

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

District Office · 9428 Camden Field Parkway · Riverview, Florida 33569

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

**BOARD OF SUPERVISORS' MEETING
NOVEMBER 2, 2016**

**SOUTH SHORE CORPORATE PARK INDUSTRIAL
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
NOVEMBER 2, 2016 at 9:00 a.m.**

To be held at the office of Ryan Companies located at 101 E. Kennedy Blvd., Suite 2450, Tampa, FL 33602.

District Board of Supervisors	Mike Harryman Douglas Dieck John Tipton Brian Devlin John Carnesale	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Sandy Oram	Rizzetta & Company, Inc.
District Counsel	Tucker Mackie	Hopping Green & Sams, P.A.
District Engineer	Tonja Stewart	Stantec WilsonMiller

All Cellular phones and pagers must be turned off while in the meeting room.

The District Agenda is comprised of five different sections:

The meeting will begin promptly at **9:00 a.m.** with the first section, which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT IS MAINTENANCE RELATED ITEM, THESE ITEMS WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINISTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors discussion, motion and vote. Agendas can be reviewed by contacting the Administrator's office at (813) 933-5571 at least seven days in advance of the scheduled meeting. Requests to address items that are not on this agenda must be submitted in writing with an explanation to the District Administrator at least fourteen (14) days prior to the date of the meeting and will be heard under "Public Comments". The fourth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 33569
www.southshorecdd.org**

October 25, 2016

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

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, November 2, 2016 at 9:00 a.m.** at the offices of Ryan Companies, located at 101 E. Kennedy Blvd., Suite 2450, Tampa, Florida 33602. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Administer Oath of Office to Newly Elected Supervisors.....Tab 1
 1. Review of Form 1 and Sunshine Law Requirement
 - B. Consideration of Minutes of the Board of Supervisors’ Meeting held on August 3, 2016.....Tab 2
 - C. Consideration of Operation and Maintenance Expenditures for July and August 2016.....Tab 3
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2017-01, Redesignating District’s Record Location.....Tab 4
 - B. Consideration of Resolution 2017-02, Designating Agent and Agent’s Office.....Tab 5
 - C. Consideration of Resolution 2017-03, Redesignating Secretary of the District.....Tab 6
 - D. Consideration of Resolution 2017-04, Prompt Payment Policies.....Tab 7
 - E. Consideration of Resolution 2017-05, Canvassing and Certifying Election Results.....Tab 8
 - F. Consideration of Resolution 2017-06, Designating Officers of the District.....Tab 9
 - G. Ratification of Revised Agreement for District Management Services.....Tab 10
- 5. STAFF REPORTS**
 - A. Aquatic Maintenance Services
 1. Presentation of Monthly Pond Report.....Tab 11
 - B. Finn Outdoor
 2. Presentation of Wetland Annual Report.....Tab 12
 - C. District Counsel
 - D. District Engineer
 - E. District Manager
- 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) 994-1001.

Sincerely,

Sandy Oram

Sandy Oram
District Manager

cc: Mike Harryman, Chairman
Tucker Mackie, District Counsel

Tab 1

**SOUTH SHORE CORPORATE PARK INDUSTRIAL
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISOR
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA.

Board Supervisor Signature

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

On this _____ day of _____ 2016, before me, personally appeared _____ to me well known and known to me to be the person described herein and who took the aforementioned oath as a Board Member of the Board of Supervisors of South Shore Corporate Park Industrial Community Development District and acknowledged to and before me that they took said oath for the purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

Notary Public
STATE OF FLORIDA

My commission expires on:

Tab 2

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 regular meeting of the South Shore Corporate Park Industrial Community Development District was held on **Wednesday, August 3, 2016 at 9:04 a.m.** at the office of Ryan Companies US, Inc., located at 101 E. Kennedy Blvd., Suite 2450, Tampa, FL 33602.

Present and constituting a quorum:

Mike Harryman
Doug Dieck
Brian Devlin
John Tipton
John Carnesale*

Board Supervisor, Chairman
Board Supervisor, Vice Chairman
Board Supervisor, Assistant Secretary
Board Supervisor, Assistant Secretary
Board Supervisor, Assistant Secretary

Also present was:

Sandy Oram
Tucker Mackie
Keith Remson

District Manager, Rizzetta & Company, Inc.
District Counsel, HGS (via conference call)
Representative, Remson Aquatics

Audience

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Oram called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

*Ms. Oram, a Notary Public in the State of Florida administered the Oath of Office to Mr. Carnesale. Mr. Carnesale swore and affirmed to the oath and executed the oath. Ms. Mackie reviewed the Sunshine Law with Mr. Carnesale. Mr. Carnesale declined compensation for meeting attendance.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting held on July 6,
2016**

On a Motion by Mr. Devlin, seconded by Mr. Tipton, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on July 6, 2016 as presented for the South Shore Corporate Park Industrial Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for June 2016**

Ms. Oram presented the Operation and Maintenance Expenditures for June 2016.

On a Motion by Mr. Harryman, seconded by Mr. Tipton, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for June 2016 (\$19,087.61) as presented for the South Shore Corporate Park Industrial Community Development District.

FIFTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2016/2017
Final Budget**

Ms. Oram asked for a motion to open the public hearing on the fiscal year 2016/2017 final budget.

On a Motion by Mr. Dieck, seconded by Mr. Harryman, with all in favor, the Board of Supervisors opened the Public Hearing on the Fiscal Year 2016/2017 Final Budget for South Shore Corporate Park Industrial Community Development District.

Ms. Oram presented and reviewed the fiscal year 2016/2017 final budget. Discussion ensued. The Board approved the amended budget decrease to \$184,275.00.

Ms. Oram asked for a motion to close the public hearing on the fiscal year 2016/2017 final budget.

On a Motion by Mr. McCarthy, seconded by Mr. Russo, with all in favor, the Board of Supervisors closed the Public Hearing on the Fiscal Year 2016/2017 Final Budget for South Shore Corporate Park Industrial Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2016-02,
Adopting Fiscal Year 2016/2017 Final
Budget**

Ms. Oram presented and reviewed the Resolution 2016-02, Adopting Fiscal Year 2016/2017 Final Budget.

On a Motion by Mr. Dieck, seconded by Mr. Harryman, with all in favor, the Board of Supervisors approved Resolution 2016-02, Adopting Fiscal Year 2016/2017 Final Budget (\$184,275.00) for South Shore Corporate Park Industrial Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-03,
Imposing Special Assessments and
Certifying an Assessment Roll**

Ms. Oram presented and reviewed the Resolution 2016-03, Imposing Special Assessments and Certifying an Assessment Roll. The Board approved amending the assessment roll with the discussed decrease in the budget.

On a Motion by Mr. Harryman, seconded by Mr. Devlin, with all in favor, the Board of Supervisors approved Resolution 2016-03, Imposing Special Assessments and Certifying an Assessment Roll as amended for South Shore Corporate Park Industrial Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2016-04,
Setting the Meeting Schedule for Fiscal
Year 2016/2017**

Ms. Oram presented and reviewed the Resolution 2016-04, Setting the Meeting Schedule for Fiscal Year 2016/2017.

On a Motion by Mr. Harryman, seconded by Mr. Tipton, with all in favor, the Board of Supervisors approved Resolution 2016-04, Setting the Meeting Schedule for Fiscal Year 2016/2017 as presented for South Shore Corporate Park Industrial Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Access and
Encroachment Easement Agreement**

Ms. Mackie presented and reviewed the Access and Encroachment Agreement.

On a Motion by Mr. Dieck, seconded by Mr. Devlin with all in favor, the Board of Supervisors approved the Access and Encroachment Agreement for the South Shore Corporate Park Industrial Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Services

Mr. Remson presented and reviewed the Monthly Pond Report. He informed the Board that the small pond was being taken over by invasive plants and that they may have an issue with SWFWMD down the road.

The Board decided to wait until such time as it is required to take action.

- B. Finn Outdoor
Not present. Ms. Oram gave the Board an update on the mitigation from Finn Outdoor.
- C. District Counsel
No report.
- D. District Engineer
Not present.
- E. District Manager
Ms. Oram stated that the next meeting is scheduled for September 7, 2016 at 9:00 a.m. The board decided to cancel their September meeting.

Ms. Mackie reminded the Board that they would need to hold a landowner election in November. The seats that are up for election are #2 – John Tipton, # 4 – Brian Devlin and #5 – Mike Harryman.

Ms. Oram will send the revised agreement for District Management Services to Mike Harryman for execution. The agreement will be placed on the next scheduled meeting agenda for ratification by the Board.

On a Motion by Mr. Dieck, seconded by Mr. Harryman with all in favor, the Board of Supervisors authorized Mr. Harryman to execute Rizzetta & Company's revised District Management Services Agreement and approved ratifying the agreement at the next scheduled Board of Supervisors meeting for the South Shore Corporate Park Industrial Community Development District.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Oram asked if there were any Supervisor requests. There were none.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Tipton, seconded by Mr. Dieck, with all in favor the Board of Supervisors adjourned the meeting at 9:45 a.m. for South Shore Corporate Park Industrial Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 3

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures July 2016 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2016 through July 31, 2016. This does not include expenditures previously approved by the Board.

The total items being presented: **\$15,730.60**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2016 Through July 31, 2016

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Commercial Cuts of SaraBay	000500	2842	Monthly Lawn Maintenance Service 06/16	\$ 4,839.00
Dad Services	000508	1593	Replaced Fence Boards, Hasp and Lock	\$ 210.00
Hopping Green & Sams	000509	88690	General Monthly Legal Services 05/16	\$ 610.95
Irrigation Technical Services, Inc.	000501	21342	Planned Maintenance 06/16	\$ 528.17
John Tipton	000506	JT070616	Board of Supervisors Meeting 07/06/16	\$ 200.00
Native Son Landscaping, LLC	000510	2740	Monthly Lawn Maintenance Service 07/16	\$ 3,440.00
Rizzetta & Company, Inc.	000502	3359	District Management Fees 07/16	\$ 1,500.00
Rizzetta Technology Services	000503	INV0000001461	Website Hosting Services 07/16	\$ 100.00
TECO	000505	0176 0310341 06/16	351 30 ST NE 06/16	\$ 446.02
TECO	000505	1800 0042805 06/16	351 30 ST NE 06/16	\$ 3,525.90
TECO	000507	0176 0305771 06/16	351 30 ST NE PMP 06/16	\$ 295.41
Times Publishing Company	000504	319989-062916	Acct #107030 Legal Advertising 06/16	\$ <u>35.15</u>
Report Total				<u>\$ 15,730.60</u>

Commercial Cuts of SaraBay

Invoice

PO Box 209

Parrish FL 34219

941-953-9735

standperkins@aol.com

Date	Invoice #
6/1/2016	2842

Bill To
South Shore Corporate Park Industrial CDD 3434 Colwell Ave Suite 200 Tampa FL 33614

P.O. No.	Terms	Project
NS		

Quantity	Description	Rate	Amount
	- Monthly Lawn Maintenance Service---south shore	2,800.00	2,800.00
	additional	640.00	640.00
	bushhogging	1,399.00	1,399.00
<div>Date Rec'd Dist Office _____</div> <div>DM Approval <u>SD</u> Date <u>6-6-16</u></div> <div>Date Entered <u>JUN 03 2016</u></div> <div>Fund <u>001</u> GL <u>53900</u> OC <u>4604</u></div> <div>Check # _____</div>			
It's been a pleasure working with you!		Total	\$4,839.00



Invoice

Number 1593

Date 7/10/2016

Bill To
Southshore

Ship To

PO Number Customer # VET Project
fence

Date	Description	Hours	Rate	Amount	Colum	Tax1
6/23/16	replared fence boards, hasp and lock			\$130.00		
	material			\$80.00		

Date Rec'd Dist Office

DM Approval 20 Date 7-25-16

Date Entered JUL 21 2016

Fund 001 GL 53900 OC 4603

Check # _____

Amount Paid \$0.00

Amount Due \$210.00

Discount \$0.00

Shipping Cost \$0.00

Sub Total \$210.00

01.010101 0101.0101 \$0.00

Total \$210.00

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

June 30, 2016

South Shore Community Development District
c/o District Manager
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Bill Number 88690
Billed through 05/31/2016

General Counsel
SSCDD 00001 TFM

FOR PROFESSIONAL SERVICES RENDERED

05/04/16	TFM	Confer with Kemper regarding public facilities report.	0.20 hrs
05/06/16	DGW	Prepare transmittal letter and transmit public facilities report to county; communications with county regarding same.	0.80 hrs
05/11/16	DGW	Communications with county regarding submittal of public facilities report.	0.40 hrs
05/13/16	DGW	Communications with county and internally regarding filing of public facilities report.	0.40 hrs
05/24/16	TFM	Confer with Williams regarding board vacancy.	0.50 hrs
05/25/16	TFM	Review proposed resolution regarding board member transition and confer with Williams regarding same.	0.70 hrs
05/27/16	TFM	Confer with Williams.	0.20 hrs
05/31/16	TFM	Confer with Williams.	0.30 hrs
Total fees for this matter			\$608.50

DISBURSEMENTS

Long Distance	0.21
Postage	2.24
Total disbursements for this matter	\$2.45

MATTER SUMMARY

Wilbourn, David - Paralegal	1.60 hrs	125 /hr	\$200.00
Mackie, A.Tucker Frazee	1.90 hrs	215 /hr	\$408.50

TOTAL FEES	\$608.50
TOTAL DISBURSEMENTS	\$2.45

=====

TOTAL CHARGES FOR THIS MATTER**\$610.95****BILLING SUMMARY**

Wilbourn, David - Paralegal

1.60 hrs

125 /hr

\$200.00

Mackie, A.Tucker Frazee

1.90 hrs

215 /hr

\$408.50

TOTAL FEES

\$608.50

TOTAL DISBURSEMENTS

\$2.45

TOTAL CHARGES FOR THIS BILL**\$610.95****Please include the bill number on your check.**RECEIVED
JUL 15 2016
SOUTH SHORE CDD, INC.

Approval

SO Date 7-25-16

ate entered

JUL 21 2016

und 001

GL 51400 003107

check #



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

Service Invoice

Invoice#: 21342

Date: 06/13/2016

Record#: 18497

Billed To: South Shore Corp. Park-Common
c/o Rizzetta & Company
3434 Colwell Ave. #200
Tampa FL 33614

Project:
c/o Rizzetta & Company
3434 Colwell Ave. #200
Tampa FL 33614

Due Date: 07/13/2016

Employee:

Order#:

Assembly#	Part#	Description	Quantity	Price	Ext Price	Sales Tax
		Service Labor	4.5500			
		Service Labor	4.5500			
		Service Labor	2.0800			
		Service Labor	2.1000			
	2169	Male Adapter .75 Txs	1.0000	0.640000	0.64	N
	6069	Pgp,4" Pop-up Rotor"	1.0000	19.000000	19.00	N
	6041	Techline Insert Coupling	6.0000	0.380000	2.28	N
		Service Labor	5.7300			
		Service Labor	6.2700			
		June PM	1.0000	506.250000	506.25	N

Notes:

South Shore Corporate Park
Building
June 2016
Planned Maintenance

ate neccunizzetta & co., inc.

Approval [Signature] Date 6-20-16

ate entered JUN 17 2016

und 001 GL 53902 OC 4609

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:	528.17
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	528.17

**SOUTH SHORE CORPORATE PARK INDUSTRIAL CDD
SUPERVISOR PAY REQUEST**

Meeting Date: July 6, 2016

Name of Board Supervisor	Check if present	Check if paid
Doug Dieck		
Brian Devlin (TBD)	✓	
John Tipton	✓	x
Mike Harryman	✓	
Paul Segreto		

EXTENDED MEETING TIMECARD

Meeting Start Time:	9:00	
Meeting End Time:	9:13	
Total Meeting Time:	:13	

Time Over () Hours:

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Total at \$175 per Hour:

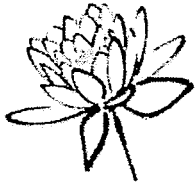
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Bill Client for above?		yes
Accumulate for future billing?		yes

DM Signature: _____

Please forward completed timecard to Marcia Eannetta and copy

Date Rec'd Dist Office _____
 DM Approval SO Date 7-12-16
 Date Entered JUL 11 2016
 Fund 001 GL 51100 OC 1101
 Check# _____



Native Son Landscaping, LLC

2530 12th Street, Sarasota, FL 34237
Office: 941-365-2407
Website: www.NativeSonLandscape.com
Email: info@nativesonlandscape.com

Invoice

Bill To

Date	Invoice #
7/1/2016	2740

South Shore Corporate Park
3434 Colwell Ave, Suite 200
Tampa, FL 33614

Ship Via

P.O. No.

Quantity	Description	Rate	Amount
1	Lawn Maintenance Service, July, 2016	2,800.00	2,800.00
1	Lawn Maintenance Service - Additional, July 2016	640.00	640.00
<div>Date Rec'd Dist Office <u> </u> Date <u>7-12-16</u> DM Approval <u> </u> Date Entered <u>JUL 11 2016</u> Fund <u>001</u> GL <u>53900</u> OC <u>4604</u> Check # <u> </u></div>			

Total	\$3440.00
Payments/Credits	\$0.00
Balance Due	\$3440.00

RIZZETTA & COMPANY, INC.

Suite 200

5020 W Linebaugh Avenue

Suite 200

DATE	INVOICE NO.
7/1/2016	3359

BILL TO
SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	857 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DM ACTG FC	PROFESSIONAL FEES:			
	District Management Services - 3101		833.33	833.33
	Accounting Services - 3802		366.67	366.67
	Financial & Revenue Collections - 3111		300.00	300.00
	Services for the period July 1, 2016 through July 31, 2016			
	Date Rec'd Dist Office _____			
	DM Approval <u>[Signature]</u> Date <u>6-27-16</u>			
	Date Entered <u>JUN 24 2016</u>			
	Rec'd <u>001</u> GL <u>51300</u> or <u>see above</u>			
	Check # _____			

Total	\$1,500.00
--------------	-------------------

Rizzetta Technology Services
5020 W Linebaugh Ave.
Suite 200
Tampa FL 33624

Invoice

Date	Invoice #
7/1/2016	INV0000001461

Bill To:

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

Services for the month of		Terms	Client Number
July			00857
Description	Qty	Rate	Amount
Email Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00
Date Rec'd Dist Office			
DM Approval <u>20</u> Date <u>6-28-16</u>			
Date Entered <u>JUN 27 2016</u>			
Fund <u>001</u> GL <u>51300</u> OC <u>5103</u>			
Check # _____			
Subtotal			\$100.00
Total			\$100.00

Your Electric Bill

We appreciate the opportunity to serve you.

LIFE RUNS ON ENERGY®

TECO
TAMPA ELECTRIC

Visit our
Web site at
tampaelectric.com
0771-11206

July Billing Information:

715682

SOUTH SHORE CORP PK CDD
351 30 ST NE
RUSKIN FL 33570-0000

Account Number
0176 0310341

Statement Date
Jul 01, 2016

Account Activity	Explanation	Charge	Total
Previous Balance		452.71	
Payments Received - Thank You	As of Jul 01, 2016	-452.71	
			\$0.00
New Charges Due by Jul 25, 2016		Service for 32 days from May 27 to Jun 28	
Lighting Service Items LS-1	10 Lights, 10 Poles	343.90	
Energy Flat Charge		44.92	
Fuel Charge	1,506 kWh @ \$.03627/kWh	54.66	
Florida Gross Receipts Tax	Based on \$99.58	2.54	
This Month's Charges			\$446.02
<i>Amount not paid by due date may be assessed a late payment charge.</i>			
Total Due			\$446.02

ATE RIZZETTA ASSOCIATES, INC.
Approval SO Date 7-12-16
ate entered JUL 11 2016
und 001 GL 53100 OC 4307
check #

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

715682



Account No.
0176 0310341

New Charges
\$446.02
Payable by Jul 25

Total Bill Amount
\$446.02

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

0771-11206 11206-1046



SOUTH SHORE CORP PK CDD
c/o RIZZETTA/ASSOCIATES
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390



Your Electric Bill

We appreciate the opportunity to serve you.

LIFE RUNS ON ENERGY®

TECO
TAMPA ELECTRIC

Visit our
Web site at
tampaelectric.com
038M-00074

June Billing Information:

800106

SOUTH SHORE CORP PK CDD
351 30 ST NE
RUSKIN FL 33570-0000

Account Number
1800 0042805

Statement Date
Jun 27, 2016

Account Activity	Explanation	Charge	Total
Previous Balance		3,525.90	
Payments Received - Thank You	As of June 27, 2016	-3,525.90	
			\$0.00
New Charges Due by Jul 19, 2016		Service for 30 days from May 23 to Jun 22	
Lighting Service Items LS-1	105 Lights, 97 Poles	2,779.92	
Energy Flat Charge		328.52	
Fuel Charge	10,986 kWh @ \$.03627/kWh	398.63	
Florida Gross Receipts Tax	Based on \$727.15	18.83	
This Month's Charges			\$3,525.90
<i>Amount not paid by due date may be assessed a late payment charge.</i>			
Total Due			\$3,525.90

Approval [Signature]

Date 7-6-15

reentered JUL 01 2016

nd 001 GL 53100 004307

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

800106



Account No.
1800 0042805

New Charges
\$3,525.90
Payable by Jul 19

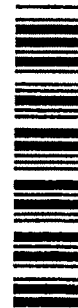
Total Bill Amount
\$3,525.90

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

038M-00074 00074-1044



SOUTH SHORE CORP PK CDD
c/o RIZZETTA ASSOCIATES
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390



2 1100

07 1800 0042805 0003525.90

Your Electric Bill

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LIFE RUNS ON ENERGY®

TECO
TAMPA ELECTRIC

Visit our
Web site at
tampaelectric.com
072B-00142

Conservation Info.

This Month:
92 / kWh/Day
16 kW
Year Ago:
63 kWh/Day
19 kW

Stay informed about your electric service by signing up for our free Power Updates at tampaelectric.com/powerupdates. We'll send texts, emails or calls right to your mobile device.

July Billing Information:

200234

SOUTH SHORE CORP PK CDD
351 30 ST NE PMP
RUSKIN FL 33570-0000

Account Number
0176 0305771

Statement Date
Jul 01, 2016

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	31 day period
H86272	76327	73474	2853	1	

Next Read Date On Or About	Total kWh Purchased
Jul 28, 2016	2,853

Account Activity	Explanation	Charge	Total
Previous Balance		220.03	
Payments Received - Thank You	As of Jul 01, 2016	-220.03	
			\$0.00

New Charges Due by Jul 25, 2016

Service from May 25 to Jun 25

Basic Service Charge	General Service 200 Rate	18.00
Energy Charge	2,853 kWh @ \$.05788/kWh	165.14
Fuel Charge	2,853 kWh @ \$.03676/kWh	104.88
Electric Service Cost		\$288.02
Florida Gross Receipts Tax	Based on \$288.02	7.39
This Month's Charges		\$295.41

Amount not paid by due date may be assessed a late payment charge.

Total Due	\$295.41
------------------	-----------------

Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)

Lower your energy costs and take control of your electric bill

Our energy analysts are ready to show you how with our free Energy Planner program. Take advantage of lower rates that are available most of the day. Call **813-275-3909** or visit tampaelectric.com/ep to learn more and sign up. Energy Planner requires connection to your broadband internet router or modem.

ate nreunizzell 000, m.
V/Approval SO Date 7-18-16
ate entered JUL 15 2016
und 001 GL 53100 OC 4307
book #

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

200234



Account No.
0176 0305771

New Charges
\$295.41
Payable by Jul 25

Total Bill Amount
\$295.41

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

072B-00142 00142-1K42



SOUTH SHORE CORP PK CDD
c/o RIZZETTA/ASSOCIATES
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390



1 1900 01 0176 0305771 0000295.41

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SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures August 2016 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2016 through August 31, 2016. This does not include expenditures previously approved by the Board.

The total items being presented: **\$9,053.48**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

South Shore Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2016 Through August 31, 2016

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Hopping Green & Sams	000514	89038	General Monthly Legal Services 06/16	\$ 1,568.68
Irrigation Technical Services, Inc.	000515	21423	Planned Maintenance 07/16	\$ 506.25
John Tipton	000518	JT080316	Board of Supervisors Meeting 08/03/16	\$ 200.00
Remson Aquatics, LLC	000516	09885	Lake Maintenance 07/16	\$ 795.00
Rizzetta & Company, Inc.	000511	3469	District Management Fees 08/16	\$ 1,500.00
Rizzetta Technology Services	000512	INV0000001540	Website Hosting Services 08/16	\$ 100.00
TECO	000517	1800 0042805 07/16	351 30 ST NE 07/16	\$ 3,578.79
TECO	000519	0176 0305771 07/16	351 30 ST NE PMP 07/16	\$ 282.28
TECO	000519	0176 0310341 07/16	351 30 ST NE 07/16	\$ 446.02
Times Publishing Company	000513	316179-071616	Acct #107030 Legal Advertising 07/16	\$ <u>76.46</u>
Report Total				\$ <u>9,053.48</u>

Hopping Green & Sams

Attorneys and Counselors

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

STATEMENT

July 25, 2016

South Shore Community Development District
c/o District Manager
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Bill Number 89038
Billed through 06/30/2016

General Counsel

SSCDD 00001 TFM

FOR PROFESSIONAL SERVICES RENDERED

06/01/16	TFM	Prepare for and attend board meeting by phone; follow-up from meeting.	1.10 hrs
06/01/16	DGW	Draft and disseminate annual budget documents.	0.70 hrs
06/06/16	TFM	Review meeting minutes and provide comments.	0.20 hrs
06/08/16	TFM	Confer with Williams; review meeting minutes and provide comments.	0.80 hrs
06/13/16	JLG	Prepare updated response to auditor letter.	0.40 hrs
06/17/16	TFM	Confer with Williams regarding CDD letter concerning board appointment and review same.	0.60 hrs
06/20/16	TFM	Review FY audit and provide comments.	1.40 hrs
06/22/16	TFM	Confer regarding necessity for board meeting.	0.40 hrs
06/23/16	TFM	Confer with Valley regarding quorum.	0.30 hrs
06/27/16	TFM	Confer with Williams regarding board appointment and CDD board meeting.	0.60 hrs
06/28/16	TFM	Confer with Carnesale.	0.40 hrs
06/28/16	DGW	Prepare new supervisor guide to relevant state law.	1.40 hrs
06/30/16	CNG	Prepare memorandum to district manager regarding impact from 2016 legislative session on public records and website requirements.	0.10 hrs

Total fees for this matter \$1,568.50

DISBURSEMENTS

Long Distance 0.18

Total disbursements for this matter \$0.18

MATTER SUMMARY

Gates, Clark N.	0.10 hrs	190 /hr	\$19.00
Wilbourn, David - Paralegal	2.10 hrs	125 /hr	\$262.50
Gillis, Jennifer L. - Legal Assistant	0.40 hrs	100 /hr	\$40.00
Mackie, A.Tucker Frazee	5.80 hrs	215 /hr	\$1,247.00

TOTAL FEES	\$1,568.50
TOTAL DISBURSEMENTS	\$0.18

TOTAL CHARGES FOR THIS MATTER	\$1,568.68
--------------------------------------	-------------------

BILLING SUMMARY

Gates, Clark N.	0.10 hrs	190 /hr	\$19.00
Wilbourn, David - Paralegal	2.10 hrs	125 /hr	\$262.50
Gillis, Jennifer L. - Legal Assistant	0.40 hrs	100 /hr	\$40.00
Mackie, A.Tucker Frazee	5.80 hrs	215 /hr	\$1,247.00

TOTAL FEES	\$1,568.50
TOTAL DISBURSEMENTS	\$0.18

TOTAL CHARGES FOR THIS BILL	\$1,568.68
------------------------------------	-------------------

Please include the bill number on your check.

Date Rec'd Dist Office

DM Approval

Date

Date Entered

AUG 05 2016

Fund 001

GL 51400

OC 3107

Check #



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

Service Invoice

Invoice#: 21423

Date: 07/29/2016

Record#: 18580

Billed To: South Shore Corp. Park-Common
c/o Rizzetta & Company
3434 Colwell Ave. #200
Tampa FL 33614

Project:
c/o Rizzetta & Company
3434 Colwell Ave. #200
Tampa FL 33614

Due Date: 08/29/2016

Employee:

Order#:

Assembly#	Part#	Description	Quantity	Price	Ext Price	Sales Tax
		July PM	1.0000	506.250000	506.25	N
		Service Labor	7.2800			
		Service Labor	3.2500			
		Service Labor	1.9200			
		Service Labor	1.9200			
		Service Labor	3.0700			

Notes:

July 2016 PM

Date Rec'd Dist Office
DM Approval 20 Date 8-9-16
Date Entered AUG 05 2016
Fund 001 GL 53900 OC 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:	506.25
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	506.25

SOUTH SHORE CORPORATE PARK INDUSTRIAL CDD SUPERVISOR PAY REQUEST

Meeting Date: August 3, 2016

Name of Board Supervisor	Check if present	Check if paid
Doug Dieck	✓	
Brian Devlin (TBD)	✓	
John Tipton	✓	x
Mike Harryman	✓	
John Carnesale	✓	

EXTENDED MEETING TIMECARD

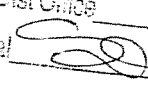
Meeting Start Time:	9:04	
Meeting End Time:	9:45	
Total Meeting Time:		

Time Over () Hours:		
----------------------	--	--

Total at \$175 per Hour:		
--------------------------	--	--

Bill Client for above?		yes
Accumulate for future billing?		yes

DM Signature: _____

Date Rec'd Dist Office _____
 DM Approval:  Date: 8.9.16
 Date Entered: **AUG 05 2016**
 Fund: 001 GL: 51100 00 1101
 Check # _____

Please forward completed timecard to Marcia Eannetta and copy



Remson Aquatics
11207 Remson Lane
Riverview, FL 33579
Phone No. (813) 671-2851

Invoice

Date	Invoice #
7/25/2016	09885

Bill To	
South Shore CDD Rizzetta & Company 5844 Old Pasco Road Suite 100 Wesley Chapel, Florida 33544	
TERMS NET 30 DAYS	
Description	Amount
July Lake Maintenance	795.00
<div>Date Rec'd Dist Office _____ DM Approval <u>SO</u> Date <u>8-9-16</u> Date Entered <u>AUG 05 2016</u> Fund <u>001</u> GL <u>5800</u> OC <u>4602</u> Check # _____</div>	
<div>Remson Aquatics is a licensed aquatics herbicide applicator in good standings with the State of Florida. Remson Aquatics will secure all permits and ensure work is done within State, County, and local government guidelines and policies.</div>	
<div>Total \$795.00</div>	

RIZZETTA & COMPANY, INC.

Suite 200

5020 W Linebaugh Avenue

Suite 200

DATE	INVOICE NO.
8/1/2016	3469

BILL TO
SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

ITEM	DESCRIPTION	QTY	TERMS	PROJECT
			Due Upon Rec't	857 - CDD
			RATE	AMOUNT
DM ACTG FC	PROFESSIONAL FEES:			
	District Management Services - 3101		833.33	833.33
	Accounting Services - 3201		366.67	366.67
	Financial & Revenue Collections - 3111		300.00	300.00
	Services for the period August 1, 2016 through August 31, 2016			
	Date Rec'd Dist Office _____ DM Approval <u>SO</u> Date <u>8-1-16</u> Date Entered <u>JUL 29 2016</u> Fund <u>001</u> CL <u>51300</u> OR <u>see above</u> Check # _____			
Total			\$1,500.00	

Rizzetta Technology Services

5020 W Linebaugh Ave.

Suite 200

Tampa FL 33624

Invoice

Date	Invoice #
8/1/2016	INV0000001540

Bill To:

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

Services for the month of		Terms	Client Number
August			00857
Description	Qty	Rate	Amount
EMail Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00
<div>Date Rec'd Dist Office <u> </u> Date <u>8-1-16</u></div> <div>DM Approval <u> </u> <u>JUL 29 2016</u></div> <div>Date Entered <u> </u></div> <div>Fund <u>001</u> GL <u>51300</u> OC <u>5103</u></div> <div>Check # <u> </u></div>			
Subtotal			\$100.00
Total			\$100.00

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tampaelectric.com
248M-00077

July Billing Information:

800111

SOUTH SHORE CORP PK CDD
351 30 ST NE
RUSKIN FL 33570-0000

Account Number
1800 0042805

Statement Date
Jul 27, 2016

Account Activity	Explanation	Charge	Total
Previous Balance		3,525.90	
Payments Received - Thank You	As of Jul 27, 2016	-3,525.90	
			\$0.00
New Charges Due by Aug 18, 2016		Service for 30 days from Jun 22 to Jul 22	
Lighting Service Items LS-1	105 Lights, 97 Poles	2,779.92	
Energy Flat Charge		328.52	
Fuel Charge	10,986 kWh @ \$.03627/kWh	398.63	
Florida Gross Receipts Tax	Based on \$727.15	18.83	
This Month's Charges			\$3,525.90
<i>Amount not paid by due date may be assessed a late payment charge.</i>			
Late charge as of 07/20/16	@ 1 5% On \$3,525.90	52.89	
Total Miscellaneous Charges			\$52.89
Total Due			\$3,578.79

Date Rec'd Dist Office _____
DM Approval 20 Date 8-9 12
Date Entered AUG 05 2016
Fund 001 GL 53100 OC 4307
Check # _____

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

800111

TECO
TAMPA ELECTRIC

Account No.
1800 0042805

New Charges
\$3,578.79
Payable by Aug 18

Total Bill Amount
\$3,578.79

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

248M-00077 00077-1047



SOUTH SHORE CORP PK CDD
c/o RIZZETTA ASSOCIATES
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390



2 1100

02 1800 0042805 0003578.79

Your Electric Bill

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TECO
TAMPA ELECTRIC

Visit our
Web site at
tampaelectric.com
288M-00215

Conservation Info.

This Month.
91 / kWh/Day
13 kW
Year Ago:
118 kWh/Day
17 kW

Fuel sources we use to serve you

For the 12-month period
ending June 2016, the
percentage of fuel type used
by Tampa Electric to provide
electricity to its customers was:
Natural gas and oil*...53%
Coal.....38%
Purchased Power.....9%
*Oil makes up less than 1%
Tampa Electric provides this
information to our customers
on a quarterly basis.

August Billing Information:

800369

SOUTH SHORE CORP PK CDD
351 30 ST NE PMP
RUSKIN FL 33570-0000

Account Number
0176 0305771

Statement Date
Aug 02, 2016

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	30 day period
H86272	79045	76327	2718	1	

Next Read Date On Or About	Total kWh Purchased	2,718
Aug 29, 2016		
Account Activity	Explanation	Charge
Previous Balance		295.41
Payments Received - Thank You	As of August 02, 2016	-295.41
		\$0.00

New Charges Due by Aug 24, 2016		Service from Jun 25 to Jul 25
Basic Service Charge	General Service 200 Rate	18.00
Energy Charge	2,718 kWh @ \$.05788/kWh	157.31
Fuel Charge	2,718 kWh @ \$.03676/kWh	99.91
Electric Service Cost		\$275.22
Florida Gross Receipts Tax	Based on \$275.22	7.06
This Month's Charges		\$282.28

Amount not paid by due date may be assessed a late payment charge.

Total Due **\$282.28**

Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)

Florida's extreme summer heat can result in higher electric bills

Your bill might be higher this month due to the extreme heat and high humidity we've been experiencing. When temperatures rise, your air conditioning system works extra hard to keep things cool. This means you're using more electricity too. Tampa Electric offers several energy-saving tips and free programs that can help you manage your electricity use and bills. Visit tampaelectric.com/SaveEnergy to learn more.

Date Rec'd Dist Office

DM Approval

Date

Date Entered

AUG 12 2016

Fund

001 GL 53100 OC 4307

Check #

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

800369



Account No.
0176 0305771

New Charges
\$282.28
Payable by Aug 24

Total Bill Amount
\$282.28

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

288M-00215 00215-1445



SOUTH SHORE CORP PK CDD
c/o RIZZETTA/ASSOCIATES
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390



1 1900

01 0176 0305771 0000282.28

Your Electric Bill

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TECO
TAMPA ELECTRIC

Visit our
Web site at
tampaelectric.com
2871-11200

August Billing Information:

715725

SOUTH SHORE CORP PK CDD
351 30 ST NE
RUSKIN FL 33570-0000

Account Number
0176 0310341

Statement Date
Aug 02, 2016

Account Activity	Explanation	Charge	Total
Previous Balance		446.02	
Payments Received - Thank You	As of August 02, 2016	-446.02	
			\$0.00
New Charges Due by Aug 24, 2016		Service for 30 days from Jun 28 to Jul 28	
Lighting Service Items LS-1	10 Lights, 10 Poles	343.90	
Energy Flat Charge		44.92	
Fuel Charge	1,506 kWh @ \$.03627/kWh	54.66	
Florida Gross Receipts Tax	Based on \$99.58	2.54	
This Month's Charges			\$446.02
<i>Amount not paid by due date may be assessed a late payment charge.</i>			
Total Due			\$446.02

Date Rec'd Dist Office

DM Approval

Date

Date Entered

Fund

Check #

8-15-16
AUG 12 2016

001 CL 53100 00 4307

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

715725



Account No.
0176 0310341

New Charges
\$446.02
Payable by Aug 24

Total Bill Amount
\$446.02

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

2871-11200 11200-1040



SOUTH SHORE CORP PK CDD
c/o RIZZETTA/ASSOCIATES
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390





AD SALES HOURS

M - TH 7:30 - 6:30

FRI 7:30-5:30

CUSTOMER SERVICE HOURS

M-F 8:00 - 5:00

Advertising Run Dates		Advertiser/Client Name	
07/09/16 - 07/16/16		SOUTH SHORE CORPORATE INDUSTRIAL PARK C	
Billing Date		Customer Account	
07/18/16		107030	
Total Amount Due		Ad Number	
\$76.46		316179	

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
07/09/16	07/16/16	316179	405	SOUTH SHORE	4	26.5IN	76.4

25 2018

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

D/M approval [Signature] Date 8-1-16

Date entered JUL 29 2016

Fund 001 GL 51300 OC 4801

Check# _____



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355

Advertising Run Dates		Advertiser/Client Name	
07/09/16 - 07/16/16		SOUTH SHORE CORPORATE INDUSTRIAL PARK CD	
Billing Date	Sales Rep	Customer Account	
07/18/16	Virginia Marshall	107030	
Total Amount Due	Customer Type	Ad Number	
\$76.46	AO	316179	

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

Thank you for your business

SOUTH SHORE CORPORATE INDUSTRIAL P
ATTN: RIZZETTA & CO.
3434 COLWELL AVE. SUITE 200
TAMPA, FL 33614

REMIT TO:

TAMPA BAY TIMES

DEPT 3396

P.O. BOX 123396

DALLAS, TX 75312-3396

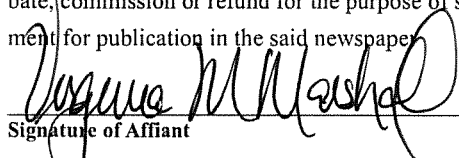
DALLAS, TX 75312-3396
001070300000000000316179160700000764600

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Hillsborough County

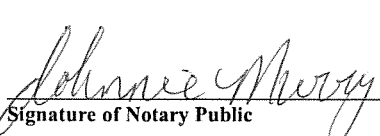
Before the undersigned authority personally appeared **Virginia Marshall** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: SOUTH SHORE** was published in **Tampa Bay Times: 7/9/16, 7/16/16**. in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Signature of Affiant

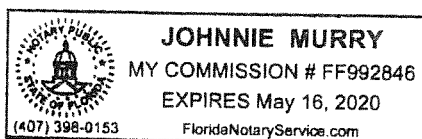
Sworn to and subscribed before me this 07/16/2016.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



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

**NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF THE FISCAL YEAR 2016/2017 BUDGET;
AND NOTICE OF REGULAR BOARD OF
SUPERVISORS' MEETING.**

The Board of Supervisors of the South Shore Corporate Park Industrial Community Development District will hold a public hearing on August 3, 2016 at 9:00 a.m. at the offices of Ryan Companies, located at 101 E. Kennedy Boulevard, Suite 2450, Tampa, Florida 33602, for the purpose of hearing comments and objections on the adoption of the budgets of the District for Fiscal Year 2016/2017. A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it.

A copy of the agenda and budgets may be obtained at the offices of the District Manager, 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614, Ph: (813) 933-5571, during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 933-5571 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such appeal is to be based.

Sandra Oram
District Manager
(316179)

07/09, 07/16/2016

Tab 4

RESOLUTION 2017-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT RE-DESIGNATING THE LOCATION OF THE SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT'S RECORD OF PROCEEDINGS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the South Shore Community Development District (herein after 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;

WHEREAS, pursuant to Section 190.006(7), Florida Statutes, the District's Board of Supervisors (the "Board") is required to maintain a permanent record book entitled "Record of Proceedings of South Shore Community Development District" (the "Record of Proceedings"), in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, bonds given by all employees, and any and all corporate acts;

WHEREAS, the Record of Proceedings is required to be open to inspection, at reasonable times, in the same manner as state, county, and municipal records, pursuant to Chapter 119, Florida Statutes, at the office or other regular place of business maintained by the Board in the county or municipality in which the District is located or within the boundaries of a development of regional impact or Florida Quality Development, or combination of a development of regional impact and Florida Quality Development; and

WHEREAS, the District desires to re-designate the location of the District's Record of Proceedings in accordance with Section 190.006(7), Florida Statutes.

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

Section 1. Designation of Location. The District designates the office of Rizzetta & Company, Inc. located at 9428 Camden Field Parkway, Riverview, FL 33569 as the location of the District's Record of Proceedings.

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

PASSED AND ADOPTED THIS _____ DAY OF _____, 2016.

ATTEST:

**SOUTH SHORE
COMMUNITY DEVELOPMENT
DISTRICT**

ASSTISTANT SECRETARY

CHAIRMAN

Tab 5

RESOLUTION 2017-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND DESIGNATING A REGISTERED AGENT AND REGISTERED AGENT'S OFFICE FOR THE PURPOSE OF ACCEPTING SERVICE OF PROCESS, NOTICE OR DEMAND ON BEHALF OF THE SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT.

WHEREAS, the 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;

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), Florida Statutes.

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

1. William Rizzetta is hereby designated as registered agent for the South Shore Community Development District.
2. The District's registered office shall be the office of Rizzetta & Company, Inc., 9428 Camden Field Parkway, Riverview, Florida 33569 and whose telephone number is (813) 533-2950.
3. In accordance with Section 189.014, Florida Statutes, the District's Secretary is hereby directed to file certified copies of this resolution with Hillsborough County and the Florida Department of Economic Opportunity.
4. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2016.

ATTEST:

**SOUTH SHORE COMMUNITY
DEVELOPMENT DISTRICT**

**SECRETARY/
ASSISTANT SECRETARY**

CHAIRPERSON

Tab 6

RESOLUTION 2017-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, South Shore Corporate Park Industrial 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 Board of Supervisors (hereinafter the “Board”) previously designated Pete Williams as a Secretary pursuant to Resolution 2008-04; and

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

Section 1. Eric Dailey is appointed Secretary.

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

PASSED AND ADOPTED THIS _____ DAY OF _____, 2016.

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

CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 7

MEMORANDUM

To: Board of Supervisors
South Shore Corporate Park Industrial Community Development District

From: Tucker F. Mackie

Date: October 7, 2016

Re: Prompt Payment Policies and Procedures

The purpose of this memorandum is to outline the South Shore Corporate Park Industrial Community Development District's ("District") responsibilities under the Local Government Prompt Payment Act (Chapter 218, Part VII, Florida Statutes) ("Act"). The Act requires districts to establish procedures for marking payment requests or invoices as "received" and to establish dispute resolution procedures in the event a dispute occurs between a district and a contractor.

The accompanying proposed resolution and policy ("Prompt Payment Policies and Procedures") sets forth specific policies and procedures to ensure timely payment to vendors or contractors providing goods or services to the District and to provide guidance in contracting matters. The Prompt Payment Policies and Procedures will provide more protection for the District by establishing a process to deny and resolve instances of improper invoices such as an invoice for goods or services that fail to meet the contract requirements. As required by the Act, the Prompt Payment Policies and Procedures delineate the procedure for accepting and calculating the date of payment for construction services and non-construction goods and services.

If you have questions regarding the Prompt Payment Act, or the attached proposed Resolution and Prompt Payment Policies and Procedures, please do not hesitate to contact me.

RESOLUTION 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT ADOPTING PROMPT PAYMENT POLICIES AND PROCEDURES PURSUANT TO CHAPTER 218, FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; AND 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 in Hillsborough County, Florida; and

WHEREAS, Chapter 218, Florida Statutes, requires timely payment to vendors and contractors providing certain goods and/or services to the District; and

WHEREAS, the Board of Supervisors of the District (the “Board”) accordingly finds that it is in the best interests of the District to establish by resolution the Prompt Payment Policies and Procedures attached hereto as **Exhibit A** for immediate use and application.

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

SECTION 1. The Prompt Payment Policies and Procedures attached hereto as **Exhibit A** are hereby adopted pursuant to this resolution as necessary for the conduct of District business. The Prompt Payment Policies and Procedures shall remain in full force and effect until such time as the Board may amend them; provided, however, that as the provisions of Chapter 218, Florida Statutes, are amended from time to time, the attached Prompt Payment Policies and Procedures shall automatically be amended to incorporate the new requirements of law without any further action by the Board.

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. All District resolutions, policies or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed, except as noted below.

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

PASSED AND ADOPTED THIS ____ DAY OF _____, 2016.

ATTEST:

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

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Prompt Payment Policies and Procedures

SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures

**In Accordance With the Local Government Prompt Payment Act
Chapter 218, Part VII, Florida Statutes**

_____, 2016

South Shore Corporate Park Industrial
Community Development District
Prompt Payment Policies and Procedures

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I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, Florida Statutes) (“PPA”), the purpose of the South Shore Corporate Park Industrial Community Development District (“District”) Prompt Payment Policies and Procedures (“Policies & Procedures”) is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property that require a license under parts I and II of Chapter 489, Fla. Stat.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method, which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the

Agent receives an invoice or payment request, but fails to timely or physically mark on the document the date received, “Date Stamped” shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures not expressly waived by the District and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted not expressly waived by the District.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures not expressly waived by the District and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted not expressly waived by the District.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is _____. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone _____, email _____, Fax _____).

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date
4. Invoice number

5. The “Bill To” party must be the District or the Board, or other entity approved in writing by the Board of the District Manager
6. Project name (if applicable)
7. In addition to the information required in Section IV.D.1-6 above, invoices involving the purchase of goods should also contain:
 - a. A complete item description
 - b. Quantity purchased
 - c. Unit price(s)
 - d. Total price (for each item)
 - e. Total amount of invoice (all items)
 - f. The location and date(s) of delivery of the goods to the District
8. In addition to the information required in Section IV.D.1-6 above, invoices involving the purchase of services should also contain:
 - a. Itemized description of services performed
 - b. The location and date of delivery of the services to the District
 - c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
 - d. Itemization of other direct, reimbursable costs (including description and amount)
 - e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
 - i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
 - ii. Paid receipt
 - iii. Waiver/lien release from subcontractor (if applicable)
9. Any applicable discounts
10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV.A.-D., above, unless otherwise specified in the terms of the applicable agreement or purchase order between the District and the Contractor.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District’s Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

1. Mailing and Drop Off Address

c/o _____

2. Email Address

VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

1. Receipt of Proper Invoice

Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.

2. Receipt of Improper Invoice

If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required, the time when payment is due from the District is forty-five (45) days from the latest date of the following:

- a. On which delivery of personal property is fully accepted by the District;
- b. On which services are completed and accepted by the District;
- c. On which the contracted rental period begins (if applicable); or
- d. On which the District and the Vendor agree in a written agreement that provides payment due dates.

3. Rejection of an Improper Invoice

The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

1. Be provided in writing;
2. Specify any and all known deficiencies; and
3. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay the corrected invoice within the later of: (a) ten (10) business days after date the corrected invoice is Date Stamped; or (b) forty-five (45) days after the date the Improper Invoice was Date Stamped.

If the Vendor submits an invoice in response to the District's written rejection which fails to correct the deficiencies specified or continues to be an Improper Invoice, the District must reject that invoice as stated herein.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Contractor may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Contractor shall identify the Agent to which the Contractor shall submit its payment request, or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Contractor's submission of a payment request to the Agent shall be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.

b. The District's rejection of the Improper Payment Request must:

1. Be provided in writing;
2. Specify any and all known deficiencies; and
3. State actions necessary to correct the Improper Invoice.

c. If a Contractor submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in § 218.735, Fla. Stat., for Construction Services, and § 218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Contractor

If a dispute between the District and a Contractor cannot be resolved following resubmission of a payment request by the Contractor, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.
2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written

statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.

4. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
5. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.
6. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider shall clearly state such contingency. (§ 218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including, but not limited to, § 218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from thirty (30) days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§ 218.74 (4), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month, or the rate specified by agreement, whichever is greater. The Contractor must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§ 218.735 (8)(i), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds \$250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§ 218.78, Fla. Stat.).

Tab 8

RESOLUTION 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District’s creation and every two years following the creation of the South Shore Corporate Park Industrial Community Development District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 2, 2016 the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

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

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

John Tipton	___ Votes
Brian Devlin	___ Votes
Mike Harryman	___ Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisor, the above-named person is declared to have been elected for the following term of office:

John Tipton	___ Year Term Seat 2
Brian Devlin	___ Year Term Seat 4
Mike Harryman	___ Year Term Seat 5

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

PASSED AND ADOPTED THIS ____ DAY OF _____, 2016.

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

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 9

RESOLUTION 2017-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOUTH SHORE CORPORATE PARK INDUSTRIAL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, South Shore Corporate Park Industrial 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 Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2016.

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

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 10

CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

DATE: October 1, 2016

BETWEEN: **RIZZETTA & COMPANY INCORPORATED**
3434 Colwell Avenue
Suite 200
Tampa, Florida 33614

(Hereinafter referred to as "Consultant")

AND: **SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT**
9428 Camden Field Parkway
Riverview, Florida 33578

(Hereinafter referred to as "District")

PURPOSE AND SCOPE OF SERVICES:

The purpose of this engagement is for the Consultant to provide professional services to the District pursuant to Chapter 190, Florida Statutes. A brief description of these services is shown below and a detailed description is provided in **Exhibit A** to this contract.

STANDARD ON-GOING SERVICES:

These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the District. A general description of these services is provided below:

MANAGEMENT:

Management services include the conducting of four (4) three (3) hour board meetings per year, overall administration of District functions, and all required state and local filings, preparation of annual budget, purchasing and risk management.

ADMINISTRATIVE:

Administrative 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, preparation and delivery of agenda packages.

ACCOUNTING:

Accounting 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.

FINANCIAL & REVENUE COLLECTION:

Financial & revenue collection 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 assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments.

TIME FRAME:

Standard On-Going Services shall be provided on a monthly basis as detailed in this contract.

ADDITIONAL SERVICES:

In addition to the Standard On-Going Services described above, the District may, from time to time, require additional services from the Consultant. Any services not specifically provided for in the scope of services above, as well as any changes in the scope requested by the District, will be considered additional services. Such services may include, but are not limited to:

- Meetings: Extended (beyond three (3) hours in length), additional or continued meetings;
- Financial Reports: Modifications and Certifications to Special Assessment Allocation Report; True-Up Analysis, Re-Financing analysis;
- Electronic communications/e-blasts;
- Special information requests;
- Amendment to District boundary;
- Grant Applications;
- Escrow Agent;
- Continuing Disclosure/Representative/Agent.

Prior to beginning any additional services the Consultant will provide a detailed description of these services and fees for such services to the District for approval.

LITIGATION SUPPORT SERVICES:

Prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving District issues. Prior to beginning any litigation support services the Consultant will provide a detailed description of these services and fees for such services to the District for approval.

BOND ISSUANCE SERVICES:

Bond issuance services include all services necessary for the issuance of bonds by the District. Such services will include preparation of the special assessment allocation report, testimony at the required bond validation court hearing, certifications and closing documents.

ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES:

These are services requested by third parties such as homeowners, realtors, investors or members of the media. Such services may include, but are not limited to, estoppel letters, bond prepayment processing, public records requests and litigation support. The third party requesting such services shall be responsible for the payment of any fees charged by Consultant for providing those services.

FEES AND EXPENSES:

A schedule of fees for the above described services is shown in **Exhibit B** to the contract. The fees for those services which are not being requested at the time this contract is approved will be provided to the District at such time as those services are required.

Fees for the Standard Ongoing Services may be amended annually and will be reflected in the adopted General Fund Budget of the District. Such amended fees, as authorized by the District's action to adopt the General Fund Budget, shall become a binding schedule of this Contract until otherwise changed by a subsequent action of the District.

In the event the District authorizes a change in the scope of services requested, Consultant shall submit, in writing to the District, a request for a fee amendment corresponding to the change in services being requested. Such request by the Consultant must be approved by the District before Consultant is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.

Out-of-pocket expenses incurred in connection with the performance of the Standard On-Going Services, as described in this contract, are included in the fees shown in **Exhibit B**. Out-of-pocket expenses incurred in connection with the performance of Additional Services and Litigation Support Services will be subject to reimbursement at cost. These expenses include, but are not

limited to, airfare, mileage, transportation/parking, and lodging. Subject to mutual agreement between Consultant and District, these expenses will be invoiced monthly and will be due and payable thirty (30) days from the date of invoice pursuant to the Prompt Payment Act, Chapter 218.70 Florida Statutes.

Fees for services to be billed on an hourly basis will be at our then current standard rates, which will be provided to the District at the time such services are authorized. The hourly rate for these services may be amended from time to time as evidenced by a letter to the District, in advance of such proposed change, indicating the new hourly fee for such services.

PAYMENT TERMS:

Standard On-Going Services:

Will be billed monthly as a fixed fee pursuant to the schedule shown in **Exhibit B** to this contract.

Additional Services:

Will be billed monthly on an hourly basis for the hours incurred at the Consultant's current hourly rate as shown in **Exhibit B** to this contract.

Litigation Support Services:

Will be billed monthly on an hourly basis for the hours incurred at the Consultant's current hourly rate as shown in **Exhibit B** to this contract.

Out-of-Pocket expenses:

Will be billed monthly as incurred.

All invoices will be due and payable thirty (30) days from the date of invoice pursuant to the Prompt Payment Act, Chapter 218.70 Florida Statutes.

SUSPENSION OF SERVICES FOR NON-PAYMENT:

The Consultant shall have the right to suspend services being provided as outlined in this contract if the District fails to pay Consultant invoices in a timely manner which shall be construed as thirty (30) days from date of the invoice pursuant to the Prompt Payment Act, Chapter 218.70 Florida Statutes. Consultant shall notify the District, in writing, ten (10) days prior to suspending services.

NON-CONTINGENCY:

The payment of fees and expenses, as outlined in this Contract, are not contingent upon any circumstance not specifically outlined in this Contract.

DISTRICT RESPONSIBILITIES:

The District shall provide for the timely services of its legal counsel, engineer and any other consultants, contractors or employees, as required, for the Consultant to perform the duties outlined in this contract. Expenses incurred in providing this support shall be the sole responsibility of the District.

LIMITATIONS OF RESPONSIBILITIES:

To the extent not referenced herein, Consultant shall not be responsible for the acts or omissions of any contractor or any of their subcontractors, suppliers or of any other individual or entity performing services as part of this contract. Consultant shall not be liable for any damage that occurs from Acts of God which are defined as those caused by windstorm, hail, fire, flood, hurricane, freezing or other similar occurrences.

TERMINATION OF THIS CONTRACT:

This contract may be terminated as follows:

- 1) By the District for "good cause" which shall include misfeasance, malfeasance, nonfeasance or dereliction of duties by the Consultant. Termination for "good cause" shall be effected by provision of a minimum of ten (10) days written notice to Consultant at the address noted herein;
- 2) By the Consultant for "good cause", which shall include, but is not limited to, failure of the District to timely pay Consultant for services rendered in accordance with the terms set forth in this Contract, malfeasance, nonfeasance or dereliction of duties by the District, or upon request or demand by the Board, or any member thereof, for Consultant to undertake any action or implement a policy of the Board which Consultant deems unethical, unlawful or in contradiction of any applicable federal, state or municipal law or rule. Termination for "good cause" shall be effected by provision of a minimum of ten (10) days written notice to District at the address noted herein; or
- 3) By the Consultant or District, for any reason, upon provision of a minimum 60 days written notice of termination to the address noted herein;
- 4) Consultant shall have the right to immediately resign and stop providing all services if the District engages in illegal activities or actions.

Consultant will be entitled to full compensation, pursuant to the terms of this contract, through the termination date. Consultant will make all reasonable effort to provide for an orderly transfer of the books and records of the District to the District or its designee.

GENERAL TERMS AND CONDITIONS:

- 1) All invoices are due and payable within thirty (30) days of invoice date and pursuant to the Florida Prompt Payment Act, Chapter 218.70, F. S. Invoices not paid within thirty (30) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.
- 2) In the event either party is required to take any action to enforce this agreement, the prevailing party shall be entitled to attorney's fees and costs.
- 3) Dissolution or court-declared invalidity of the District shall not relieve the District of monies due for services theretofore rendered.
- 4) This contract shall be interpreted in accordance with and shall be governed by the laws of the State of Florida.
- 5) In the event that any provision of this contract shall be determined to be unenforceable or invalid by a Court of Law, such unenforceability or invalidity shall not affect the remaining provisions of the contract which shall remain in full force and effect.
- 6) The rights and obligations of the District as defined by this contract shall inure to the benefit of and shall be binding upon the successors and assigns of the District. There shall be no assignment of this contract by the Consultant.
- 7) Any amendment or change to this contract shall be in writing and executed by all parties to the contract.
- 8) To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, Florida Statutes), the District agrees to indemnify, defend, and hold the Consultant harmless from and against any and all claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Consultant may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Consultant may be entitled and shall continue after the Consultant has ceased to be engaged under this contract.

The Consultant agrees to indemnify, defend, and hold the District harmless from and against any and all claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that the District may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the Consultant. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the District may be entitled and shall continue after the Consultant has ceased to be engaged under this contract.

Nothing herein shall be construed to limit the District's sovereign immunity limitations of liability provided in section 768.28, Florida Statutes or other applicable law.

- 9) The District shall at the expense of the District, provide and maintain public official liability and general liability insurance in an amount not less than one million dollars (\$1,000,000.00).
- 10) The Consultant shall provide and maintain the following levels of insurance coverage at all times subsequent to the execution of this Agreement:
 - a) General Liability insurance with limit of one million dollars (\$1,000,000.00) per each occurrence.
 - b) Professional Liability insurance with limit of one million dollars (\$1,000,000.00) per each occurrence.
 - c) Employment Practices Liability insurance with limit of two million dollars (\$2,000,000.00) per each occurrence.
 - d) Commercial Crime insurance with limit of two million dollars (\$2,000,000.00) per each occurrence.
 - e) Comprehensive Automobile Liability insurance for all vehicles used by the Consultant's staff, whether owned or hired, with a combined single limit of one million dollars (\$1,000,000.00).

Except with respect to Professional Liability and Worker's Compensation insurance policies, the District (and its staff, consultants, and supervisors as applicable) will be listed as additional insureds on each insurance policy described above. None of the policies above may be canceled during the term of this contract (or otherwise cause the District to not be named as an additional insured where applicable) without sixty (60) days written notice to the District. Consultant will furnish the District with a Certificate of Insurance evidencing compliance with this section upon request.

COMPLIANCE WITH PUBLIC RECORDS LAWS:

Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Contractor acknowledges that the designated public records custodian for the District is Rizzetta & Company, Inc. ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor 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 period 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 the Contractor 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 Contractor'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 the Contractor, the Contractor 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 CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 514-0400, OR BY EMAIL AT INFO@RIZZETTA.COM, OR BY REGULAR MAIL AT 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614.

(Remainder of this page is left blank intentionally)

**CONTRACT FOR PROFESSIONAL DISTRICT SERVICES
SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT**

9

This contract shall represent the entire agreement between the Consultant and the District. Both Consultant and District understand and agree with the terms and conditions as set forth herein.

ACCEPTED BY:

RIZZETTA & COMPANY INCORPORATED

BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

SOUTH SHORE COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

EXHIBIT A

STANDARD ON-GOING SERVICES: These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the District.

MANAGEMENT:

- A. Attend and conduct all regularly scheduled and special Board of Supervisors meetings, Landowners' meetings, continued meetings, hearings and workshops. Arrange for time and location and all other necessary logistics for such meetings, hearings, etc.
- B. Ensure compliance with all statutes affecting the district which include but not limited to:
 - 1. Certify Special District Update Form, submitted to the Special District Information Program, Department of Economic Opportunity each year.
 - 2. Assign and provide Records Management Liaison Officer for reporting to the Department of Library and Archives
 - 3. Provide contact person for the State Commission of Ethics for Financial Disclosure coordination
 - 4. Provide Form 1 Financial Disclosure documents for Board Members
 - 5. Provide Form 1F Financial Disclosure documents for Resigning Board Members.
 - 6. Monitor and supply Form 3A, Interest in Competitive Bid for Public Business as needed
 - 7. Monitor and provide Form 8B, Memorandum of Voting Conflict for the Board.
 - 8. Monitor and provide update on Creation Documents, including Notice of Establishment, to Department of Economic Opportunity and the County.
 - 9. Maintain and file Disclosure of Public Financing and file with Department of Economic Opportunity and each residential developer.
 - 10. Provide for a proposed budget for Board approval on or by June 15 of each fiscal year.
 - 11. Provide copy of approved proposed budget to the County a minimum of 60 days prior to the public hearing on the budget.
 - a. Provide written notice to owners of public hearing on the budget and its related assessments.
 - 12. Provide for the Public Facilities initial report to the County.
 - 13. Provide for annual update on the Public Facilities report to the County.
 - 14. Provide for the five (5) year Public Facilities report, based on reporting period assigned to the County is located in.
 - 15. File name and location of the Registered Agent and Office location annually with Department of Economic Opportunity and the County.
 - 16. Provide for submitting the regular meeting schedule of the Board to County.

17. Provide District Map and update as provided by the District's Engineer as needed to the Department of Economic Opportunity and the County
 18. Provide legal description and boundary map as provided by District Engineer to the Supervisor of Elections
 19. File request letter to the Supervisor of Election of the County for number of registered voters as of April 15, each year.
 20. Provide for public records announcement and file document of registered voter data each June.
 21. Update Board Member names, positions and contact information to the State Commission on Ethics annually.
 22. Certify and file the Form DR 421, Truth in Millage Document with the Department of Revenue each tax year.
 23. Properly notice all public meetings, in accordance with the appropriate Florida Statutes, including but not limited to, public hearings on assessments, the budget, establishment of rates, fees, or charges, rulemaking, uniform method of collection, and all other required notices of meetings, hearings and workshops.
 - a. Provide for the appropriate ad templates and language for each of the above.
 24. Provide for instruction to Landowners on the Election Process and forms, etc.
 25. Respond to Bond Holders Requests for Information.
- C. Assist in the negotiation of contracts, as directed by the Board of Supervisors.
- D. Advise the Board on the status of negotiations as well as contract provisions and their impacts on the district.
- E. Make recommendations on contract approval, rejection, amendment, renewal, and cancellation. In advance of expiration of contracts, advise the Board as to need for renewal or additional procurement activities and implement same.
- F. Monitor certificates of insurance as needed per contracts.
- G. Answer Project Status Inquiries from Contractors Bonding Companies.
- H. Provide an office location to handle and respond to written, phone or e-mail inquiries from the public.

ADMINISTRATIVE:

- A. Prepare agenda packages for transmittal to Board of Supervisors and staff seven (7) days prior to Board of Supervisors' Meeting. Prepare meeting materials for other meetings, hearings, etc., as needed.
- B. Provide accurate minutes for all meetings and hearings, including landowners' meetings.
- C. Implement and maintain a document management system to create and save documents, and provide for the archiving of district documents.
 1. Certify and file annual report to the Department of State, Library and Archive Division, for storage and disposal of public records.

- D. Protect integrity of all public records in accordance with the requirements of State law. Respond to public records requests as required by law.
- E. Maintain "Record of Proceedings" for the district within the County which includes meeting minutes, agreements, resolutions and other records required by law.

ACCOUNTING:

A. Financial Statements

- 1. Establish Fund Accounting System in accordance with federal and state law, as well as GASB and the Rules of the Auditor General. This includes the following:
 - a) Chart of Accounts
 - b) Vendor and Customer Master File
 - c) Report creation and set-up.
- 2. Prepare annual balance sheet, income statement(s) with budget to actual variances, including the following:
 - a) Cash Investment Account Reconciliations per fund
 - b) Balance Sheet Reconciliations per fund
 - c) Expense Variance Analysis
- 3. Prepare and file Annual Public Depositor's Report and distribute to State Department of Insurance and Treasury.
- 4. Prepare and file Public Depositor's and Indemnification Form on new accounts as needed.
- 5. Facilitate Banking relations with the District's Depository and Trustee.
- 6. Prepare all other financial reports as required by applicable law and accounting standards, and bond trust indenture requirements.
- 7. Account for assets constructed by or donated to the district for maintenance.
- 8. On or before October 1st of every year prepare an annual inventory of all district owned tangible personal property and equipment in accordance with all applicable rules and standards.
- 9. Provide Audit support to auditors for the required Annual Audit, as follows:
 - a) Review statutory and bond indenture requirements
 - b) Prepare Audit Confirmation Letters for independent verification of activities.
 - c) Prepare all supporting accounting reports and documents as requested by the auditors
 - d) Respond to auditor questions
 - e) Review and edit draft report
 - f) Prepare year-end adjusting journal entries as required

10. Provide for transmission of the Audit to the County and the Auditor General's Office of the State.
11. Provide and file Annual Financial Statements (FS. 218 report) by June 30th of each year.

B. Budgeting

1. Prepare budget and backup material for and present the budget at all budget meetings, hearings and workshops. The budget is to be done in accordance with state law standards, and consistent with applicable GFOA and GASB standards. Budget preparation shall include calculation of operation and maintenance assessments, which may include development of benefit methodology for those assessments.
2. File all required documentation to the Department of Revenue, Auditor General, the County, and other governmental agencies with jurisdiction.
3. Prepare and cause to be published notices of all budget hearings and workshops.
4. Prepare all budget amendments on an ongoing basis. Assist in process to retain an auditor and cooperate and assist in the performance of the audit by the independent auditor.

C. Accounts Payable/Receivable

1. Administer the processing, review and approval, and payment of all invoices and purchase orders. Ensure timely payment vendor invoices and purchase orders.
 - a) Manage Vendor Information per W-9 reports
2. Prepare monthly Vendor Payment Report and Invoicing Support for presentation to the Board of Supervisors for approval or ratification.
3. Maintain checking accounts with qualified public depository including:
 - a) Reconciliation to reported bank statements for all accounts and funds.
4. Prepare year-end 1099 Forms for Vendor payments as applicable.
 - a) File reports with IRS.

D. Capital Program Administration

1. Maintain proper capital fund and project fund accounting procedures and records.
2. Process Construction requisitions including:
 - a) Vendor Contract completion status
 - b) Verify Change Orders for materials
 - c) Check for duplicate submittals
 - d) Verify allowable expenses per Bond Indenture Agreements such as:
 - (1) Contract Assignment
 - (2) Acquisition Agreement
 - (3) Project Construction and Completion Agreement

3. Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit and other information to dissemination agent (if other than manager) or directly to bond holders as required by Continuing Disclosure Agreements, annual/quarterly disclosure reporting, update etc.
4. Provide Asset Tracking for improvements to be transferred and their value for removal from District's Schedule of Property Ownership that are going to another local government.
5. Provide for appropriate bid and or proposal/qualification processes for Capital Project Construction.

E. Purchasing

1. Assist in selection of vendors as needed for services, goods, supplies, materials. Obtain pricing proposals as needed and in accordance with district rules and state law.
2. Prepare RFPs for Administrative Services as needed, such as audit services, legal services, and engineering services.
3. Prepare and process requisitions for capital expenses, in coordination with District Engineer.

F. Risk Management

1. Prepare and follow risk management policies and procedures.
2. Recommend and advise the Board, in consultation with the District Engineer of the appropriate amount and type of insurance and be responsible for procuring all necessary insurance.
3. Process and assist in the investigation of insurance claims, in coordination with Counsel of the district.
4. Review insurance policies and coverage amounts of district vendors.
5. Provide for an update to the Schedule of Values of Assets owned by the District for purposes of procuring adequate coverage.
6. Maintain and monitor Certificates of Insurance for all service and contract vendors.

FINANCIAL AND REVENUE COLLECTION:

A. Administer Prepayment Collection:

1. Provide payoff information and pre-payment amounts as requested by property owners.
2. Monitor, collect and maintain records of prepayment of assessments.
3. Issue lien releases for properties which prepay.
4. Coordinate with Trustee to confirm semi-annual interest payments and bond call amounts.
5. Prepare periodic continuing disclosure reports to investment bankers, bond holder and reporting agencies.

B. Administer Assessment Roll Process:

1. Prepare annual assessment roll for collection of debt service and operations and maintenance assessments.
2. Update roll to reflect per unit and per parcel assessments based on adopted fiscal year budgets.
3. Verify assessments on platted lots, commercial properties or other assessable lands.
4. Convert final assessment roll to County Property Appraiser or Tax Collector format and remit to county.
5. Execute and issue Certificate of Non-Ad Valorem Assessments to County.

C. Administer Assessments for Off Tax Roll parcels/lots:

1. Maintain and update current list of owners of property not assessed via the tax roll.
2. Prepare and issue direct invoices for the annual debt service and operations and maintenance assessments.
3. Monitor collection of direct invoices and prepare and send delinquent/collection notices as necessary.

D. Issue estoppel letters as needed for property transfers.

ADDITIONAL SERVICES:

A. Meetings

1. Extended (beyond three (3) hours in length)
2. Additional or continued meetings;

B. Financial Reports

1. Modifications and Certification of Special Assessment Allocation Report;
2. True-Up Analysis
 - a) Annually compare current platted and un-platted lots to original development plan to ensure adequate collection of assessment revenue.
 - b) Prepare true-up calculations and invoice property owners for true-up payments as necessary.
3. Re-Financing analysis;

C. Public Records Requests

1. Respond to all public records requests and provide official District records to requesting party on a timely basis;

D. Electronic communications/e-blasts;

E. Special information requests;

F. Amendment to District boundary;

G. Grant Applications;

H. Escrow Agent

I. Continuing Disclosure/Representative/Agent.

LITIGATION SUPPORT SERVICES:

Prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving District issues.

BOND ISSUANCE SERVICES:

A. Special Assessment Allocation Report

1. Prepare benefit analysis based on infrastructure to be funded with bond proceeds.
2. Prepare Preliminary Special Assessment Allocation Report and present to District board and staff.
3. Present Final Special Assessment Allocation Report to board and staff at noticed public hearing levying special assessments

B. Bond Validation

1. Prepare Bond Validation Report determining the "Not-to-exceed" par amount of bonds to be issued by the District. Present to board as part of the Bond Resolution.
2. Provide expert testimony at bond validation hearing in circuit court.

C. Certifications and Closing Documents.

1. Prepare or provide signatures on all closing documents, certificates or schedules related to the bond issue that are required by District Manager or District Financial Consultant.

ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES:

A. Issue estoppel letters as needed for property transfers

1. Prepare estoppel letter reflecting current district assessment information as required for sale or transfer of residential or commercial property within the District.

B. Bond prepayment processing

1. Collect bond pre-payments, both short term and long term bonds, verify amounts and remit to Trustee with deposit instructions.
2. Maintain collection log showing all parcels that have pre-paid assessments.
3. Prepare, execute and issue release of lien to be recorded in public records.

C. Public records requests

1. Respond to all public records requests and provide official District records to requesting party on a timely basis.

EXHIBIT B

STANDARD ON-GOING SERVICE:

Standard On-Going Services will be billed monthly pursuant to the following schedule:

	MONTHLY	ANNUAL
Management:	\$ 500.00	\$ 6,000.00
Accounting:	\$ 250.00	\$ 3,000.00
Financial & Revenue Collections:	\$ 100.00	\$ 1,200.00
Assessment Roll (1) :		\$ 5,000.00
Total Standard On-Going Services:	\$ 850.00	\$15,200.00

(1) Assessment Roll is paid in one lump-sum payment at the time the roll is completed.

ADDITIONAL SERVICES:

Extended Meetings	Per Hour	\$ 175
Modifications and Certifications to Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Public Records Requests	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request

LITIGATION SUPPORT SERVICES: Hourly Upon Request

BOND ISSUANCE:

Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request

ADDITIONAL THIRD PARTY SERVICES:

Public Records Requests	Per Occurrence	Upon Request
Pre-Payment Collections/Estoppel:		
Lot/ Home owner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request

Tab 11



Waterways Report

Remson Aquatics, LLC

Service with Science!

11207 Remson Lane, Riverview, FL 33579
Phone 813-671-2851 Fax 813-671-0386
Kar@remsonaquatics.com

TODAY'S DATE: 10/06/2016

MAINTENANCE EVENT DATE 10/07/2016

TO: South Shore CDD

Description

Remson Aquatics, LLC conducted a routine Maintenance Event in your community on 10/06/2016. The herbicides applied to the pond's edge were as follows; Aquaneat, Reward, and Hydrotholl. For the control of shoreline vegetation an additional application of Algaecide was applied with pond dye to help the prevention of future aquatic weed recruitment. Below is a list of potential problems that may occur and/or are noticed during the Maintenance Event. You will see that the bullets are bolded and highlighted according to the occurrences observed during this dated event.

- Excessive Amounts of Litter
- Algae Blooms
- Shoreline Vegetation (I.e. Cattails, Primrose, Willow, and Torpedo Grass, Etc.)
- Emerged, Floating Vegetation (I.e. Duckweed, Giant Duckweed, and Water Millet, Etc.)
- Submerged Vegetation (I.e. Hydrilla, Common Water weed, Hornwort, Etc.)
- Water Quality Analysis, PH Levels, Dissolved Oxygen Levels Etc.
- Excessive Erosion, Proper Functioning Inlets and Outlets

Comments: The temperature rises most days in October to over 80 °F. Temperatures above 100 °F are not expected here this month. Algae blooms have subsided and the weather change will help in the control of aquatic vegetation, but litter is always a concern throughout the year.

Remson Aquatics, LLC is a licensed aquatic herbicide applicator in good standings with the State of Florida. Remson Aquatics, LLC will secure all permits and ensure work is done within State, County, and local government guidelines and policies.

Thank You for Your Business!

Tab 12

***Erosion and Stormwater Specialists
Wetland Mitigation
Nuisance Species Removal
Environmental Consulting***



***1512 Carson Circle NE
St. Petersburg, FL 33703
813.957.6075
robb@finnoutdoor.com
www.finnoutdoor.com***

USACE Permit No. SAJ-2008-03530 (NW-CMW)
Annual Report – Year 1 (2016)
September 14, 2016

Prepared For:

South Shore Corporate Park, LLC
101 E. Kennedy Blvd, Suite 2450
Tampa, FL 33601

Prepared By:

Finn Outdoor, LLC
1512 Carson Cir NE
St. Petersburg, FL 33703
813.957.6075
robb@finnoutdoor.com



INTRODUCTION

This 0.47 acre wetland mitigation area was created as compensation for permanent impacts to 0.37 acres of jurisdictional waters, 0.24 acres of wetlands, and 0.13 acres of other waters of the US associated with the 30th Street Segment Two project under USACE Nationwide Permit No. SAJ-2008-03530 (NW-CMW).

The wetland mitigation area was created by scraping a section of previous pasture area adjacent to a freshwater marsh (Wetland M), which receives outfall from the mitigation area. Inflow to the mitigation area comes from a settling sump to the north, which receives drainage from the adjacent Amazon facility. Initial planting of the mitigation area was completed in May of 2014 per the originally permitted plan.

In February of 2015, Stantec Consulting Services, Inc. reported that the wetland was “experiencing higher water levels, for a longer duration, than that which was originally anticipated” and as such the hydrology of the mitigation area is not suitable for the majority of the species originally planted. A Wetland Mitigation Remediation Plan was submitted, wherein several new species of wetland plants more suitable to the conditions of the mitigation area were introduced. This remediation plan was implemented in January of 2016 and consisted of herbicide application for all of the undesirable species which had taken over the area, and replanting of an updated variety of plants. A time-zero report was submitted upon planting completion.

METHODS

Field observations for this report were made during site visits in January, March, May, July, and August of 2016. Photos were taken from the previously assigned photo station at the NE corner of the mitigation area, facing WSW and S as well as various other points in order to show closer views of selected plants.

Two herbicide applications in late 2015 were conducted in order to prepare the area for replanting. Due to unexpected conditions and lack of maintenance, the area was overtaken with undesirable species, primarily Cattail and Torpedograss. As such, all vegetation except previously planted trees, was killed in place with herbicide and left to naturally wilt and decompose.

Planting was conducted on January 15 and 18 of 2016, photos were taken on January 20th and submitted within the time-zero report. The following plants were installed:

Common Name	Species Name	Size	Quantity
Buttonbush	<i>Cephalanthus occidentalis</i>	3 Gal	41
Carolina Willow	<i>Salix caroliniana</i>	3 Gal	41
Jointed Spikerush	<i>Eliocharis interstincta</i>	Bare Root	220
Pickrelweed	<i>Pontederia cordata</i>	Bare Root	220
Duck Potato	<i>Sagittaria latifolia</i>	Bare Root	220
Giant Bulrush	<i>Schoeneoplectus californicus</i>	Bare Root	220
Laurel Oak	<i>Quercus laurifolia</i>	3 Gal	26
Wax Myrtle	<i>Myrica cerifera</i>	3 Gal	26



SUCCESS CRITERIA

This wetland is expected to develop into a partially forested wetland with shrub and herbaceous understory. Success criteria include at least 80% coverage by desirable species, less than 5% cover by Cat I and II invasive species, less than 20% mortality of planted species, and soils saturated to the surface at least 5-12% of the growing season. Success criteria is based on wetland meeting and maintaining the above qualifications without assistance of irrigation, invasive removal, or supplemental planting.

FINDINGS

The wetland is progressing as intended. Many of the original plantings were lost within the first month. We suspect this was a result of deer grazing while the water was low, this was observed during our March maintenance treatment. 150 plants (various herbaceous species consistent with original planting) were replaced in March. All plants are growing as expected now.

The wetland is still primarily open water, approximately 75%, with the herbaceous plants slowly spreading to take over areas. This is expected to continue until plants cover 80% of the area as intended. Woody species are growing as expected and appear healthy, with no mortality of these species.

Undesirable species coverage is very low due to bi-monthly maintenance. The primary intrusive plant noted have been torpedograss (*Panicum repens*) and alligator weed (*Alternanthera philoxeroides*) and both were treated with a combination of hand-pulling and herbicide.

MAINTENANCE PLAN

Periodic maintenance is scheduled to assist the wetland in progressing to meet success criteria. Maintenance will include targeted herbicide spraying or hand removal of invasive, exotic, or otherwise nuisance species. The following tentative schedule has been proposed:

- Year 1: 6 treatments (bi-monthly)
- Year 2 and 3: 4 treatments (quarterly)
- Year 4 and 5: 2 treatments if needed (semi-annually)

MONITORING PLAN

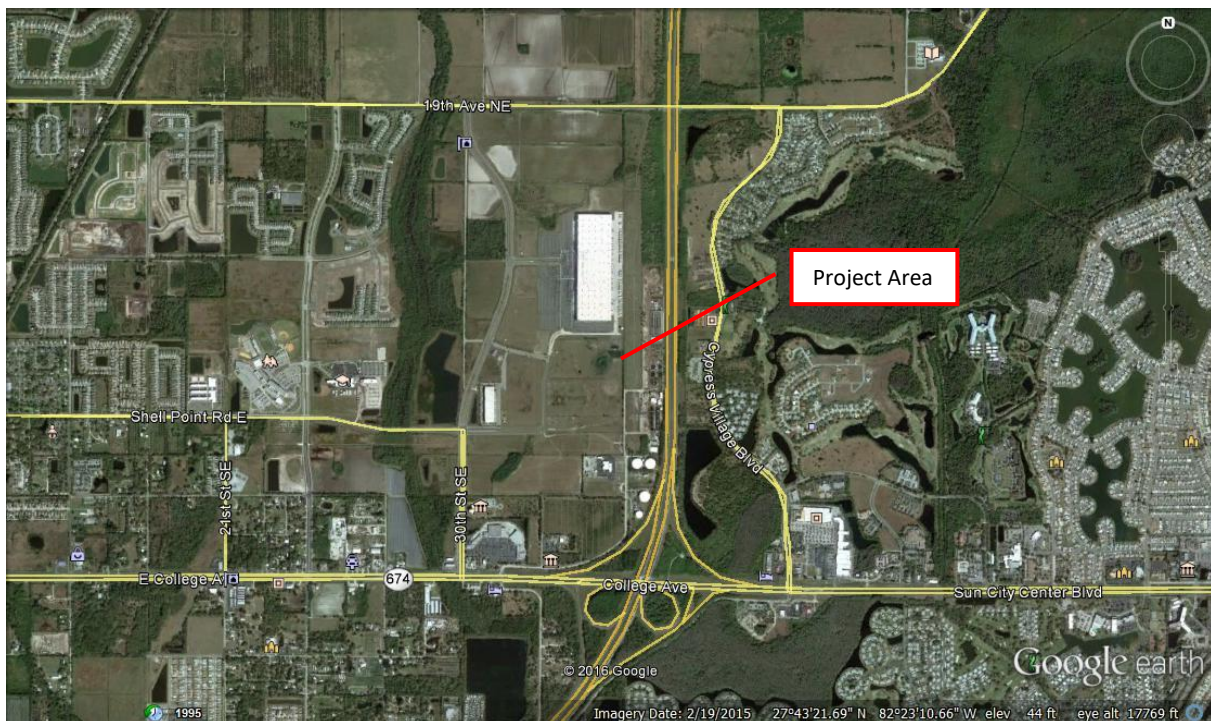
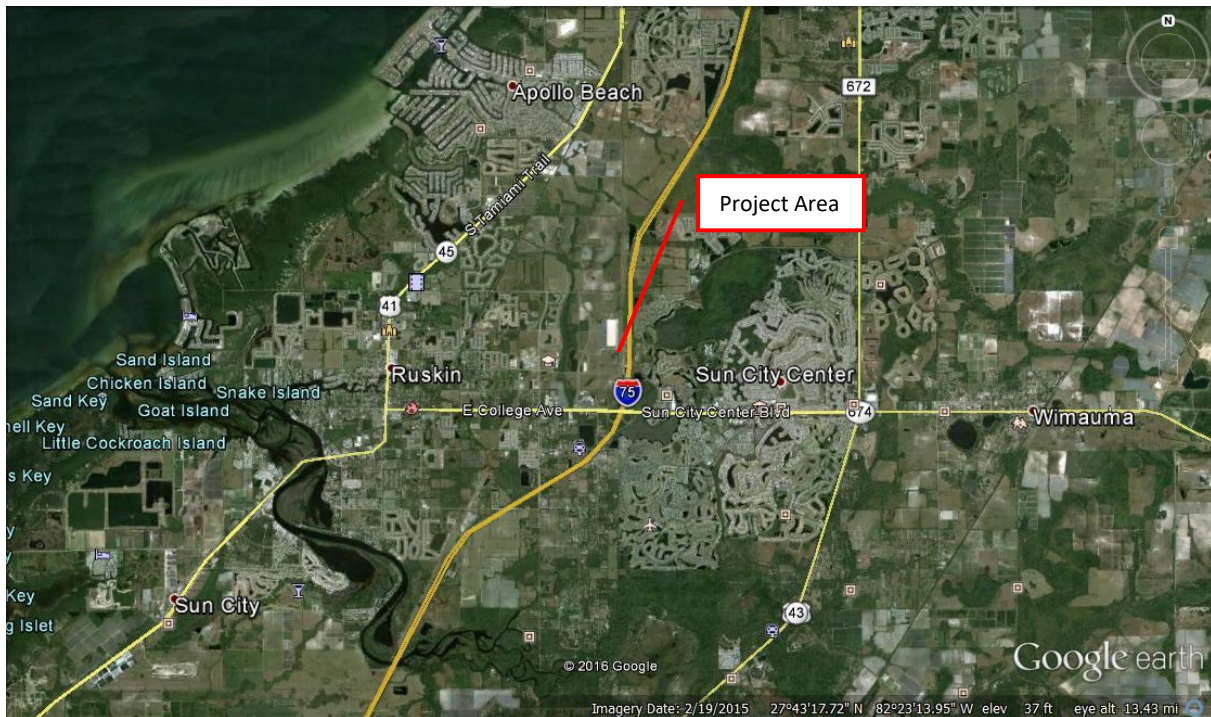
Semi-annual monitoring will be conducted in February and August each year, with photos taken at each event. Information will be compiled into one annual report in August of each year and submitted to USACE (unless otherwise directed).

Erosion and Stormwater Specialists
Wetland Mitigation
Nuisance Species Removal
Environmental Consulting



1512 Carson Circle NE
St. Petersburg, FL 33703
813.957.6075
robb@finnoutdoor.com
www.finnoutdoor.com

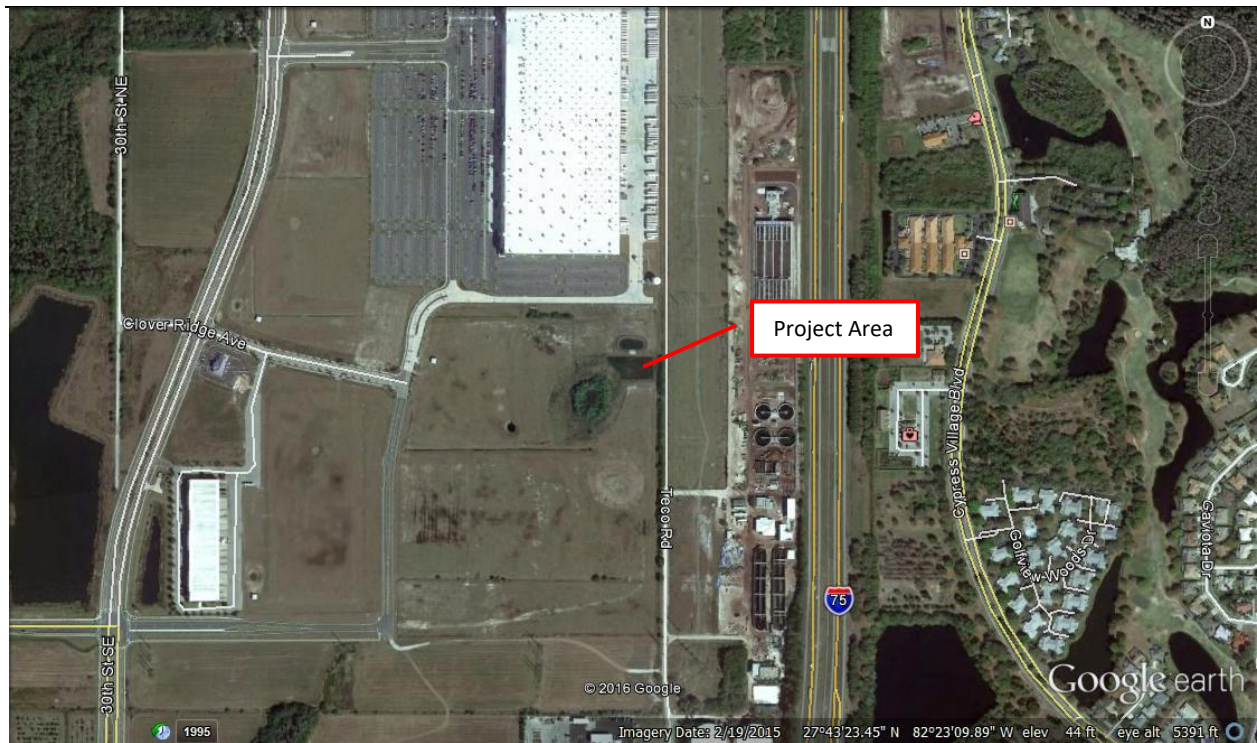
MAPS AND PLANS

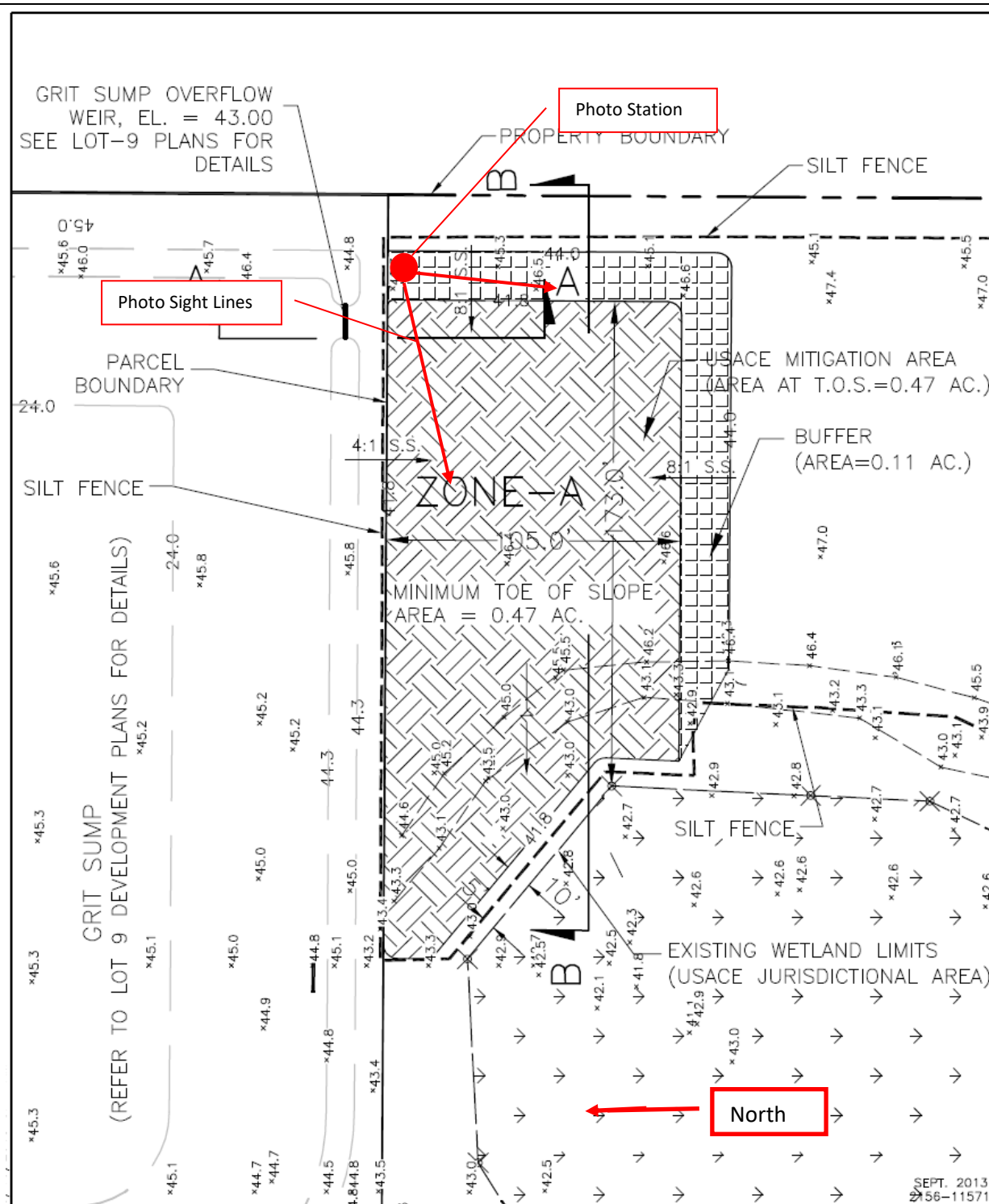


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PHOTOS



Photo Station, facing WSW. Newly installed plants are interspersed with dead material. Photo from May of 2016

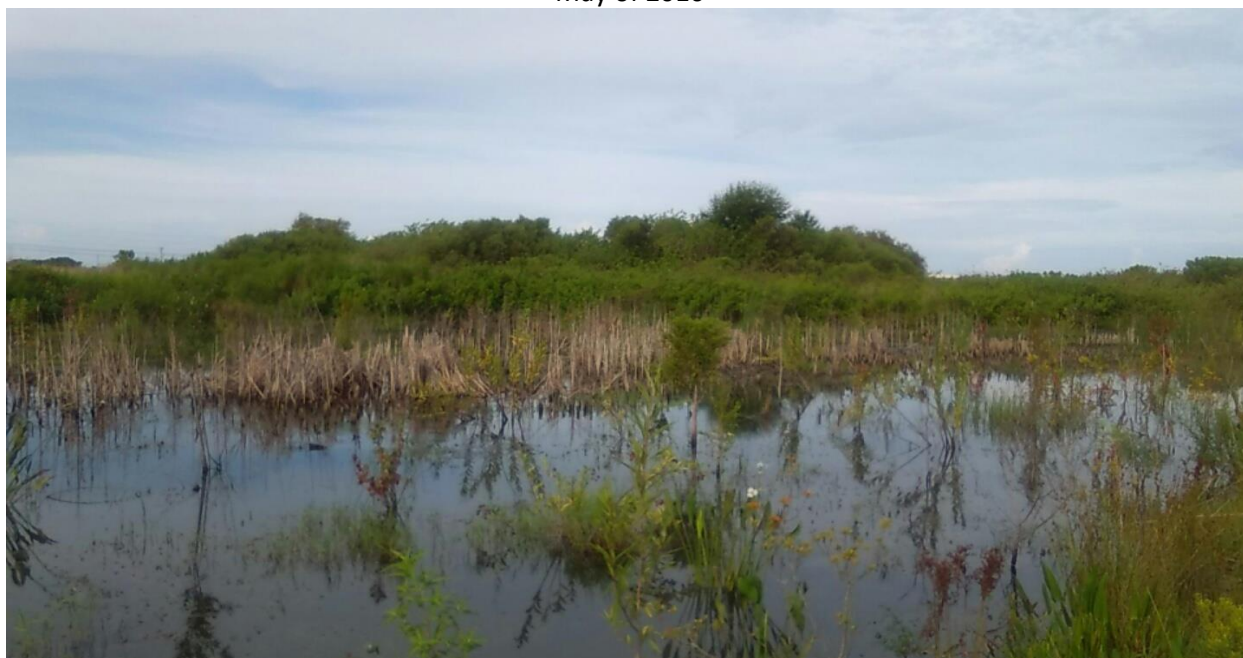


Photo Station, facing WSW. Newly installed plants are interspersed with dead material. Photo from August of 2016

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Photo Station, facing S. Newly installed plants are interspersed with dead material. May of 2016.



Photo Station, facing S. Newly installed plants are growing and spreading. August of 2016

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Select Pictures from May and August 2016

