

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

A Public Hearing and Regular Meeting of the Southern Hills Plantation I Community Development District's Board of Supervisors was held on **Thursday, September 1, 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
Jennifer Kilinski (<i>via telephone</i>)	District Counsel
Joe Calamari	District Engineer
J. Gaines (<i>via telephone</i>)	Berger, Toombs, Elam, Gaines & Frank
Barry Paulsen	Resident
Kathleen Griffith Sang	Resident

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 all Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items

Mr. Barry Paulsen, a resident, referred to various ponds and asked if the CDD's maintenance provisions included checking vegetation growth. Mr. Adams replied affirmatively, under the aquatic contract. At Mr. Paulsen's current residence, the pond was approximately 25% to 30% full of vegetation and, the end, near the residence, was almost completely clogged. Another pond was 90% covered and the retention pond, by the main entrance, was very heavy. Mr. Adams must evaluate those ponds with the aquatics contractor and the District Engineer.

There may be littoral shelves that must be vegetated. If the pond was supposed to be excavated for open water and was, it could be worked on. Mr. Paulsen stated that it used to be a lot more open and asked if this was how it was supposed to look.

Ms. Kathleen Griffith Sang, a resident, asked if a retention pond with a littoral shelf meant that part of the littoral shelf should have vegetation and there should be open water, if it was a Southwest Florida Water Management District (SWFWMD) classification or regulation for the pond and if a certain amount of water was treated before it entered the gulf stream. Mr. Adams replied affirmatively; the vegetation is supposed to help absorb impurities entering the pond, such as fertilizers and pesticides. Ms. Griffith Sang asked if the pond was designed that way. Mr. Adams stated that the District Engineer would review the plans and advise. Ms. Griffith Sang asked if the original drawings were with the SWFWMD, in the public record. Mr. Adams replied affirmatively. The drawings were permitted, through SWFWMD, and should be archived on the e-permitting website. When first developed, there may not be a lot of vegetation but, over time, the vegetation naturally filled in. The profile of the pond must be examined to determine whether there were littoral shelves, the boundaries of the littoral shelves, the profile on the open water areas and how far into the lake, the vegetation should extend. The growth may be due to evolution and viewed as not being maintained properly but that may be the intended appearance.

Ms. Griffith Sang asked about the stream that runs down Autumn Oak and crosses under the cleanout, under Summit View. Mr. Calamari stated it was an ongoing and complex project because the pipe was never maintained. Over the years, with the disturbances and sodding the area, some of the lots could have experienced erosion. Ms. Griffith Sang asked if the other side of the stream had a higher elevation and if that stream was built improperly, as it was lower on the east side. Mr. Calamari stated it could have a sump to catch some of the sediment, which should, be cleaned out before it enters the pipe. Ms. Griffith Sang asked if there was a way to repair it permanently or if maintenance would be ongoing. Mr. Calamari stated, unfortunately, natural events could not be controlled. Every year to 18 months, debris must be removed. Ms. Griffith Sang asked if that work would be built into the CDD budget. Mr. Calamari stated it would be monitored to determine how quickly it clogs.

Ms. Griffith Sang referred to Sitex Land, LLC (Sitex) and asked about an overgrown lake bank. The new landscaping company could not mow the banks because they had a different

machine or were not skilled enough; therefore, a portion must be removed by hand because the banks are very steep. It was noted that the area was CDD land. Ms. Griffith Sang asked if, when the contract was priced out, it specified the number of times the ponds must be mowed in the summer and winter. Mr. Adams stated that it was to be mowed on a regular basis. The landscaper was dealing with very wet conditions and anticipated that the area would dry out, over the next few days, and would be taken care of. Regarding the contract, Mr. Adams stated that the terms were well specified; it was a climate issue and a steep bank would be of concern, even under ideal conditions.

THIRD ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for Fiscal Year Ended September 30, 2015, Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. J. Gaines, of Berger, Toombs, Elam, Gaines & Frank (Berger, Toombs), presented the Audited Annual Financial Report for Fiscal Year 2015. Page 2 reflected an unmodified or “clean” opinion, which was the preferred opinion and meant that the financial statements were materially correct. The “Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Others Matters”, on Pages 27 and 28, reflected that there were no internal control or compliance findings. The “Management Letter”, on Pages 29 through 31, noted “Finding 2012-01”, which stated that, in Fiscal Years 2011, 2013 and 2014, the District failed to amend the “General Fund” budget. Actual expenditures exceeded budget, which is not allowed, by Statute; the budget was not over expended in Fiscal Year 2015. The previous finding would end in Fiscal Year 2016, unless the CDD over-expends the budget in Fiscal Year 2016. The “Independent Accountant’s Report/Compliance with Section 218.45 Florida Statutes”, on Page 32, confirmed that the District complied with the investment statute requirements.

*****Mr. Gaines left the meeting.*****

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2016-7, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2015

Mr. Adams presented Resolution 2016-7 for the Board's consideration.

On MOTION by Mr. Miars and seconded by Mr. Nelson, with all in favor, the Resolution 2016-7, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2015, as presented, was adopted.

FIFTH ORDER OF BUSINESS

Approval of June 2, 2016 Regular Meeting Minutes

Mr. Adams presented the June 2, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Nelson and seconded by Ms. Johnson Knierim, with all in favor, the June 2, 2016 Regular Meeting Minutes, were approved.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on Adoption of Fiscal Year 2016/2017 Budget

A. Proof of Publication

Mr. Adams presented the affidavit of publication for today's Public Hearing and Regular Meeting.

B. Consideration of Resolution 2016-8, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017

Mr. Adams presented Resolution 2016-8 for the Board's consideration. On Page 2, under "Appropriations", \$1,355,016 must be changed to \$1,250,787 to match the number below totaling all funds; the amount would be corrected in the final version of the Resolution. There were no changes to the proposed Fiscal Year 2017 budget, since it was last reviewed. The intent was to keep the budget the same, year-over-year, in terms of appropriation levels. Some budget amounts were repurposed, from Fiscal Year 2016, to more accurately reflect expenditures. Total appropriations were about \$12,000 lower, year-over-year, so there would be a slight reduction in the assessment levy for the operation and maintenance (O&M) portion of the assessments. The

“Debt Service” fund and “Amortization Schedule”, on Pages 6 and 7, which outlined the principal and interest repayment obligations, generally stay the same, cumulatively. The only change in the “Amortization Schedule” would be that the principal payments would become greater and the interest less, as with a mortgage.

*****Mr. Adams opened the Public Hearing.*****

No members of the public spoke.

*****Mr. Adams closed the Public Hearing.*****

On MOTION by Mr. Miars and seconded by Ms. Bloomquist, with all in favor, Resolution 2016-8, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2016-9, Making a Determination of Benefit; Imposing Special Assessments; Providing for the Collection and Enforcement of Special Assessments, Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll

Mr. Adams presented Resolution 2016-9 for the Board’s Consideration. The assessment levying resolution takes into consideration the budget just adopted and the appropriation and assessment levels. It directs Staff to finalize a lien roll and submit it to the Tax Collector, for placement of the on-roll assessments on the property tax bills and to collect the off-roll assessments, pursuant to the schedule outlined under Section 3, on Page 2, of the Resolution.

On MOTION by Mr. Miars and seconded by Ms. Johnson, with all in favor, Resolution 2016-9, Making a Determination of Benefit; Imposing Special Assessments; Providing for the Collection and Enforcement of Special Assessments, Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll, was adopted.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2016-10,
Adopting the Annual Meeting Schedule
for Fiscal Year 2016/2017**

Mr. Adams presented Resolution 2016-10 for the Board’s consideration. A Landowners’ Meeting was scheduled for November 3, 2016, which the Board was not required to attend.

**On MOTION by Ms. Bloomquist and seconded by Mr. Nelson,
with all in favor, Resolution 2016-10, Adopting the Annual
Meeting Schedule for Fiscal Year 2016/2017, was adopted.**

NINTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of June 30, 2016**

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2016. Assessment revenue collections were at 107%. Expenses were at 66% cumulatively; prorated would be 75%.

Ms. Bloomquist asked how the \$294,649 “Fund Balance Unassigned” would be used. Mr. Adams stated that a portion would be used for operating expenses during October, November and December, before assessment revenue would be received from the Tax Collector.

TENTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no report, the next item followed.

B. District Engineer

Mr. Calamari stated that the Phase 1 as-built drawings were completed and all of the repairs to the Phase 1 structures and berms were completed. The information could not be submitted to the Southwest Florida Water Management District (SWFWMD) until the sketch and descriptions were completed for the golf course ponds that would be transferred from the golf course to the CDD. A CAD draft was pending. It was anticipated that, by the end of December,

it would be completed and submitted to the District. The District had no violations and demonstrated that progress was being made. Pond 9CC was planted last week. The booster pump station’s electrical drawings should be completed any day. Once received, the package would be submitted to the Florida Department of Environmental Protection (FDEP) and, simultaneously, sent to a contractor. This should be finalized by the end of September.

C. District Manager

Mr. Adams would discuss the lake bank mowing schedule with the landscape company, Sitex. Ms. Griffith Sang stated, in speaking with Sitex, yesterday, regarding the lake that was too wed and not stable enough to mow. The contract was for “back of curb mowing”, twice-per-month, and, from an HOA standpoint, this should be examined because of the rapid growth, even without rain. The HOA would consider possibly mowing three times, in the summer months

TWELFTH ORDER OF BUSINESS

Supervisors’ Requests

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

THIRTEENTH ORDER OF BUSINESS

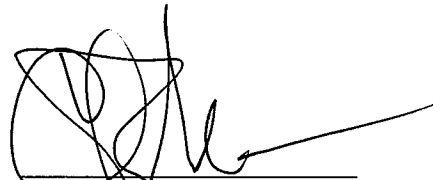
Adjournment

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

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Assistant Secretary


Chairman/Vice Chairman