

# Spring Ridge Community Development District

## Board of Supervisors

Guillermo Velez, Chairman  
Jane Brekka, Vice Chairperson  
Anthony Martino, Assistant Secretary  
Merry-Lyn Orlando, Assistant Secretary  
Alice Charoonsak, Assistant Secretary

Mark Vega, District Manager  
Jayna Cooper District Manager  
Whitney Sousa, District Counsel  
Stephen Brletic, District Engineer  
Sandra Manuele, Clubhouse Manager

## Meeting Agenda

**Monday, November 13, 2023 – 1:00 p.m.**

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- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments (Limited to 3 Minutes Per Person)**
- 4. Consent Agenda**
  - A. Approval of Minutes of the September 18, 2023 Meeting (*Page 2*)
  - B. Acceptance of Financial Report as of September 30, 2023 (*Page 4*)
- 5. Engineer's Report**
- 6. Attorney's Report**
- 7. Manager's Report**
  - A. Consideration of Proposals for Pond Bank Repairs (*Page 20*)
  - B. Consideration of Resolution 2024-01, Amending Fiscal Year 2023 Budget (*Page 27*)
  - C. Motion to Assign Fund Balance (*Page 30*)
  - D. Consideration of Fiscal Year 2023 Audit Engagement Letter (*Page 31*)
- 8. Clubhouse Manager's Report**
- 9. Supervisors' Requests**
- 10. Adjournment**

**The next Meeting is scheduled for Monday, January 8, 2024 at 1:00 p.m.**

### District Office:

Inframark, Community Management Services  
210 North University Drive, Suite 702  
Coral Springs, Florida 33071  
954-603-0033

### Meeting Location:

Spring Ridge Recreation Center  
14133 Sweet Shrub Court  
Brooksville, Florida 34613  
352-540-3810

**MINUTES OF MEETING  
SPRING RIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Spring Ridge Community Development District was held Monday, September 18, 2023 at 1:00 p.m. at Spring Ridge Recreation Center, located at 14133 Sweet Shrub Court, Brooksville, Florida 34613.

Present and constituting a quorum were:

Guillermo “Bill” Velez	Chairperson
Jane Brekka	Vice Chairperson
Anthony Martino	Assistant Secretary
Merry-Lyn Orlando	Assistant Secretary
Alice Charoonsak	Assistant Secretary

Also present were:

Mark Vega	District Manager
Stephen Brletic	District Engineer
Sandra Manuele	Clubhouse Manager
Jayna Cooper	District Manager, Inframark
Lisa Castoria	Inframark

*Following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

A quorum was established, as all Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments (Limited to 3  
Minutes Per Person)**

There being no audience members present, the next order of business followed.

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

**A. Approval of Minutes of the August 21, 2023 Meeting**

**B. Acceptance of Financial Report as of July 31, 2023**

There being no comments or amendments,

On MOTION by Mr. Velez, seconded by Ms. Charoonsak, with all in favor, the Consent Agenda, consisting of Minutes of the August 21, 2023 Meeting, and acceptance of Financial Report as of July 31, 2023, was approved. (5-0)

**FIFTH ORDER OF BUSINESS** **Engineer's Report**

- Mr. Brletic presented two proposals for rumble strips to be installed on four intersections. Discussion ensued, and the Board concurred to convert the October 9, 2023 Meeting to a Workshop, to drive around the areas in question.
- Mr. Brletic presented one proposal with two options to repair the erosion adjacent to Brookridge.

**SIXTH ORDER OF BUSINESS** **Attorney's Report**

**SEVENTH ORDER OF BUSINESS** **Manager's Report**

There being no reports, the next order of business followed.

**EIGHTH ORDER OF BUSINESS** **Clubhouse Manager's Report**

- Ms. Manuele presented pricing for an electronic sign at the entrance and additional playground. Discussion ensued, and the Board concurred to table these matters until such time as the two engineering projects are resolved.

**NINTH ORDER OF BUSINESS** **Supervisors' Requests**

Hearing no requests from Supervisors, the next order of business followed.

**TENTH ORDER OF BUSINESS** **Adjournment**

There being no further business,

On MOTION by Ms. Brekka, seconded by Mr. Velez, with all in favor, the meeting was adjourned at 1:49 p.m. (5-0)

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Mark Vega  
Secretary

**Spring Ridge  
Community Development District**

**Financial Report**

*September 30, 2023*

**Prepared by**



# Spring Ridge

## Community Development District

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**Spring Ridge  
Community Development District**

**Financial Statements**

**(Unaudited)**

***September 30, 2023***

**Balance Sheet**  
September 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	RECREATIONAL SPECIAL REVENUE FUND	SERIES 2015 A1 DEBT SERVICE FUND	SERIES 2015 A2 DEBT SERVICE FUND	TOTAL
<b><u>ASSETS</u></b>					
Cash - Checking Account	\$ 159,734	\$ 542	\$ 1,235	\$ 739	\$ 162,250
Cash On Hand/Petty Cash	100	-	-	-	100
Allow -Doubtful Accounts	(730)	(104)	(123)	(209)	(1,166)
Assessments Receivable	730	104	123	209	1,166
Due From Other Funds	-	343,153	16,862	18,042	378,057
Investments:					
Money Market Account	945,446	-	-	-	945,446
Reserve Fund (A-1)	-	-	56,496	-	56,496
Reserve Fund (A-2)	-	-	-	33,270	33,270
Revenue Fund (A-1)	-	-	15,998	-	15,998
Revenue Fund (A-2)	-	-	-	44,874	44,874
Prepaid Items	23,238	-	-	-	23,238
Deposits	10,850	-	-	-	10,850
<b>TOTAL ASSETS</b>	<b>\$ 1,139,368</b>	<b>\$ 343,695</b>	<b>\$ 90,591</b>	<b>\$ 96,925</b>	<b>\$ 1,670,579</b>
<b><u>LIABILITIES</u></b>					
Accounts Payable	\$ 33,844	\$ -	\$ -	\$ -	\$ 33,844
Accrued Expenses	220	-	-	-	220
Sales Tax Payable	6	-	-	-	6
Due To Other Funds	378,057	-	-	-	378,057
<b>TOTAL LIABILITIES</b>	<b>412,127</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>412,127</b>
<b><u>FUND BALANCES</u></b>					
<b>Nonspendable:</b>					
Prepaid Items	23,238	-	-	-	23,238
Deposits	10,850	-	-	-	10,850
<b>Restricted for:</b>					
Debt Service	-	-	90,591	96,925	187,516
Special Revenue	-	343,695	-	-	343,695
<b>Assigned to:</b>					
Operating Reserves	89,443	-	-	-	89,443
Reserves - ADA	19,675	-	-	-	19,675
Reserves - Clubhouse	18,318	-	-	-	18,318
Reserves - Gate/Entry Features	30,280	-	-	-	30,280
Reserves- Lake Embank/Drainage	55,847	-	-	-	55,847
Reserves - Parking Lots	61,595	-	-	-	61,595
Reserves - Roadways	147,408	-	-	-	147,408
Reserves - Swimming Pools	76,109	-	-	-	76,109
<b>Unassigned:</b>	<b>194,478</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>194,478</b>
<b>TOTAL FUND BALANCES</b>	<b>\$ 727,241</b>	<b>\$ 343,695</b>	<b>\$ 90,591</b>	<b>\$ 96,925</b>	<b>\$ 1,258,452</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 1,139,368</b>	<b>\$ 343,695</b>	<b>\$ 90,591</b>	<b>\$ 96,925</b>	<b>\$ 1,670,579</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>					
Interest - Investments	\$ 2,172	\$ 2,172	\$ 51,967	\$ 49,795	2392.59%
Room Rentals	-	-	385	385	0.00%
Special Assmnts- Tax Collector	394,147	394,147	394,147	-	100.00%
Special Assmnts- Discounts	(15,766)	(15,766)	(14,330)	1,436	90.89%
Other Miscellaneous Revenues	-	-	2,809	2,809	0.00%
Gate Bar Code/Remotes	-	-	1,250	1,250	0.00%
Access Cards	-	-	908	908	0.00%
<b>TOTAL REVENUES</b>	<b>380,553</b>	<b>380,553</b>	<b>437,136</b>	<b>56,583</b>	<b>114.87%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	9,600	9,600	9,600	-	100.00%
FICA Taxes	734	734	734	-	100.00%
ProfServ-Engineering	2,000	2,000	4,225	(2,225)	211.25%
ProfServ-Legal Services	7,000	7,000	2,905	4,095	41.50%
ProfServ-Mgmt Consulting	53,853	53,853	53,853	-	100.00%
ProfServ-Property Appraiser	7,883	7,883	7,883	-	100.00%
ProfServ-Trustee Fees	5,000	5,000	4,310	690	86.20%
Auditing Services	5,000	5,000	4,000	1,000	80.00%
Postage and Freight	1,055	1,055	1,205	(150)	114.22%
Insurance - General Liability	20,117	20,117	20,395	(278)	101.38%
Printing and Binding	50	50	16	34	32.00%
Legal Advertising	1,000	1,000	1,093	(93)	109.30%
Misc-Bank Charges	150	150	85	65	56.67%
Misc-Assessment Collection Cost	7,883	7,883	7,604	279	96.46%
Misc-Contingency	1,553	1,553	3,631	(2,078)	233.81%
Annual District Filing Fee	175	175	175	-	100.00%
<b>Total Administration</b>	<b>123,053</b>	<b>123,053</b>	<b>121,714</b>	<b>1,339</b>	<b>98.91%</b>
<b>Landscape Services</b>					
Contracts-Landscape	40,308	40,308	40,608	(300)	100.74%
Utility - Irrigation	10,000	10,000	21,750	(11,750)	217.50%
R&M-Renewal and Replacement	2,500	2,500	7,155	(4,655)	286.20%
R&M-Irrigation	1,250	1,250	1,159	91	92.72%
Misc-Contingency	100	100	13	87	13.00%
<b>Total Landscape Services</b>	<b>54,158</b>	<b>54,158</b>	<b>70,685</b>	<b>(16,527)</b>	<b>130.52%</b>
<b>Gatehouse</b>					
Communication - Teleph - Field	1,450	1,450	1,883	(433)	129.86%
Electricity - General	650	650	2,026	(1,376)	311.69%
R&M-General	6,714	6,714	4,551	2,163	67.78%
<b>Total Gatehouse</b>	<b>8,814</b>	<b>8,814</b>	<b>8,460</b>	<b>354</b>	<b>95.98%</b>



**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Road and Street Facilities</u></b>					
Electricity - Streetlights	29,430	29,430	30,107	(677)	102.30%
R&M-Street Signs	1,000	1,000	-	1,000	0.00%
R&M-Walls and Signage	1,000	1,000	-	1,000	0.00%
Reserve - Gate/Entry Feature	2,591	2,591	-	2,591	0.00%
Reserve-Lake Embankm/Drainage	9,189	9,189	400	8,789	4.35%
Reserve - Roadways	5,000	5,000	-	5,000	0.00%
<b>Total Road and Street Facilities</b>	<b>48,210</b>	<b>48,210</b>	<b>30,507</b>	<b>17,703</b>	<b>63.28%</b>
<b><u>Parks and Recreation</u></b>					
Payroll-Salaries	85,000	85,000	99,442	(14,442)	116.99%
FICA Taxes	6,503	6,503	7,717	(1,214)	118.67%
Security Service - Sheriff	6,100	6,100	4,650	1,450	76.23%
Communication - Telephone	2,500	2,500	3,167	(667)	126.68%
Electricity - General	7,500	7,500	6,286	1,214	83.81%
Utility - Refuse Removal	1,850	1,850	3,478	(1,628)	188.00%
Utility - Water & Sewer	2,000	2,000	1,715	285	85.75%
R&M-Clubhouse	3,918	3,918	6,486	(2,568)	165.54%
R&M-Pools	6,100	6,100	12,138	(6,038)	198.98%
Misc-Holiday Lighting	1,000	1,000	260	740	26.00%
Misc-Property Taxes	747	747	1,366	(619)	182.86%
Special Events	2,500	2,500	1,493	1,007	59.72%
Office Supplies	1,500	1,500	264	1,236	17.60%
Cleaning Supplies	2,100	2,100	3,007	(907)	143.19%
Op Supplies - General	8,000	8,000	5,807	2,193	72.59%
Op Supplies-Pool Chem.&Equipm.	3,000	3,000	6,124	(3,124)	204.13%
Reserve - Clubhouse	1,000	1,000	-	1,000	0.00%
Reserve - Swimming Pools	5,000	5,000	20,790	(15,790)	415.80%
<b>Total Parks and Recreation</b>	<b>146,318</b>	<b>146,318</b>	<b>184,190</b>	<b>(37,872)</b>	<b>125.88%</b>
<b>TOTAL EXPENDITURES</b>	<b>380,553</b>	<b>380,553</b>	<b>415,556</b>	<b>(35,003)</b>	<b>109.20%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	21,580	21,580	0.00%
Net change in fund balance	\$ -	\$ -	\$ 21,580	\$ 21,580	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>705,661</b>	<b>705,661</b>	<b>705,661</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 705,661</b>	<b>\$ 705,661</b>	<b>\$ 727,241</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>					
Special Assmnts- Tax Collector	52,000	52,000	52,000	-	100.00%
Special Assmnts- Discounts	(2,080)	(2,080)	(1,891)	189	90.91%
<b>TOTAL REVENUES</b>	<b>49,920</b>	<b>49,920</b>	<b>50,109</b>	<b>189</b>	<b>100.38%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
ProfServ-Property Appraiser	1,040	1,040	1,040	-	100.00%
Misc-Assessment Collection Cost	1,040	1,040	1,003	37	96.44%
<b>Total Administration</b>	<b>2,080</b>	<b>2,080</b>	<b>2,043</b>	<b>37</b>	<b>98.22%</b>
<b>Parks and Recreation</b>					
Capital Outlay	47,840	47,840	-	47,840	0.00%
<b>Total Parks and Recreation</b>	<b>47,840</b>	<b>47,840</b>	<b>-</b>	<b>47,840</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>49,920</b>	<b>49,920</b>	<b>2,043</b>	<b>47,877</b>	<b>4.09%</b>
Excess (deficiency) of revenues					
Over (under) expenditures	-	-	48,066	48,066	0.00%
Net change in fund balance	\$ -	\$ -	\$ 48,066	\$ 48,066	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>295,629</b>	<b>295,629</b>	<b>295,629</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 295,629</b>	<b>\$ 295,629</b>	<b>\$ 343,695</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>					
Interest - Investments	\$ 10	\$ 10	\$ 2,899	\$ 2,889	28990.00%
Special Assmnts- Tax Collector	118,194	118,194	118,194	-	100.00%
Special Assmnts- Discounts	(4,728)	(4,728)	(4,297)	431	90.88%
<b>TOTAL REVENUES</b>	<b>113,476</b>	<b>113,476</b>	<b>116,796</b>	<b>3,320</b>	<b>102.93%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
ProfServ-Arbitrage Rebate	600	600	-	600	0.00%
ProfServ-Dissemination Agent	1,000	1,000	-	1,000	0.00%
ProfServ-Property Appraiser	2,364	2,364	2,364	-	100.00%
Misc-Assessment Collection Cost	2,364	2,364	2,280	84	96.45%
<b>Total Administration</b>	<b>6,328</b>	<b>6,328</b>	<b>4,644</b>	<b>1,684</b>	<b>73.39%</b>
<b>Debt Service</b>					
Principal Debt Retirement	60,000	60,000	60,000	-	100.00%
Interest Expense	49,440	49,440	49,440	-	100.00%
<b>Total Debt Service</b>	<b>109,440</b>	<b>109,440</b>	<b>109,440</b>	<b>-</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>115,768</b>	<b>115,768</b>	<b>114,084</b>	<b>1,684</b>	<b>98.55%</b>
Excess (deficiency) of revenues					
Over (under) expenditures	(2,292)	(2,292)	2,712	5,004	-118.32%
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers-Out	-	-	(1,267)	(1,267)	0.00%
Contribution to (Use of) Fund Balance	(2,292)	-	-	-	0.00%
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(2,292)</b>	<b>-</b>	<b>(1,267)</b>	<b>(1,267)</b>	<b>55.28%</b>
Net change in fund balance	\$ (2,292)	\$ (2,292)	\$ 1,445	\$ 3,737	-63.05%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>89,146</b>	<b>89,146</b>	<b>89,146</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 86,854</b>	<b>\$ 86,854</b>	<b>\$ 90,591</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending September 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>					
Interest - Investments	\$ -	\$ -	\$ 3,008	\$ 3,008	0.00%
Special Assmnts- Tax Collector	70,999	70,999	70,999	-	100.00%
Special Assmnts- Discounts	(2,840)	(2,840)	(2,581)	259	90.88%
<b>TOTAL REVENUES</b>	<b>68,159</b>	<b>68,159</b>	<b>71,426</b>	<b>3,267</b>	<b>104.79%</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Administration</u></b>					
ProfServ-Property Appraiser	1,420	1,420	1,420	-	100.00%
Misc-Assessment Collection Cost	1,420	1,420	1,369	51	96.41%
<b>Total Administration</b>	<b>2,840</b>	<b>2,840</b>	<b>2,789</b>	<b>51</b>	<b>98.20%</b>
<b><u>Debt Service</u></b>					
Principal Debt Retirement	30,000	30,000	30,000	-	100.00%
Interest Expense	34,200	34,200	34,200	-	100.00%
<b>Total Debt Service</b>	<b>64,200</b>	<b>64,200</b>	<b>64,200</b>	<b>-</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>67,040</b>	<b>67,040</b>	<b>66,989</b>	<b>51</b>	<b>99.92%</b>
Excess (deficiency) of revenues					
Over (under) expenditures	1,119	1,119	4,437	3,318	396.51%
<b><u>OTHER FINANCING SOURCES (USES)</u></b>					
Operating Transfers-Out	-	-	(746)	(746)	0.00%
Contribution to (Use of) Fund Balance	1,119	-	-	-	0.00%
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>1,119</b>	<b>-</b>	<b>(746)</b>	<b>(746)</b>	<b>-66.67%</b>
Net change in fund balance	\$ 1,119	\$ 1,119	\$ 3,691	\$ 2,572	329.85%
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>93,234</b>	<b>93,234</b>	<b>93,234</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 94,353</b>	<b>\$ 94,353</b>	<b>\$ 96,925</b>		

**Spring Ridge**

Community Development District

**Notes to the Financial Statements  
SEPTEMBER 30, 2023****Assets**

- ▶ The District has General Fund monies invested in one money market account. (See Cash & Investments Report for further details.)
- ▶ Allowance for Doubtful accounts represents amount due for prior years uncollected assessments
- ▶ Assessments Receivable represents amount due for FY 2022 uncollected assessments.
- ▶ Deposit is for Jorge Carreras Landscape Retaining Wall.

**Liabilities**

- ▶ Accounts Payable represents invoices from prior months paid in September.
- Accrued Expenses represents invoices for the month of September to be paid in October.
- Sales Tax Payable represents amount due to the District for sales tax on a rental refund. Credit will be adjusted the following month's sales tax return.

**Financial Overview / Highlights**

- ▶ As of September 2023, total revenues are at 114.87% of the annual budget. The special assessment tax collector is at 100%.
- ▶ Total expenditures are at 109.20% of the annual budget.

**Variance Analysis**

Account Name	YTD Actual	Annual Budget	% of Budget	Explanation
<b>General Fund Expenditures</b>				
<b><u>Administrative</u></b>				
ProfServ-Mgmt Consulting Serv	\$53,853	\$53,853	100%	The actual amount includes monthly management fee and annual assessment roll fee.
Insurance-General Liability	\$20,395	\$20,117	101%	Insurance payment for FY 2022-2023.
Misc-Contingency	\$3,631	\$1,553	234%	Innersync Studio website serv/compliance-paid in full; misc expenses.
<b><u>Landscape</u></b>				
Utility-Irrigation	\$21,750	\$10,000	218%	Payments to Hernando County Utilities.
R&M-Renewal & Replacement	\$7,155	\$2,500	286%	Panzner's Tree Services-\$3,100, prune palm trees and roots removal; Crespo Landscaping-\$1,350, remove damaged trees and debris; NDL-\$630, flower maintenance; NDL-\$1,625, clubhouse enhancements.
<b><u>Gatehouse</u></b>				
Electricity-General	\$2,026	\$650	312%	Payments to Withlacoochee River Electric.
<b><u>Parks and Recreation</u></b>				
Payroll Salaries	\$99,442	\$85,000	117%	All payments for payroll.
Security Service - Sheriff	\$4,650	\$6,100	76%	All payments for patrols.
Communications-Telephone	\$3,167	\$2,500	127%	Payments to Spectrum Business.
R&M-Pools	\$12,138	\$6,100	199%	Just Incredible Pool Services-\$3,783, replace external fan, hoses, vacuum gauge, PH chemical pump, installation of new vacuum pump valves,\$3,324 replace circulation motor; miscellaneous supplies.
Operating Supplies-Pool Chem.	\$6,124	\$3,000	204%	All payments made for pool chemicals and equipment.
Reserve-Swimming Pools	\$20,790	\$5,000	416%	PID Carreras pool edge concrete and side walk repair.

*The notes are intended to provide additional information helpful when reviewing the financial statements.*

**Spring Ridge  
Community Development District**

**Supporting Schedules**

*September 30, 2023*

# Spring Ridge

## COMMUNITY DEVELOPMENT DISTRICT

### Non-Ad Valorem Special Assessments - Hernando County Tax Collector (Monthly Assessment Collection Distributions) For the Fiscal Year Ending September 30, 2023

						ALLOCATION BY FUND			
Date Received	Net Amount Received	Discount / (Penalty) Amount	Appraiser Cost	Collection Cost	Gross Amount Received	General Fund	Rec Fund	Series 2015A-1 Debt Service Fund	Series 2015A-2 Debt Service Fund
Assessments Levied FY 2023					\$ 635,341.17	\$ 394,147	\$ 52,000	\$ 118,194	\$ 70,999
Allocation %					100.00%	62.04%	8.18%	18.60%	11.18%
12/07/22	16,463	1,266	12,707	595	31,031	19,251	2,540	5,773	3,468
12/07/22	80,013	3,402		1,633	85,048	52,761	6,961	15,822	9,504
01/05/23	423,675	17,957		8,646	450,278	279,339	36,853	83,766	50,319
01/31/23	10,010	296		204	10,510	6,520	860	1,955	1,174
02/10/23	3,127	65		64	3,256	2,020	266	606	364
03/03/23	4,423	92		90	4,606	2,857	377	857	515
04/06/23	12,238	126		250	12,614	7,826	1,032	2,347	1,410
05/05/23	13,685	-		279	13,964	8,663	1,143	2,598	1,560
06/01/23	383	-		8	391	242	32	73	44
06/22/23	3,536	(105)		72	3,503	2,173	287	652	391
07/14/23	20,330	-		415	20,140	12,495	1,648	3,747	2,251
<b>TOTAL</b>	<b>\$587,882</b>	<b>\$23,099</b>	<b>\$12,707</b>	<b>\$12,257</b>	<b>\$635,341</b>	<b>\$394,147</b>	<b>\$52,000</b>	<b>\$118,194</b>	<b>\$70,999</b>
% Collected					100.00%	100.00%	100.00%	100.00%	100.00%
TOTAL OUTSTANDING					\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)

# Spring Ridge CDD

Bank Reconciliation

Agenda Page 16

Bank Account No. 8391 Valley Bank GF  
Statement No. 09-23  
Statement Date 9/30/2023

G/L Balance (LCY)	162,249.67	Statement Balance	163,299.67
G/L Balance	162,249.67	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	163,299.67
Subtotal	162,249.67	Outstanding Checks	1,050.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	162,249.67	Ending Balance	162,249.67
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
8/8/2022	Payment	5626	JOSEPH MCCLELLAN	120.00	0.00	120.00
8/16/2023	Payment	5782	JOSHUA TWITTY	150.00	0.00	150.00
9/15/2023	Payment	5798	KELLY PEST CONTROL	70.00	0.00	70.00
9/27/2023	Payment	5802	COASTAL FITNESS SERVICES INC	135.00	0.00	135.00
9/27/2023	Payment	5803	DANIEL LAVALLE	360.00	0.00	360.00
9/27/2023	Payment	5804	EVGENIA ASH	215.00	0.00	215.00
Total Outstanding Checks.....				1,050.00		1,050.00



**Spring Ridge**

Community Development District

**Cash and Investment Report**  
**September 30, 2023**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>MATURITY</u>	<u>BALANCE</u>
<b>GENERAL FUND</b>				
Checking Account - Operating	Valley	5.450%	n/a	162,250
Petty Cash			n/a	100
Money Market Account	Valley	5.450%	n/a	945,446
			Subtotal	<u>\$ 1,107,795</u>
<b>DEBT SERVICE FUND</b>				
Series 2015 A1 Reserve Acct	US Bank	3.890%	n/a	56,496
Series 2015 A2 Reserve Acct	US Bank	3.890%	n/a	33,270
Series 2015 A1 Revenue Acct	US Bank	3.890%	n/a	15,998
Series 2015 A2 Revenue Acct	US Bank	3.890%	n/a	44,874
			Subtotal	<u>\$ 150,638</u>
			Total	<u><u>\$ 1,258,434</u></u>

**SPRING RIDGE**

Community Development District

**Payment Register by Fund  
For the Period from 09/01/23 to 09/30/23  
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	5788	09/07/23	GEORGE ROBERT CLOVERSETTLE JR	77523	7/24/23 SECURITY	Security Service - Sheriff	534365-57201	\$120.00
001	5789	09/07/23	SOUTHERN AUTOMATED ACCESS SVCS LLC	13239	JULY CLOUD FEES	R&M-General	546001-53904	\$171.20
001	5789	09/07/23	SOUTHERN AUTOMATED ACCESS SVCS LLC	13240	AUGUST CLOUD FEES	R&M-General	546001-53904	\$171.20
001	5790	09/08/23	DANIEL LAVALLE	082123	SECURITY SERVICES 8/21/23	Security Service - Sheriff	534365-57201	\$180.00
001	5790	09/08/23	DANIEL LAVALLE	081823	SECURITY SERVICES 8/18/23	Security Service - Sheriff	534365-57201	\$180.00
001	5791	09/08/23	FEDEX	8-228-46519 ACH	8/10/23 SHIPPING FEE	Postage and Freight	541006-51301	\$11.92
001	5792	09/08/23	INFRAMARK LLC	99961	AUGUST 2023 MANAGEMENT	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,976.25
001	5792	09/08/23	INFRAMARK LLC	99961	AUGUST 2023 MANAGEMENT	Postage and Freight	541006-51301	\$9.24
001	5792	09/08/23	INFRAMARK LLC	99961	AUGUST 2023 MANAGEMENT	RECORD STORAGE FEE	549900-51301	\$60.00
001	5793	09/08/23	JUST INCREDIBLE POOL SERVICES	1331	POOL REPAIRS	R&M-Pools	546074-57201	\$638.00
001	5793	09/08/23	JUST INCREDIBLE POOL SERVICES	1336	INSTALL REBUILT POOL CIRCULATION MOTOR	R&M-Pools	546074-57201	\$400.00
001	5794	09/08/23	NDL LLC	142279	SEPTEMBER 2023 MNTHLY CONTRACTUAL SERVICE	Contracts-Landscape	534050-53902	\$3,359.00
001	5795	09/08/23	STRALEY ROBIN VERICKER	23517	PROFESSIONAL SERVICE THRU 8/15/23	ProfServ-Legal Services	531023-51401	\$227.00
001	5796	09/14/23	INFRAMARK LLC	101221	SEPTEMBER 2023 MANAGEMENT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51201	\$3,976.25
001	5796	09/14/23	INFRAMARK LLC	101221	SEPTEMBER 2023 MANAGEMENT SERVICES	RECORD STORAGE FEE	549900-51301	\$60.00
001	5797	09/15/23	BRIETIC DVORAK INC	1209	AUG 21 - SEPT 1 ; PROJECT MANAGER AUG 31 ; SENIOR	ProfServ-Engineering	531013-51501	\$845.00
001	5798	09/15/23	KELLY PEST CONTROL	47990	BIMONTHLY PEST CONTROL	R&M-Clubhouse	546015-57201	\$70.00
001	5799	09/15/23	NDL LLC	142607	SVC IRR SYSTEM 9/11/23	R&M-Irrigation	546041-53902	\$14.80
001	5800	09/15/23	SOUTHERN AUTOMATED ACCESS SVCS LLC	13404	OPERATOR REPAIR	R&M-General	546001-53904	\$280.75
001	5801	09/19/23	DANIEL LAVALLE	090723	SECURITY SVC 9/7/23	Security Service - Sheriff	534365-57201	\$180.00
001	5802	09/27/23	COASTAL FITNESS SERVICES INC	T-33431	SVC EQUIPMENT	R&M-Clubhouse	546015-57201	\$135.00
001	5803	09/27/23	DANIEL LAVALLE	091323	SECURITY SVC 9/13/23	Security Service - Sheriff	534365-57201	\$180.00
001	5803	09/27/23	DANIEL LAVALLE	091523	SECURITY SVC 9/15/23	Security Service - Sheriff	534365-57201	\$180.00
001	5804	09/27/23	EVGENIA ASH	004	POOL MONITOR HOURS 7/29/23-9/8/23	Misc-Contingency	549900-51301	\$215.00
001	DD1766	09/06/23	REPUBLIC SERVICES #762 - ACH	0762-003375268 ACH	9/1/23 - 9/30/23 PICK UP SERVICE	Utility - Refuse Removal	543020-57201	\$270.42
001	DD1776	09/11/23	FEDEX	8-242-85285 ACH	8/22/23 SHIPPING FEE	Postage and Freight	541006-51301	\$12.07
001	DD1777	09/20/23	HERNANDO COUNTY UTILITIES - ACH	090123-ACH	7/31/23 - 9/1/23 UTILITY SERVICES	Utility - Water & Sewer	543021-57201	\$105.52
001	DD1777	09/20/23	HERNANDO COUNTY UTILITIES - ACH	090123-ACH	7/31/23 - 9/1/23 UTILITY SERVICES	Utility - Irrigation	543014-53902	\$2,394.01
001	DD1787	09/18/23	WITHLACOOCHIEE RIVER ELECTRIC	082423 ACH	SVC 7/20/23-8/21/23	Electricity - General	543006-53904	\$61.53
001	DD1787	09/18/23	WITHLACOOCHIEE RIVER ELECTRIC	082423 ACH	SVC 7/20/23-8/21/23	Electricity - General	543006-57201	\$572.39
001	DD1787	09/18/23	WITHLACOOCHIEE RIVER ELECTRIC	082423 ACH	SVC 7/20/23-8/21/23	Electricity - Streetlighting	543013-54101	\$2,481.49
001	DD1787	09/18/23	WITHLACOOCHIEE RIVER ELECTRIC	082423 ACH	SVC 7/20/23-8/21/23	Electricity - General	543006-53904	\$142.36
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Misc-Special Events	549052-57201	\$19.96
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Op Supplies-Pool Chem.&Equipm.	552032-57201	\$263.30
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	R&M-Clubhouse	546015-57201	\$100.00
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Op Supplies - General	552001-57201	\$56.96
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Cleaning Supplies	551003-57201	\$299.90
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Cleaning Supplies	551003-57201	\$205.09
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	R&M-Clubhouse	546015-57201	\$124.94
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	R&M-Clubhouse	546015-57201	\$18.99
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	R&M-Clubhouse	546015-57201	\$159.00
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Op Supplies - General	552001-57201	\$99.99
001	DD1788	09/08/23	VALLEY NATIONAL BANK	082023 ACH	7/12/23 - 8/11/23 CC PURCHASES	Op Supplies - General	552001-57201	\$16.99
001	DD1789	09/30/23	CHARTER COMMUNICATIONS-ACH	1194130091323 ACH	SVC 9/13/23-10/12/23	Communication - Telephone	541003-57201	\$229.97
001	DD1775	09/14/23	SANDRA MANUELE	PAYROLL	September 14, 2023 Payroll Posting			\$1,338.69
001	DD1772	09/14/23	LAURIE B LIEDEKE	PAYROLL	September 14, 2023 Payroll Posting			\$535.63

## SPRING RIDGE

Community Development District

**Payment Register by Fund**  
**For the Period from 09/01/23 to 09/30/23**  
**(Sorted by Check / ACH No.)**

[illegible]

**Brassart and Sons Inc**  
12275 Lakeland Acres Rd  
Lakeland, FL 33810  
Ashley@brassartandsons.com

Estimate

**ADDRESS**  
BDi Engineering

**ESTIMATE #** 1853  
**DATE** 10/04/2023

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Labor and Equipment</b> Spring Ridge CDD Pond 80 Erosion		8,179.00	8,179.00
	Option #1			
	to reinstall eroded dirt and rebuild pond bank to existing conditions.			
	<b>dirt</b> 34ftx20ftx6f area	1	35.00	35.00
	estimated 190 yard of dirt.			
	Price includes material and delivery			
	<b>Bahia Sod</b> sod for pond bank and damage from work	1	4,208.00	4,208.00
	<b>Clean</b> To clean debris out of structure	1	3,750.00	3,750.00
TOTAL				<b>\$16,172.00</b>

Accepted By

Accepted Date

**Brassart and Sons Inc**  
 12275 Lakeland Acres Rd  
 Lakeland, FL 33810  
 Ashley@brassartandsons.com

## Estimate

**ADDRESS**  
 BDi Engineering

**ESTIMATE #** 1854  
**DATE** 10/04/2023

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Labor and Equipement</b> Spring Ridge CDD	1	16,821.00	16,821.00
	Option 2			
	Remove Structure and pipe per drawings provided and dispose of.			
	Replace eroded dirt and prep for sod			
	<b>Concrete Flume</b> Build flume per plans concrete and labor included	1	6,210.00	6,210.00
	<b>dirt</b> Dirt for eroded area and to replace Structure	1	8,211.00	8,211.00
	Material and delivery			
	<b>Bahia Sod</b>	1	4,208.00	4,208.00
TOTAL				<b>\$35,450.00</b>

Accepted By

Accepted Date

Thank you for your business and have a great day!



Consolidated Land Services, Inc.

Mailing Address:  
P.O. Box 2593  
Dade City, FL 33526

# Estimate

Date	Estimate #
10/4/2023	00000173

Name / Address
Spring Ridge CDD

Project				
8399 Silverbell Loop _ Pond Bank Erosion				
Description	Qty	U/M	Rate	Total
<b>OPTION #1:</b> Restore bank to original permitted condition. Sod and clean inlet box of debris and sediment located at 8399 Silverbell Loop:  CLS, Inc. will arrive onsite to mobilize equipment and materials within the estimated approved start time. Once mobilization occurs, CLS, Inc. will begin by clearing buildup of sediment and debris over the grate and pipe, and grade slopes to original permitted condition in order to begin installation of Erosion Control Blanket Armoring System with approx. 24" anchor trench. Re-vegetate with sod as per plan specs.  **CLS, Inc. will utilize a track mat system to minimize disturbances to access points and work areas.  If Customer prefers CLS, Inc. to restore disturbed areas, change order will be provided. In this event, Access Points will be identified and pre-approved by CDD and/or Homeowner.  1. Mobilize 2. Remove Sediment and Debris from Grate and Pipe 3. Grade and Restore Slopes 4. Install Erosion Control Blanket Armoring System 5. Re-vegetate with Sod 6. De-mobilize	1	ea	20,686.15	20,686.15
Approved by:				
			<i>Estimate Valid for 30 Days. CLS, Inc. Provides Competition Sensitive Pricing.</i>	
			<b>Total</b>	



Consolidated Land Services, Inc.

Mailing Address:  
P.O. Box 2593  
Dade City, FL 33526

# Estimate

Date	Estimate #
10/4/2023	00000173

Name / Address
Spring Ridge CDD

Project				
8399 Silverbell Loop _ Pond Bank Erosion				
Description	Qty	U/M	Rate	Total
<b>OPTION #2:</b> Remove box, pipe and current flume, and install new flume from gate/street to base of pond located at 8399 Silverbell Loop:  CLS, Inc. will arrive onsite to mobilize equipment and materials within the estimated approved start time. Once mobilization occurs, CLS, Inc. will begin by removing box, pipe and current flume, and will install new flume from gate/street to base of pond as per plan.  **CLS, Inc. will utilize a track mat system to minimize disturbances to access points and work areas.  If Customer prefers CLS, Inc. to restore disturbed areas, change order will be provided. In this event, Access Points will be identified and pre-approved by CDD and/or Homeowner.  1. Mobilize 2. Remove box, pipe and current flume 3. Install new flume 4. Re-vegetate with sod 5. De-mobilize	1	ea	48,809.58	48,809.58
Approved by:		<i>Estimate Valid for 30 Days.</i> <i>CLS, Inc. Provides Competition Sensitive Pricing.</i>		



Crosscreek Environmental Inc.

111 61st Street East  
Palmetto, FL 34221  
admin@crosscreekenv.com

Date	Estimate #
10/4/2023	10776

Name / Address
Brookridge CDD c/o BDi Engineering 536 4th Ave S, Unit 4 St. Pete, FL 33701 Kirk Wagner

\* Estimate is good for 30 days.

Description
Restoration of shoreline area per RFP. Restoration to be completed per detailed report submitted by BDi.
Option #1 Total Cost - \$11,450.00
Option #2 Total Cost - \$26,350.00
30% deposit due prior to commencement of work. Amount to be deducted from final invoice.
**It will be the Owners responsibility to keep sod watered once Contract Work has been completed.
Please sign and return if accepted

\*\* All warranties exclude acts of God.  
\*\* A 3.5% processing fee will be added to all payments made by credit card.

Phone # (941) 479-7811 Fax # (941) 479-7812  
www.crosscreekenvironmental.com



Finn Outdoor  
730 20th Ave N  
Saint Petersburg, FL 33704

robb@finnoutdoor.com  
(813)957-6075



Spring Ridge CDD

Bill to  
Spring Ridge CDD

Ship to  
Spring Ridge CDD

Estimate details  
Estimate no.: 2078  
Estimate date: 10/04/2023

Product or service		Amount
1. <b>Control Structure Maintenance</b>	1 unit × \$13,100.00	\$13,100.00
Pond 80 - Control Structure and pond bank repair -- Control structure and pipe connection will be repaired from the inside and outside as necessary, including pouring concrete collars or restoring other connections. Fill soil will be imported, compacted and graded to restore slope and erosion control blanket and sod will be installed to stabilize the area, per the provided detail. Pricing is inclusive of cleaning sediment from the structure and pipe.		
Total		\$13,100.00

Finn Outdoor  
730 20th Ave N  
Saint Petersburg, FL 33704

robb@finnoutdoor.com  
(813)957-6075



Spring Ridge CDD

Bill to  
Spring Ridge CDD

Ship to  
Spring Ridge CDD

Estimate details

Estimate no.: 2079  
Estimate date: 10/04/2023

Product or service		Amount
1.	<b>Control Structure Modification</b> Pond 80 - Control structure removal, flume installation, and pond bank repair -- Control structure, piping, and current flume will be removed and disposed of; a new concrete flume (approximately 450 sq ft) will be poured from the gate/TOB area to the toe of slope at a 4:1 angle with baffles at the apron, meeting all other specifications of the provided detail. Pond bank will be restored with imported fill, erosion control blanket, and sod to match the provided detail.	1 unit × \$24,250.00 \$24,250.00
2.	<b>Control Structure Modification</b> Alternative -- Replace the final apron and baffles with 6-12" limestone rip rap apron.	1 unit × -\$1,200.00 -\$1,200.00
Total		\$23,050.00

RESOLUTION 2024-01

**A RESOLUTION AMENDING SPRING RIDGE COMMUNITY  
DEVELOPMENT DISTRICT GENERAL FUND BUDGET FOR  
FISCAL YEAR 2023**

**WHEREAS**, the Board of Supervisors, hereinafter referred to as the “Board”, of Spring Ridge Community Development District, hereinafter referred to as “District”, adopted a General Fund Budget for Fiscal Year 2023, and

**WHEREAS**, the Board desires to reallocate funds budgeted to reappropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SPRING RIDGE COMMUNITY DEVELOPMENT DISTRICT THE FOLLOWING:

1. The General Fund Budget is hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 13th day of November 2023 and be reflected in the monthly and Fiscal Year End 9/30/2023 Financial Statements and Audit Report of the District.

**Spring Ridge  
Community Development District**

By: \_\_\_\_\_  
Chairman

Attest:

By: \_\_\_\_\_  
Secretary

**Proposed Budget Amendment**  
For the Period Ending September 30, 2023

**Exhibit A**

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b>REVENUES</b>					
Interest - Investments	\$ 2,172	\$ -	\$ 2,172	\$ 51,967	\$ 49,795
Room Rentals	-	-	-	385	385
Special Assmnts- Tax Collector	394,147	-	394,147	394,147	-
Special Assmnts- Discounts	(15,766)	-	(15,766)	(14,330)	1,436
Other Miscellaneous Revenues	-	-	-	2,809	2,809
Gate Bar Code/Remotes	-	-	-	1,250	1,250
Access Cards	-	-	-	908	908
<b>TOTAL REVENUES</b>	<b>380,553</b>	<b>-</b>	<b>380,553</b>	<b>437,136</b>	<b>56,583</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	9,600	-	9,600	9,600	-
FICA Taxes	734	-	734	734	-
ProfServ-Engineering	2,000	2,500	4,500	4,225	275
ProfServ-Legal Services	7,000	-	7,000	2,905	4,095
ProfServ-Mgmt Consulting	53,853	-	53,853	53,853	-
ProfServ-Property Appraiser	7,883	-	7,883	7,883	-
ProfServ-Trustee Fees	5,000	-	5,000	4,310	690
Auditing Services	5,000	-	5,000	4,000	1,000
Postage and Freight	1,055	-	1,055	1,205	(150)
Insurance - General Liability	20,117	-	20,117	20,395	(278)
Printing and Binding	50	-	50	16	34
Legal Advertising	1,000	-	1,000	1,093	(93)
Misc-Bank Charges	150	-	150	85	65
Misc-Assessment Collection Cost	7,883	-	7,883	7,604	279
Misc-Contingency	1,553	-	1,553	3,631	(2,078)
Annual District Filing Fee	175	-	175	175	-
<b>Total Administration</b>	<b>123,053</b>	<b>2,500</b>	<b>125,553</b>	<b>121,714</b>	<b>3,839</b>
<b>Landscape Services</b>					
Contracts-Landscape	40,308	-	40,308	40,608	(300)
Utility - Irrigation	10,000	12,000	22,000	21,750	250
R&M-Renewal and Replacement	2,500	5,000	7,500	7,155	345
R&M-Irrigation	1,250	-	1,250	1,159	91
Misc-Contingency	100	-	100	13	87
<b>Total Landscape Services</b>	<b>54,158</b>	<b>17,000</b>	<b>71,158</b>	<b>70,685</b>	<b>473</b>
<b>Gatehouse</b>					
Communication - Teleph - Field	1,450	-	1,450	1,883	(433)
Electricity - General	650	-	650	2,026	(1,376)

**Proposed Budget Amendment**  
For the Period Ending September 30, 2023

**Exhibit A**

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
R&M-General	6,714	-	6,714	4,551	2,163
<b>Total Gatehouse</b>	<b>8,814</b>	<b>-</b>	<b>8,814</b>	<b>8,460</b>	<b>354</b>
<b><u>Road and Street Facilities</u></b>					
Electricity - Streetlights	29,430	-	29,430	30,107	(677)
R&M-Street Signs	1,000	-	1,000	-	1,000
R&M-Walls and Signage	1,000	-	1,000	-	1,000
Reserve - Gate/Entry Feature	2,591	-	2,591	-	2,591
Reserve-Lake Embankm/Drainage	9,189	-	9,189	400	8,789
Reserve - Roadways	5,000	-	5,000	-	5,000
<b>Total Road and Street Facilities</b>	<b>48,210</b>	<b>-</b>	<b>48,210</b>	<b>30,507</b>	<b>17,703</b>
<b><u>Parks and Recreation</u></b>					
Payroll-Salaries	85,000	15,000	100,000	99,442	558
FICA Taxes	6,503	1,300	7,803	7,717	86
Security Service - Sheriff	6,100	-	6,100	4,650	1,450
Communication - Telephone	2,500	-	2,500	3,167	(667)
Electricity - General	7,500	-	7,500	6,286	1,214
Utility - Refuse Removal	1,850	1,700	3,550	3,478	72
Utility - Water & Sewer	2,000	-	2,000	1,715	285
R&M-Clubhouse	3,918	3,000	6,918	6,486	432
R&M-Pools	6,100	7,000	13,100	12,138	962
Misc-Holiday Lighting	1,000	-	1,000	260	740
Misc-Property Taxes	747	-	747	1,366	(619)
Special Events	2,500	-	2,500	1,493	1,007
Office Supplies	1,500	-	1,500	264	1,236
Cleaning Supplies	2,100	-	2,100	3,007	(907)
Op Supplies - General	8,000	-	8,000	5,807	2,193
Op Supplies-Pool Chem.&Equipm.	3,000	3,200	6,200	6,124	76
Reserve - Clubhouse	1,000	-	1,000	-	1,000
Reserve - Swimming Pools	5,000	16,000	21,000	20,790	210
<b>Total Parks and Recreation</b>	<b>146,318</b>	<b>47,200</b>	<b>193,518</b>	<b>184,190</b>	<b>9,328</b>
<b>TOTAL EXPENDITURES</b>	<b>380,553</b>	<b>66,700</b>	<b>447,253</b>	<b>415,556</b>	<b>31,697</b>
Excess (deficiency) of revenues Over (under) expenditures	-	(66,700)	(66,700)	21,580	88,280
Net change in fund balance	-	(66,700)	(66,700)	21,580	88,280
<b>FUND BALANCE, BEGINNING (OCT 1, 2022)</b>	<b>705,661</b>	<b>-</b>	<b>705,661</b>	<b>705,661</b>	<b>-</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 705,661</b>	<b>\$ (66,700)</b>	<b>\$ 638,961</b>	<b>\$ 727,241</b>	<b>\$ 88,280</b>

**SPRING RIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

**Motion: Assigning Fund Balance as of 09/30/23**

The Board hereby assigns the FY 2023 Reserves as follows:

	<u>FY2023</u>
Operating Reserves	\$ 89,443
Reserves - ADA	19,675
Reserves - Clubhouse	18,318
Reserves - Gate/Entry Features	30,280
Reserves - Lake Embank/Drainage	55,847
Reserves - Parking Lot	61,595
Reserves - Roadways	147,408
Reserves - Swimming Pools	76,109
Total Assigned Reserves	<u>\$ 498,675</u>

November 2, 2023

Board of Supervisors  
*Spring Ridge Community Development District*  
210 N. University Drive, Suite 702  
Coral Springs, FL 33071

The following represents our understanding of the services we will provide *Spring Ridge Community Development District*.

You have requested that we audit the governmental activities, each major fund, and the aggregate remaining fund information of *Spring Ridge Community Development District*, as of September 30, 2023, and for the year then ended and the related notes, which collectively comprise *Spring Ridge Community Development District's* basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit 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 opinion. 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 auditing standards generally accepted in the United States of America (GAAS) and in accordance with Government Auditing Standards, will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP,) as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, 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. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis

#### **Auditor Responsibilities**

We will conduct our audit in accordance with GAAS and in accordance with *Government Auditing Standards*, and Chapter 10.550, *Rules of the Auditor General*. As part of an audit in accordance with GAAS, Government Auditing Standards, and Chapter 10.550, *Rules of the Auditor General*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- 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 entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

- 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, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and Government Auditing Standards.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

### **Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of *Spring Ridge Community Development District's* compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Management Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
3. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit;
  - c. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence.
4. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
5. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
6. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
7. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
8. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
9. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
10. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.



### **Nonattest Services**

With respect to any nonattest services we perform, such as drafting the financial statements, we will not assume management responsibilities on behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards, including Government Auditing Standards
- The nonattest services are limited to the drafting of financial statements as previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

*Government Auditing Standards* require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of the preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

### **Reporting**

We will issue a written report upon completion of our audit of *Spring Ridge Community Development District's* basic financial statements. Our report will be addressed to the governing body of *Spring Ridge Community Development District*. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

We will also issue a written report on the District's compliance with the requirements of Section 218.415, Florida Statutes upon completion of our audit.

### **Other**

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

### **Provisions of Engagement Administration, Timing and Fees**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

We expect to begin our audit in January 2024 and the audit reports and all corresponding reports will be issued no later than June 30, 2024.

Tamara Campbell is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising McDirmit Davis, LLC's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for these services described in this letter will be \$4,000 for the year ended September 30, 2023, unless the scope of the engagement is changed; the assistance that *Spring Ridge Community Development District* has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding.

Our invoices for fees shall be rendered upon completion of the work, shall provide sufficient detail to demonstrate that fees charged are solely for the specified services as actually rendered and shall demonstrate compliance with the terms of this agreement.

This Agreement provides for the agreement period of one (1) year, unless terminated earlier in accordance with this Agreement. This agreement may be renewed for one additional year subject to the mutual agreement by both parties to the terms and fees for such renewal. The District agrees that Auditor may terminate this Agreement with or without cause by providing sixty (60) days' written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. Auditor agrees that the District may terminate this Agreement immediately with cause. Auditor further agrees that the District may terminate this Agreement by providing thirty (30) days' written notice of termination to Auditor. Upon any termination of this Agreement, Auditor shall be entitled to payment for all work and/or services rendered up until the effective termination date, subject to whatever claims or off-sets the District may have against Auditor.

Whenever possible, we will attempt to use *Spring Ridge Community Development District's* personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

### **Public Records**

Auditor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and. Accordingly, Auditor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Auditor acknowledges that the designated public records custodian for the District is INFRAMARK ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Auditor shall 1) Keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Auditor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Auditor, Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District, in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT 954-603-0033, SANDRA.DEMARCO@INFRAMARK.COM, OR AT 210 N. UNIVERSITY DRIVE, SUITE 702, CORAL SPRINGS, FL 33071.**

The CONTRACTOR and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The CONTRACTOR agrees and acknowledges that the OWNER is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the OWNER has a good faith belief that the CONTRACTOR has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall terminate this Agreement. If the OWNER has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall promptly notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. The CONTRACTOR shall be liable for any additional costs incurred by the OWNER as a result of the termination of a contract based on CONTRACTOR'S failure to comply with E-Verify requirements evidenced herein.

At the conclusion of our audit engagement, we will communicate to the Board of Supervisors the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of McDirmit Davis, LLC and constitutes confidential information. However, we may be requested to make certain audit documentation available to a federal or state agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities, pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of McDirmit Davis, LLC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

*McDermitt Davis*

McDermitt Davis, LLC  
Orlando, FL

\*\*\*\*\*

RESPONSE:

This letter correctly sets forth our understanding.

Spring Ridge Community Development District

Acknowledged and agreed on behalf of Spring Ridge Community Development District by:

\_\_\_\_\_

Title: \_\_\_\_\_