

**MINUTES OF MEETING  
SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

A Special Meeting of the Southern Hills Plantation I Community Development District's Board of Supervisors was held on **Thursday, June 2, 2016 at 10:00 a.m.** at the **Southern Hills Plantation Clubhouse**, located at **4200 Summit View Drive, Brooksville, Florida 34601.**

**Present at the meeting were:**

Grady Miars	Chair
Robert Nelson	Vice Chair
Ellen Johnson	Assistant Secretary
Jim Knierim	Assistant Secretary
Margaret Bloomquist	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Lindsay Whelan ( <i>via phone</i> )	District Counsel
Joe Calamari	District Engineer
Lori Campagna	Association Manager
Gary Sutton	Resident
J.N. Paff	Paff Landscape, LLC

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 10:02 a.m., and noted, for the record, that Supervisors Miars, Nelson, Johnson and Knierim were present, in person. One seat remained.

**SECOND ORDER OF BUSINESS**

**Public Comments on Agenda Items**

This item was presented during the Third Order of Business.

**THIRD ORDER OF BUSINESS**

**Discussion/Consideration: Appointment of Candidate to Fill Unexpired Term of Seat 5, [Term Expires November, 2018]**

Mr. Miars nominated Ms. Margaret Bloomquist to fill Seat 5; term expires November 2018. No other nominations were made.

**On MOTION by Mr. Miars and seconded by Ms. Johnson, with all in favor, the appointment of Ms. Margaret Bloomquist to Seat 5, term expires November, 2018, was approved.**

- **Public Comments on Agenda Items**

**\*\*\* This item previously the Second Order of Business, was presented out of order.\*\*\***

A resident, asked what type of flora would be planted and had a specific one in mind. He thought it was similar to a palm but did not know the name. Ms. Johnson stated that Kathleen recommended aquatic plants and that Mr. Calamari had those details. The homeowners requested the same flora planted at the guardhouse. Mr. Calamari responded there would be flowering plants in colors of, purple, white and yellow.

Mr. Gary Sutton, a resident, stated there was a series of water retention basins on his veranda and wanted an update. He was informed, several times that the problem would be addressed but, so far there was no action; the bottom of the retention basins were not cleared and contain stagnant water and the number of mosquitoes had increased. Mr. Adams responded he inspected the area with the contractor two months ago, advised him of the issue. Mr. Adams would email Mr. Sutton with an update.

A resident stated, along the bank of a pond, the previous landscapers mowed the entire area but the new landscape company was only mowing the path, not the rest of the slope. Mr. Adams responded that the situation would be researched.

- **Administration of Oath of Office (the following to be provided in a separate package for newly elected Board Members)**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Bloomquist. Mr. Adams provided and briefly explained the following items:

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Financial Disclosure Forms**
  - i. **Form 1: Statement of Financial Interests**
  - ii. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - iii. **Form 1F: Final Statement of Financial Interests**
- D. **Form 8B: Memorandum of Voting Conflict**

- **Consideration of Resolution 2016-6, Electing Officers**

Mr. Adams presented 2016-6 for the Board’s consideration. After an election or appointment, the Board must consider its slate of officers.

Mr. Miars nominated the following slate of officers:

- |                     |                     |
|---------------------|---------------------|
| Chair               | Grady Miars         |
| Vice Chair          | Robert Nelson       |
| Secretary           | Chuck Adams         |
| Treasurer           | Craig Wrathell      |
| Assistant Secretary | Jim Knierim         |
| Assistant Secretary | Ellen Johnson       |
| Assistant Secretary | Margaret Bloomquist |

No other nominations were made.

**On MOTION by Mr. Miars and seconded by Ms. Johnson, with all in favor, Resolution 2016-6, Electing Officers, as nominated, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Approval of December 17, 2015 Regular Meeting Minutes**

Mr. Adams presented the December 17, 2015 Regular Meeting Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Miars and seconded by Mr. Nelson, with all in favor, the December 17, 2015 Regular Meeting Minutes, as presented, were approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-5, Approving the District’s Proposed Budgets for Fiscal Year 2017 and Setting a Public Hearing Thereon Pursuant to Florida Law**

Mr. Adams presented Resolution 2016-5 for the Board’s consideration. The Public Hearing was scheduled for September 1, 2016 at 10:00 a.m., at this location. A number of services collapsed or changed from the previous management company to line up with the

Wrathell, Hunt and Associates, LLC (WHA), contract. There was an overage of approximately \$34,500 in “Tax collector” and “Property appraiser”, for 2016, which were not previously budgeted. For Fiscal Year 2017, the “Tax collector” and “Property appraiser” fees were clarified at 2% of on-roll for each, which would be significantly less than the Fiscal Year 2016 figures. This was the reason for the big reduction in projections for year-end Fiscal Year 2016 to the amount proposed for Fiscal Year 2017. Other than those, the year over year figures were nearly identical, slightly lower, keeping assessments at or below Fiscal Year 2016 levels. Regarding the “Debt Service Fund Budget – Series 2011”, the assessments were a product of the Amortization Schedule repayment requirements, of principal and interest. The assessments followed by totals, Page 8, showed the product types, general fund and debt service assessments, broken out; the combination of the two is what would be on the tax bills.

In response to a question, Mr. Adams confirmed that, at the Public Hearing, the assessment amount could be increased up to the previously noticed ceiling but no higher.

**On MOTION by Mr. Miars and seconded by Mr. Knierim, with all in favor, Resolution 2016-5, Approving the District’s Proposed Budgets, for Fiscal Year 2017 and Setting a Public Hearing for September 1, 2016 at 10:00 a.m., at this location, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Notice of Landowners’ Meeting:  
November 3, 2016 [Seats 1, 3, 4]**

- A. Sample Notice of Landowners’ Meeting**
- B. Sample Election Instructions**
- C. Sample Landowner Proxy**

The Landowners’ meeting was scheduled for November 3, 2016. The Board would not be required to attend. The District did not meet the 250 resident requirement to transition to the General Election; that threshold would likely be met in two years. Seats 1, 3 and 4 currently held by Supervisors Knierim, Johnson and Miars, respectively, would be up for election.

**SEVENTH ORDER OF BUSINESS****Consideration of Agreement with Netix Solutions, LLC, Regarding the Provision of Website Development and Maintenance Services**

Mr. Adams stated the Netix Solutions, LLC (Netix) agreement might have been in consideration prior to the change in District Management firms. The District did not have a website, therefore the item was included on the agenda. Ms. Whelan noted comments by Netix and advised to approve the agreement, in substantial form, if the Board selected Netix. Mr. Adams presented a proposal from Strange Zone, Inc., a company that would likely be amenable to the District Counsel's standard template agreement. The first year quotation was \$1,310, compared to \$2,600 proposed by Netix, at \$210 per month, in perpetuity. The Strange Zone \$1,310 quote included \$675 for initial development, which would not be a recurring charge; therefore, a savings compared to Netix.

**On MOTION by Mr. Miars and seconded by Mr. Nelson, with all in favor, the Strange Zone, Inc., proposal for website development and maintenance services, in the amount of \$1,310, was approved.**

**EIGHTH ORDER OF BUSINESS****Other Business**

Mr. Knierim presented a proposal for \$1,600, from Watler Services Inc., for previously discussed drainage issues. A 250' swale would be created, which would run from Lot 62, trees will be removed, water rerouted through the empty lots and then tied into the main water drainage on Lilly Pond to eliminate flooding behind a house on Lilly Pond.

Ms. Whelan asked for confirmation that the swale was on District property. Staff was requested to research the easement and agreement rights the District would need to build the swale.

**On MOTION by Mr. Miars and seconded by Ms. Johnson, with all in favor, the Watler Services Inc., proposal to create a 250' swale, remove trees, re-route water and then tie into main water drainage, in the amount of \$1,600, contingent upon confirmation of property owner or easement access rights, was approved.**

Mr. Knierim stated that Mr. McDaniel, a property owner, currently building a home, inquired about the cost to build and maintain a fountain in the District's lake. If allowed, Mr. McDaniel would pay to have the fountain installed and maintained. Mr. Adams stated that, in his experience when a similar issue came up, a "Right-to-Use of Easement Agreement" was used, allowing the homeowner or association, at their cost, to install, operate and maintain a fountain. The lake is very large and many residents could be affected because they would see it. It was unknown what other residents thought of the fountain or whether they wanted it. Mr. Adams noted that provisions may be in place and approval from the Design Review Committee (DRC) might be required. Mr. McDaniel should contact Ms. Campagna, of the DRC, who would then conduct an independent survey of the residents and sign off. An Alteration Application, which would trigger the DRC's involvement would be necessary. The lake was located between Southern Valley Loop and Cascades. The Board would delegate the question to the DRC and, if approved, the Board would have no issues administering it.

**On MOTION by Mr. Miars and seconded by Ms. Johnson, with all in favor, Authorization for Mr. McDaniel to install, operate and maintain a fountain, in the lake located between Southern Valley Loop and Cascades, at his own cost, contingent upon DRC approval, was approved.**

**\*\*\*Supervisor Knierim left the meeting at approximately 10:30 a.m.\*\*\***

Ms. Bloomquist wanted to make sure that, prior to the summer months, the aquatics firm was doing their job, before more scum accumulated on the ponds. The contractor was there this morning, attempting to correct the issue. Ms. Bloomquist thought it may have something to do with the City pumping water into the pond and wanted to meet with the City. Mr. Adams commented that others noticed, thinking some nutrient loading may be promoting the growth but is not the primary cause of the duckweed being present. Many ponds are stagnant, this time of year and heat and fertilizer will cause an algae bloom. It was natural occurrence and could be controlled with chemicals with routine monitoring and prompt treatment when it is observed as being present being key.

Mr. Adams stated that the contractor must monitor the situation. Ms. Bloomquist asked if the fountains help to control the problem. Mr. Adams explained the fountains push algae to

the edges and increase the dissolved oxygen, boosting the efficiency of the applied chemicals. The difficulty is in the irrigation holding ponds; it changes the treatment approach. If they were not holding ponds, the treatment could be more aggressive. In the short term, the contractor seemed to have a good handle on the problem. The other lakes within the community look good.

Ms. Bloomquist stated that the Becker's, residents off the 16 T-Box, toward the end of Forest Garden, inquired if they could pay the golf course assessment fee to the HOA to clean up the large area of weeds, behind their house. Mr. Adams stated the matter could be discussed after the meeting with a map and more information and would email the map the contractors use, to Ms. Bloomquist.

A resident wanted to know, regarding the ponds, why the aquatics company was not spraying cattails, as the previous contractor did; cattails would take over. Mr. Adams added that the stated goal was to periodically spray them, knowing it would be a long-term project, due to the quantity of the cattails and staying within the budget.

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

There being no report, the next item followed.

#### **B. District Engineer**

Mr. Calamari stated that Coastal was still working on their contracted items. The sediment pipe was partially cleaned out; water will flow and not back up. He continues to push for completion.

#### **C. District Manager**

##### **i. Approval of Unaudited Financial Statements as of March 31, 2016**

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2016.

##### **ii. 236 Registered Voters in the District as of April 15, 2016**

Mr. Adams stated there were 236 registered voters residing within the District's boundaries as of April 15, 2016.

##### **iii. NEXT MEETING: July 21, 2016 at 10:00 A.M.**

Mr. Adams indicated that the next meeting will be held September 1, 2016 at 10:00 a.m., at this location, rather than on July 21.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests**

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

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**


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

**On MOTION by Mr. Nelson and seconded by Ms. Johnson,  
with all in favor, the meeting adjourned at approximately  
10:40 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



  
Assistant Secretary

  
Chairman/Vice Chairman