

1 **MINUTES OF MEETING**
2 **SOUTHERN HILLS PLANTATION I**
3 **COMMUNITY DEVELOPMENT DISTRICT**
4

5 A Regular Meeting of the Southern Hills Plantation I Community Development District's
6 Board of Supervisors was held on **Thursday, December 17, 2015** at **10:00 a.m.** at the **Southern**
7 **Hills Plantation Clubhouse**, located at **4200 Summit View Drive, Brooksville, Florida 34601**.
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9 **Present at the meeting were:**

10 Grady Miars	Chair
11 Robert Nelson	Assistant Secretary
12 Ellen Johnson	Assistant Secretary
13 Jim Knierim	Assistant Secretary

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16 **Also present were:**

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18 Chuck Adams	District Manager	
19 Jennifer Kilinski <i>(via phone)</i>	District Counsel	
20 Joe Calamari	District Engineer	
21 Lori Campagna	Association Manager	
22 Chuck Simon	Resident	

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25 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

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27 Mr. Adams called the meeting to order at 10:00 a.m., and noted, for the record, that
28 Supervisors Miars, Nelson, Johnson and Knierim were present, in person. One seat remained
29 vacant.
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31 **SECOND ORDER OF BUSINESS**

Public Comments on Agenda Items

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33 There being no public comments, the next item followed.
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35 **THIRD ORDER OF BUSINESS**

Approval of October 15, 2015 Regular Meeting Minutes

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38 This item was presented following the Fifth Order of Business.
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40 **FOURTH ORDER OF BUSINESS**

**Consideration of Award of Contract:
Landscape, Lake and Dry Retention Area
Maintenance**

43 Mr. Adams indicated that Floralawn, Blue Heron, Girard and PAFF submitted proposals.
44 The goal was for a single contractor to perform all of the lake, wetland, lake bank and
45 landscaping work. Floralawn and PAFF did not submit proposals for the aquatics portion of the
46 contract; they would subcontract the aquatics work or the District would hire a different
47 contractor under their proposals. Blue Heron submitted the lowest proposal, with all services
48 included. Mr. Adams indicated that the District’s proportionate share of the shared cost items
49 was well below the budgeted amount.

50 Mr. Chuck Simon, a resident and Landscape Committee Member, advised that he met
51 with Blue Heron and was satisfied with their prices, experience and the employees at the
52 meeting; the Landscape Committee considered Blue Heron a good choice.

53 Mr. Adams confirmed that savings in certain categories outweighed slight overages in
54 other categories; the District has sufficient funds budgeted to award the entire contract.

55 Mr. Knierim wanted Blue Heron to meet with Mr. Sam Cooper, from the golf course,
56 regarding chemicals, prior to awarding the contract.

57 Mr. Adams explained that the technicians’ first responsibility is to meet with the golf
58 course superintendant or general manager so there is constant coordination and communication
59 regarding “hot spots” or areas of concern and chemical/application technique expected.
60 Generally, an onsite “startup” meeting is held to ensure that everyone understands what is
61 expected.

62 Ms. Kilinski stated, for the record, that the bid threshold for maintenance contracts is
63 \$195,000 and, although one proposal was over that threshold, because the lake banks and
64 landscaping were bid as one but could be separate contracts, there is no public bid requirement
65 for the contract.

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On MOTION by Ms. Johnson and seconded by Mr. Nelson, with Ms. Johnson, Mr. Nelson and Mr. Miars in favor and Mr. Knierim dissenting, awarding the Landscape, Lake and Dry Retention Area Maintenance contract to Blue Heron, for a first year, not-to-exceed amount of \$151,463, effective March 1, 2016, and authorizing Staff to issue a termination notice to PAFF, effective February 29, 2016, were approved. (Motion passed 3-1)

77 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-4,
Authorizing and Approving a Change of
Registered Agent and Registered Office
and Providing for an Effective Date**

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Mr. Adams presented Resolution 2016-4 for the Board’s consideration.

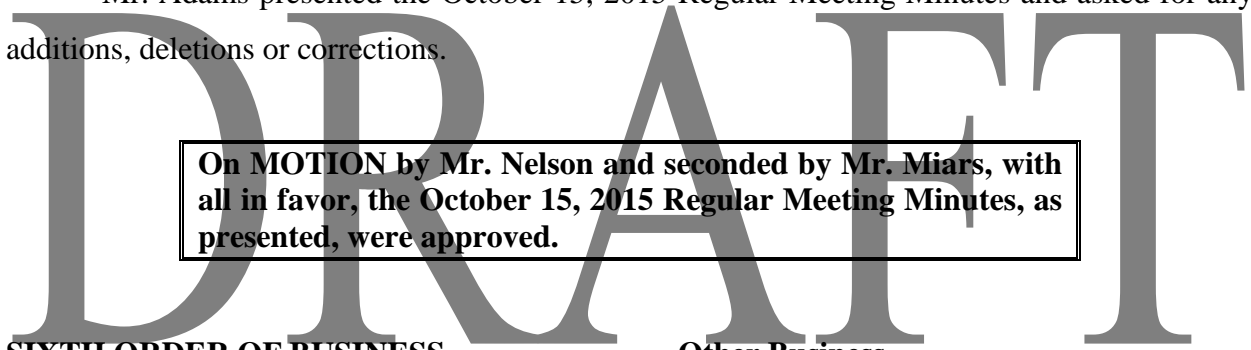
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**On MOTION by Mr. Miars and seconded by Ms. Johnson,
with all in favor, Resolution 2016-4, Authorizing and
Approving a Change of Registered Agent and Registered
Office and Providing for an Effective Date, was adopted.**

90 **▪ Approval of October 15, 2015 Regular Meeting Minutes**

91 ****This item, previously the Third Order of Business, was presented out of order.****

92 Mr. Adams presented the October 15, 2015 Regular Meeting Minutes and asked for any
93 additions, deletions or corrections.



**On MOTION by Mr. Nelson and seconded by Mr. Miars, with
all in favor, the October 15, 2015 Regular Meeting Minutes, as
presented, were approved.**

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100 **SIXTH ORDER OF BUSINESS**

Other Business

101 There being no other business, the next item followed.
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104 **SEVENTH ORDER OF BUSINESS**

Staff Reports

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106 **A. District Counsel**

107 There being no report, the next item followed.

108 **B. District Engineer**

109 Mr. Calamari indicated that the repairs to the structures at Lilly Pond Court and Autumn
110 Oak Lane were completed. Sediment removal from the culverts is underway. Work related to
111 the Southwest Florida Water Management District (SWFWMD) certification is in progress and
112 should be completed by the end of December. Once completed, documentation will be
113 submitted to the SWFWMD. In response to a question regarding repair of a drainage piece, Mr.

114 Calamari advised that the repair was not completed, as the contractor was not available and there
115 were easement questions.

116 **C. District Manager**

117 **i. NEXT MEETING: January 21, 2016 at 10:00 A.M.**

118 Mr. Adams indicated that the next meeting was scheduled for January 21, 2016 at 10:00
119 a.m., at this location; however, the meeting will be cancelled, due to a scheduling conflict.
120 Generally, the draft Fiscal Year 2017 budget would be presented at the May, 2016 meeting,
121 which would also have a scheduling conflict; therefore, it may be necessary to reschedule the
122 May meeting or present the draft budget at the April meeting.

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124 **EIGHTH ORDER OF BUSINESS**

Supervisors' Requests

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126 There being no Supervisors' requests, the next item followed.

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128 **NINTH ORDER OF BUSINESS**

Adjournment

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130 There being no further business to discuss, the meeting adjourned.

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132 **On MOTION by Mr. Miars and seconded by Mr. Knierim,**
133 **with all in favor, the meeting adjourned at approximately**
134 **10:14 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Assistant Secretary

Chairman/Vice Chairman

DRAFT