

**SOUTHERN HILLS
PLANTATION I
COMMUNITY DEVELOPMENT
DISTRICT**

**REGULAR MEETING
AGENDA**

December 17, 2015

Southern Hills Plantation I
Community Development District
2300 Glades Road, Suite 410W • Boca Raton, Florida 33431
Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-free: (877) 276-0889

December 10, 2015

Board of Supervisors
Southern Hills Plantation I Community Development District

ATTENDEES:
Please identify yourself each
time you speak to facilitate
accurate transcription of
meeting minutes.

Dear Board Members:

A Regular Meeting of the Southern Hills Plantation I Community Development District's Board of Supervisors will be held on **Thursday, December 17, 2015 at 10:00 a.m.**, at the **Southern Hills Plantation Clubhouse**, located at **4200 Summit View Drive, Brooksville, Florida 34601**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments on Agenda Items
3. Approval of **October 15, 2015** Regular Meeting Minutes
4. Consideration of Award of Contract: Landscape, Lake and Dry Retention Area Maintenance
5. Consideration of **Resolution 2016-4**, Authorizing and Approving a Change of Registered Agent and Registered Office and Providing for an Effective Date
6. Other Business
7. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. **NEXT MEETING: January 21, 2016 at 10:00 A.M.**
8. Supervisors' Requests
9. Adjournment

If you have any questions or comments, please contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL IN NUMBER: 1-888-354-0094

CONFERENCE ID: 8593810

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.

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Southern Hills Plantation I Community Development District was held on **Thursday, October 15, 2015 at 10:00 a.m.** at the Southern Hills Clubhouse, located at 4200 Summit View Drive, Brooksville, FL 34601.

Present and constituting a quorum:

Robert Nelson	Board Supervisor, Vice Chairman
Ellen Johnson	Board Supervisor, Assistant Secretary
Jim Knierim	Board Supervisor, Assistant Secretary

Also present were:

Grady Miars	Board Supervisor, Chairman <i>(via speakerphone)</i>
Clifton Fischer	District Manager, Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping Green & Sams <i>(via speakerphone)</i>
Don Lacey	District Engineer, Coastal Engineering
Pfilip Hunt	Representative, Wrathell, Hunt and Associates, LLC
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Fischer called the meeting to order and read the roll call confirming a quorum.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments put forward at this time.

44 **THIRD ORDER OF BUSINESS** **Consideration of the Minutes of the**
45 **Board of Supervisors' Meeting held on**
46 **September 17, 2015**
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On a Motion by Ms. Johnson, seconded by Mr. Nelson, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on September 17, 2015 as presented for Southern Hills Plantation I Community Development District.

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49 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
50 **Maintenance Expenditures for September**
51 **2015**
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On a Motion by Mr. Nelson, seconded by Ms. Johnson, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for September 2015 (\$20,837.68) as presented for Southern Hills Plantation I Community Development District.

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54 **FIFTH ORDER OF BUSINESS** **Consideration of Replacement Supervisor**
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56 The Board asked that this matter be tabled.

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58 **SIXTH ORDER OF BUSINESS** **Update on Status of Conveyance of Lakes**
59

On a Motion by Mr. Nelson, seconded by Ms. Johnson, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$5,000 for Coastal Engineering to complete a sketch of the ten lakes to be conveyed to the District for Southern Hills Plantation I Community Development District.

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61 **SEVENTH ORDER OF BUSINESS** **Consideration of District Management**
62 **Agreement**
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64 Ms. Kilinski stated that the agreement has been reviewed by her firm and accepted by
65 Wrathell Hunt. She recommended that the Board approve the contract.
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On a Motion by Mr. Miars, seconded by Mr. Nelson, with all in favor, the Board of Supervisors approved the contract with Wrathell Hunt for district management services for Southern Hills Plantation I Community Development District.

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68 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2016-01,**
69 **appointing Officers**
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71 Ms. Kilinski explained that with the transition to a new management firm it is necessary
72 to re-appoint officers replacing individuals from the prior firm with ones from the new one.

73 She stated that Craig Wrathell would be serving as the Secretary and Treasurer and
74 Rick Woodville (both from Wrathell Hunt) would serve as one of the Assistant Secretaries. The
75 Board indicated that it would like to retain the remaining slate of officers as is. It was noted that
76 the resolution would go into affect on November 1, 2015.
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On a Motion by Mr. Miars, seconded by Ms. Johnson, with all in favor, the Board of Supervisors approved Resolution 2016-01, appointing Grady Miars as Chairman, Robert Nelson as Vice Chairman, Craig Wrathell as Secretary and Treasurer, and Ellen Johnson, Kim Knierim, and Rick Woodville as Assistant Secretaries for Southern Hills Plantation I Community Development District.

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79 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2016-02,**
80 **Authorizing Bank Signatories**
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82 Ms. Kilinski presented resolution 2016-02, explaining that it will remove all previous
83 signers on the District's accounts effective November 1, 2015 and provide for the treasurer
84 named in Resolution 2016-01 as the account signatory.
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On a Motion by Ms. Johnson, seconded by Mr. Nelson, with all in favor, the Board of Supervisors approved Resolution 2016-02, naming the Treasurer as of November 1, 2015 as the account signatory for Southern Hills Plantation I Community Development District.

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87 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2016-03,**
88 **Designating a qualified Public Depository**
89
90 The Board indicated that it would like to continue to use Wells Fargo as its public
91 depository. Ms. Kilinski stated that based on the desire to remain with Wells Fargo it would not
92 be necessary to approve Resolution 2016-03. It was stated that Rizzetta generally prefers to close
93 out any existing accounts when it transfers Districts to another management firm.
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95 **ELEVENTH ORDER OF BUSINESS** **Set Date/Time/ Presenters for CDD and**
96 **HOA 101**
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98 A brief discussion was held regarding the request to hold a CDD 101 informational
99 session and the Board directed Mr. Hunt to work with the HOA to schedule it. Ms. Kilinski
100 stated that as long as no more than one Board member attended the meeting it would not need to
101 be noticed. She confirmed that having more than one Board Supervisor be in attendance it is not
102 an issue providing they do not speak regarding matters that could potentially come before the
103 Board.
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TWELFTH ORDER OF BUSINESS

Staff Reports

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- A. District Counsel
No report.

- B. District Engineer
A brief discussion ensued regarding the status of the issue with the ponds. Mr. Fischer recommended that other firms be contacted to obtain proposals to address the outflow boxes sooner than later as it is a major concern for many of the residents.

- C. District Manager
Mr. Fischer reminded the Board that the next meeting is scheduled for November 19, 2015 at 10:00 a.m.

A brief discussion was held regarding a proposal for the littoral shelves and it was noted that this needs to be tabled until June.

Mr. Fischer stated that it has come to his attention that Paff is only mowing down as far as the maintenance shack and he has requested a proposal for them to mow the additional three pond banks, but he has not received it to date.

On a Motion by Ms. Johnson, seconded by Mr. Nelson, with all in favor, the Board of Supervisors set a not-to-exceed amount of \$1,500 to add the additional pond bank areas to their contract for Southern Hills Plantation I Community Development District.

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Ms. Kilinski responded to a question regarding the timing for when the conveyance of the lakes will occur and those pond banks will need to be added. She explained that there is a lot that goes into the equation that it makes it difficult to ascertain a definitive time line. However, she does expect the process to be completed within the next 90 days.

THIRTEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

The Board responded to questions for the audience regarding the timing for completion of the outflow boxes project and the littoral shelf planting.

Mr. Knierim requested that Watler Services be contacted to regrade the berm that was created during the repairs they completed earlier this year, back to its original swale to alleviate the new drainage issue that has developed. It was stated that this may be require obtaining an easement from the resident as the work would be completed on private property. Discussion ensued.

On a Motion by Ms. Johnson, seconded by Mr. Nelson, with all in favor, the Board of Supervisors set a not-to-exceed amount of \$2,000 to complete repairs to the berm and authorize Jim Knierim to work with Staff to complete the project for Southern Hills Plantation I Community Development District.

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FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Knierim, seconded by Mr. Nelson, with all in favor, the Board of Supervisors adjourned the meeting at 10:32 a.m. for Southern Hills Plantation I Community Development District.

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Assistant Secretary

Chairman/Vice Chairman

DRAFT

Southern Hills CDD Landscape Proposal

	Current PAFF	Floralawn		Blue Heron		Girard		PAFF	
		Monthly	Annually	Monthly	Annually	Monthly	Annually	Monthly	Annually
Front Entrance & Medians	\$ 3,875.00	\$ 5,308.00	\$ 63,696.00	\$ 2,657.92	\$ 31,895.00	\$ 5,813.08	\$ 69,757.00	\$ 3,875.00	\$ 46,500.00
Mulch	\$ 6,525.00	\$ 460.00	\$ 5,520.00	\$ 247.33	\$ 2,968.00	\$ 1,125.00	\$ 13,500.00	\$ 543.75	\$ 6,525.00
Annuals (4x's)	\$ 11,450.00	\$ 616.67	\$ 7,400.00	\$ 1,266.67	\$ 15,200.00	\$ 1,488.67	\$ 17,864.00	\$ 1,275.00	\$ 15,300.00
Lake Banks		\$ 4,144.00	\$ 49,728.00	\$ 4,550.00	\$ 54,600.00	\$ 6,104.33	\$ 73,252.00	\$ 4,200.00	\$ 50,400.00
Aquatics	\$ 46,000.00			\$ 3,900.00	\$ 46,800.00	\$ 8,596.00	\$ 103,152.00	\$ -	
Year 1 Total	\$ 67,850.00	\$ 10,528.67	\$ 126,344.00	\$ 12,621.92	\$ 151,463.00	\$ 23,127.08	\$ 277,525.00	\$ 9,893.75	\$ 118,725.00
Year 2 Total		\$ 10,528.67	\$ 126,344.00	\$ 12,621.92	\$ 151,463.00	\$ 23,127.08	\$ 277,525.00		

* The current pricing with PAFF is not a true reflection as the total lakes on property were not included with the CDD.
 * Floralawn does not have in house aquatics, referred us to Joe Craig with American Ecosystems. (Joe is now running the aquatics division for Blue Heron.)
 * PAFF does not have in house aquatics currently, but will give us a reference for a different aquatics company. I will forward upon receipt.
 * Annuals for all are negotiable as to the amount needed and the # of occurrences. Current pricing is base on 4 rotations.
 * Girard has annuals included in price

RESOLUTION 2016-4

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND APPROVING A CHANGE OF REGISTERED AGENT AND REGISTERED OFFICE AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District has, as required by Statute, previously designated a registered agent and registered office location for the purposes of accepting any process, notice, or demand required or permitted by law to be served upon the District in accordance with Section 189.014(1), Florida Statutes; and

WHEREAS, the registered agent and registered office has changed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The District's registered agent shall be Craig Wrathell – Wrathell, Hunt and Associates, LLC

Section 2. The District's registered office shall be 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

Section 3. In accordance with Section 189.416(2) Florida Statutes, the District's Secretary is required to file certified copies of this resolution with Hernando County and the Florida Department of Economic Opportunity.

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

PASSED AND ADOPTED this ____ day of _____, 2016.

Secretary/Assistant Secretary

Chairman/Vice Chairman