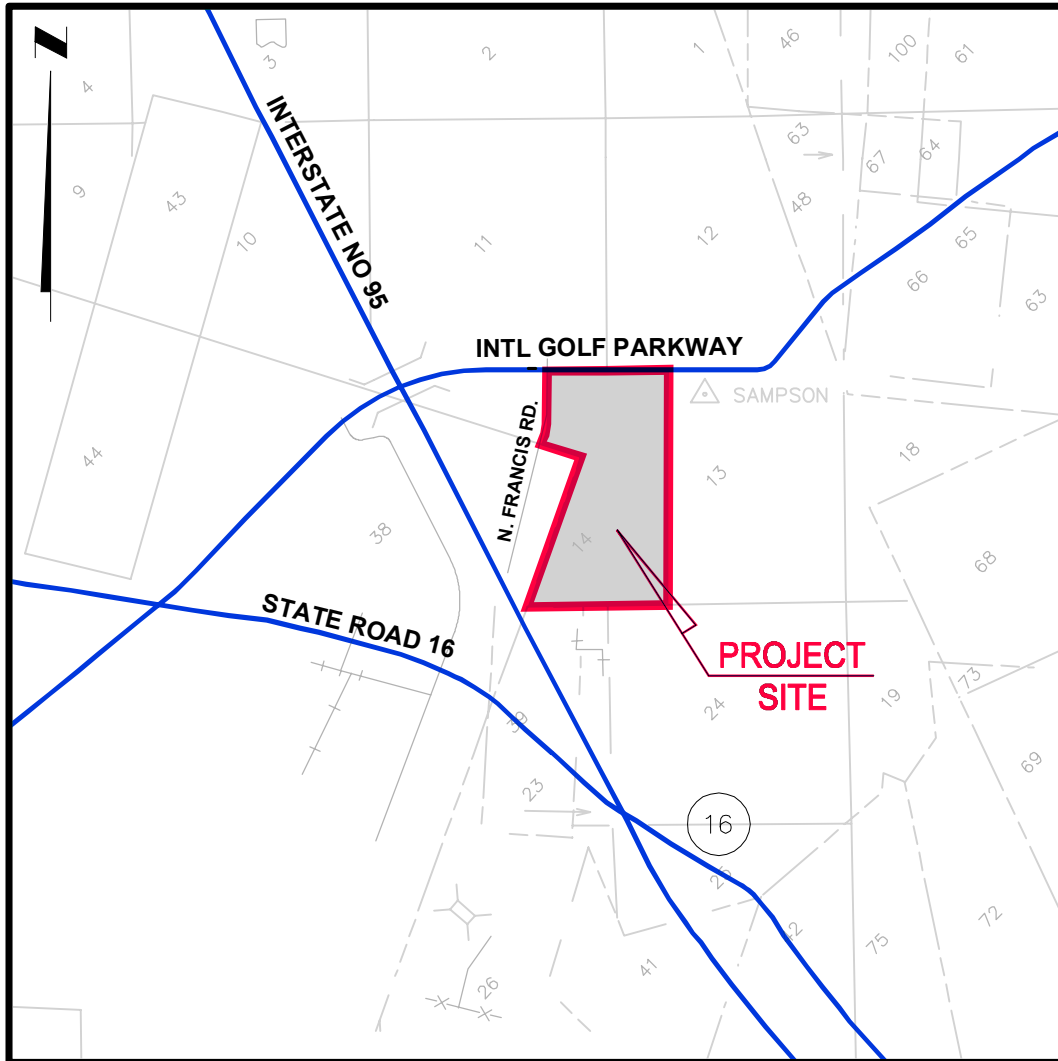
| | |
|------------------------------------|-------------------------|
| Maximum Bathing Load of the Pools: | |
| Adult Pool | Maximum Bathing Load 50 |

Entry Area and Security Gate (manned) and Decorative Wall with Landscaping

The Entrance has a Security Gate (manned at times) with a bypass lane, also there is a decorative wall along International Golf Parkway (IGP) and associated landscaping. These features have been completed for years and as of the date of this report there are no expansions or replacements anticipated in the next seven years.

Linear Parks, Parks and Landscape / Irrigation (scattered throughout project)

Linear Parks, Parks, Landscape Areas and Irrigation for this project have been completed for years ongoing maintenance and as of the date of this report there are no expansions or replacements anticipated in the next seven years with the exception of replacing plants as may be required on an ongoing basis.



LOCATION MAP

N.T.S.

SECTION 13 & 14, TOWNSHIP 6 SOUTH, RANGE 28 EAST

ETM

VISION - EXPERIENCE - RESULTS
ENGLAND - THIMS & MILLER, INC.

14775 Old St. Augustine Road, Jacksonville, FL 32258
TEL: (904) 642-8990, FAX: (904) 646-9485
CA - 00002584 LC - 0000316

LOCATION MAP EXHIBIT 1

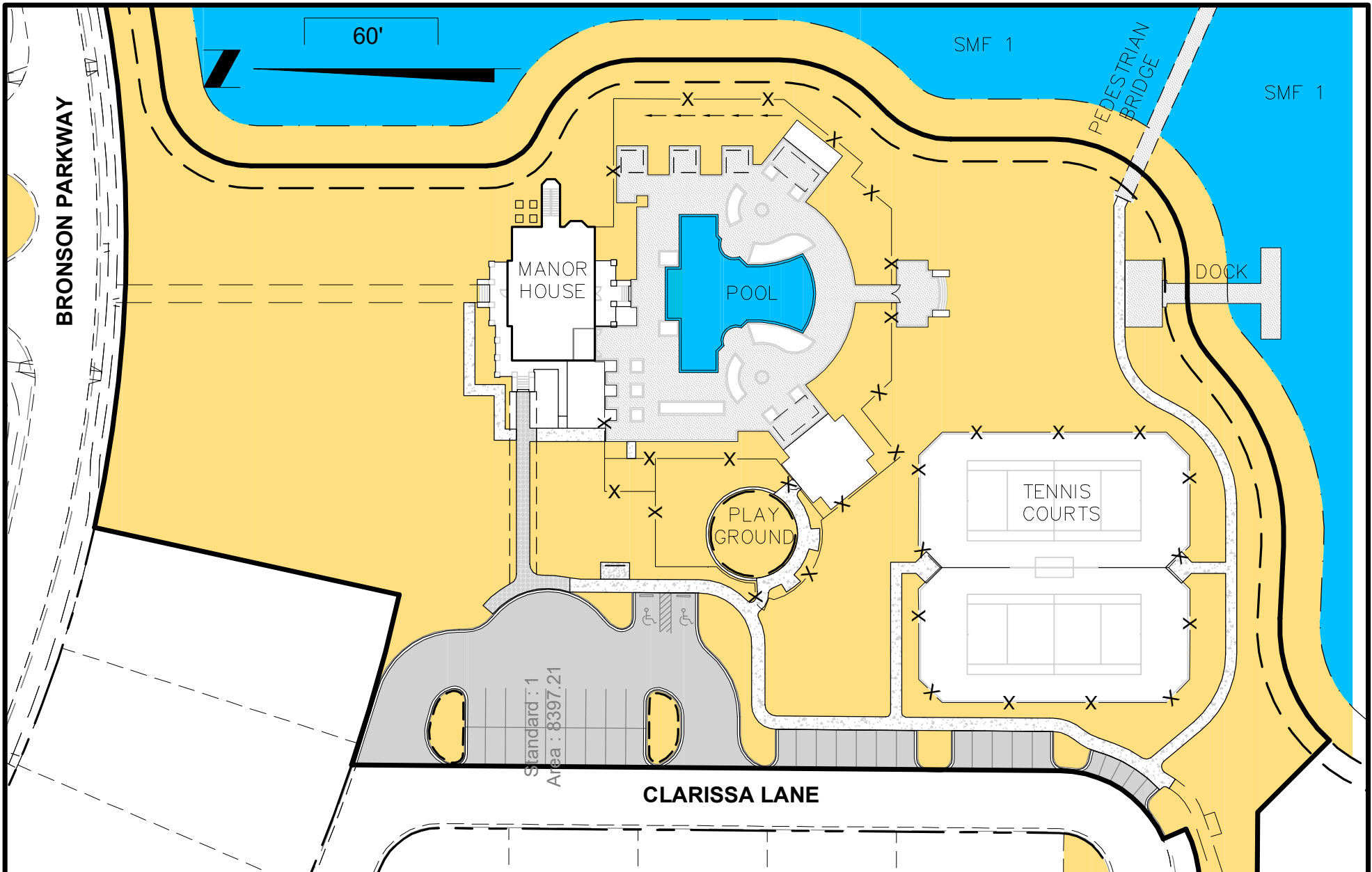
**SOUTHAVEN PUD
FOR SOUTHAVEN CDD
ST. JOHNS COUNTY, FLORIDA**

ETM NO. 13-158-05

DRAWN BY: S. Lockwood

DATE: 6-6-2020

DRAWING NO. 1 of 1



ETM

VISION - EXPERIENCE - RESULTS
ENGLAND - THIMS & MILLER, INC.

14775 Old St. Augustine Road, Jacksonville, FL 32258
TEL: (904) 642-8990, FAX: (904) 646-9485
CA - 00002584 LC - 0000316

AMENITY AREA SITE MAP

**FOR SOUTHAVEN COMMUNITY
DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA**

ETM NO. E 13-158-10

DRAWN BY: S. Lockwood

DATE: 6-6-2022

DRAWING NO. 1 of 1

Q. - PROJECT PHOTOGRAPHS



Aerial of Markland CDD (By Aerial Innovations) (February 2022)



Project Entrance / Signage / Wall / Landscaping (At International Golf Parkway and Harkness Court) (06-23-23)



Gate House and Entrance Roadway (Harkness Court) (06-23-23)



Manor House (Amenity Center) (06-23-23)



Manor House Living Area (Amenity Center) (06-23-23)



Manor House Dining and Meeting Space (Amenity Center) (06-23-23)



Manor House Kitchen and Dining Area (06-23-23)



Manor House Fitness Studio (Amenity Center) (06-23-23)



Manor House Fitness Area (Amenity Center) (06-23-23)



Manor House Pool and Patio Area (Amenity Center) (06-23-23)



Manor House Pool Area (Amenity Center) (06-23-23)



Manor House Lawn (Amenity Center) (06-23-23)



Manor House Fire Pit and Dock (Amenity Center) (06-23-23)



Manor House Pedestrian Bridge (Amenity Center) (06-23-23)



Manor House Children's Playground Area (Amenity Center) (06-23-23)



Linear Pocket Park (Tract F) Adjacent to Upham Lane (06-23-23)



Linear Pocket Park (Tract D) Adjacent to Hass Avenue (06-23-23)



Linear Pocket Park (Tract D) Adjacent to Bronson Parkway (06-23-23)



Open Space Adjacent to Westcott Parkway (06-23-23)



Park (Tract N) Adjacent to Westcott and Bronson Parkway (06-23-23)



Park (Tract P) Adjacent to Kirkside Avenue and Westcott Parkway (06-23-23)



Park Adjacent to Aspinwall Parkway (06-23-23)



Linear Pocket Park Adjacent to Kirkside Avenue (06-23-23)



Linear Pocket Park Adjacent to Latrobe Avenue (06-23-23)



Park Adjacent to Renwick Parkway (06-23-23)



Dog Park (06-23-23)



Fremont Avenue at Bronson Parkway (Striping fading) (06-23-23)



Clarissa Lane at Renwick Parkway (Striping fading) (06-23-23)



Fremont Avenue – Roundabout at Clarissa and Upham Lane (Striping fading) (06-23-23)



Fremont Avenue at Bronson Parkway (Striping fading and Repaired Potholes) (06-23-23)



Upham Lane at Freemont Avenue (06-23-23)



Haas Avenue at Bronson Parkway Lane (Striping fading) (06-23-23)



Haas Avenue at Bronson Parkway Lane (Striping fading) (06-23-23)



Bronson Parkway (06-23-23)



Westcott Parkway (06-23-23)



Bronson Parkway at Westcott Parkway Lane (Striping fading) (06-23-23)



Kirkside Avenue at Westcott Parkway and Aspinwall Parkway Lane (Striping fading) (06-23-23)



Latrobe Avenue at Aspinwall Parkway Lane (Striping fading) (06-23-23)



Latrobe Avenue at Aspinwall Parkway (06-23-23)



Aspinwall Parkway (06-23-23)



Kirkside Avenue (06-23-23)



Kirkside Avenue (06-23-23)



Latrobe Avenue (06-23-23)



Renwick Parkway (06-23-23)



Lift Station Site (06-23-23)



Storm Water Management Facility 1 (06-23-23)



Storm Water Management Facility 2 (06-23-23)



Storm Water Management Facility 2 Control Structure and Overflow Spillway (06-23-23)



Drainage Ditch Adjacent to Storm Water Management Facility 2 (06-23-23)



Drainage Ditch Adjacent to Dog Park (06-23-23)



Drainage Ditch at International Golf Parkway (06-23-23)



Roadway Striping fading on Roadways (06-23-23)

Tab 6



Southaven Quarterly Report 7-13-23

Maintenance Items

- 1) Mowing, line trimming, and blow of debris is being completed on weekly basis. (Weather Permitting)
- 2) Edging of hard and soft surfaces are being completed on a weekly rotation.
- 3) Shrub trimming rotations are being completed on a weekly rotation.
- 4) Weed control- hard and soft surfaces are being sprayed on a weekly rotation.
- 5) Trash and debris are removed weekly while on site.

- 6) Over the top applications have been applied to help with weed control in Jasmine and liriope beds.
- 7) Plant material has been fertilized as needed throughout the property.
- 8) Insecticides have been applied to Crinum Lilly around pool area to help control grasshoppers.
- 9) Irrigation system repairs have been completed and system is being monitored weekly due to heavy rains
- 10) Turf Application was applied, Target for this application was to improve the overall health, growth, and color of the turf. Insecticides were applied to prevent and eliminate turf damaging insects. Pre/Post-emergent herbicides were applied to prevent and eliminate broadleaf weeds.

Tab 7

Proposal for Extra Work at Southaven CDD

| | | | |
|---------------------|---|-----------------------|---|
| Property Name | Southaven CDD | Contact | Lisa Licata |
| Property Address | 61 Clarissa Lane St. Augustine, FL 32095 | To Billing Address | Rizzetta & Company Inc 2806 N Fifth St Unit 403 St. Augustine, FL 32084 |
| Project Name | Southaven- Westcott sod install | | |
| Project Description | enhancement | | |

Scope of Work

| QTY | UoM/Size | Material/Description | Total |
|---------------------|-------------|--|-------------------|
| Westcott Sod | | | \$3,199.64 |
| 1.00 | LUMP SUM | Mobilization, labor to remove turf with sod cutter, rough grade area, deep edge, and remove and dispose of debris. | |
| 1,350.00 | SQUARE FEET | Zoysia Sod installed | |
| 1.00 | EACH | Sod delivery | |
| 1.00 | LUMP SUM | Irrigation modifications and adjustments | |

For internal use only

SO# 8172399
JOB# 460800009
Service Line 130

Total Price \$3,199.64

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
5811 County Rd 305, Elkton, FL 32033 ph. fax

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

| Facility Manager | |
|--------------------|----------------------|
| Signature | Title |
| Lisa Licata | July 14, 2023 |
| Printed Name | Date |

BrightView Landscape Services, Inc. "Contractor"

| Account Manager | |
|---------------------|----------------------|
| Signature | Title |
| Steve McAvoy | July 14, 2023 |
| Printed Name | Date |

| | | | |
|---------------|------------------|------------------------|-------------------|
| Job #: | 460800009 | | |
| SO #: | 8172399 | Proposed Price: | \$3,199.64 |

Proposal for Extra Work at Southaven CDD

| | | | |
|------------------|---|-----------------|---|
| Property Name | Southaven CDD | Contact | Lisa Licata |
| Property Address | 61 Clarissa Lane St. Augustine, FL 32095 | To | Southaven |
| | | Billing Address | c/o Rizzetta and Company 3434 Colwell Ave Ste 200 Tampa, FL 33614 |

Project Name Southaven- soil elevation at park next to 157 Westcott

Project Description enhancement

Scope of Work

| QTY | UoM/Size | Material/Description | Total |
|-------------------------------------|-------------|---|-----------------|
| Westcott park soil elevation | | | \$665.04 |
| 1.00 | LUMP SUM | Mobilization, and labor to rough grade area | |
| 1.00 | SQUARE YARD | Fill dirt | |
| 12.00 | EACH | pine bark installed (small) | |
| 1.00 | EACH | delivery fee | |

For internal use only

SO# 8172423
JOB# 460800009
Service Line 130

Total Price \$665.04

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
5811 County Rd 305, Elkton, FL 32033 ph. fax

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

| Facility Manager | |
|--------------------|----------------------|
| Signature | Title |
| Lisa Licata | July 14, 2023 |
| Printed Name | Date |

BrightView Landscape Services, Inc. "Contractor"

| Account Manager | |
|---------------------|----------------------|
| Signature | Title |
| Steve McAvoy | July 14, 2023 |
| Printed Name | Date |

| | | | |
|---------------|------------------|------------------------|-----------------|
| Job #: | 460800009 | | |
| SO #: | 8172423 | Proposed Price: | \$665.04 |



Tab 8



General Manager Report
Southaven CDD Meeting
August 2nd, 2023

Date of Report: August 2nd, 2023

Submitted by: Lisa Licata

○ **Amenity Center**

Update on Revenue

Update on Amazon box install

Update on Fitness On Demand

Update regarding "M" on the gate

Update on Renwick Drainage Pipe

Review Alcohol Policy on Property

Review Amenity Parking Policy and Management Discretion

Discussion regarding Age Requirement for Pool Use - Board Action Requested

Discussion regarding Aluminum Cans on Pool Deck - Board Action Requested





Field Ops Report

Southaven CDD

Date Submitted: August 2nd, 2023

Submitted by: Lisa Licata



Washout under some pavers at the fire pit, added sand and cement to fix.



Fixed pool corner edge by the stairs.



Installed a new solar camera at the Fire pit.

Fixed Urinal with a new flush valve.

Washing the front and back porch of the Manor house weekly for bug control.

Soft washed the balcony porch of the Manor house.

Replaced fan chain pulleys in all the gym fans.

Replaced dog station at the Kirkside park.

Lake Management Report

Job: Markland (Southhaven CDD)

Date: 6-6-23

Technician: J Lamach

Equipment: Skiff

Weather: Mostly cloudy

Lake ID:

1. Slender Pondweed



2. Algae



Lake Management Report

Job: Markland (Southhaven CDD)

Date: 6-21-23

Technician: J Lamach

Equipment: Skiff

Weather: Partly cloudy

Lake ID:

1. Inspection



2. Baby tears



Tab 9

Smith Electrical Inc.
PO Box 9023
St Augustine, FL 32085

Estimate

| Estimate # | Date |
|------------|-----------|
| Markland | 6/10/2023 |

| Name / Address |
|---|
| Southaven CDD c/o Rizzetta & Company 3434 Colwell Ave, Suite 200 Tampa, FL 33614 llicata@vestapropertyservices.comq |

| Item | Description | Qty | Rate | Total |
|--|--|-----|--------------|----------|
| Quote | Supply and install a surge protector to the main building panel. | | 888.77 | 888.77 |
| All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any variation or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance. | | | Total | \$888.77 |

Signature _____

| Phone # | Fax # | E-mail | Web Site |
|------------|--------------|---------------------------|-------------------------|
| 9048290899 | 904-829-0259 | smithelectric08@gmail.com | staugustineelectric.com |

COMMERCIAL SURGESHIELDSM PROGRAM TERMS AND CONDITIONS

1. SCOPE OF SERVICES. These Terms and Conditions ("Terms") shall govern your purchase of the SurgeShieldSM installation services ("Services") and your use, for the duration of these Terms, of the SurgeShieldSM equipment ("Equipment") provided in connection with FPL Energy Services, Inc. ("FPLES") SurgeShieldSM program (the Services and your use of the Equipment are collectively referred to as the "Products") at your designated business location ("Site"). The prices for the Products are based upon information you provided and apparent conditions at the Site without an extensive investigation by FPLES. THERE IS A POSSIBILITY OF THE EXISTENCE OF UNKNOWN CONDITIONS AT OR ON YOUR SITE THAT MAY ADVERSELY AFFECT FPLES' ABILITY TO PROVIDE THE PRODUCTS AT YOUR SITE. YOU ACKNOWLEDGE THAT FPLES DOES NOT ASSUME THE RISK OF AND SHALL NOT BE RESPONSIBLE FOR ANY SUCH UNKNOWN CONDITIONS.

2. ACCESS/ASSISTANCE. You shall provide FPLES (and its contractors) with access (i) to all necessary areas, and provide necessary requested information related to utility service and equipment operation at the Site, and (ii) for Equipment installation, Equipment maintenance, and Equipment removal pursuant to Section 12. You are aware that FPLES is relying upon the accuracy and completeness of such information in order to properly perform the Services. FPLES shall have the right to suspend the Services or adjust the installation schedule accordingly in the event that there is inadequate access to the Site, or if any required information is not promptly provided, or in the event that the safety of any person or property might be jeopardized by continuing with the Service. In the event of damage to the electric utility meter at the Site that is caused by you, your agents or your contractors, you agree to indemnify, defend and hold FPLES and its contractors harmless and pay all repair or replacement costs associated with such damage.

3. WARRANTY EXCLUSION. FPLES WARRANTS THAT THE SERVICES WILL BE PERFORMED IN A PROFESSIONAL MANNER. EXCEPT AS EXPRESSLY PROVIDED HEREIN, THE EQUIPMENT IS PROVIDED "AS IS" WITHOUT ANY WARRANTY OF ANY KIND BY FPLES. FPLES EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED BY LAW, AND DOES NOT WARRANT THAT THE EQUIPMENT WILL OPERATE UNINTERRUPTED OR ERROR FREE OR THAT ITS USE WILL BE UNINTERRUPTED. NO OTHER WARRANTY OR REMEDY OF ANY KIND, WHETHER STATUTORY, WRITTEN, ORAL, EXPRESS, OR IMPLIED, INCLUDING WITHOUT LIMITATION WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, OR WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OF TRADE SHALL APPLY. ADDITIONALLY, IN NO EVENT WILL MEDICAL, LIFE SUPPORT OR OTHER NON-SURGESHIELDSM EQUIPMENT BE COVERED UNDER THIS WARRANTY.

4. EXISTING CONDITIONS. FPLES is only being retained to perform Services relating to the installation of the Equipment and shall not be responsible for (a) identifying any hazardous conditions and/or illegal or improper construction, or (b) correcting any hazardous condition and/or non-compliant construction (i.e. construction contrary to applicable laws, codes, rules, and regulations. You shall be responsible for receiving any and all consents necessary or required in order for FPLES to perform the Services hereunder. Neither FPLES nor its contractors are responsible for any damage which may arise from existing conditions, including but not limited to improper wiring and installation of pre-existing equipment at the Site.

5. LIMITATION OF LIABILITY FOR ALL CLAIMS. You acknowledge and understand that the Products are not being offered or provided by Florida Power & Light Company ("FPL"). Further, you acknowledge and understand that neither FPL nor FPLES is liable for any defects in the Equipment, FPLES obligations under these Terms shall be limited to re-performing any Services not in conformance with the Services warranty. Claims relating to Services shall be made to FPLES immediately following the discovery of such non-conformance. NOTWITHSTANDING THE FOREGOING, THE TOTAL AGGREGATE LIABILITY OF FPLES, ITS PARENT, THEIR AFFILIATES, SUBSIDIARIES AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, CONTRACTORS AND ASSIGNS ("FPLES ENTITIES") TO YOU OR ANY THIRD PARTY, FOR ANY AND ALL CLAIMS ARISING FROM OR RELATED IN ANY WAY TO THE SURGESHIELD PROGRAM (WHETHER IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE) ARE LIMITED TO THE AMOUNT YOU HAVE ACTUALLY PAID FOR THE PRODUCTS. IN NO EVENT SHALL FPLES ENTITIES BE LIABLE TO YOU OR ANY OTHER PERSON FOR ANY DAMAGES EXCEEDING THE AMOUNT YOU HAVE PAID FOR THE PRODUCTS NOR SHALL FPLES ENTITIES BE LIABLE TO YOU OR ANY OTHER PERSON FOR CONSEQUENTIAL, INCIDENTAL, PUNITIVE, SPECIAL, EXEMPLARY OR INDIRECT DAMAGES OR EXPENSES (INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOST SAVINGS OR REVENUE, LOST BUSINESS, LOSS OF USE OF THE SERVICE OR ANY CONNECTION EQUIPMENT THERETO OR ANY ASSOCIATED EQUIPMENT OR SOFTWARE, LOSS OR DAMAGE, COST OF CAPITAL, COST OF SUBSTITUTE OR RENTAL EQUIPMENT, SERVICE OR SOFTWARE, DOWNTIME, THE CLAIMS OF THIRD PARTIES, AND INJURY OR DAMAGE TO NON-SURGESHIELDSM PROPERTY) EVEN IF FPLES OR ITS CONTRACTORS WERE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE FOREGOING SHALL APPLY TO THE FULLEST EXTENT ALLOWED BY LAW IRRESPECTIVE OF WHETHER LIABILITY IS CLAIMED, OR FOUND TO BE BASED IN CONTRACT, TORT OR OTHERWISE (INCLUDING NEGLIGENCE, WARRANTY OR STRICT LIABILITY).

6. DISCLAIMER AND RELEASE. SURGESHIELDSM PRODUCTS ARE OFFERED AND PROVIDED BY FPL ENERGY SERVICES, INC. ("FPLES"), A SUBSIDIARY OF NEXTERA

ENERGY, INC. ("NEXTERA") AND AN AFFILIATE OF "FPL. BY ENROLLING IN THE SURGESHIELDSM PROGRAM: (I) YOU ACKNOWLEDGE THAT FPL, NEXTERA, THEIR AFFILIATES AND/OR SUBSIDIARIES (OTHER THAN FPLES), DO NOT HAVE ANY OBLIGATION OR RESPONSIBILITY FOR THE PRODUCTS, AND ARE NOT RESPONSIBLE FOR ANY CLAIMS OR DISPUTES RELATING THERETO, NOR DO THEY PROVIDE ANY TYPE OF GUARANTEE, WARRANTY, PROMISE OR COVENANT, EITHER EXPRESS OR IMPLIED, AS TO THE PRODUCTS; AND (II) YOU AGREE TO RELEASE FPL, NEXTERA, AND ALL OF THEIR AFFILIATES AND/OR SUBSIDIARIES (OTHER THAN FPLES) FROM AND AGAINST ANY AND ALL LOSSES, DAMAGES, OR LIABILITIES IN CONNECTION WITH THE PRODUCTS OR PROGRAM.

7. FORCE MAJEURE. FPLES shall not be responsible to you in an event or circumstance that is not reasonably foreseeable, or that are beyond the reasonable control of and is not caused by FPLES. Such events or circumstances may include, but are not limited to, actions or inactions of civil or military authority (including courts and governmental or administrative agencies), hurricanes, tropical storms, tornadoes, severe wind, or electrical storm, acts of God, war, riot or insurrection, blockades, embargoes, sabotage, epidemics, explosions, floods, strikes, lockouts, supply shortages or other labor disputes or difficulties.

8. DOCUMENTATION. FPLES may provide you with manuals, data, or information (collectively, "Documentation") applicable to the Equipment in FPLES' possession. Any documents provided hereunder are for informational purposes only, FPLES makes no warranty or representation with regard to the accuracy or completeness of any such documents or information provided by FPLES, and FPLES EXPRESSLY DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTY WITH REGARD TO SUCH DOCUMENTATION.

9. GOVERNING LAW; VENUE; WAIVER OF JURY TRIAL. These Terms and the SurgeShield Program, shall be governed by the laws of the State of Florida. Any suit relating to these Terms, Products, and/or the SurgeShield Program shall be instituted in any state or federal court in Palm Beach County, Florida, and the parties submit to the sole and exclusive personal jurisdiction of such court. BY SIGNING UP FOR THIS PROGRAM, YOU AGREE TO WAIVE ANY RIGHT TO HAVE A TRIAL BY JURY IN RESPECT TO ANY LITIGATION WITH FPLES BASED UPON OR ARISING OUT OF, UNDER, OR IN ANY WAY CONNECTED OR RELATED WITH, THESE TERMS, THE SURGESHIELD PROGRAM, THE PRODUCTS AND/OR THE PERFORMANCE OF SERVICES PROVIDED BY FPLES.

10. CUSTOMER SUPPORT NUMBER. In order to obtain customer service hereunder, FPLES must be contacted 1-800-590-1235 no more than seven (7) business days of discovery of the damaged or nonperforming Service.

11. SEVERABILITY. If any provision of these Terms or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of these Terms, or the application of such provisions to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each provision of these Terms shall be valid and enforceable to the fullest extent permitted by law.

12. OWNERSHIP. FPLES retains all ownership of the Equipment and reserves the right to remove the Equipment without notice at any time on or after termination of the Services pursuant to Section 14 (Termination).

13. ASSIGNMENT. FPLES may, in its sole and unrestricted discretion assign, delegate, transfer, subcontract or otherwise dispose of its obligations hereunder to an affiliate or subsidiary, or other third party without notice to you. However, you shall not assign, delegate or otherwise dispose of your obligations hereunder without FPLES' written consent.

14. TERMINATION. Upon notice to you in any reasonable form, FPLES may terminate these Terms and its provision of the Equipment and/or Services in the event (a) FPLES determines, in its sole discretion, that the Equipment cannot be installed at the Site for whatever reason, whether resulting from technical, safety or otherwise, (b) if any regulatory agency promulgates any rule or order which in effect or application substantially impedes FPLES from fulfilling its obligations hereunder, or materially and adversely affects FPLES' ability to provide the Products under these Terms, (c) you breach any term or condition contained herein, including without limitation, your obligation to make payment for the Products provided hereunder by the due date of your FPL electric utility bill, or (d) FPLES, for its convenience and in its sole discretion, makes a commercial decision to (i) generally discontinue the Products, or (ii) to discontinue your specific use of the Equipment and/or Services hereunder. You may cancel your order for the Products at anytime upon thirty (30) days written notice to FPLES. You will receive a full refund if you provide FPLES a written request for refund within seven (7) days of your initial receipt of the Services, or of your receipt of any applicable gift or prize to subscribe to such Services, which ever is later. FPLES will process such refund request within 30 days of its receipt of the refund request.

15. AUTHORITY. You represent to FPLES that you have the authority to enter into and bind you to these Terms and that you shall bear all costs attributable thereto, and you shall, at your own expense, defend, indemnify and hold FPLES harmless from and against all liability, loss or damage (including attorneys' fees) assessed against, suffered or incurred by FPLES as a result of an allegation or claim that you did not have such authority.

16. ENTIRE TERMS. These Terms are the entire understanding between the parties and supersede any terms in any purchase orders or other documents from you, and supersede all prior agreements, representations and communications regarding this subject matter. The headings in these Terms are provided for convenience of reference only and shall not affect the construction of the text of these Terms. FPLES may amend these Terms from time to time, but such modifications to the Terms shall be effective upon FPLES delivery of notice to you.

QO/HOM Surgebreaker™
Surge Protective Devices (SPDs)
QO2175SB, HOM2175SB



WARRANTY

Protection Limits

With regard to any Surgebreaker surge protective device (catalog numbers QO2175SB and HOM2175SB) from Schneider Electric USA, Inc. that has been properly installed in a residential home in compliance with the current National Electric Code (NEC) requirements, Schneider Electric warrants to the homeowner at the time of such installation (or the initial homeowner if installed as part of new construction) that Schneider Electric shall accept responsibility for any damage to that homeowners major household appliances, as defined below, up to the limits provided herein, to the extent such damage is caused by the failure of such surge protective device to protect against electrical power surges caused by lightning or the electric utility. As used herein, "major household appliances" shall mean major household appliances and electronic devices, including: refrigerator(s), freezer(s), furnace(s), air conditioning unit(s), stove(s), oven(s), microwave oven(s), clothes washer(s), clothes dryer(s), dishwasher(s), audio and stereo components, video equipment, television(s) and computer(s). "Connected household equipment" shall exclude any commercial or industrial grade equipment not commonly found in a home.

The limit of Schneider Electric's liability under this warranty shall be \$10,000 or the deductible amount of customer's insurance policy covering such major household appliances, whichever is less.

Warranty Period

This warranty shall be in effect until three (3) years following the date of purchase of the Surgebreaker® surge protective device, or until two (2) years following the date of installation, whichever occurs earlier.

Warranty Not Transferable

This warranty may not be transferred from the homeowner who initially receives this warranty to any other party. (See Reverse)

NHA78085Rev04

9/2018

QO/HOM Surgebreaker™
Surge Protective Devices (SPDs)
QO2175SB, HOM2175SB



WARRANTY

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With regard to any Surgebreaker surge protective device (catalog numbers QO2175SB and HOM2175SB) from Schneider Electric USA, Inc. that has been properly installed in a residential home in compliance with the current National Electric Code (NEC) requirements, Schneider Electric warrants to the homeowner at the time of such installation (or the initial homeowner if installed as part of new construction) that Schneider Electric shall accept responsibility for any damage to that homeowners major household appliances, as defined below, up to the limits provided herein, to the extent such damage is caused by the failure of such surge protective device to protect against electrical power surges caused by lightning or the electric utility. As used herein, "major household appliances" shall mean major household appliances and electronic devices, including: refrigerator(s), freezer(s), furnace(s), air conditioning unit(s), stove(s), oven(s), microwave oven(s), clothes washer(s), clothes dryer(s), dishwasher(s), audio and stereo components, video equipment, television(s) and computer(s). "Connected household equipment" shall exclude any commercial or industrial grade equipment not commonly found in a home.

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NHA78085Rev04

9/2018

Warranty Limitations

THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE.

This warranty excludes damage or loss arising from any of the following events or sources: unauthorized product modification or alteration, major force events such as flood or earthquake, war, insurrection, vandalism, theft, normal-use wear and tear, erosion, depletion, obsolescence, abuse, defective software and computer virus infection.

Schneider Electric USA, Inc. shall not be liable for any indirect, incidental, consequential damages.

With respect to products purchased by consumers in the United States for personal use, implied warranties, including but not limited to the warranties of merchantability and fitness for a particular purpose, are not excluded but are limited to the extent allowed by law to the duration of the warranty period set forth above. No claim under this warranty will be honored unless the homeowner has reported the damage within thirty (30) days after its occurrence in accordance with the following claims procedure.

Claims Procedure

To make a claim under this warranty please follow these steps: (1) Retain the original dated sales receipts of the Surgebreaker surge protective device from Schneider Electric USA, Inc. (2) Prior to repairing the damaged appliance, contact Schneider Electric at (800) 877-1174, Monday through Thursday 7:00 a.m. to 5 p.m. and Friday 7:00 a.m. to 1:00 p.m. Central Time. (3) Ask the appliance repairer to write a report on the cause of the damage. (4) File a claim under homeowners insurance. (5) Send the purchase receipt, repair receipt, damage report, any homeowners insurance report along with the damaged Surgebreaker surge protective device to: Schneider Electric, Attn: Surgebreaker Warranty 132 Fairgrounds Rd, West Kingston, RI 02892.

NHA78085Rev04



Warranty Limitations

THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE.

This warranty excludes damage or loss arising from any of the following events or sources: unauthorized product modification or alteration, major force events such as flood or earthquake, war, insurrection, vandalism, theft, normal-use wear and tear, erosion, depletion, obsolescence, abuse, defective software and computer virus infection.

Schneider Electric USA, Inc. shall not be liable for any indirect, incidental, consequential damages.

With respect to products purchased by consumers in the United States for personal use, implied warranties, including but not limited to the warranties of merchantability and fitness for a particular purpose, are not excluded but are limited to the extent allowed by law to the duration of the warranty period set forth above. No claim under this warranty will be honored unless the homeowner has reported the damage within thirty (30) days after its occurrence in accordance with the following claims procedure.

Claims Procedure

To make a claim under this warranty please follow these steps: (1) Retain the original dated sales receipts of the Surgebreaker surge protective device from Schneider Electric USA, Inc. (2) Prior to repairing the damaged appliance, contact Schneider Electric at (800) 877-1174, Monday through Thursday 7:00 a.m. to 5 p.m. and Friday 7:00 a.m. to 1:00 p.m. Central Time. (3) Ask the appliance repairer to write a report on the cause of the damage. (4) File a claim under homeowners insurance. (5) Send the purchase receipt, repair receipt, damage report, any homeowners insurance report along with the damaged Surgebreaker surge protective device to: Schneider Electric, Attn: Surgebreaker Warranty 132 Fairgrounds Rd, West Kingston, RI 02892.

NHA78085Rev04



Tab 10

RESOLUTION 2023-06

THE ANNUAL APPROPRIATION RESOLUTION OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2023, submitted to the Board of Supervisors ("**Board**") of the Southaven Community Development District ("**District**") proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Southaven Community Development District for the Fiscal Year Ending September 30, 2024."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2023/2024, the sum of \$_____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

| | |
|----------------------------------|---------|
| TOTAL GENERAL FUND | \$_____ |
| DEBT SERVICE FUND SERIES 2015A-1 | \$_____ |
| DEBT SERVICE FUND SERIES 2016A-1 | \$_____ |
| TOTAL ALL FUNDS | \$_____ |

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2023/2024, or within 60 days following the end of the Fiscal Year 2023/2024, may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if

c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

Its: _____

Exhibit A: Fiscal Year 2023/2024 Budget

Exhibit A

Fiscal Year 2023/2024 Budget



Rizzetta & Company

Southaven Community Development District

www.southavencdd.org

Approved Proposed Budget for Fiscal Year 2023/2024

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Rizzetta & Company

Proposed Budget
Southaven Community Development District
General Fund
Fiscal Year 2023/2024

| | Chart of Accounts Classification | Actual YTD through 06/30/23 | Projected Annual Totals 2022/2023 | Annual Budget for 2022/2023 | Projected Budget variance for 2022/2023 | Budget for 2023/2024 | Budget Increase (Decrease) vs 2022/2023 | Comments |
|----|---|-----------------------------------|---|--------------------------------|--|-------------------------|--|---|
| 1 | | | | | | | | |
| 2 | REVENUES | | | | | | | |
| 3 | | | | | | | | |
| 4 | Special Assessments | | | | | | | |
| 5 | Tax Roll* | \$ 770,132 | \$ 770,132 | \$ 770,132 | \$ - | \$ 872,039 | \$ 101,907 | All units on tax roll. |
| 6 | Other Miscellaneous Revenues | | | | | | | |
| 7 | Insurance Proceeds | \$ 4,489 | \$ 4,489 | \$ - | \$ 4,489 | \$ - | \$ - | Reimbursement towards Synergy Repairs - Included in Line 85 |
| 8 | Rentals, Access/Decals, Events | \$ 9,437 | \$ 12,583 | \$ 12,000 | \$ 583 | \$ 12,000 | \$ - | Per YTD Average |
| 9 | | | | | | | | |
| 10 | TOTAL REVENUES | \$ 784,058 | \$ 787,204 | \$ 782,132 | \$ 5,072 | \$ 884,039 | \$ 101,907 | |
| 13 | | | | | | | | |
| 14 | EXPENDITURES - ADMINISTRATIVE | | | | | | | |
| 15 | | | | | | | | |
| 16 | Financial & Administrative | | | | | | | |
| 17 | Administrative Services | \$ 4,296 | \$ 5,728 | \$ 5,728 | \$ - | \$ 5,957 | \$ 229 | |
| 18 | District Management | \$ 11,934 | \$ 15,912 | \$ 15,912 | \$ - | \$ 16,548 | \$ 636 | |
| 19 | District Engineer | \$ 1,831 | \$ 4,000 | \$ 4,000 | \$ - | \$ 4,000 | \$ - | |
| 20 | Disclosure Reports | \$ 6,100 | \$ 6,100 | \$ 6,000 | \$ (100) | \$ 2,000 | \$ (4,000) | 2 Bonds - Now 1 Report per Bond |
| 21 | Trustees Fees | \$ 6,500 | \$ 6,500 | \$ 7,000 | \$ 500 | \$ 5,500 | \$ (1,500) | |
| 22 | Assessment Roll Certification | \$ 5,304 | \$ 5,304 | \$ 5,304 | \$ - | \$ 5,516 | \$ 212 | |
| 23 | Financial & Revenue Collections | \$ 2,864 | \$ 3,819 | \$ 3,819 | \$ - | \$ 3,972 | \$ 153 | |
| 24 | Accounting Services | \$ 12,011 | \$ 16,015 | \$ 16,015 | \$ - | \$ 16,655 | \$ 640 | |
| 25 | Auditing Services | \$ 3,800 | \$ 3,800 | \$ 3,800 | \$ - | \$ 3,800 | \$ - | |
| 26 | Arbitrage Rebate Reports | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ - | \$ 1,000 | \$ - | 2 Bonds |
| 27 | Public Officials Liability Insurance | \$ 2,864 | \$ 2,864 | \$ 3,200 | \$ 336 | \$ 3,200 | \$ - | |
| 28 | Legal Advertising | \$ 355 | \$ 1,500 | \$ 1,500 | \$ - | \$ 1,500 | \$ - | |
| 29 | Dues, Licenses & Fees | \$ 175 | \$ 175 | \$ 175 | \$ - | \$ 175 | \$ - | |
| 30 | Miscellaneous Fees | \$ 962 | \$ 962 | \$ 500 | \$ (462) | \$ 500 | \$ - | |
| 31 | ADA Website Hosting, Maintenance, Remediation & Backup | \$ 4,860 | \$ 6,490 | \$ 6,490 | \$ - | \$ 6,490 | \$ - | |
| 32 | Legal Counsel | | | | | | | |
| 33 | District Counsel | \$ 17,373 | \$ 23,164 | \$ 15,000 | \$ (8,164) | \$ 15,000 | \$ - | |
| 34 | | | | | | | | |
| 35 | Administrative Subtotal | \$ 82,229 | \$ 103,333 | \$ 95,443 | \$ (7,890) | \$ 91,813 | \$ (3,630) | |
| 36 | | | | | | | | |
| 37 | EXPENDITURES - FIELD OPERATIONS | | | | | | | |
| 38 | | | | | | | | |
| 39 | Security Operations | | | | | | | |
| 40 | Access Control/Security Camera & Repair | \$ 33,519 | \$ 50,251 | \$ 50,183 | \$ (68) | \$ 50,251 | \$ 68 | Access Control/Envera Contract |
| 41 | Gate Phone | \$ 211 | \$ 281 | \$ 2,940 | \$ 2,659 | \$ 2,000 | \$ (940) | Per New Service Agreement |
| 42 | Guard & Gate Facility Maintenance & Repair | \$ 11,293 | \$ 13,293 | \$ 11,000 | \$ (2,293) | \$ 11,000 | \$ - | Includes Sunbelt PM Service, Funds for Readers & Decals |
| 43 | Electric Utility Services | | | | | | | |
| 44 | Utility Services - Amenity, Gatehouse/Entry & Parks | \$ 11,403 | \$ 15,204 | \$ 15,000 | \$ (204) | \$ 15,000 | \$ - | |
| 45 | Street Lights | \$ 16,806 | \$ 22,408 | \$ 20,000 | \$ (2,408) | \$ 24,000 | \$ 4,000 | FPL 25% Increase |
| 46 | Garbage/Solid Waste Control Services | | | | | | | |

Proposed Budget
Southaven Community Development District
General Fund
Fiscal Year 2023/2024

| | Chart of Accounts Classification | Actual YTD through 06/30/23 | Projected Annual Totals 2022/2023 | Annual Budget for 2022/2023 | Projected Budget variance for 2022/2023 | Budget for 2023/2024 | Budget Increase (Decrease) vs 2022/2023 | Comments |
|----|--|-----------------------------|-----------------------------------|-----------------------------|---|----------------------|---|--|
| 47 | Garbage - Recreation Facility | \$ 1,341 | \$ 1,788 | \$ 1,680 | \$ (108) | \$ 2,300 | \$ 620 | Per new rate - Service back to 12 months |
| 48 | Water-Sewer Combination Services | | | | | | | |
| 49 | Utility Services - Potable (Amenity, Gatehouse & Pool) | \$ 8,922 | \$ 11,896 | \$ 11,000 | \$ (896) | \$ 12,000 | \$ 1,000 | Per YTD Average |
| 50 | Water - Reuse Irrigation (Parks, Entry & Amenity) | \$ 31,768 | \$ 42,357 | \$ 30,500 | \$ (11,857) | \$ 42,000 | \$ 11,500 | Per YTD Average |
| 51 | Stormwater Control | | | | | | | |
| 52 | Aquatic Pond Maintenance | \$ 7,232 | \$ 9,642 | \$ 9,642 | \$ - | \$ 9,642 | \$ - | |
| 53 | Other Physical Environment | | | | | | | |
| 54 | General Liability & Property Insurance | \$ 27,629 | \$ 27,629 | \$ 30,200 | \$ 2,571 | \$ 35,000 | \$ 4,800 | Per Early Estimates |
| 55 | Entry & Walls Maintenance | \$ 5,400 | \$ 7,200 | \$ 3,500 | \$ (3,700) | \$ 30,000 | \$ 26,500 | Front Wall Painting Project |
| 56 | Landscape & Irrigation Maintenance Contract | \$ 126,723 | \$ 167,160 | \$ 167,160 | \$ - | \$ 169,351 | \$ 2,191 | Per Agreement - 7 months of higher rate |
| 57 | Landscape Replacement & Misc. Services | \$ 35,958 | \$ 35,000 | \$ 35,000 | \$ - | \$ 45,000 | \$ 10,000 | Increase includes next phase for entrance landscape enhancements |
| 58 | Irrigation Repairs | \$ 8,315 | \$ 10,000 | \$ 2,000 | \$ (8,000) | \$ 5,000 | \$ 3,000 | |
| 59 | Road & Street Facilities | | | | | | | |
| 60 | Street Light & Park Decorative Light Maintenance | \$ 4,626 | \$ 6,168 | \$ 2,000 | \$ (4,168) | \$ 3,500 | \$ 1,500 | YTD Average |
| 61 | Parking Lot/Roadway Repair & Maintenance | \$ - | \$ 500 | \$ 1,000 | \$ 500 | \$ 12,000 | \$ 11,000 | Increase for Needed Repairs |
| 62 | Maintenance & Maintenance (Common Areas) | \$ - | \$ 1,500 | \$ 2,500 | \$ 1,000 | \$ 1,500 | \$ (1,000) | |
| 63 | Street Sign Repair & Replacement | \$ 495 | \$ 660 | \$ 2,500 | \$ 1,840 | \$ 1,000 | \$ (1,500) | YTD Average |
| 64 | Parks & Recreation | | | | | | | |
| 65 | Amenity Management Staffing Contract (On-Site Management & Maintenance Services) | \$ 114,878 | \$ 152,698 | \$ 152,698 | \$ - | \$ 160,332 | \$ 7,634 | Increase Per Vesta - Due to Insurance Cost and Ability to Provide Potential Salary Adjustments |
| 66 | Amenity Facility - Maintenance & Repair | \$ 12,818 | \$ 17,091 | \$ 12,000 | \$ (5,091) | \$ 15,000 | \$ 3,000 | YTD Average |
| 67 | Amenity Facility & Janitorial Service, Supplies & Equipment | \$ 11,247 | \$ 14,996 | \$ 13,000 | \$ (1,996) | \$ 15,000 | \$ 2,000 | Per New Janitorial Agreement |
| 68 | Furniture Repair & Replacement | \$ 3,794 | \$ 3,794 | \$ 3,000 | \$ (794) | \$ 3,000 | \$ - | |
| 69 | HVAC Maintenance & Repair | \$ 2,556 | \$ 2,556 | \$ 3,000 | \$ 444 | \$ 3,000 | \$ - | |
| 70 | Pool Chemicals | \$ 5,891 | \$ 7,855 | \$ 5,350 | \$ (2,505) | \$ 8,400 | \$ 3,050 | Per New Agreement |
| 71 | Pool Permits | \$ 350 | \$ 350 | \$ 350 | \$ - | \$ 350 | \$ - | |
| 72 | Elevator Maintenance & Permit | \$ 425 | \$ 3,000 | \$ 3,000 | \$ - | \$ 3,000 | \$ - | |
| 73 | Fitness - On Demand Subscription | \$ 1,925 | \$ 1,916 | \$ 2,400 | \$ 484 | \$ 800 | \$ (1,600) | Will be Discontinuing Subscription |
| 74 | Fitness Equipment Maintenance & Repairs | \$ 823 | \$ 1,097 | \$ 2,500 | \$ 1,403 | \$ 2,500 | \$ - | |
| 75 | Telephone, Internet & Cable (Amenity Center) | \$ 9,201 | \$ 10,530 | \$ 8,100 | \$ (2,430) | \$ 8,100 | \$ - | |
| 76 | Pest & Termite Bond | \$ 991 | \$ 1,321 | \$ 1,500 | \$ 179 | \$ 1,500 | \$ - | |
| 77 | Security System Monitoring Services & Maintenance | \$ 372 | \$ 496 | \$ 2,000 | \$ 1,504 | \$ 1,000 | \$ (1,000) | |

**Proposed Budget
Southaven Community Development District
General Fund
Fiscal Year 2023/2024**

| | Chart of Accounts Classification | Actual YTD through 06/30/23 | Projected Annual Totals 2022/2023 | Annual Budget for 2022/2023 | Projected Budget variance for 2022/2023 | Budget for 2023/2024 | Budget Increase (Decrease) vs 2022/2023 | Comments |
|----|--|-----------------------------------|---|--------------------------------|--|-------------------------|--|--------------------------------------|
| 78 | Tennis & Basketball Court Maintenance & Supplies | \$ - | \$ - | \$ 500 | \$ 500 | \$ 500 | \$ - | |
| 79 | Dog Waste Station Supplies & Maintenance | \$ 852 | \$ 1,136 | \$ 2,500 | \$ 1,364 | \$ 2,000 | \$ (500) | YTD Actuals |
| 80 | Special Events | | | | | | | |
| 81 | Holiday Lights | \$ 4,886 | \$ 4,886 | \$ 5,000 | \$ 114 | \$ 5,000 | \$ - | |
| 82 | Special Events | \$ 5,363 | \$ 5,363 | \$ 4,000 | \$ (1,363) | \$ 4,000 | \$ - | |
| 83 | Contingency | | | | | | | |
| 84 | Capital Improvements | \$ 10,805 | \$ 14,407 | \$ 25,000 | \$ 10,593 | \$ 25,000 | \$ - | |
| 85 | Misc. Contingency | \$ 10,612 | \$ 10,612 | \$ 42,986 | \$ 32,374 | \$ 63,200 | \$ 20,214 | Continue to Build Operating Reserves |
| 88 | | | | | | | | |
| 89 | Field Operations Subtotal | \$ 529,430 | \$ 677,041 | \$ 686,689 | \$ 9,648 | \$ 792,226 | \$ 105,537 | |
| 90 | | | | | | | | |
| 93 | TOTAL EXPENDITURES | \$ 611,659 | \$ 780,374 | \$ 782,132 | \$ 1,758 | \$ 884,039 | \$ 101,907 | |
| 94 | | | | | | | | |
| 95 | EXCESS OF REVENUES OVER | \$ 172,399 | \$ 6,829 | \$ - | \$ 6,829 | \$ - | \$ - | |
| 96 | | | | | | | | |

Southaven Community Development District
Debt Service
Fiscal Year 2023/2024

4

| Chart of Accounts Classification | Series 2015A-1 | Series 2016A-1 | Budget for 2023/2024 |
|---|---------------------|---------------------|----------------------|
| | | | |
| REVENUES | | | |
| Special Assessments | | | |
| Net Special Assessments ⁽¹⁾ | \$222,386.30 | \$306,794.88 | \$529,181.18 |
| | | | |
| TOTAL REVENUES | \$222,386.30 | \$306,794.88 | \$529,181.18 |
| | | | |
| | | | |
| EXPENDITURES | | | |
| Administrative | | | |
| Financial & Administrative | | | |
| | | | |
| Debt Service Obligation | \$222,386.30 | \$306,794.88 | \$529,181.18 |
| Administrative Subtotal | \$222,386.30 | \$306,794.88 | \$529,181.18 |
| | | | |
| TOTAL EXPENDITURES | \$222,386.30 | \$306,794.88 | \$529,181.18 |
| | | | |
| EXCESS OF REVENUES OVER EXPENDITURES | \$0.00 | \$0.00 | \$0.00 |

St Johns County Collection Costs (2%) and Early Payment Discounts (4%)

6.0%

Gross assessments

\$562,480.00

⁽¹⁾ Maximum Annual Debt Service less any Prepaid Assessments Received

Notes:

Collection Costs for St. John's County and Early Payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

| | | |
|------------------------------------|----|---------------------|
| 2023/2024 O&M Budget | | \$872,039.00 |
| St. John's County Collection Cost: | 2% | \$18,554.02 |
| Early Payment Discounts: | 4% | \$37,108.04 |
| 2023/2024 Total: | | \$927,701.06 |
| 2022/2023 O&M Budget | | \$770,132.00 |
| 2023/2024 O&M Budget | | \$872,039.00 |
| Total Difference: | | \$101,907.00 |

| | PER UNIT ANNUAL ASSESSMENT | | Proposed Increase / Decrease | |
|---|----------------------------|-------------------|------------------------------|--------------|
| | 2022/2023 | 2023/2024 | \$ | % |
| Series 2015A-1 Debt Service - Single Family 58' | \$1,800.00 | \$1,800.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 58' | \$2,236.82 | \$2,533.04 | \$296.22 | 13.24% |
| Total | \$4,036.82 | \$4,333.04 | \$296.22 | 7.34% |
| Series 2015A-1 Debt Service - Single Family 73' | \$1,800.00 | \$1,800.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 73' | \$2,297.64 | \$2,601.71 | \$304.07 | 13.23% |
| Total | \$4,097.64 | \$4,401.71 | \$304.07 | 7.42% |
| Series 2015A-1 Debt Service - Single Family 73' Partial | \$1,080.00 | \$1,080.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 73' | \$2,297.64 | \$2,601.71 | \$304.07 | 13.23% |
| Total | \$3,377.64 | \$3,681.71 | \$304.07 | 9.00% |
| Series 2015A-1 Debt Service - Single Family 93' | \$2,100.00 | \$2,100.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 93' | \$2,377.17 | \$2,691.50 | \$314.33 | 13.22% |
| Total | \$4,477.17 | \$4,791.50 | \$314.33 | 7.02% |
| Series 2015A-1 Debt Service - Single Family 93' Partial | \$1,400.00 | \$1,400.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 93' | \$2,377.17 | \$2,691.50 | \$314.33 | 13.22% |
| Total | \$3,777.17 | \$4,091.50 | \$314.33 | 8.32% |
| Series 2016A-1 Debt Service - Single Family 63' | \$1,800.00 | \$1,800.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 63' | \$2,257.87 | \$2,556.81 | \$298.94 | 13.24% |
| Total | \$4,057.87 | \$4,356.81 | \$298.94 | 7.37% |
| Series 2016A-1 Debt Service - Single Family 73' | \$1,800.00 | \$1,800.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 73' | \$2,297.64 | \$2,601.71 | \$304.07 | 13.23% |
| Total | \$4,097.64 | \$4,401.71 | \$304.07 | 7.42% |
| Series 2016A-1 Debt Service - Single Family 83' | \$2,100.00 | \$2,100.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 83' | \$2,337.40 | \$2,646.61 | \$309.21 | 13.23% |
| Total | \$4,437.40 | \$4,746.61 | \$309.21 | 6.97% |
| Series 2016A-1 Debt Service - Single Family 93' | \$2,100.00 | \$2,100.00 | \$0.00 | 0.00% |
| Operations/Maintenance - Single Family 93' | \$2,377.17 | \$2,691.50 | \$314.33 | 13.22% |
| Total | \$4,477.17 | \$4,791.50 | \$314.33 | 7.02% |

SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

| | | |
|---------------------------|----|---------------------|
| TOTAL O&M BUDGET | | \$872,039.00 |
| COLLECTION COSTS @ | 2% | \$18,554.02 |
| EARLY PAYMENT DISCOUNTS @ | 4% | \$37,108.04 |
| TOTAL O&M ASSESSMENT | | <u>\$927,701.06</u> |

| UNITS ASSESSED | | | | \$101,928.72 | | | | | \$703,545.74 | | | | | \$122,226.60 | | | | | PER LOT ANNUAL ASSESSMENT | | | |
|---|------------|--|--|--------------|---------------|----------------|---------------------|---------------------|--------------|---------------|---------------|----------------------|---------------------|--------------|---------------|---------------|---------------------|---------------------|---------------------------|-------------------------------------|-------------------------------------|----------------------|
| LOT SIZE | O&M | SERIES 2015A-1 DEBT SERVICE ⁽¹⁾ | SERIES 2016A-1 DEBT SERVICE ⁽¹⁾ | EAU FACTOR | TOTAL EAU's | % TOTAL EAU's | TOTAL BUDGET | PER UNIT ASSESSMENT | EAU FACTOR | TOTAL EAU's | % TOTAL EAU's | TOTAL BUDGET | PER UNIT ASSESSMENT | EAU FACTOR | TOTAL EAU's | % TOTAL EAU's | TOTAL BUDGET | PER UNIT ASSESSMENT | TOTAL O&M | 2015A-1 DEBT SERVICE ⁽²⁾ | 2016A-1 DEBT SERVICE ⁽²⁾ | TOTAL ⁽³⁾ |
| Phase 1 | | | | | | | | | | | | | | | | | | | | | | |
| Single Family 58' | 28 | 28 | 0 | 1.00 | 28.00 | 7.89% | \$8,039.45 | \$287.12 | 1.00 | 28.00 | 7.89% | \$55,490.93 | \$1,981.82 | 1.00 | 28.00 | 6.05% | \$7,394.87 | \$264.10 | \$2,533.04 | \$1,800.00 | \$0.00 | \$4,333.04 |
| Single Family 73' | 83 | 58 | 0 | 1.00 | 83.00 | 23.38% | \$23,831.22 | \$287.12 | 1.00 | 83.00 | 23.38% | \$164,490.98 | \$1,981.82 | 1.26 | 104.58 | 22.60% | \$27,619.83 | \$332.77 | \$2,601.71 | \$1,800.00 | \$0.00 | \$4,401.71 |
| Single Family 73' (Partial) | 1 | 1 | 0 | 1.00 | 1.00 | 0.28% | \$287.12 | \$287.12 | 1.00 | 1.00 | 0.28% | \$1,981.82 | \$1,981.82 | 1.26 | 1.26 | 0.27% | \$332.77 | \$332.77 | \$2,601.71 | \$1,080.00 | \$0.00 | \$3,681.71 |
| Single Family 93' | 49 | 37 | 0 | 1.00 | 49.00 | 13.80% | \$14,069.04 | \$287.12 | 1.00 | 49.00 | 13.80% | \$97,109.13 | \$1,981.82 | 1.60 | 78.40 | 16.94% | \$20,705.63 | \$422.56 | \$2,691.50 | \$2,100.00 | \$0.00 | \$4,791.50 |
| Single Family 93' (Partial) | 3 | 2 | 0 | 1.00 | 3.00 | 0.85% | \$861.37 | \$287.12 | 1.00 | 3.00 | 0.85% | \$5,945.46 | \$1,981.82 | 1.60 | 4.80 | 1.04% | \$1,267.69 | \$422.56 | \$2,691.50 | \$1,400.00 | \$0.00 | \$4,091.50 |
| Phase 2 | | | | | | | | | | | | | | | | | | | | | | |
| Single Family 63' | 80 | 0 | 72 | 1.00 | 80.00 | 22.54% | \$22,969.85 | \$287.12 | 1.00 | 80.00 | 22.54% | \$158,545.52 | \$1,981.82 | 1.09 | 87.20 | 18.84% | \$23,029.73 | \$287.87 | \$2,556.81 | \$0.00 | \$1,800.00 | \$4,356.81 |
| Single Family 73' | 39 | 0 | 31 | 1.00 | 39.00 | 10.99% | \$11,197.80 | \$287.12 | 1.00 | 39.00 | 10.99% | \$77,290.94 | \$1,981.82 | 1.26 | 49.14 | 10.62% | \$12,977.99 | \$332.77 | \$2,601.71 | \$0.00 | \$1,800.00 | \$4,401.71 |
| Single Family 83' | 34 | 0 | 31 | 1.00 | 34.00 | 9.58% | \$9,762.19 | \$287.12 | 1.00 | 34.00 | 9.58% | \$67,381.85 | \$1,981.82 | 1.43 | 48.62 | 10.51% | \$12,840.66 | \$377.67 | \$2,646.61 | \$0.00 | \$2,100.00 | \$4,746.61 |
| Single Family 93' | 38 | 0 | 36 | 1.00 | 38.00 | 10.70% | \$10,910.68 | \$287.12 | 1.00 | 38.00 | 10.70% | \$75,309.12 | \$1,981.82 | 1.60 | 60.80 | 13.14% | \$16,057.43 | \$422.56 | \$2,691.50 | \$0.00 | \$2,100.00 | \$4,791.50 |
| TOTAL COMMUNITY | 355 | 126 | 170 | | 355.00 | 100.00% | \$101,928.72 | | | 355.00 | 100% | \$703,545.74 | | | 462.80 | 100% | \$122,226.60 | | | | | |
| LESS: St. John's County Collection Costs (2%) and Early Payment Discount (4%) | | | | | | | (\$6,115.72) | | | | | (\$42,212.74) | | | | | (\$7,333.60) | | | | | |
| Net Revenue to be Collected | | | | | | | \$95,813.00 | | | | | \$661,333.00 | | | | | \$114,893.00 | | | | | |

⁽¹⁾ Reflects the number of total lots with Series 2015A-1 and 2016A-1 debt outstanding. There have been 38 (thirty-eight) Series 2015A-1 prepayments and 20 (twenty) Series 2016A-1 prepayments.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2015A-1 and Series 2016A-1 bond issues. Annual assessment includes principal, interest, St. John's County collection costs and early payment discount costs.

⁽³⁾ Annual assessment that will appear on November 2023 St. John's County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.



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EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.



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Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.



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Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.



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Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.



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Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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Tab 11

RESOLUTION 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Southaven Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in St. Johns County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2023/2024; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Southaven Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County

Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 2nd day of August 2023.

ATTEST:

**SOUTHAVEN COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair / Vice Chair, Board of Supervisors

Exhibit A: Budget
Exhibit B: Assessment Roll

Exhibit A

The Fiscal Year 2023/2024 Adopted Budget will be
attached as Exhibit A

Exhibit B

Assessment Roll

The Assessment Roll is maintained in the District's official records and is available upon request. Certain Exempt information may be redacted prior to release in compliance with Chapter 119, FL Statutes.

Tab 12

RESOLUTION 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2023/2024, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Southaven Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the St Johns County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District's meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT:

1. The Fiscal Year 2023/2024 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 2nd DAY OF AUGUST, 2023.

**SOUTHAVEN COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

SECRETARY / ASST. SECRETARY

EXHIBIT “A”

**BOARD OF SUPERVISORS MEETING DATES
SOUTHAVEN COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024**

November 16, 2023

January 18, 2024

March 21, 2024

April 18, 2024

July 18, 2024

September 19, 2024

All meetings will convene at 10:00 a.m.
and will be held at the Markland Amenity Center,
61 Clarissa Lane, St. Augustine Florida 32095.