



Rizzetta & Company

South Shore Corporate Park Industrial Community Development District

**Board of Supervisors'
Meeting May 6, 2020**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.southshorecdd.org

**SOUTH SHORE CORPORATE PARK INDUSTRIAL
COMMUNITY DEVELOPMENT DISTRICT
AGENDA**

District Board of Supervisors	Clifton Fischer John Carnesale John Tipton Joseph Urbanic	Chairman Vice Chairman Assistant Secretary Assistant Secretary
Regional District Manager	Justin Croom	Rizzetta & Company, Inc.
District Counsel	Tucker Mackie	Hopping Green & Sams, P.A.
District Engineer	Dave Kemper	Stantec

All Cellular phones and pagers must be turned off during the meeting.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

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 (813) 533-2950. 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.

**SOUTH SHORE CORPORATE PARK INDUSTRIAL
COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578
www.southshorecdd.org**

**Board of Supervisors
South Shore Corporate Park Industrial
Community Development District**

April 28, 2020

TENTATIVE AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the South Shore Corporate Park Industrial Community Development District will be held on **Wednesday, May 6, 2020 at 1:00 p.m.** to be conducted by means of communications media technology telephone 253-215-8782 ID# 8284309897 pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the tentative agenda for this meeting:

BOARD OF SUPERVISORS 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 September 9, 2019 Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for September 2019 through March 2020..... Tab 2
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 5. BUSINESS ITEMS**
 - A. Consideration of Resolution 2020-01, Authorizing Bank Account Signatories Tab 3
 - B. Presentation of Proposed Budget for Fiscal Year 2020-2021 Tab 4
 1. Consideration of Resolution 2020-02, Approving Proposed Budget & Setting Public Hearing..... Tab 5
 - C. Consideration of Resolution 2020-03, Adopting Internal Controls Policy Tab 6
 - D. Consideration of Resolution 2020-04, re-Designating Secretary..... Tab 7
 - E. Discussion Regarding Landscaping Tab 8
 - F. Presentation of Voter Registration Letter Tab 9
- 6. 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 (813) 533-2950.

Sincerely,

Justin Croom

Justin Croom
District Manager

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.

**SOUTH SHORE CORPORATE PARK INDUSTRIAL
COMMUNITY DEVELOPMENT DISTRICT**

The Special meeting of the Board of Supervisors of the South Shore Corporate Park Industrial Community Development District was held on **Monday, September 7, 2019 at 1:00 p.m.** at the office of Rizzetta & Company Inc., located at 9428 Camden Field Parkway, Riverview, FL 33578.

Present and constituting a quorum were:

Clifton Fischer	Board Supervisor, Chairman
John Carnesale	Board Supervisor, Vice Chairman
John Tipton	Board Supervisor, Assistant Secretary
Joseph Urbanic	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, Hopping Green & Sams (via phone)
Ron Turner	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Croom called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

Consideration of the Resignation of Mr. Carnesale

On a Motion by Mr. Fischer, seconded by Mr. Tipton, with all in favor, the Board of Supervisors accepted the Resignation of John Carnesale from Seat # 2 for the South Shore Corporate Park Industrial Community Development District.

FOURTH ORDER OF BUSINESS

**Administer Oath of office to Newly
Appointed Supervisors**

Mr. Croom administered the Oath of Office to Mr. Turner and Mr. Turner responded in the affirmative. Mr. Croom informed Mr. Turner that as a Board supervisor he is entitled to compensation of \$200 per meeting, up to an annual maximum of \$4,800.00. Mr. Turner accepted compensation. District Counsel reviewed Sunshine Laws and Public Records Requests with Mr. Turner.

On a Motion by Mr. Fischer, seconded by Mr. Tipton, with all in favor, the Board of Supervisors appointed Ron Turner to Seat # 2 the South Shore Corporate Park Industrial Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2019-04,
Designating Officers of the District**

Mr. Croom presented resolution 2019-04 to the Board, which will re designate officers of the District. The Board named Mr. Fischer as chairman, as Mr. Turner as Vice chairman and Mr. Urbanic as Assistant Secretaries.

On a Motion by Mr. Urbanic, seconded by Mr. Fischer, with all in favor, the Board of Supervisors adopted Resolution 2019-04 for the South Shore Corporate Park Industrial Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Special Meeting
held on June 7, 2019**

On a Motion by Mr. Fischer, seconded by Mr. Urbanic, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Special Meeting held on June 7, 2019 as presented for the South Shore Corporate Park Industrial Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for May
2019 through August 2019**

On a Motion by Mr. Fischer, seconded by Mr. Urbanic, with all in favor, the Board of Supervisors approved the Operations and Maintenance Expenditures for May 2019 (10,929.53) June 2019 (18,336.40) July 2019 (\$10,736.44) August 2019 (\$10,099.44) as presented for the South Shore Corporate Park Industrial Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel**
Ms. Mackie had nothing new to report.

- B. District Engineer**
Mr. Kemper was not present.

- C. District Manager**
Mr. Croom noted that the next Board of Supervisors meeting would be held on May 6, 2020 at 1:00 p.m. at the offices of Rizzetta & Company, Inc. located at 9428 Camden Field Parkway, Riverview, FL 33578.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2019-05,
Re-setting Budget Hearing**

Mr. Croom presented Resolution 2019-05 to the Board which reset the budget hearing for September 7, 2019.

On a Motion by Mr. Fischer, seconded by Mr. Urbanic, with all in favor, the Board of Supervisors adopted Resolution 2019-05 for the South Shore Corporate Park Industrial Community Development District.

TENTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2019-
2020**

On a Motion by Mr. Fischer, seconded by Mr. Tipton, with all in favor, the Board of Supervisors opened the Public Hearing on Fiscal Year 2019-2020 Budget for the South Shore Corporate Park Industrial Community Development District.

Mr. Croom Presented the Fiscal Year 2019-2020 budget to the Board. There were no comments from the audience.

On a Motion by Mr. Fischer, seconded by Mr. Turner, with all in favor, the Board of Supervisors closed the public hearing on Fiscal Year 2019-2020 Budget for the South Shore Corporate Park Industrial Community Development District.

1. Consideration of Resolution 2019-06, Adopting Fiscal Year 2019-2020 Budget

Mr. Croom presented Resolution 2019-06 to the Board, which will adopt the Budget for Fiscal Year 2019-2020.

There was a direction from the Board to amend the budget at a later date.

2. Consideration of Resolution 2019-07, Imposing Special Assessments and Certifying Assessment Roll

Mr. Croom presented resolution 2019-07 to the Board, which will impose special assessments and certify the tax roll for the 2019-2020 budget.

On a Motion by Mr. Fischer, seconded by Mr. Urbanic, with Mr. Tipton opposed, the Board of Supervisors adopted Resolution 2019-07 for the South Shore Corporate Park Industrial Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-08,
Setting Fiscal Year 2019-2020 Meeting
Schedule**

Mr. Croom presented Resolution 2019-08 to the Board which will adopt the meeting schedule for the fiscal year 2019-2020.

On a Motion by Mr. Tipton, seconded by Mr. Fischer, with all in favor, the Board of Supervisors accepted the modification of Professional District Services for the South Shore Corporate Park Industrial Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Contract for
Professional Technology Services**

Mr. Croom reviewed the contract with Rizzetta and Company for professional technology services.

On a Motion by Mr. Fischer, seconded by Mr. Turner, with all in favor, the Board of Supervisors approved the Contract for Professional Technology Services with Rizzetta & Company for the South Shore Corporate Park Industrial Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Ratification of 2018 Annual Audit
Report**

On a Motion by Mr. Fischer, seconded by Mr. Turner, with all in favor, the Board of Supervisors ratified the 2018 financial audit report for the South Shore Corporate Park Industrial Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Landscape
Maintenance Agreement**

On a Motion by Mr. Fischer, seconded by Mr. Urbanic, with all in favor, the Board of Supervisors agreed to delegate approval of landscape maintenance agreement to the chairman for the South Shore Corporate Park Industrial Community Development District.

FIFTHTEENTH ORDER OF BUSINESS

Consideration of Insurance Proposal

On a Motion by Mr. Fischer, seconded by Mr. Tipton, with all in favor, the Board of Supervisors approved the Insurance proposal with EGIS for the South Shore Corporate Park Industrial Community Development District.

SIXTEENTH ORDER OF BUSINESS

Consideration of Irrigation Services Proposal

On a Motion by Mr. Fischer, seconded by Mr. Turner, with all in favor, the Board of Supervisors approved the irrigation services proposal for the South Shore Corporate Park Industrial Community Development District.

SEVENTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Fischer, seconded by Mr. Tipton, with all in favor, the Board of Supervisors adjourned the meeting at 1:33 p.m. for South Shore Corporate Park Industrial Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures September 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2019 through September 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,658.75**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Clifton C. Fischer	000849	CF090919	Board of Supervisors Meeting 09/09/19	\$ 200.00
EGIS Insurance & Risk Advisors	000855	9205	Policy #100119396 - Insurance - FY 19/20	\$ 5,000.00
Hopping Green & Sams	000850	109698	General Monthly Legal Services 07/19	\$ 113.50
Irrigation Technical Services, Inc.	000844	25366	Pump Diagnostics 08/19	\$ 289.00
John Tipton	000854	JT090919	Board of Supervisors Meeting 09/09/19	\$ 200.00
Joseph A. Urbanic	000851	JU090919	Board of Supervisors Meeting 09/09/19	\$ 200.00
Rizzetta & Company, Inc.	000845	INV0000043173	District Management Fees 09/19	\$ 850.00
Rizzetta Technology Services	000846	INV00000004730	Website Hosting Services 09/19	\$ 100.00
Ronald Turner, Jr.	000852	RT090919	Board of Supervisors Meeting 09/09/19	\$ 200.00
TECO	000848	211010133950 08/19	351 30th ST NE 08/19	\$ 3,742.25
Times Publishing Company	000847	0000003120 08/02/19	Legal Advertising 08/19	\$ 212.00
Times Publishing Company	000847	0000003120 08/09/19	Legal Advertising 08/19	\$ 210.00
Times Publishing Company	000853	0000012678 08/31/19	Legal Advertising 08/19	\$ <u>342.00</u>
Report Total				\$ <u>11,658.75</u>

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures October 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2019 through October 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$24,308.60**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Herndon Landscape Group LLC	000866	1020	Monthly Landscape Maintenance 10/19	\$ 4,541.00
Hopping Green & Sams	000859	110306	General Monthly Legal Services 08/19	\$ 983.00
Irrigation Technical Services, Inc.	000856	25548	Irrigation Repairs 09/19	\$ 111.00
Irrigation Technical Services, Inc.	000860	25413	Planned Maintenance and Repairs 09/19	\$ 905.69
Irrigation Technical Services, Inc.	000865	25583	Planned Maintenance and Repairs 10/19	\$ 905.69
Irrigation Technical Services, Inc.	000867	25604	Pump Removal & Reinstall	\$ 10,434.64
James R. Paris III	000861	50	SWFWMD Flow Meter Accuracy Test 09/19	\$ 250.00
Remson Aquatics, LLC	000857	111833	Lake Maintenance 09/19	\$ 295.00
Remson Aquatics, LLC	000868	111910	Lake Maintenance 10/19	\$ 295.00
Rizzetta & Company, Inc.	000862	INV0000043911	District Management Fees 10/19	\$ 1,083.33
Rizzetta Technology Services	000869	INV00000004815	Website Hosting Services 10/19	\$ 100.00
Stantec Consulting Services Inc.	000864	1573313	SSCP - CDD Ph 2 Inspection Through 10/04/19	\$ 450.00
TECO	000863	211010133950 09/19	351 30th ST NE 09/19	\$ 3,742.25

South Shore Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	000858	0000017318	09/20/19 Legal Advertising 09/19	\$ <u>212.00</u>
Report Total				\$ <u>24,308.60</u>

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures November 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2019 through November 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$16,676.77**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Department of Economic Opportunity	000875	74467	Special District Fee FY 19/20	\$ 175.00
Herndon Landscape Group LLC	000876	1030	Clover Ridge Entrance Clean Up 11/19	\$ 7,490.00
Hopping Green & Sams	000871	110879	General Monthly Legal Services 09/19	\$ 3,180.50
Irrigation Technical Services, Inc.	000872	25762	Planned Maintenance and Repairs 11/19	\$ 905.69
Rizzetta & Company, Inc.	000873	INV0000044532	District Management Fees 11/19	\$ 1,083.33
Rizzetta Technology Services	000874	INV00000004899	Website Hosting Services 11/19	\$ 100.00
TECO	000870	211010133950 10/19	351 30th ST NE 10/19	\$ <u>3,742.25</u>
Report Total				\$ <u><u>16,676.77</u></u>

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2019/2020 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 74467			Date Invoiced: 10/01/2019
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2019: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



South Shore Corporate Park Industrial Community Development District
 Mr. William Rizzetta
 3434 Colwell Avenue, Suite 200
 Tampa, FL 33614

OCT - 4 2019

Date Rec'd Rizzetta & Co., Inc. _____
 D/M approval JC Date 11/18/19
 Date entered NOV 18 2019
 Fund 001 GL 51300 CC 4902
 Check # _____

- 2. Telephone: (813) 514-0400
- 3. Fax: (813) 514-0401
- 4. Email: brizzetta@rizzetta.com
- 5. Status: Independent
- 6. Governing Body: Elected
- 7. Website Address: southshorecdd.org
- 8. County(ies): Hillsborough
- 9. Function(s): Community Development
- 10. Boundary Map on File: 04/21/2008
- 11. Creation Document on File: 04/21/2008
- 12. Date Established: 03/17/2008
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: Hillsborough County
- 15. Creation Document(s): County Ordinance 08-4
- 16. Statutory Authority: Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds: Yes
- 18. Revenue Source(s): Assessments
- 19. Most Recent Update: 10/12/2018

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: William A. Rizzetta Date 11/18/19

STEP 2: Pay the annual fee or certify eligibility for the zero fee.

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initiating each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

- 1. ___ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
- 2. ___ This special district is in compliance with the reporting requirements of the Department of Financial Services.
- 3. ___ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2017/2018 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: ___ Denied: ___ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

Herndon Landscape Group LLC

17251 CHARLEE RD.
PUNTA GORDA, FL 33955

Invoice



Bill To:
South Shore CDD
351 30th St. SE
Ruskin, FL 33570

Date	Invoice No.	P.O. Number	Terms
11/05/19	1030		Due on receipt

Description	Quantity	Rate	Amount
Clean up at Clover Ridge Ave. Entrance		0.00	0.00
Clean up to include mowing, string trimming, creating new edges on concrete, blowing, spraying chemical and clean up of loose debris. Also to include removing and spraying weeds on concrete. Remove Brazilian pepper and dead shrubs where needed. Price is for 5 guys, 1 day and approximately 40 gal of chemical.	1	1,750.00	1,750.00
Price to limb up 45 oak trees, labor and disposal fees	45	50.00	2,250.00
Remove 5 Washintonia palms, labor and disposal fees	5	250.00	1,250.00
Trim washintonia palms, labor and disposal fees	64	35.00	2,240.00

Date Rec'd Rizzetta & Co., Inc. NOV 5 2019
 D/M approval gc Date 11/18/19
 Date entered NOV 18 2019
 Fund 001 GL 539.00 OC 4604
 Check # _____

Total \$7,490.00

Hopping Green & Sams

Attorneys and Counselors

118 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

October 10, 2019

South Shore Community Development District
c/o District Manager
9428 Camden Field Parkway
Riverview, FL 33578

Bill Number 110879
Billed through 09/30/2019

General Counsel

SSCDD 00001 TFM

FOR PROFESSIONAL SERVICES RENDERED

09/03/19	TFM	Review public records request.	0.80 hrs
09/04/19	TFM	Confer with Crooms regarding public records request.	0.70 hrs
09/06/19	TFM	Confer with Crooms regarding public records request.	0.30 hrs
09/09/19	TFM	Prepare for and attend board meeting by phone; follow-up from meeting; confer regarding public records request; confer with Huneycutt; review affidavit of custodian and provide comments.	2.50 hrs
09/10/19	TFM	Review correspondence regarding irrigation services request.	0.30 hrs
09/11/19	TFM	Confer with Croom.	0.30 hrs
09/11/19	DGW	Draft landscape maintenance agreement; communications with district manager regarding irrigation maintenance agreement; board meeting follow-up; prepare new supervisor guide.	1.80 hrs
09/12/19	TFM	Confer with Willbourn regarding public records request and confer with Croom regarding same; prepare landscape maintenance agreement with Brightview.	0.80 hrs
09/12/19	DGW	Prepare and transmit new supervisor guide; review and assist with response to public records request; confer with Mackie regarding same; draft landscape maintenance agreement.	2.60 hrs
09/13/19	TFM	Review landscape maintenance proposal and confer with Croom regarding same.	0.30 hrs
09/13/19	DGW	Research and draft irrigation services agreement.	0.80 hrs
09/18/19	TFM	Confer with Croom regarding landscape maintenance, public records request; and irrigation request.	0.40 hrs
09/18/19	DGW	Communications with district manager's office regarding landscape maintenance agreement.	0.40 hrs
09/19/19	DGW	Draft landscape maintenance agreement with Herndon Landscape.	0.90 hrs

09/23/19	TFM	Confer with Croom; confer with Shannon.	0.40 hrs
09/24/19	TFM	Confer with Croom.	0.30 hrs
09/24/19	DGW	Assist with response to public records request and communications with district manager regarding same.	2.00 hrs
09/25/19	DGW	Revise and disseminate landscape maintenance agreement to district manager.	0.40 hrs
09/26/19	DGW	Assist with response to public records request and communications with district manager regarding same.	0.60 hrs
09/27/19	DGW	Assist with response to public records request.	1.30 hrs
09/30/19	TFM	Confer regarding public records request and follow-up regarding status of the same.	0.60 hrs
09/30/19	DGW	Confer with Mackie regarding public records request; communications with district manager regarding same; assist with response to same.	1.40 hrs
Total fees for this matter			\$3,180.50

MATTER SUMMARY

Wilbourn, David - Paralegal	12.20 hrs	125 /hr	\$1,525.00
Mackie, A.Tucker Frazee	7.70 hrs	215 /hr	\$1,655.50
TOTAL FEES			\$3,180.50
TOTAL CHARGES FOR THIS MATTER			\$3,180.50

BILLING SUMMARY

Wilbourn, David - Paralegal	12.20 hrs	125 /hr	\$1,525.00
Mackie, A.Tucker Frazee	7.70 hrs	215 /hr	\$1,655.50
TOTAL FEES			\$3,180.50
TOTAL CHARGES FOR THIS BILL			\$3,180.50

Please include the bill number on your check.

NOV 11 2019

NOV 11 2019

Date Rec'd Rizzetta & Co., Inc. _____
 D/M approval DL Date 11/12/19
 Date entered NOV 11 2019
 Fund 001 GL 51400 OC 3107
 Check # _____



Irrigation Technical Services,
 3330 36th Avenue North
 St Petersburg FL 33713
 727-521-3320

Service Invoice

Invoice#: 25762
 Date: 11/07/2019
 Record#: 23578

Billed To: Southshore Corp. Park-Common
 South Shore Corporate Park-CDD
 9428 Camden Field Parkway
 Riverview FL 33578

Project: South Shore Corporate Park
 351 30th St. NE
 Ruskin FL 33570

Due Date: 12/07/2019

Employee:

Order#:

Assembly#	Part#	Description	Quantity	Price	Ext Price	Sales Tax
		Southshore Pump and Irrigation Mainte November 2019	1.0000	905.690000	905.69	N

Notes:

Southshore

ITS completed the monthly pump and irrigation maintenance for November 2019

RECEIVED

NOV 08 2019

Date Rec'd Rizzetta & Co., Inc. _____

D/M approval QC Date 11/12/19

Date entered _____ NOV 11 2019

Fund 001 GL 53900 cc 4609

Check # _____

For your convenience, Master Card and Visa are accepted for most payments.
 Call ITS at 727-521-3320 for details

Thank you for your prompt payment!

Non-Taxable Amount:	905.69
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	905.69

Rizzetta & Company, Inc.
 3434 Colwell Avenue
 Suite 200
 Tampa FL 33614

Invoice

Date	Invoice #
11/1/2019	INV0000044532

Bill To:

SOUTH SHORE CDD
 3434 Colwell Avenue, Suite 200
 Tampa FL 33614

Services for the month of	Terms	Client Number
November	Upon Receipt	00857

Description	Qty	Rate	Amount
District Management Services	1.00	\$650.00	\$650.00
Accounting Services	1.00	\$333.33	\$333.33
Financial & Revenue Collections	1.00	\$100.00	\$100.00
Subtotal			\$1,083.33
Total			\$1,083.33

Date Rec'd Rizzetta & Co., Inc. NOV 07 2019

D/M approval QC Date 11/12/19

Date entered NOV 11 2019

Fund 001 GL 51300 OC 3101 \$ 650.00

Check # 320 \$ 333.33

3111 \$ 100.00

Rizzetta Technology Services
 3434 Colwell Avenue
 Suite 200
 Tampa FL 33614

Invoice

Date	Invoice #
11/1/2019	INV0000004899

Bill To:

SOUTH SHORE CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614

Services for the month of	Terms	Client Number
November		00857

Description	Qty	Rate	Amount
Email Accounts, Admin & Maintenance	0	\$15.00	\$0.00
Website Hosting, Backup and Content Updating	1	\$100.00	\$100.00

Date Rec'd Rizzetta & Co., Inc. NOV 07 2019

D/M approval AL Date 11/2/19

Date entered NOV 11 2019

Fund 001 GL 51300 OC 5103

Check # _____

Subtotal	\$100.00
Total	\$100.00

Statement Date: 10/25/2019
Account: 211010133950

SOUTH SHORE CORP PK CDD
C/O RIZZETTA & CO
351 30TH ST NE
RUSKIN, FL 33570-5100

Current month's charges: \$3,742.25
Total amount due: \$3,742.25
Payment Due By: 11/15/2019

Your Account Summary

Previous Amount Due	\$3,742.25
Payment(s) Received Since Last Statement	-\$3,742.25
Current Month's Charges	\$3,742.25
Total Amount Due	\$3,742.25

Date Rec'd Rizzetta & Co., Inc. OCT 31 2019
D/M approval QC Date 11/5/19
Date entered NOV 04 2019
Fund 001 GL 53100 OC 4307
Check# _____



Always assume that a downed power line is energized. Visit tampaelectric.com/safety for more safety tips.

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Go solar now! No roof required.

Sun Select shared solar is a simple way to have solar, whether or not a rooftop system is an option for you. Go to tampaelectric.com/sunselect to see why Sun Select makes sense for you, the community, and the environment.



To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211010133950

Current month's charges: \$3,742.25
Total amount due: \$3,742.25
Payment Due By: 11/15/2019
Amount Enclosed: \$3,742.25

662494309813

00005623 01 AB 0.40 33578 FTECO110251923583710 00000 05 01000000 005 08 33197 002

SOUTH SHORE CORP PK CDD
C/O RIZZETTA & CO
9428 CAMDEN FIELD PKWY
RIVERVIEW, FL 33578-0519

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

662494309813211010133950000003742259

00005623-0011754-Page 1 of 4

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures December 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2019 through December 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$16,522.77**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Herndon Landscape Group LLC	000877	1027	Monthly Landscape Maintenance 11/19	\$ 4,541.00
Herndon Landscape Group LLC	000884	1034	Monthly Landscape Maintenance 12/19	\$ 4,541.00
Hopping Green & Sams	000881	111212	General Monthly Legal Services 10/19	\$ 569.50
Irrigation Technical Services, Inc.	000885	25911	Planned Maintenance and Repairs 12/19	\$ 905.69
Remson Aquatics, LLC	000878	112003	Lake Maintenance 11/19	\$ 295.00
Remson Aquatics, LLC	000886	112100	Lake Maintenance 12/19	\$ 295.00
Rizzetta & Company, Inc.	000879	INV0000045231	District Management Fees 12/19	\$ 1,083.33
Rizzetta Technology Services	000880	INV00000004983	Website Hosting Services 12/19	\$ 100.00
Stantec Consulting Services Inc.	000882	1594806	SSCP - CDD Ph 2 Inspection Through 11/29/19	\$ 450.00
TECO	000883	211010133950 11/19	351 30th ST NE 11/19	\$ <u>3,742.25</u>
Report Total				\$ <u>16,522.77</u>

**SOUTH SHORE CORPORATE PARK INDUSTRIAL
COMMUNITY DEVELOPMENT DISTRICT**

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

**Operation and Maintenance Expenditures
January 2020
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2020 through January 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,408.64**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Herndon Landscape Group LLC	000891	1035	Monthly Landscape Maintenance 01/20	\$ 4,541.00
Irrigation Technical Services, Inc.	000889	26180	Flowguard Communication Renewal 03/01/20-02/28/21	\$ 1,800.00
Irrigation Technical Services, Inc.	000892	26085	Planned Maintenance and Repairs 01/20	\$ 905.69
Remson Aquatics, LLC	000893	112199	Lake Maintenance 01/20	\$ 295.00
Rizzetta & Company, Inc.	000887	INV0000045895	District Management Fees 01/20	\$ 1,083.33
Rizzetta Technology Services	000890	INV00000005428	Website Hosting Services 01/20	\$ 100.00
TECO	000888	211010133950 12/19	351 30th ST NE 12/19	<u>\$ 3,683.62</u>
Report Total				<u>\$ 12,408.64</u>

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures February 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2020 through February 29, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,815.95**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Herndon Landscape Group LLC	000900	1037	Monthly Landscape Maintenance 02/20	\$ 4,541.00
Herndon Landscape Group LLC	000900	1039	Remove Trees 02/20	\$ 400.00
Hopping Green & Sams	000898	112675	General Monthly Legal Services 12/19	\$ 546.00
Irrigation Technical Services, Inc.	000896	26241	Planned Maintenance and Repairs 02/20	\$ 905.69
Irrigation Technical Services, Inc.	000899	26326	Irrigation Repairs 02/20	\$ 470.55
Remson Aquatics, LLC	000901	112281	Lake Maintenance 02/20	\$ 295.00
Rizzetta & Company, Inc.	000894	INV0000046563	District Management Fees 02/20	\$ 1,083.33
Rizzetta Technology Services	000895	INV00000005530	Website Hosting Services 02/20	\$ 100.00
TECO	000897	211010133950 01/20	351 30th ST NE 01/20	<u>\$ 3,474.38</u>
Report Total				<u>\$ 11,815.95</u>

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures March 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2020 through March 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,075.96**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Herndon Landscape Group LLC	000906	1041	Monthly Landscape Maintenance 03/20	\$ 4,541.00
Hopping Green & Sams	000907	113267	General Monthly Legal Services 01/20	\$ 240.00
Irrigation Technical Services, Inc.	000908	26415	Planned Maintenance and Repairs 03/20	\$ 939.73
James R. Paris III	000904	73	SWFWMD Flow Meter Readings 01/2020 & 02/2020	\$ 160.00
Remson Aquatics, LLC	000909	112400	Lake Maintenance 03/20	\$ 295.00
Rizzetta & Company, Inc.	000902	INV0000047419	District Management Fees 03/20	\$ 1,083.33
Rizzetta Technology Services	000903	INV00000005630	Website Hosting Services 03/20	\$ 100.00
TECO	000905	211010133950 02/20	351 30th ST NE 02/20	<u>\$ 3,716.90</u>
Report Total				<u>\$ 11,075.96</u>

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE AUTHORIZED SIGNATORIES FOR THE DISTRICT'S OPERATING BANK ACCOUNT(S), AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, South Shore 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 Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") has selected a depository as defined in Section 280.02, Florida Statutes, which meets all the requirements of Chapter 280 and has been designated by the State Treasurer as a qualified public depository; and

WHEREAS, the Board desires now to authorize signatories for the operating bank account(s).

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

Section 1. The Chairman, Vice Chairman, Secretary, Assistant Secretaries and Treasurer and Assistant Treasurer are hereby designated as authorized signatories for the operating bank accounts of the District.

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

PASSED AND ADOPTED THIS 6th DAY OF MAY 2020.

**SOUTH SHORE COMMUNITY
DEVELOPMENT DISTRICT**

**_____
CHAIRMAN / VICE CHAIRMAN**

ATTEST:

**_____
SECRETARY / ASSISTANT SECRETARY**



Rizzetta & Company

South Shore Community Development District

southshorecdd.com

Proposed Budget for Fiscal Year 2020/2021

Presented by: Rizzetta & Company, Inc.

9428 Camden Field Parkway
Riverview, Florida 33578
Phone: 813-533-2950

rizzetta.com

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General Fund Budget Account Category Descriptions	1
General Fund Budget for Fiscal Year 2019/2020	7
Assessments Charts for Fiscal Year 2019/2020	9

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.

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 services 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 maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services 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. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also 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.

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.

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.

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.

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.

Proposed Budget
South Shore Industrial Corporate Park Community Development District
General Fund
Fiscal Year 2020/2021

	Chart of Accounts Classification	Actual YTD through 03/31/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
8	Off Roll*	\$ 184,275	\$ 184,275	\$ 184,275	\$ -	\$ 187,575	\$ 3,300	
9								
10	TOTAL REVENUES	\$ 184,275	\$ 184,275	\$ 184,275	\$ -	\$ 187,575	\$ 3,300	
11								
12	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
13								
14	TOTAL REVENUES AND BALANCE FORWARD	\$ 184,275	\$ 184,275	\$ 184,275	\$ -	\$ 187,575	\$ 3,300	
15								
17								
18	EXPENDITURES - ADMINISTRATIVE							
19								
20	Legislative							
21	Supervisor Fees	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	Two Meetings, 5 Supervisors
22	Financial & Administrative							
24	District Management	\$ 3,900	\$ 7,800	\$ 7,800	\$ -	\$ 7,800	\$ -	DM fee
25	District Engineer	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	
28	Assessment Roll	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	DM fee
29	Financial & Revenue Collections	\$ 600	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ -	DM fee
30	Accounting Services	\$ 2,000	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	DM fee
31	Auditing Services	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	Need New Audit Selection
34	Public Officials Liability Insurance	\$ 2,250	\$ -	\$ 2,475	\$ 2,475	\$ 2,475	\$ -	Egis estimate
35	Legal Advertising	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	Variable Depending on Need
36	Dues, Licenses & Fees	\$ 175	\$ 350	\$ 175	\$ (175)	\$ 175	\$ -	Dept. Economic Opportunity
37	Website Hosting, Maintenance, Backup	\$ 600	\$ 1,200	\$ 5,000	\$ 3,800	\$ 4,000	\$ (1,000)	ADASC- \$2,400/annual + pdf remediation
38	Legal Counsel							
39	District Counsel	\$ 1,355	\$ 2,710	\$ 4,325	\$ 1,615	\$ 5,325	\$ 1,000	Variable Depending on Need
40								
41	Administrative Subtotal	\$ 10,880	\$ 17,260	\$ 39,475	\$ 22,215	\$ 39,475	\$ -	
42								
43	EXPENDITURES - FIELD OPERATIONS							
44								
45	Electric Utility Services							
47	Street Lights	\$ 18,359	\$ 36,718	\$ 47,200	\$ 10,482	\$ 46,000	\$ (1,200)	FYE 19'-\$44,769
48	Stormwater Control							
50	Aquatic Maintenance	\$ 1,475	\$ 2,950	\$ 3,540	\$ 590	\$ 3,540	\$ -	Remson Aquatics -\$295/month
52	Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	
53	Wetland Monitoring & Maintenance	\$ -	\$ -	\$ 4,150	\$ 4,150	\$ 4,150	\$ -	Finn Outdoor & Stantec
54	General Liability Insurance	\$ 2,750	\$ 2,298	\$ 3,025	\$ 727	\$ 3,025	\$ -	Egis estimate
56	Entry & Walls Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	Monuments & Lighting
57	Landscape Maintenance	\$ 35,136	\$ 70,272	\$ 60,000	\$ (10,272)	\$ 64,500	\$ 4,500	Herndon-\$4,541/month + repairs
58	Irrigation Maintenance	\$ 18,763	\$ 37,526	\$ 15,000	\$ (22,526)	\$ 15,000	\$ -	ITS - Irrigation & pump main.
59	Irrigation Repairs	\$ 471	\$ 941	\$ 5,000	\$ 4,059	\$ 5,000	\$ -	ITS Irrigation
60	Contingency							
61	Miscellaneous Contingency	\$ -	\$ -	\$ 2,385	\$ 2,385	\$ 2,385	\$ -	
62	Field Operations Subtotal	\$ 76,954	\$ 150,705	\$ 144,800	\$ (5,905)	\$ 148,100	\$ 3,300	

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2019/2020 O&M Budget	\$184,275.00
2020/2021 O&M Budget	\$187,575.00
Total Difference:	<u>\$3,300.00</u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	<u>2019/2020</u>	<u>2020/2021</u>	<u>\$</u>	<u>%</u>
Debt Service - Warehouse (Phase 1)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance Admin - Warehouse (Phase 1)	\$90.57	\$97.49	\$6.92	7.64%
Operations/Maintenance Field - Warehouse (Phase 1)	\$54.78	\$54.97	\$0.19	0.35%
Total	<u>\$145.35</u>	<u>\$152.46</u>	<u>\$7.11</u>	<u>4.89%</u>
Debt Service - Office (Phase 1)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance Admin - Office (Phase 1)	\$90.57	\$97.49	\$6.92	7.64%
Operations/Maintenance Field - Office (Phase 1)	\$54.78	\$54.97	\$0.19	0.35%
Total	<u>\$145.35</u>	<u>\$152.46</u>	<u>\$7.11</u>	<u>4.89%</u>
Debt Service - Warehouse (Future Phases)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance Admin - Warehouse (Future Phases)	\$90.57	\$97.49	\$6.92	7.64%
Operations/Maintenance Field - Warehouse (Future Phases)	\$0.00	\$0.00	\$0.00	0.00%
Total	<u>\$90.57</u>	<u>\$97.49</u>	<u>\$6.92</u>	<u>7.64%</u>
Debt Service - Office (Future Phases)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance Admin - Office (Future Phases)	\$90.57	\$97.49	\$6.92	7.64%
Operations/Maintenance Field - Office (Future Phases)	\$0.00	\$0.00	\$0.00	0.00%
Total	<u>\$90.57</u>	<u>\$97.49</u>	<u>\$6.92</u>	<u>7.64%</u>

SOUTH SHORE CORPORATE PARK INDUSTRIAL CDD

FISCAL YEAR 2020/2021 O&M ASSESSMENT SCHEDULE

TOTAL O&M ADMIN BUDGET \$39,475.00 TOTAL O&M FIELD BUDGET \$148,100.00

<u>LOT SIZE</u>	<u>PLANNED UNITS ⁽¹⁾</u>	<u>ALLOCATION OF ADMIN O&M ASSESSMENT</u>				<u>ALLOCATION OF FIELD O&M ASSESSMENT</u>					<u>ANNUAL ASSESSMENT</u>		
		<u>ADMIN ACRES</u>	<u>% TOTAL ACRES</u>	<u>TOTAL O&M BUDGET</u>	<u>ADMIN PER ACRE</u>	<u>FIELD SQ. FT</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&M BUDGET</u>	<u>FIELD PER 1K sq ft</u>	<u>O&M ADMIN PER ACRE</u>	<u>O&M FIELD PER 1K SQ FT</u>	<u>DEBT SERVICE ⁽²⁾</u>
Warehouse Office	2644.216 50	186.529	46.06%	\$18,183.78	\$97.49	2644.216 50	2644.216 50.000	98.14% 1.86%	\$145,351.52 \$2,748.48	\$54.97 \$54.97	\$97.49	\$54.97	\$0.00
Total Phase 1	2694.216	186.529	46.06%	\$18,183.78		2694.216	2694.216	100.00%	\$148,100.00				
<u>Future Phases</u>	<u>PLANNED UNITS ⁽¹⁾</u>												
Warehouse Office	988.1 706	218.405	53.94%	\$21,291.22	\$97.49	0 0	0.000 0.000	0.00% 0.00%	\$0.00 \$0.00	\$0.00 \$0.00	\$97.49	\$0.00	
Total Future Phases	1694.1	218.405	53.94%	\$21,291.22		0	0.000	0.00%	\$0.00				
Total District	4388.316	404.934	100.00%	\$39,475.00		2694.216	2694.216	100.00%	\$148,100.00				

⁽¹⁾ One Unit = 1,000 square feet
⁽²⁾ Bonds have not been issued yet.

RESOLUTION 2020-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the South Shore Corporate Park Industrial Community Development District (“**District**”) prior to June 15, 2020, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021** ”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 5, 2020

HOUR: 1:00 p.m.

LOCATION: _____

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County, Florida, at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed

Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 24th DAY OF MAY, 2020.

ATTEST:

**SOUTH SHORE CORPORATE PARK
INDUSTRIAL COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

RESOLUTION 2020-03

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN INTERNAL CONTROLS POLICY CONSISTENT WITH SECTION 218.33, FLORIDA STATUTES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the South Shore Corporate Park Industrial Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, consistent with Section 218.33, *Florida Statutes*, the District is statutorily required to establish and maintain internal controls designed to prevent and detect fraud, waste, and abuse as defined in Section 11.45(1), *Florida Statutes*; promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices; support economical and efficient operations; ensure reliability of financial records and reports; and safeguard assets; and

WHEREAS, to demonstrate compliance with Section 218.33, *Florida Statutes*, the District desires to adopt by resolution the Internal Controls Policy attached hereto as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The attached Internal Controls Policy attached hereto as **Exhibit A** is hereby adopted pursuant to this Resolution.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 5th DAY OF May 2020.

ATTEST:

**SOUTH SHORE CORPORATE PARK
INDUSTRIAL COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

EXHIBIT "A"

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT INTERNAL CONTROLS POLICY

1. Purpose.

- 1.1. The purpose of this internal controls policy is to establish and maintain internal controls for the South Shore Corporate Park Industrial Community Development District.
- 1.2. Consistent with Section 218.33(3), *Florida Statutes*, the internal controls adopted herein are designed to:
 - 1.2.1. Prevent and detect Fraud, Waste, and Abuse (as hereinafter defined).
 - 1.2.2. Promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices.
 - 1.2.3. Support economical and efficient operations.
 - 1.2.4. Ensure reliability of financial records and reports.
 - 1.2.5. Safeguard Assets (as hereinafter defined).

2. Definitions.

- 2.1. "Abuse" means behavior that is deficient or improper when compared with behavior that a prudent person would consider a reasonable and necessary operational practice given the facts and circumstances. The term includes the misuse of authority or position for personal gain.
- 2.2. "Assets" means District assets such as cash or other financial resources, supplies, inventories, equipment and other fixed assets, real property, intellectual property, or data.
- 2.3. "Auditor" means the independent auditor (and its employees) retained by the District to perform the annual audit required by state law.
- 2.4. "Board" means the Board of Supervisors for the District.
- 2.5. "District Management" means (i) the independent contractor (and its employees) retained by the District to provide professional district management services to the District and (ii) any other independent contractor (and its employees)

separately retained by the District to provide amenity management services, provided said services include a responsibility to safeguard and protect Assets.

- 2.6. "Fraud" means obtaining something of value through willful misrepresentation, including, but not limited to, intentional misstatements or intentional omissions of amounts or disclosures in financial statements to deceive users of financial statements, theft of an entity's assets, bribery, or the use of one's position for personal enrichment through the deliberate misuse or misapplication of an organization's resources.
- 2.7. "Internal Controls" means systems and procedures designed to prevent and detect fraud, waste, and abuse; promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices; support economical and efficient operations; ensure reliability of financial records and reports; and safeguard assets.
- 2.8. "Risk" means anything that could negatively impact the District's ability to meet its goals and objectives. The term includes strategic, financial, regulatory, reputational, and operational risks.
- 2.9. "Waste" means the act of using or expending resources unreasonably, carelessly, extravagantly, or for no useful purpose.

3. Control Environment.

3.1. Ethical and Honest Behavior.

- 3.1.1. District Management is responsible for maintaining a work environment that promotes ethical and honest behavior on the part of all employees, contractors, vendors and others.
- 3.1.2. Managers at all levels must behave ethically and communicate to employees and others that they are expected to behave ethically.
- 3.1.3. Managers must demonstrate through words and actions that unethical behavior will not be tolerated.

4. Risk Assessment.

- 4.1. Risk Assessment. District Management is responsible for assessing Risk to the District. District Management's Risk assessments shall include, but not be limited to:

- 4.1.1. Identifying potential hazards.

- 4.1.2. Evaluating the likelihood and extent of harm.
- 4.1.3. Identifying cost-justified precautions and implementing those precautions.

5. Control Activities.

- 5.1. Minimum Internal Controls. The District hereby establishes the following minimum Internal Controls to prevent and detect Fraud, Waste, and Abuse:
 - 5.1.1. Preventive controls designed to forestall errors or irregularities and thereby avoid the cost of corrections. Preventive control activities shall include, but not be limited to, the following:
 - 5.1.1.1. Identifying and segregating incompatible duties and/or implementing mitigating controls.
 - 5.1.1.2. Performing accounting functions in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards.
 - 5.1.1.3. Requiring proper authorizations to access and/or modify accounting software.
 - 5.1.1.4. Implementing computerized accounting techniques (e.g. to help identify coding errors, avoid duplicate invoices, etc.).
 - 5.1.1.5. Maintaining a schedule of the District's material fixed Assets.
 - 5.1.1.6. Maintaining physical control over the District's material and vulnerable Assets (e.g. lock and key, computer passwords, network firewalls, etc.).
 - 5.1.1.7. Retaining and restricting access to sensitive documents.
 - 5.1.1.8. Performing regular electronic data backups.
 - 5.1.2. Detective controls designed to measure the effectiveness of preventive controls and to detect errors or irregularities when they occur. Detective control activities shall include, but not be limited to, the following:

- 5.1.2.1. Preparing financial reports in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards.
- 5.1.2.2. Reviewing financial statements and investigating any material variances between budgeted expenses and actual expenses.
- 5.1.2.3. Establishing and implementing periodic reconciliations of bank, trust, and petty cash accounts.
- 5.1.2.4. Establishing an internal protocol for reporting and investigating known or suspected acts of Fraud, Waste, or Abuse.
- 5.1.2.5. Engaging in periodic physical inventory counts and comparisons with inventory records.
- 5.1.2.6. Monitoring all ACH (electronic) transactions and the sequencing of checks.

5.2. Implementation. District Management shall implement the minimum Internal Controls described herein. District Management may also implement additional Internal Controls that it deems advisable or appropriate for the District. The specific ways District Management implements these minimum Internal Controls shall be consistent with Generally Accepted Accounting Principles (GAAP) and otherwise conform to Governmental Accounting Standards Board (GASB) and American Institute of Certified Public Accountants (AICPA) standards and norms.

6. Information and Communication.

- 6.1. Information and Communication. District Management shall communicate to its employees (needing to know) information relevant to the Internal Controls, including but not limited to any changes to the Internal Controls and/or changes to laws, rules, contracts, grant agreements, and best practices.
- 6.2. Training. District Management shall regularly train its employees (needing the training) in connection with the Internal Controls described herein and promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices.

7. Monitoring Activities.

- 7.1. Internal Reviews. District Management shall internally review the District's Internal Controls at least once per year. In connection with this internal review, District Management shall:
- 7.1.1.1. Review its operational processes.
 - 7.1.1.2. Consider the potential risk of Fraud, Waste, or Abuse inherent in each process.
 - 7.1.1.3. Identify the controls included in the process, or controls that could be included, that would result in a reduction in the inherent risk.
 - 7.1.1.4. Assess whether there are Internal Controls that need to be improved or added to the process under consideration.
 - 7.1.1.5. Implement new controls or improve existing controls that are determined to be the most efficient and effective for decreasing the risk of Fraud, Waste or Abuse.
 - 7.1.1.6. Train its employees on implemented new controls or improvements to existing controls.
- 7.2. External Audits and Other Reviews. Audits and other reviews may be performed on various components of the District's Internal Controls by the Auditor consistent with Government Auditing Standards (GAS). Audits may identify material deficiencies in the Internal Controls and make recommendations to improve them. District Management shall communicate and cooperate with the Board and the Auditor regarding the potential implementation of Auditor recommendations.

Specific Authority: §§ 190.011(5), 218.33(3), *Florida Statutes*

Effective date: [REDACTED], 2020

RESOLUTION 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2017-03 DESIGNATING THE SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, South Shore Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Groveland, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) previously adopted Resolution 2017-01 which designated Eric Dailey as the District’s Secretary; and

WHEREAS, the Board desires to amend Resolution 2017-03 to remove Eric Dailey and designate Bob Schleifer as Secretary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SOUTH SHORECOMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. Resolution 2017-03 is hereby amended to remove Eric Dailey and designate Bob Schleifer as District Secretary.

Section 2. All other provisions of Resolution 2017-03 shall remain unchanged and in full force and effect.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 5th day of May, 2020.

ATTEST:

**SOUTH SHORECOMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman