

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

The Board of Supervisors of the Southern Hills Plantation I Community Development District held multiple Public Hearings and a Regular Meeting on August 9, 2021, *immediately thereafter the adjournment of the meeting of the Southern Hills Plantation III CDD, which is scheduled to commence 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:**

Margaret Bloomquist	Chair
Matt Romero	Assistant Secretary
Brian McCaffrey	Assistant Secretary
Robert Nelson	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Joe Calamari	District Engineer
Jay Gaines	Berger, Toombs, Elam, Gaines & Frank
Jim Knierim	Golf General Manager
Joe Weston	Resident
Jose Rodriguez	ASI Landscape Management (ASI)
Armando Taylor	ASI Landscape Management (ASI)

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 10:10 a.m. Supervisors Bloomquist, Romero, McCaffrey and Nelson were present in person. Supervisor McCoskrie was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments (*Agenda Items*)**

Resident Joe Weston stated his home was completed in December and voiced his opinion that there is a lack of proper drainage in his neighborhood because when it rains, water

runs through the neighborhood into the creek, through the woods, breaches the creek and the berm and floods his garage and home. He stated that he recently spent \$2,000 to repair water damage to his property and expressed his opinion that the CDD needs to correct the issue.

Mr. Knierim believed that the drainage system on Summit Drive, on the north side of the gatehouse, had not been maintained in over two years, causing sediments to collect and block water flow and push water onto the residential properties and the golf course. He discussed photographs from July that capture the drainage issues. In his opinion, if water cannot flow out, it will remain stagnant and cause other issues for which the CDD will be responsible. Mr. Weston stated the lot next to his home collects standing water, which breeds mosquitoes, and is a health hazard. He stated that, after the meeting, he would have the health department inspect and evaluate the situation.

Discussion ensued regarding clogged culverts, annual maintenance of the culverts, recent rainfall, a recent inspection of the drainage system by the Southwest Florida Water Management District (SWFWMD), CDD responsibilities and the budget. Mr. Adams would coordinate with Mr. Knierim to engage a contractor and have the culverts cleaned.

**THIRD ORDER OF BUSINESS****Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020, Prepared by Berger, Toombs, Elam, Gaines & Frank**

Mr. Gaines presented the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

Ms. Bloomquist asked if the \$409,283 due from the two CDDs was in addition to the \$400,761 due from special assessments from the Developer and other parties, as shown on Page 24. Mr. Gaines replied affirmatively. He reviewed the Statement of Net Position on Page 9. Discussion ensued regarding long-term debt, the reserve fund, a disclosure letter and governmental accounting policies.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-05, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020**

Mr. Adams presented Resolution 2021-05.

**On MOTION by Mr. McCaffrey and seconded by Mr. Romero, with all in favor, Resolution 2021-05, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020, was approved.**

**FIFTH ORDER OF BUSINESS**

**Ratification of Engagement with KE Law Group, PLLC**

- **Consideration of Fee Agreement**

Ms. Kilinski presented the Joint Engagement letter between Hopping Green & Sams (HGS) and KE Law Group, PLLC, (KELG) related to several attorneys that resigned from HGS and have created a new law firm specializing in Special District representation. KELG is staffed efficiently to create staff effectiveness, with low overhead and low billing rates. She reviewed the Fee Agreement.

**On MOTION by Mr. Romero and seconded by Mr. McCaffrey, with all in favor, the Engagement with KE Law Group, PLLC and the Fee Agreement, were ratified and approved.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing on the Adoption of the Fiscal Year 2021/2022 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2021-06, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Adams presented the proposed Fiscal Year 2022 budget and noted a few minor changes, including a slight reduction year-over-year, which resulted in slightly lower assessment levels, and in the probability number of units that are not expected to pay, going forward. Consequently, the year-over-year increase-to-fund balance was reduced from \$140,000 to \$87,000.

Ms. Bloomquist asked if Staff heard from the Trustee. Mr. Adams stated a communication was received from the Bondholder regarding additional funds in the Trust that were recently received. Management would transmit a reconciliation to the bondholder.

**Mr. Adams opened the public hearing.**

No members of the public spoke.

**Mr. Adams closed the public hearing.**

Mr. Adams presented Resolution 2021-06.

**On MOTION by Ms. Bloomquist and seconded by Mr. Nelson, with all in favor, Resolution 2021-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Operations and Maintenance Special Assessments to Fund the Budget for Fiscal Year 2021/2022, Pursuant to Florida Law**

**A. Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2021-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

**Mr. Adams opened the public hearing.**

No members of the public spoke.

**Mr. Adams closed the public hearing.**

Mr. Adams presented Resolution 2021-07.

**On MOTION by Ms. Bloomquist and seconded by Mr. McCaffrey, with all in favor, Resolution 2021-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Update: CDD II and III Repayments**

This item was presented following the Tenth Order of Business.

**NINTH ORDER OF BUSINESS**

**Update: Status of Sale and Receipt of Payments from Previously Escheated Properties**

This item was not addressed.

**TENTH ORDER OF BUSINESS**

**Consideration of ASI Landscape Management Proposals for Main Line Break by Guard House**

Mr. McCaffrey stated ASI was recently contracted to address the irrigation issues . He introduced Mr. Rodriguez and Mr. Taylor.

Mr. Taylor reported the following:

- ASI was correcting all zones to get everything operational.
- During the initial inspection, numerous mainline breaks were identified and are being analyzed zone by zone.

- The system was very neglected, several mainlines were capped by the previous company and several areas were not being irrigated.
- ASI has been conducting inspections, discovering mainline breaks, pressurizing lines, installing valves and working on repairs.
- ASI was working on deciphering the system zones and wiring.
- 20 zones were inspected and 15 zones remain to be inspected.
- One proposal was already been sent.

Mr. Rodriguez discussed the proposals, valves, zones, timer, maintenance and erosion. ASI installed a few temporary battery packs. Ms. Bloomquist asked about the issues potholes and with pipes underneath the roadway. Mr. Rodriguez stated ASI would inspect the area.

Mr. Taylor discussed separating the community into three landscaping sections, focal areas, mowing, the ponds, pine straw applications, mulch, horticulture, fertilizing the trees and palms, weed control, insect control and a fall pre-emergent application. He stated the spray schedules, monthly inspection reports and wet checks would be emailed to Mr. McCaffrey.

**A. EST2652202 – General Irrigation Repairs Such as Lateral Line Breaks, Clogged Nozzles, Broken Spray Heads, Broken Rotors, Etc.**

**B. EST2652181 – Two-Wire Zone Investigation for Tracking and Finding Zones That Are Not Turning On, Finding Faults and Bad Decoders**

▪ **Update: CDD II and III Repayments**

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

Mr. Adams reported the following:

- Southern Hills Plantation CDD III (CDD III): Repayments were being received.
- Southern Hills Plantation CDD II (CDD II): Thus far, no repayments were received.
- Ms. Bloomquist recently met with representatives of CDD II.

Ms. Bloomquist recapped a recent meeting with Mr. Devon Rushnell, from CDD II. Their position was that the 36.6% portion for CDD II should only include the expense of maintaining the main boulevard and not the pond maintenance, as reflected in the budget. Another issue was that the Inter-local Agreement was never recorded in 2004 and CDD II is willing to litigate this matter. Mr. Rushnell would examine the main boulevard and come up with a viable plan,

going forward. Mr. Rushnell had expressed that CDD II is open to having a formal arrangement with the CDDs.

Ms. Kilinski stated, in response to a request from District Counsel for CDD II, Staff compiled and transmitted backup documents, invoices and arrear payments owed. She recently asked District Counsel for CDD II for the status of their review and learned that the CDD II Board had not met in four months and the documents would be discussed in an upcoming meeting. She suggested having a joint meeting to have a productive conversation about a repayment schedule. She stated the communication that was sent to CDD II could be transmitted to the Board. Discussion ensued regarding the recorded agreement, litigation strategy, a misstatement in the SHPCDD II audit and forgiving the arrears amount.

▪ **Consideration of ASI Landscape Management Proposals Resumed**

Mr. Adams asked for approval of the ASI proposals.

**On MOTION by Mr. Romero and seconded by Mr. McCaffrey, with all in favor, ASI Proposal Estimate ID EST2652202 for \$6778.25 and Estimate ID EST2652181 for \$1,966, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Vortex Property Services Estimate #1050 for Paver Work and Sealing at Southern Hills Entry**

This item was deferred.

**TWELFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of June 30, 2021**

• **Actual Year-to-Date Plant Replacement Expenditures Versus Budget**

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2021. The financials were accepted.

**THIRTEENTH ORDER OF BUSINESS**

**Approval of June 14, 2021 Regular Meeting Minutes**

Mr. Adams presented the June 14, 2021 Regular Meeting Minutes.

**On MOTION by Mr. Romero and seconded by Mr. McCaffrey, with all in favor, the June 14, 2021 Regular Meeting Minutes, as presented, were approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Other Business**

There was no other business.

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *KE Law Group, PLLC***

There was nothing further to report.

**B. District Engineer: *Coastal Engineering Associates, Inc.***

Discussion ensued regarding pipe cleaning, landscaping and rainfall.

**C. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: September 13, 2021, *immediately following the adjournment of the Southern Hills Plantation III CDD meeting scheduled to commence at 10:00 a.m.***

- **QUORUM CHECK**

The next meeting will be held on September 13, 2021.

**SIXTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Ms. Bloomquist asked for an update on the County lots that are closing. Ms. Kilinski stated that the HOA and City lots closed and the County lots are scheduled to close this week; the funds coming in would be District funds.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Romero and seconded by Ms. Bloomquist, with all in favor, the meeting adjourned at 11:26 a.m.**



  
Secretary/Assistant Secretary

  
Chair/~~Vice Chair~~