

**SOUTHERN HILLS  
PLANTATION I  
COMMUNITY DEVELOPMENT  
DISTRICT**

**November 14, 2022**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

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

November 7, 2022

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

Board of Supervisors  
Southern Hills Plantation I Community Development District

Dear Board Members:

The Board of Supervisors of the Southern Hills Plantation I Community Development District will hold a Regular Meeting on November 14, 2022, 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 (*Agenda Items*)
3. Consideration of Resolution 2023-01, Relating to the Amendment of the General Fund Portion of the Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; and Providing for an Effective Date
4. Consideration of Interlocal Agreement Between Southern Hills Plantation I Community Development District, Southern Hills Plantation II Community Development District and Southern Hills Plantation III Community Development District (*to be provided under separate cover*)
5. Discussion: Pond Maintenance
6. Consideration of AllJax, Inc., Estimate #1403 for Pond Excavation
7. Discussion: Real Tree DRA
8. Consideration of Steadfast Contractors Alliance, LLC, Proposals/Estimates
  - A. Landscape Maintenance Pricing Proposal
  - B. Aquatic Maintenance Proposal with Map
  - C. Proposal #621 for Entry Ditch Enhancement
  - D. Proposal #622 for Chipping Tee Hill

- E. Proposal #623 for Pond Enhancement
- F. Estimate #SM-E-1713 for Putting Green Enhancements
- 9. Discussion: Reschedule Joint Meeting with Southern Hills Plantation II CDD and Southern Hills Plantation III CDD
- 10. Acceptance of Unaudited Financial Statements as of September 30, 2022
- 11. Approval of September 12, 2022 Public Hearing and Regular Meeting Minutes
- 12. Other Business
- 13. Staff Reports
  - A. District Counsel: *KE Law Group, PLLC*
  - B. District Engineer: *Coastal Engineering Associates, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: December 12, 2022 at 10:00 AM


- QUORUM CHECK

SEAT 1	JOHN MCCOSKRIE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 2		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 3	MATT ROMERO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 4	BRIAN MCCAFFREY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 5	MARGARET BLOOMQUIST	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

- 14. Supervisors' Requests
- 15. 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  
 PARTICIPANT PASSCODE: 229 774 8903**



**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**3**

**RESOLUTION 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE AMENDMENT OF THE GENERAL FUND PORTION OF THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, on August 9, 2021, the Board of Supervisors (hereinafter referred to as the “Board”) of the Southern Hills Plantation I Community Development District (hereinafter referred to as the “District”), adopted a Budget for Fiscal Year 2021/2022; and

**WHEREAS**, the Board desires to amend the General Fund portion of the budget previously approved for Fiscal Year 2022.

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

Section 1. The Fiscal Year 2021/2022 Budget is hereby amended in accordance with Exhibit “A” attached hereto; and

Section 2. This resolution shall become effective immediately upon its adoption, and shall be reflected in the monthly and Fiscal Year End September 30, 2022 Financial Statements and Audit Report of the District.

**PASSED AND ADOPTED** this 14th day of November, 2022.

---

Secretary/Assistant Secretary

---

Chair/Vice Chair, Board of Supervisors

**EXHIBIT "A"**

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED BUDGET GENERAL FUND  
FISCAL YEAR 2022**

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED BUDGET GENERAL FUND  
FISCAL YEAR 2022**

	Actual	Budget	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
<b>REVENUES</b>					
Special assessments: on-roll	\$ 382,645	\$ 394,775	\$ 12,130	\$ (12,130)	\$ 382,645
Special assessments: off-roll	88,729	64,350	(24,379)	24,379	88,729
Reimburse - SHP-III	861	12,344	11,483	(11,483)	861
Interest & miscellaneous	-	250	250	(250)	-
Total revenues	<u>472,235</u>	<u>471,719</u>	<u>(516)</u>	<u>516</u>	<u>472,235</u>
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Legislative					
Supervisor fees	7,200	6,700	(500)	500	7,200
Financial & administrative					
Management	30,000	30,000	-	-	30,000
Engineering	1,356	7,500	6,144	(6,144)	1,356
Dissemination agent	2,500	2,500	-	-	2,500
Trustee	-	4,300	4,300	(4,300)	-
Audit	3,625	3,250	(375)	375	3,625
Arbitrage rebate calculation	-	650	650	(650)	-
Insurance: public officials liability	5,182	5,507	325	(325)	5,182
Legal advertising	972	750	(222)	222	972
Bank fees	-	600	600	(600)	-
Annual district filing fee	175	175	-	-	175
Website	705	790	85	(85)	705
ADA website compliance	409	210	(199)	199	409
Postage	1,166	500	(666)	666	1,166
Office supplies	-	150	150	(150)	-
Contingencies	202	-	(202)	30,202	30,202
Legal counsel					
District counsel	105,902	15,000	(90,902)	100,902	115,902
Total professional & administrative	<u>159,394</u>	<u>78,582</u>	<u>(80,812)</u>	<u>120,812</u>	<u>199,394</u>

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
AMENDED BUDGET GENERAL FUND  
FISCAL YEAR 2022**

	Actual	Budget	Budget to Actual Variance	Proposed Amendment Increase/ (Decrease)	Amended Budget
<b>Field operations</b>					
Electric utility services					
Street lights	13,183	13,100	(83)	83	13,183
Stormwater control					
Lake/pond bank maintenance	37,188	37,000	(188)	188	37,188
Aquatic maintenance	36,827	31,000	(5,827)	5,827	36,827
Aquatic plant replacement	-	5,000	5,000	(5,000)	-
Lake/pond repair	-	6,900	6,900	(6,900)	-
Other physical environment					
Insurance: property	8,182	8,694	512	(512)	8,182
Entry & walls maintenance	2,317	2,500	183	(183)	2,317
Landscape maintenance	25,549	83,000	57,451	(57,451)	25,549
Holiday decorations	7,165	10,000	2,835	(2,835)	7,165
Irrigation repairs & maintenance	11,486	7,500	(3,986)	3,986	11,486
Landscape replacement	3,472	75,000	71,528	(71,528)	3,472
Culvert inspection and cleaning	90,000	-	(90,000)	90,000	90,000
Capital outlay					
Landscape	218	-	(218)	218	218
Contingency					
Miscellaneous contingency	810	10,000	9,190	(9,190)	810
Total field operations	<u>236,397</u>	<u>289,694</u>	<u>53,297</u>	<u>(53,297)</u>	<u>236,397</u>
<b>Other fees and charges</b>					
Tax collector	15,658	16,449	791	(791)	15,658
Total other fees and charges	<u>15,658</u>	<u>16,449</u>	<u>791</u>	<u>(791)</u>	<u>15,658</u>
Total expenditures	<u>411,449</u>	<u>384,725</u>	<u>(26,724)</u>	<u>66,724</u>	<u>451,449</u>
Excess/(deficiency) of revenues over/(under) expenditures	60,786	86,994	26,208	(66,208)	20,786
Fund balance - beginning	942,643	731,957	(210,686)	210,686	942,643
Fund balance - ending	<u>\$ 1,003,429</u>	<u>\$818,951</u>	<u>\$ (184,478)</u>	<u>\$ 144,478</u>	<u>\$ 963,429</u>

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**6**

AllJax, Inc.  
 28455 Johnston Rd  
 Dade City, FL 33523 US  
 (727) 457-5380  
 alljaxinc@gmail.com

# Estimate



ADDRESS
Southern Hills Plantation US 41 south of Cortez Blvd

SHIP TO
Southern Hills Plantation US 41 south of Cortez Blvd

ESTIMATE #	DATE
1403	06/27/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Pond Excavation</b>	CDD 1 front pond excavation of over growth. removal of over growth in front pond, following the embankment clearing roughly 20ft to 30th wide connecting it to large pond behind retaining wall. change link fence will be taken down and put back up to gain access. this includes hauling off all debris. AllJax is not responsible for sod damage or irrigation but will do our best to minimize.	1	21,000.00	21,000.00
	<b>Excavation service</b>	L-9CC for tree removal etc. remove large/stump and mud/dirt island. excavation sediment build up and grade back out on embankment. haul of tree and stump. mow overgrowth grass behind house to	1	6,500.00	6,500.00



DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		water line. this doesn't include sod. once job is complete will be able to get a measure for sod needed.			

CDD 1 front pond fence area. Also L-9CC for tree removal etc

SUBTOTAL	27,500.00
TAX	0.00
<b>TOTAL</b>	<b>\$27,500.00</b>

Accepted By

Accepted Date

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**7**

CONSTRUCTION PLANS FOR:

# Southern Hills

PLANTATION CLUB

## Phase 3A

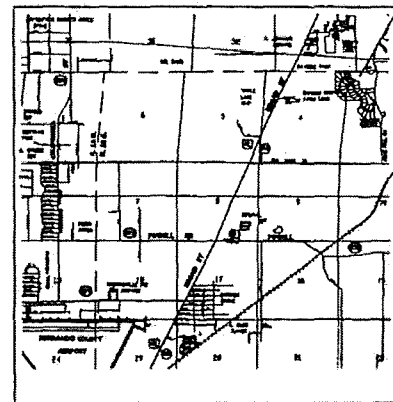
61 LOTS

Project Number 05416

CITY OF  
BROOKSVILLE

INDEX OF SHEETS

- COVER SHEET
- SP-1 LEGAL AND BOUNDARY
- HC-1 LOT GEOMETRY
- HC-2 LOT GEOMETRY
- HC-3 LOT GEOMETRY
- HC-4 LOT GEOMETRY
- HC-5 LOT GEOMETRY
- NTS-1 TYPICAL SECTION & DETAILS
- NTS-2 TYPICAL SECTION & DETAILS
- UT-1 MASTER UTILITY PLAN
- UT-2 MASTER UTILITY PLAN
- UT-3 MASTER UTILITY PLAN
- UT-4 MASTER UTILITY PLAN
- UT-5 MASTER UTILITY PLAN
- DR-1 MASTER DRAINAGE PLAN
- DR-2 MASTER DRAINAGE PLAN
- DR-3 MASTER DRAINAGE PLAN
- DR-4 MASTER DRAINAGE PLAN
- DR-5 MASTER DRAINAGE PLAN
- GR-1 LOT GRADING PLAN
- GR-2 LOT GRADING PLAN
- GR-3 LOT GRADING PLAN
- GR-4 LOT GRADING PLAN
- GR-5 LOT GRADING PLAN
- GR-6 INTERSECTION GRADING DETAILS
- PR-1 PLAN AND PROFILE -
- PR-2 PLAN AND PROFILE -
- PR-3 PLAN AND PROFILE -
- PR-4 PLAN AND PROFILE -
- PR-5 PLAN AND PROFILE -
- PR-6 PLAN AND PROFILE -
- PS-1 POND SECTIONS AND DETAILS
- PS-2 POND SECTIONS AND DETAILS
- PS-3 POND SECTIONS AND DETAILS
- PS-4 POND SECTIONS AND DETAILS
- PS-5 POND SECTIONS AND DETAILS
- STM-1 STORM DRAINAGE DETAILS
- WUD-1 WATER DISTRIBUTION DETAILS
- WUD-2 WATER DISTRIBUTION DETAILS
- LPS-1 LOW PRESSURE SEWER AND GRINDER PUMP DETAILS
- TR-1 TRAFFIC CONTROL PLAN
- EC-1 CONSTRUCTION SURFACE WATER MANAGEMENT PLAN
- EC-2 CONSTRUCTION SURFACE WATER MANAGEMENT DETAILS
- EC-3 CONSTRUCTION SURFACE WATER MANAGEMENT NOTES
- WT-1 PRESERVATION SIGNAGE
- WT-2 PRESERVATION SIGNAGE
- WT-3 PRESERVATION SIGNAGE
- WT-4 PRESERVATION SIGNAGE
- WT-5 PRESERVATION SIGNAGE



VICINITY MAP  
SECTIONS 3/4 TWP. 23S., RGE. 18E



OWNER / DEVELOPER

LANDMAR GROUP

2202 N. WESTSHORE BLVD. SUITE 115  
TAMPA, FLORIDA 33607

SURVEYOR/ENGINEER



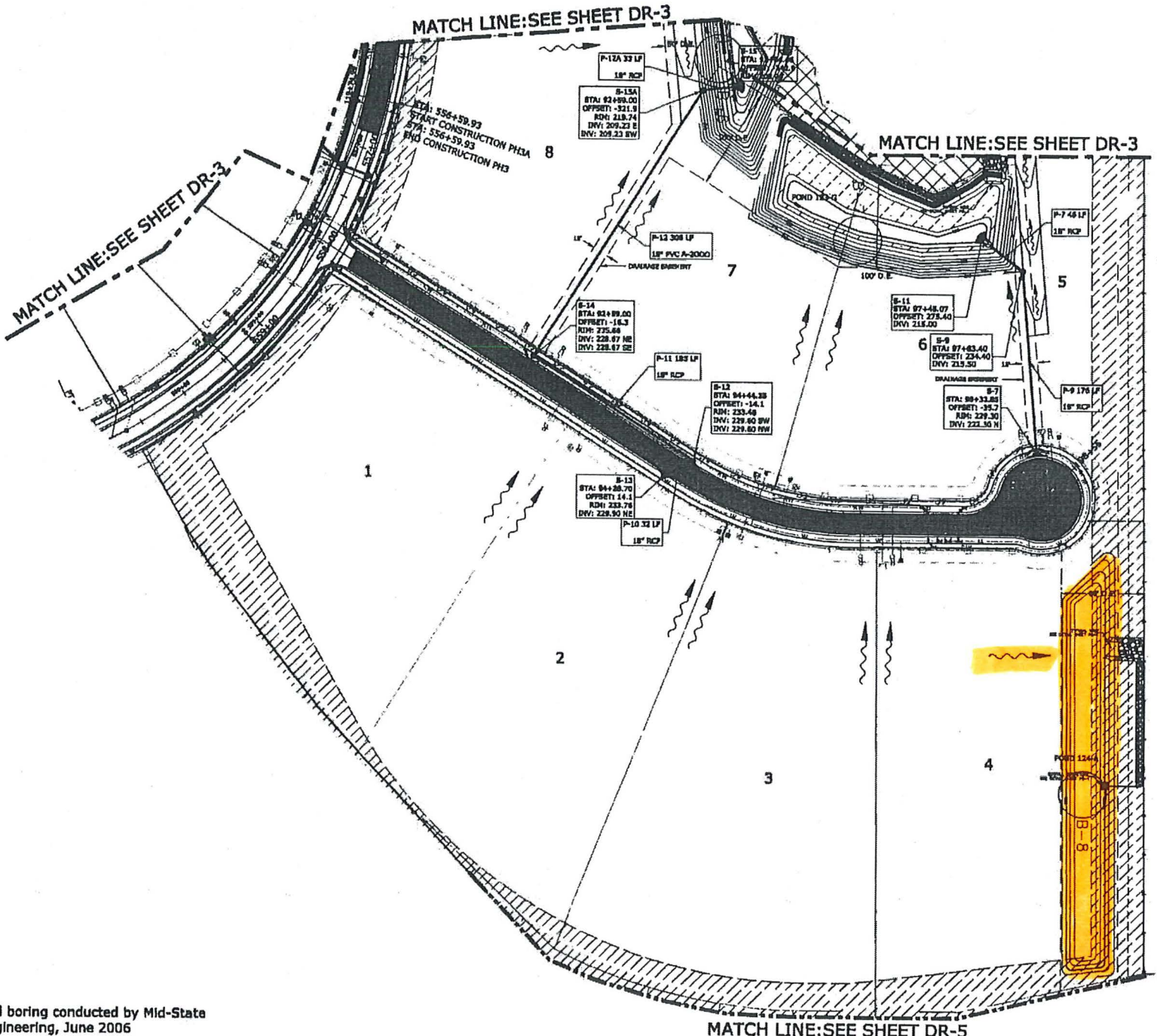
DESIGN ENGINEER : CLIFFORD E. MANUEL, Jr., P.E.

*(Signature)*  
MAY 18 2007

PROFESSIONAL ENGINEER FLORIDA REGISTRATION NO. 36834

AGENCY APPROVALS

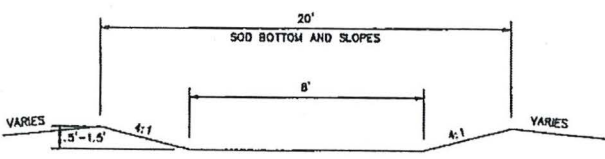
AGENCY	PERMIT TYPE	DATE SUBM.	DATE APP.	PERMIT NO.	EXP. DATE	QA/QC CHECKLIST		
						DESIGNER	DATE	
F.D.E.P.						TEAM LEADER	DATE	
S.W.F.W.M.D.						CONSTRUCTION MGMT	DATE	



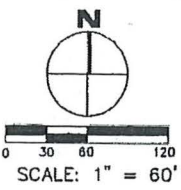
Soil boring conducted by Mid-State Engineering, June 2006

Soil boring conducted by Tierra, Inc., November 2006

**NOTE:**  
Individual lot site development and grading shall be such that the existing drainage patterns are maintained to the extent possible, that no drainage discharge shall be allowed to cross lot lines except in a designated conveyance and that all lot runoff shall be directed toward drainage retention areas for treatment and release. In no event shall runoff from developed lots be allowed to flow directly to wetland areas



TYPICAL 20' SWALE DETAIL  
NOT TO SCALE



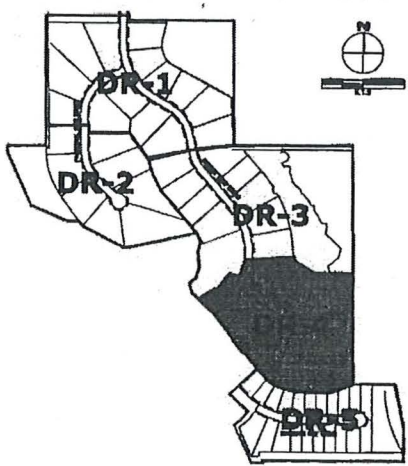
**LEGEND**

- DIRECTION OF FLOW
- STORM CURB INLET
- MITERED END SECTION (MES)
- MES WITH ENERGY DISSIPATOR
- PROPOSED SANITARY MANHOLE
- PROPOSED STORM MANHOLE
- PROPOSED OUTFALL STRUCTURE  
SEE DETAIL ON SHEET PS-1
- INDICATES PROPOSED GRAVEL TRENCH AND PERFORATED PIPE WITH CONNECTING SOLID PIPE  
SEE DETAIL ON SHEET PS-1
- STRUCTURE NUMBER
- TOP ELEVATION
- INVERT IN
- INVERT OUT
- MES STRUCTURE NUMBER
- INVERT OUT
- EXIT VELOCITY
- INDICATES MATCH LINE
- PROPOSED SWALE (TYPICAL)
- INDICATES WETLAND JURISDICTIONAL BOUNDARY
- INDICATES 25' (OR GREATER) UNDISTURBED WETLAND BUFFER AREA
- INDICATES LITTORAL AREA OF POND
- INDICATES WEIR WITH RIP-RAP

**NOTE:**  
EXISTING CONTOURS AND ELEVATIONS ARE BASED UPON THE NATIONAL GEODETIC DATUM OF 1929 0.00 MEAN SEA LEVEL.  
PROJECT BENCH MARK

**FUGITIVE DUST**  
ALL FUGITIVE DUST SHALL BE CONTROLLED ON SITE. ONLY AREAS SCHEDULED FOR IMMEDIATE CONSTRUCTION SHALL BE CLEARED OR STRIPPED OF VEGETATION WATERING APPLICATION OF APS 505 SILT STOP OR OTHER PRIOR APPROVED MEANS OF DUST CONTROL SHALL BE EMPLOYED TO PREVENT THE EMANATION OF DUST FROM THE SITE. PERMANENT GRASSING, LANDSCAPING AND OTHER SITE WORK SHALL BE INITIATED AS SOON AS POSSIBLE.

**KEY MAP**



MASTER DRAINAGE PLAN  
*Southern Hills*  
Hernando County, FL, PH. 3A

Design Engineer  
MAY 08 2007  
Clifford E. Mariani, Jr.  
Professional Engineer  
No. 36834  
FLA. REG. PROFESSIONAL ENGINEER

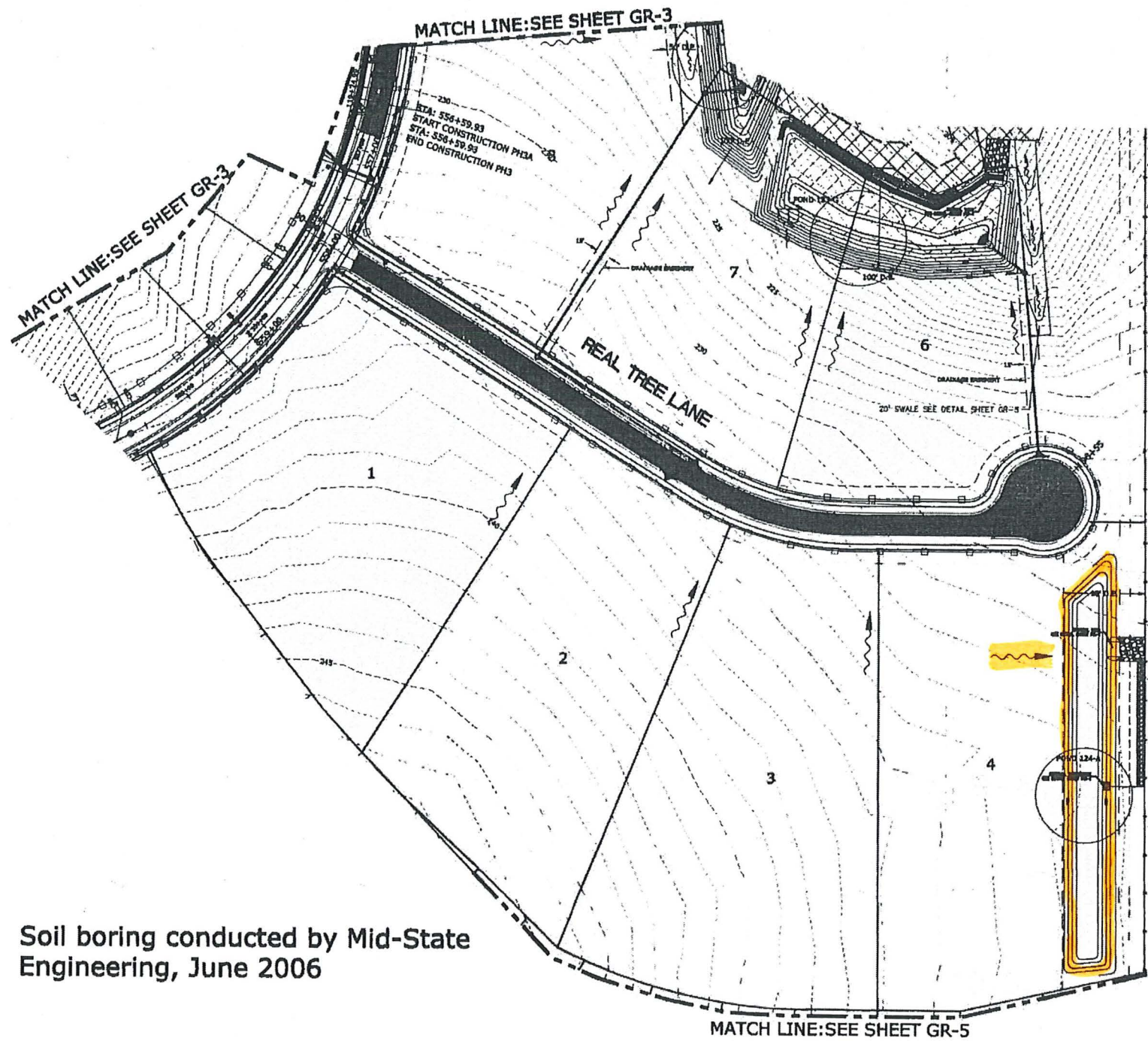
**Coastal**  
Engineering  
Shoring  
Environmental  
Construction Management  
Engineering Associates, Inc.  
3333 Gandy Boulevard - Suite 400 - Ft. Lauderdale, Florida 33309  
352-778-6633 - Fax: 352-778-6638  
E-1000142

RELEASE OF DOCUMENT  
THIS DOCUMENT IS THE PROPERTY OF COASTAL ENGINEERING ASSOCIATES, INC. AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR REPRODUCTION OF THIS DOCUMENT WITHOUT THE WRITTEN AUTHORIZATION OF COASTAL ENGINEERING ASSOCIATES, INC. IS PROHIBITED.

NO.	DATE	DESCRIPTION
1	12-04-04	ISSUED PLANS FOR PERMITTED COMMENTS

SHEET  
**DR-4**  
OF 49 SHEETS  
05416





Soil boring conducted by Mid-State Engineering, June 2006

Soil boring conducted by Tierra, Inc., November 2006

**NOTE:**  
Individual lot site development and grading shall be such that the existing drainage patterns are maintained to the extent possible, that no drainage discharge shall be allowed to cross lot lines except in a designated conveyance and that all lot runoff shall be directed toward drainage retention areas for treatment and release. In no event shall runoff from developed lots be allowed to flow directly to wetland areas



SCALE: 1" = 60'  
CONTOUR INTERVAL = 1'

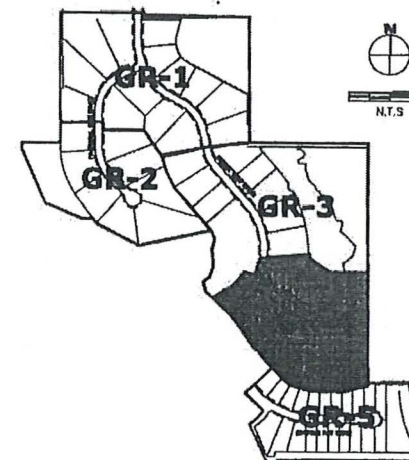
**LEGEND**

- XX--- INDICATES GRADING FOR ROADWAY
- X--- INDICATES DRAINAGE STRUCTURE NUMBER
- >--- INDICATES DIRECTION OF FLOW
- |--- INDICATES STORM CURB INLET
- |--- INDICATES MITERED END SECTION (MES)
- |--- INDICATES MES WITH ENERGY DISSIPATOR
- O--- INDICATES PROPOSED STORM MANHOLE
- |--- INDICATES TYPE III SILT FENCE
- |--- INDICATES TYPE IV DOUBLE SILT FENCE
- |--- INDICATES MATCH LINE
- |--- INDICATES 15' D.E. DRAINAGE EASEMENT
- |--- INDICATES 30' D.E. DRAINAGE EASEMENT
- |--- INDICATES EXISTING CONTOURS
- |--- INDICATES WETLAND JURISDICTIONAL BOUNDARY
- |--- INDICATES 25' UNDISTURBED WETLAND BUFFER
- |--- INDICATES LITTORAL AREA OF POND
- |--- INDICATES PROPOSED GRAVEL TRENCH AND PERFORATED PIPE WITH CONNECTING SOLID PIPE SEE DETAIL ON SHEET PS-1
- |--- INDICATES 5' WIDE BERM
- O--- INDICATES TYP. WEIR (SEE DETAIL SHEET PS-1)
- |--- INDICATES WEIR WITH RIP-RAP

**FUGITIVE DUST**

ALL FUGITIVE DUST SHALL BE CONTROLLED ON SITE. ONLY AREAS SCHEDULED FOR IMMEDIATE CONSTRUCTION SHALL BE CLEARED OR STRIPPED OF VEGETATION. WATERING APPLICATION OF APS 605 SALT STOP OR OTHER PRIOR APPROVED MEANS OF DUST CONTROL SHALL BE EMPLOYED TO PREVENT THE EMANATION OF DUST FROM THE SITE. PERMANENT GRASSING, LANDSCAPING AND OTHER SITE WORK SHALL BE INITIATED AS SOON AS POSSIBLE.

**KEY MAP**



MASTER GRADING PLAN

*Southern Hills*  
Hernando County, FL PH. 3A

Design Engineer  
R04 08 2007

Clifford B. Manuel, Jr.  
P.E. No. 38834  
DRAWING SHALL BE UNDER CONTROL, DATED & SIGNED BY REGISTERED PROFESSIONAL

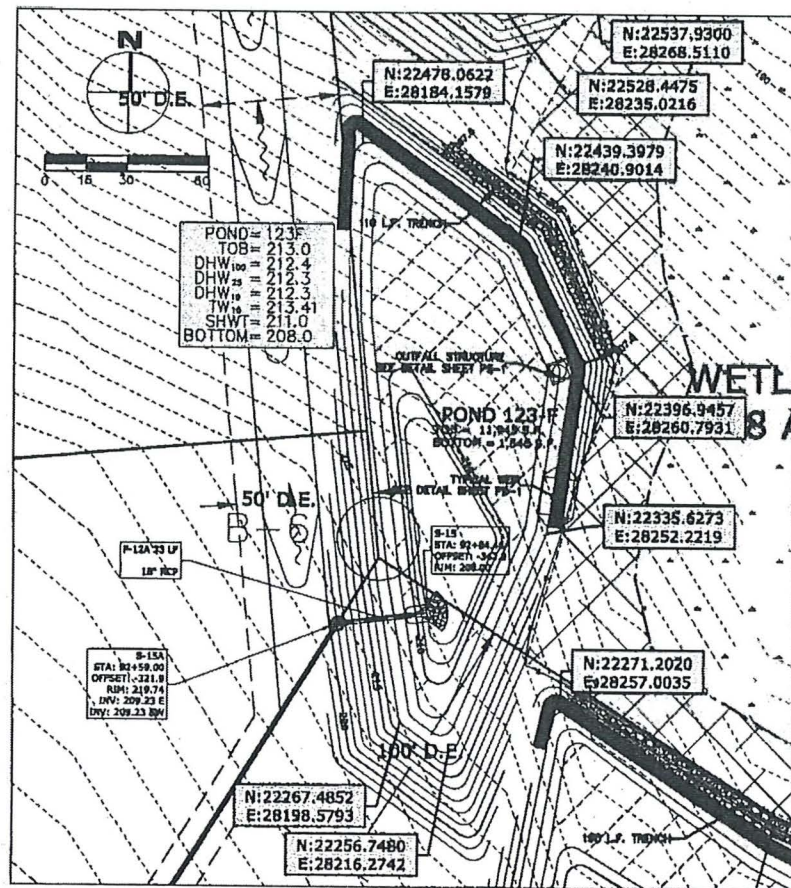
**Coastal**  
Engineering & Construction, Inc.  
385 Condonight Boulevard • Brooksville, Florida 34601  
352-786-8432 • Fax 352-786-8389  
E-10000114

**REUSE OF DOCUMENT**  
THIS DOCUMENT, COMPRISED OF THE ACCOMPANYING SHEETS AND DECISIONS, IS THE PROPERTY OF PROFESSIONAL SERVICES, IS TO BE USED ONLY FOR THE PROJECT AND SITE FOR WHICH IT WAS PREPARED AND FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN AUTHORIZATION OF PROFESSIONAL SERVICES ASSOCIATES, INC.

NO.	REV.	DATE	DESCRIPTION
1	1	12-15-06	ISSUED PLANS FOR PERMITS

SHEET  
**GR-4**  
OF 49 SHEETS  
05416

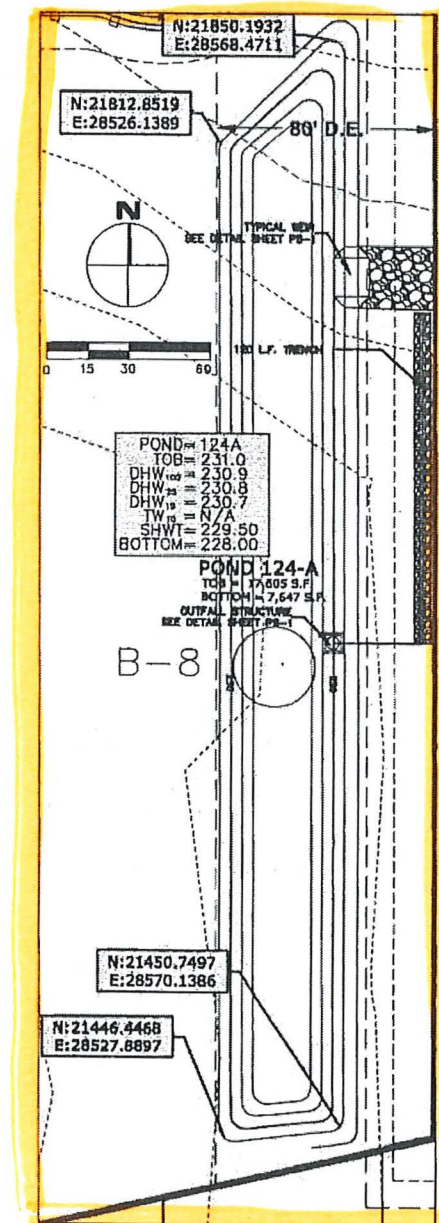
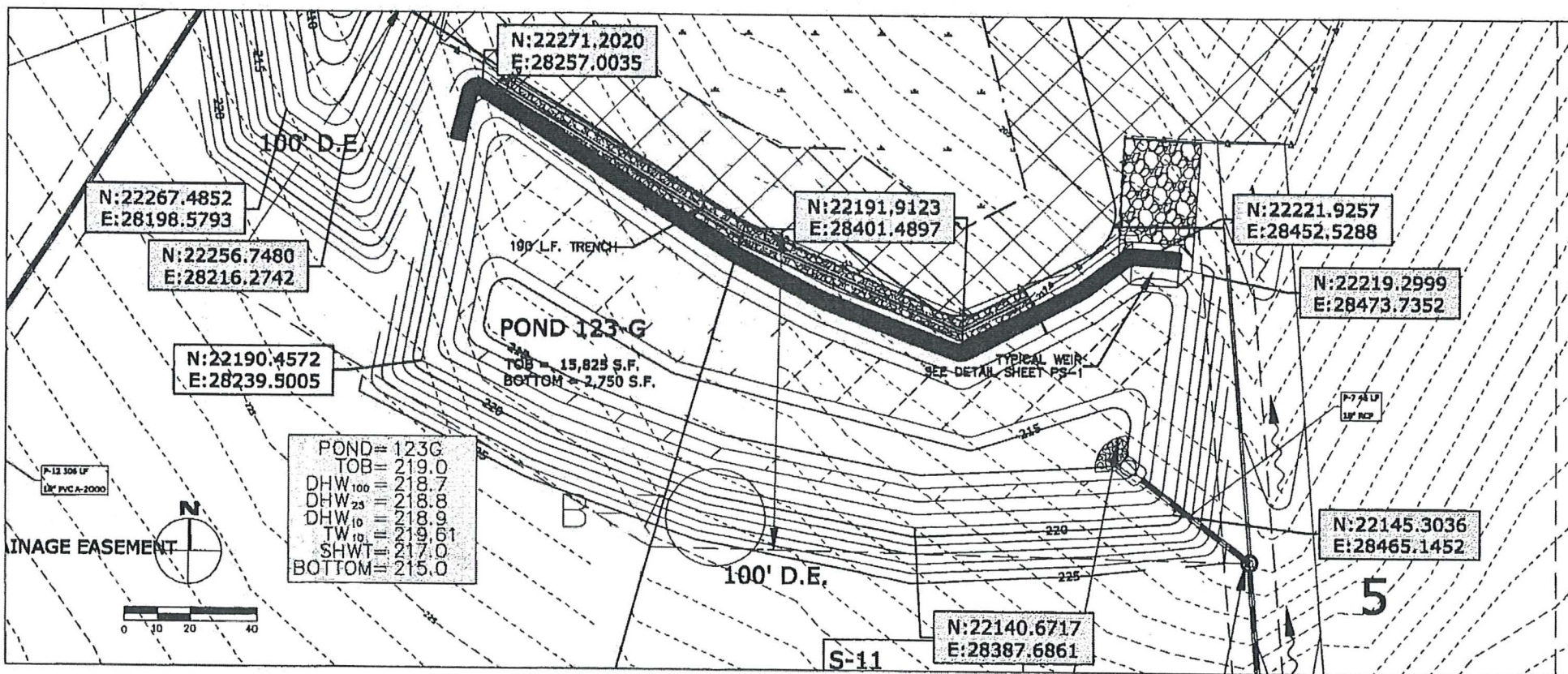




Soil boring conducted by Mid-State Engineering, June 2006

Soil boring conducted by Tierra, Inc., November 2006

- LEGEND**
- DIRECTION OF FLOW
  - STORM CURB INLET
  - MITERED END SECTION
  - PROPOSED STORM MANHOLE
  - PROPOSED OUTFALL STRUCTURE SEE DETAIL ON SHEET PS-1
  - INDICATES PROPOSED GRAVEL TRENCH AND PERFORATED PIPE WITH CONNECTING SOLID PIPE SEE DETAIL ON SHEET PS-1
  - STRUCTURE NUMBER
  - TOP ELEVATION
  - INVERT IN
  - INVERT OUT
  - PROPOSED SWALE (TYPICAL)
  - INDICATES WETLAND JURISDICTIONAL BOUNDARY
  - INDICATES 25' (OR GREATER) UNDISTURBED WETLAND BUFFER AREA
  - INDICATES 5' BERM
  - INDICATES LITTORAL AREA OF POND



POND SECTION DETAILS

*Southern Hills*  
Hernando County, FL, PH. 3A

Design Engineer

NOV 08 2007  
Clifford E. Marquis, Jr.  
P.E. No. 38854  
REGISTERED PROFESSIONAL

**Coastal**  
Engineering  
Planning  
Environmental  
Construction Management

388 Commercial Boulevard • Bradenton, Florida 34401  
888-798-8433 • Fax: 888-798-8438  
EO-0000143

RELEASE OF DOCUMENT  
THIS DOCUMENT IS THE PROPERTY OF COASTAL ENGINEERING, INC. AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY OTHER REPRODUCTION OR TRANSMISSION OF THIS DOCUMENT WITHOUT THE WRITTEN AUTHORIZATION OF COASTAL ENGINEERING, INC. IS PROHIBITED.

NO.	DATE	DESCRIPTION

SHEET  
**PS-4**  
OF 04-SHEETS  
05416



**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

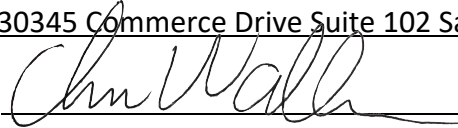
**8A**

## Summary of Services for Southern Hills Plantation

A. LANDSCAPE MAINTENANCE TOTAL	\$ 73,055.85
B. FERTILIZATION TURF TOTAL <i>Recommend 6 Applications</i>	\$ 10,582.00
C. FERTILIZATION SHRUB TOTAL	\$ 3,162.00
D. MULCH TOTAL <i>Estimate based on 450 Yards</i>	\$ 24,750.00
E. Pine Straw Mulch 1 x per Year TOTAL <i>Based on 100 Bales-</i>	\$ 1,100.00
F. Flowers 3 X's per Year (4.5" premiums) TOTAL <i>**Estimating 200 at each install rotation.</i>	\$ 1,650.00
G. Lake Bank Mowing (other than 3 along entry boulevard)	\$ 92,170.75
FIRST YEAR TOTAL BID PRICE	\$ 206,470.60
SECOND YEAR TOTAL BID PRICE	\$ 212,664.72

Contractor Name: Steadfast Contractors Alliance, LLC

Contractor Address: 30345 Commerce Drive Suite 102 San Antonio, FL 33576

Contractor Signature 

Title: Maintenance Division Manager

Telephone Number: 844-347-0702

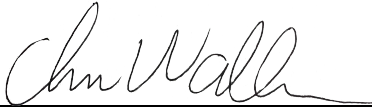
Date: November 2, 2022



## SUPPLEMENTAL PRICING FORM

1. Pine Bark- (cost/cubic yard, supply and spread on site) <i>**without trenching</i>	\$ 52.00
2. Additional Labor with truck and hand tools (man hour)	\$ 55.00
3. Additional Labor with truck and power equipment; chain saws blowers etc. (man hour)	\$55.00
4. Additional labor with truck and heavy power equipment (i.e., hustler, tractor, bush hog) (cost/man hour)	\$ 55.00
5. St. Augustine sod laid, site ready (cost/square foot)	\$ 0.85
6. Cost per hour – General Labor	\$ 55.00
7. Cost per hour – Irrigation Service Technician with one laborer	\$ 125.00

*The prices above shall be commensurate with the contract term.*

 Contractor Signature	Steadfast Contractors Alliance, LLC Company Name	11/2/2022 Date
---	---	-------------------

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**8B**

2022

# STEADFAST

ENVIRONMENTAL



**Wrathell, Hunt & Associates, LLC.**  
*Proposal for Aquatics: Southern Hills Plantation*  
Southern Hills Blvd Brooksville, FL





**STEADFAST**

**Steadfast**  
**Environmental Division**  
30435 Commerce Drive, Suite 102  
San Antonio, FL 33576  
844-347-0702 | office@steadfastalliance.com

October 25th 2022

Wrathell, Hunt & Associates, LLC.

2300 Glades Rd Suite 410W, Boca Raton, FL 33431

Attn: Brian McCaffrey, Assistant Secretary

We greatly appreciate the opportunity to bid on this project for you.  
Attached is the agreement for waterway services at Southern Hills  
Plantation CDD 1.

Program to consist of areas indicated on the attached map.

Area to be serviced measures **51,269 LF & 99.84 AC.**

Occurrence: **4** events/month (**Weekly**)

Annual Cost: **\$56,040.00**

(\$**4,670.00** per month)

Special services can also be provided outside of the routine monthly maintenance at the Boards request.  
These will be proposed on separate estimates outside of the monthly maintenance service agreement.

We pride ourselves on providing the highest level of service in the industry and look forward to the  
opportunity of exceeding your expectations!

Respectfully yours,

*Joseph Hamilton*

Steadfast Environmental, LLC.  
Joseph C. Hamilton, Owner/Operator

## Maintenance Contract

### Aquatic Maintenance Program

1. **Algicide Application:** John Deere Gators, equipped with dual spray-tank systems and outfitted with extendable hose reel will be utilized to carry out topical & subsurface applications of algicides approved for controlling filamentous, planktonic, & cyanobacterial algae growth in accordance with regulations defined by the Florida Department of Agriculture and Consumer Services. Technicians will utilize easements to access CDD owned property around the pond bank. Applications cover surface waters 7 feet from the shoreline and 2 feet below the surface; up to the high-water mark/edge. Treatment events will occur as listed per month, spaced evenly (pending weather) with additional services available on request.<sup>1</sup>
2. **Herbicide Application:** Utilization of EPA approved herbicides to target invasive/emergent nuisance grasses/brush (vegetation) as defined by Florida Exotic Pest Plant Council; including category 1 & 2 species. Carried out in accordance to regulations defined by Florida Department of Agriculture and Consumer Services. Applications will cover surface waters 5 feet from the shoreline and include vegetation above the water's surface. Along shoreline areas & littoral zones; up to the high-water mark/edge. Treatment events to occur with the same frequency of algicide applications.<sup>2</sup>
3. **Submersed Vegetation Control:** Treatments of EPA approved herbicides for the removal of submersed vegetation & otherwise undesired aquatic weeds, as defined by Florida Exotic Pest Plant Council. Including, but not limited to both non-native & nuisance species such as Hydrilla, Dwarf Babytears, Chara, Duckweed, ect.\*
4. **Debris Collection:** Collection of "litter" items along the shoreline, within reach or up to 1 ft below the surface, during routine maintenance visitations. Individual items to be removed are limited to non-natural materials, such as plastics, Styrofoam, paper, aluminum. Oversized items such as household appliances or large construction debris items are not included in this service; but will instead be logged and brought to the attention of the CDD board. An estimate can be provided to remove these large items on a case-by-case basis. The collection of significant/sudden or profuse influx of debris items may be subject to a mobilization fee.
5. **Pond Dye Application:** Available on request. If so desired, applications of pond dye can be done to enhance aesthetics. Offered in black and hues of blue.
6. **Inspection Reports:** Routine monthly inspection of maintained waterways. Including photographic documentation as well as notation of any discovered issues/afflictions and accompanied by a plan of action.\*<sup>3</sup>

### Special Services:

1. **Physical & Mechanical Removals of Invasive/Exotic Vegetation.** – Utilization of crews with handheld cutting equipment to flush cut, remove and dispose of vegetation off-site. Alternative method of heavy machinery to mulch in-place vegetation within the conservation buffer zones. Buffer zones lie in between the wetland jurisdiction line and the sod of resident properties and common area.
2. **Planting of Native & Desirable, Low-lying Aquatic Vegetation** – Installation of Florida-native flora to improve aesthetics & assist in the control of aquatic algae. Bare root installation as well as container grown plants are available.
3. **Aquatic Fountain & Aeration Installation** – Installation of aquatic fountains to improve the aesthetics of ponds. Installation of bottom diffused aeration to circulate water and to increase its oxygen content to reduce algal growth, while also improving the health of a pond's fish, allowing for better insect control.
4. **Native Fish Stocking** – Stocking of Florida-native species such as Bluegill, Redear Sunfish/Shell Crackers, Gambusia will greatly impact the populations of mosquito and midge fly larvae in your waterway. Seasonal availability will affect pricing for stocking different varieties of fish.
5. **Triploid Grass Carp Stocking** – Introduction of sterile Grass Carp as a biological control of submersed aquatic plant/weed species.
6. **Excess Trash/Oversize Object Collection Visits** – Proposals to remove excess debris from heavy construction, bizarre & oversize items that may make their way into your lakes and ponds.
7. **Seasonal Midge Fly Treatments** – Applications of larvicide for the control of Midge Fly larvae. This is done twice a year to control and maintain Midge Fly populations. Most effective in summer (April-June) and fall (September-October).

*\*These services to be performed at Steadfast Environmental's discretion, and for the success of the aquatic maintenance program. <sup>1</sup> There may be light regrowth following a treatment event. This growth will be addressed during the following treatment event, or in extreme cases by service request. <sup>2</sup> Herbicide applications may be reduced during the rainy season/in anticipation of significant rain/wind events to avoid damaging submerged stabilizing grasses, and to prevent leaving a ring of dead grasses on the upper bank. <sup>3</sup> Identification of improper drainage or damaged outflow structures does not imply responsibility for repairs. Responsibility for repairs is not included in the scope of work.*



Service Area



## SOUTHERN HILLS PLANTATION I CDD

19850 Southern Hills Boulevard, Brooksville

Gate Code:



### Agreement

The contract will run for one year starting \_\_\_\_\_ . If upon expiration of this agreement, both parties have not signed a new contract, this contract shall automatically be renewed for a one-year term. Changes to contract prices shall be in writing and agreed upon by both parties.

The goal of this contract is that upon completion of each visit to the client, the aquatic appearance shall be maintained to the highest reasonable standard possible given the nature of the property and its individual condition.

Steadfast Contractors Alliance, LLC. / Steadfast Environmental, here after referred to contractor, agrees to furnish all supervision, labor, materials, supplies, and equipment to perform the work hereinabove. Proof of insurance and necessary licensees will be provided if requested by client. Contractor will also provide workman's compensation and proof thereof on employees if requested by client.

The contract does not attempt to address damage caused by vandalism, floods, hurricanes, poor drainage, or other incidents beyond the control of the contractor. The contractor will endeavor to address such contingencies upon client's request by separate agreement.



**Compensation**

Contractor shall be paid monthly. On the first (1<sup>st</sup>) day of the month, the Contractor shall tender to the Customer and bill or invoices for those services rendered during the current month which shall be paid by the Customer by the first day of the following month.

**Conditions:**

This contract is for a period of (12) twelve months. This agreement shall remain in force for a period of 1 year. If, upon expiration of this agreement, a new agreement has not been executed by both parties, this agreement shall automatically be renewed for a period of 1 year from the date of expiration of the previous term at the annual fees stated with the addition of a 3.5% cost of living increase. Either party may cancel this contract, with or without cause, with a thirty (30) day written notice by certified mail.

No Finance Charge will be imposed if the total of such purchases is paid in full within 30 days of invoice date. If not paid in full within 30 days, then a FINANCE CHARGE will be imposed from the invoice date on the balance of purchases at a periodic rate of 1 1/2 % per month (18% Annual) until paid and Steadfast Contractors Alliance, LLC. / HC Property Maintenance, LLC, DBA Steadfast, shall have the right to elect to stop work under this Contract until all outstanding amounts, including Finance Charges, are paid in full. Payments will be applied to the previously billed Finance Charges, and thereafter, in order, to the previous invoices and finally to the New Invoices. In the event, any or all the amounts due under this Agreement are collected by or through an attorney, the Purchaser/Owner agrees to pay all reasonable attorneys' fees.

Utilities Usage: The Client shall allow the Contractor usage of utilities if needed.

Fuel Surcharge: For purposes of this agreement, the standard price for (1) gallon of regular unleaded fuel shall be specified as the Florida average price per the Florida Attorney General's office. In the event that the average price is escalated over that of \$4.00 per gallon, a 3% fuel surcharge shall be added to each invoice. The 3% fuel surcharge will be suspended from all future invoices when the average gallon price drops below that of \$4.00 per gallon, however, the charge may again be implemented in the future invoices should the average gallon price again escalates over the established \$4.00 base price.

Change in Law: This Agreement is based on the laws and regulations existing at the date of execution. In the event that a governmental authority enacts laws or modifies regulations in a manner that increases the Contractor's costs associated with providing the services under this Agreement, the Contractor reserves the right to notify Client in writing of such material cost increase and to adjust pricing accordingly as of the effective date of such cost increase. Contractor must submit clear documentation supporting the cost increase and can only increase pricing to the extent of actual costs incurred.

This contract is withdrawn unless executed within ninety (90) days of the date of this document.

Thank you for the opportunity to submit this contract. We look forward to becoming part of your team.

By signing this Agreement in the space provided below, the undersigned Client signatory hereby represents and confirms that it has full power and authority to enter this Agreement on its own behalf and on behalf of the record owner of the service area, and that this Agreement is a legally binding obligation of the undersigned and the record owner of the service area.

In witness, whereof the parties to this agreement have signed and executed it this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

*Joe Hamilton*

\_\_\_\_\_  
Steadfast Representative

Co-Owner / Manager  
Title

\_\_\_\_\_  
Signature of Owner or Agent

\_\_\_\_\_  
Title





# SOUTHERN HILLS PLANTATION I CDD

19850 Southern Hills Boulevard, Brooksville

Gate Code:





**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**8C**



**Steadfast Contractors Alliance, LLC**  
 30435 Commerce Drive Unit 102 | San Antonio, FL 33576  
 Phone: 844-347-0702 | Fax: 813-501-1432  
 office@SteadfastAlliance.com | SteadfastAlliance.com

# Proposal

**Date** 10/21/2022 **Proposal #** 621

Customer Information		Project Information	
Southern Hills Plantation CDD 1 Wrathall Hunt & Associates LLC 2300 Glades Road, Suite 410W Boca Raton, FL 33431		Southern Hills Plantation Entry Di...	
<b>Contact</b>		Entry Ditch enhancement	
<b>Phone</b>			
<b>E-mail</b>	btmpuckeye@verizon.net	<b>Proposal Prepared By:</b>	Joe Hamilton
<b>Account #</b>		<b>Type Of Work</b>	Removal

Steadfast Contractor Alliance, LLC proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Qty	U/M	Unit Price	Amount
Removal of vegetation (Primrose Willow, Carolina Willow, Cattails & various underbrush) from drainage ditch at entrance, South of Southern Hills Blvd.  All vegetation is to be pulled/ flush cut and hauled off-site for disposal at approved yard debris facility. Area measures 543 Linear Feet in circumference and 10,930 Square Feet.  Est. Timeframe of project = 2-3 Days.	1		4,250.00	4,250.00

<b>Total</b>	\$4,250.00
--------------	------------

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**8D**



**Steadfast Contractors Alliance, LLC**  
 30435 Commerce Drive Unit 102 | San Antonio, FL 33576  
 Phone: 844-347-0702 | Fax: 813-501-1432  
 office@SteadfastAlliance.com | SteadfastAlliance.com

# Proposal

**Date** 10/21/2022 **Proposal #** 622

Customer Information		Project Information SHP Putting Green Area Pond/Hil...	
Southern Hills Plantation CDD 1 Wrathall Hunt & Associates LLC 2300 Glades Road, Suite 410W Boca Raton, FL 33431	<b>Contact</b>	Chipping Tee Hill/Pond enhancement	
	<b>Phone</b>		
	<b>E-mail</b> btmuckeye@verizon.net	<b>Proposal Prepared By:</b>	Joe Hamilton
	<b>Account #</b>	<b>Type Of Work</b>	Maint.

Steadfast Contractor Alliance, LLC proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Qty	U/M	Unit Price	Amount
Forestry Mulching of slope for grasses and brush to begin long term maintenance enhancement of area by chipping green/clubhouse. Est. Timeframe - 2 Days	1		2,400.00	2,400.00
Herbicide Application for 1.27 acres of waterway to control floating vegetation (Duckweed, Azolla, Salvinia) "SONAR AS" will begin producing visible results within 7-10 days of the application. Est. Timeframe- 0.5 days	1		2,370.00	2,370.00

<b>Total</b>	<b>\$4,770.00</b>
--------------	-------------------

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**8E**



**Steadfast Contractors Alliance, LLC**  
 30435 Commerce Drive Unit 102 | San Antonio, FL 33576  
 Phone: 844-347-0702 | Fax: 813-501-1432  
 office@SteadfastAlliance.com | SteadfastAlliance.com

# Proposal

**Date** 10/21/2022 **Proposal #** 623

Customer Information		Project Information SH Trac Mow, Tree removal/sedi...	
Southern Hills Plantation CDD 1 Wrathall Hunt & Associates LLC 2300 Glades Road, Suite 410W Boca Raton, FL 33431	<b>Contact</b>  <b>Phone</b>  <b>E-mail</b> btmuckeye@verizon.net  <b>Account #</b>	Southern Hills Pond Enhancement	<b>Proposal Prepared By:</b> Joe Hamilton  <b>Type Of Work</b> Enhancement

Steadfast Contractor Alliance, LLC proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:

Description	Qty	U/M	Unit Price	Amount
1.) Mowing of western portion of pond with Altos trac mower. Area to be mowed as low as possible to better match surround bank sod. Vegetation from areas where the mower cannot access to be removed by hand and hauled off site for disposal.  2.) Removal of trees from inlet sediment build up on north east portion of the pond. All trees to be flush cut and hauled off site for disposal.  3.) Sediment for inlet buildup to be relocated along the northern bank area and graded to match existing slope. Sod to be laid after grade as been slicked and compacted.  Est. Timeframe = 3-4 Days.	1		8,290.00	8,290.00

<b>Total</b>	<b>\$8,290.00</b>
--------------	-------------------

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**8F**



# Estimate

**Date** 10/23/2022 **Estimate #** SM-E-1713

Customer Information		Project Information SM1089 Southern Hills Plantation...	
Southern Hills Plantation CDD Wrathall Hunt and Associates LLC 2300 Glades Rd, Suite 410 W Boca Raton, Fl 33431	<b>Contact</b>  <b>Phone</b>  <b>E-mail</b> btmbuckeye@verizon.net  <b>Account #</b>	SM1089 Southern Hill Plantation CDD 4200 Summit View Dr Brooksville FL 3460	<b>Proposal Prepared By:</b>  <b>Type Of Work</b>

**Steadfast proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work:**

Description	Qty	Rate	Cost
Steadfast proposes to furnish all labor, materials, equipment and supervision necessary to construct, as an independent contractor, the following described work: 2 green		0.00	0.00
Weed eat and spray weed killer to landscape bed adjacent to 2 green. Declined fakahatchee will be disposed of. Bed delination goes from CDD to golf course.	1	1,500.00	1,500.00
Install pine straw to bed after it has been detailed.	150	12.00	1,800.00

**I HEREBY CERTIFY that I am the Client/Owner of record of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.**

**Total** \$3,300.00

**I warrant and represent that I am authorized to enter into this Agreement as Client/Owner.**

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature: \_\_\_\_\_ Printed Name and Title: \_\_\_\_\_

Representing (Name of Firm): \_\_\_\_\_



**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
SEPTEMBER 30, 2022**

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2022**

	Major Funds		Total Governmental Funds
	General	Debt Service	
<b>ASSETS</b>			
Wells Fargo	\$ 652,787	\$ -	\$ 652,787
SBA	92	-	92
Undeposited funds	18,124	7,749	25,873
Investments			
Revenue - A1	-	279,592	279,592
Revenue - A2	-	216,790	216,790
Reserve - A1	-	495,632	495,632
Reserve - A2	-	78,089	78,089
Interest - A1	-	3	3
Interest - A2	-	2	2
Prepayment - A1	-	108,170	108,170
Prepayment - A2	-	713	713
Sinking - A1	-	4	4
Cost of Issuance	-	18,026	18,026
Due from Developer	-	185,983	185,983
Assessments receivable - on-roll	-	46,287	46,287
Assessments receivable - off-roll	159,343	743,931	903,274
Allowance for uncollectable receivable	(248,704)	(19,567)	(268,271)
Prepaid expenses	14,569	-	14,569
Due from Southern Hills II	450,478	-	450,478
Due from Southern Hills III	21,051	-	21,051
Deposits	2,919	-	2,919
Total assets	<u>\$ 1,070,659</u>	<u>\$ 2,161,404</u>	<u>\$ 3,232,063</u>
<b>LIABILITIES</b>			
<b>Liabilities</b>			
Accounts payable	47,649	-	47,649
Due to Developer	37	-	37
Total liabilities	<u>47,686</u>	<u>-</u>	<u>47,686</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	19,544	929,914	949,458
Total deferred inflows of resources	<u>19,544</u>	<u>929,914</u>	<u>949,458</u>
<b>Fund balances</b>			
Restricted for:			
Debt service	-	1,231,490	1,231,490
Unassigned	1,003,429	-	1,003,429
Total fund balances	<u>1,003,429</u>	<u>1,231,490</u>	<u>2,234,919</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 1,070,659</u>	<u>\$ 2,161,404</u>	<u>\$ 3,232,063</u>

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments: on-roll	\$ -	\$ 382,645	\$ 394,775	97%
Special assessments: off-roll	18,124	88,729	64,350	138%
Reimburse - SHP-III	-	861	12,344	7%
Interest & miscellaneous	-	-	250	0%
Total revenues	<u>18,124</u>	<u>472,235</u>	<u>471,719</u>	100%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Legislative				
Supervisor fees	800	7,200	6,700	107%
Financial & administrative				
Management	2,500	30,000	30,000	100%
Engineering	232	1,356	7,500	18%
Dissemination agent	208	2,500	2,500	100%
Trustee	-	-	4,300	0%
Audit	-	3,625	3,250	112%
Arbitrage rebate calculation	-	-	650	0%
Insurance: public officials liability	-	5,182	5,507	94%
Legal advertising	434	972	750	130%
Bank fees	-	-	600	0%
Annual district filing fee	-	175	175	100%
Website	-	705	790	89%
ADA website compliance	-	409	210	195%
Postage	138	1,166	500	233%
Office supplies	-	-	150	0%
Contingencies	202	202	-	N/A
Legal counsel				
District counsel	18,109	105,902	15,000	706%
Total professional & administrative	<u>22,623</u>	<u>159,394</u>	<u>78,582</u>	203%

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>Field operations</b>				
Electric utility services				
Street lights	1,155	13,183	13,100	101%
Stormwater control				
Lake/pond bank maintenance	6,200	37,188	37,000	101%
Aquatic maintenance	10,026	36,827	31,000	119%
Aquatic plant replacement	-	-	5,000	0%
Lake/pond repair	-	-	6,900	0%
Other physical environment				
Insurance: property	-	8,182	8,694	94%
Entry & walls maintenance	-	2,317	2,500	93%
Landscape maintenance	5,742	25,549	83,000	31%
Holiday decorations	-	7,165	10,000	72%
Irrigation repairs & maintenance	1,185	11,486	7,500	153%
Landscape replacement	105	3,472	75,000	5%
Culvert inspection and cleaning	-	90,000	-	N/A
Capital outlay				
Landscape	-	218	-	N/A
Contingency				
Miscellaneous contingency	-	810	10,000	8%
Total field operations	<u>24,413</u>	<u>236,397</u>	<u>289,694</u>	82%
<b>Other fees and charges</b>				
Tax collector	-	15,658	16,449	95%
Total other fees and charges	<u>-</u>	<u>15,658</u>	<u>16,449</u>	95%
Total expenditures	<u>47,036</u>	<u>411,449</u>	<u>384,725</u>	107%
Excess/(deficiency) of revenues over/(under) expenditures	(28,912)	60,786	86,994	
Fund balance - beginning	<u>1,032,341</u>	<u>942,643</u>	<u>731,957</u>	
Fund balance - ending	<u>\$1,003,429</u>	<u>\$ 1,003,429</u>	<u>\$818,951</u>	

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2011  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments: on-roll	\$ -	\$ 784,667	\$ 781,313	100%
Special assessments: off-roll	-	-	185,983	0%
Assessment prepayment	-	95,147	-	N/A
Interest	2,069	5,245	-	N/A
Total revenues	<u>2,069</u>	<u>885,059</u>	<u>967,296</u>	91%
<b>EXPENDITURES</b>				
Principal - A1	-	230,000	240,000	96%
Principal - A2	-	-	180,000	0%
Interest - A1	-	307,110	293,770	105%
Interest - A2	-	226,780	216,920	105%
Legal fees	-	7,062	-	N/A
Total expenditures	<u>-</u>	<u>770,952</u>	<u>930,690</u>	83%
<b>Other fees and charges</b>				
Property appraiser	-	-	16,277	0%
Tax collector	-	32,109	16,277	197%
Total other fees and charges	<u>-</u>	<u>32,109</u>	<u>32,554</u>	99%
Total expenditures	<u>-</u>	<u>803,061</u>	<u>963,244</u>	83%
Excess/(deficiency) of revenues over/(under) expenditures	2,069	81,998	4,052	
Fund balance - beginning	<u>1,229,421</u>	<u>1,149,492</u>	<u>868,183</u>	
Fund balance - ending	<u><u>\$ 1,231,490</u></u>	<u><u>\$ 1,231,490</u></u>	<u><u>\$ 872,235</u></u>	

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38

The Board of Supervisors of the Southern Hills Plantation I Community Development District held a Public Hearing and Regular Meeting on September 12, 2022 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
John McCoskrie	Vice Chair
Robert Nelson (via telephone)	Assistant Secretary
Matt Romero	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Grace Kobitter	KE Law Group PLLC
John Faulkner	Steadfast
Bruce Noble	GreenePointe

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 10:15 a.m. Supervisors Bloomquist, Romero and McCoskrie were present in person. Supervisor Nelson was attending via telephone. Supervisor McCaffrey was not present.

**SECOND ORDER OF BUSINESS**

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

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Presentation of Steadfast Proposal for Enhancement of Existing Landscaping Along Southern Hills Blvd. [John Faulkner]**



39 Mr. Faulkner presented the Steadfast proposal, in the amount of \$126,303. He  
40 highlighted the following:

- 41 ➤ The medians from SR41 to the guardhouse were used as a space marker.
- 42 ➤ The price includes removal of all overgrown material. Most of the shrubbery is  
43 overgrown on both sides of the road and will be pulled out and pine straw beds will be laid.
- 44 ➤ The main concern is that the root layers on the oak trees are covered with 4" to 6" of  
45 organic material that is overtaking the trees on both sides of the road and the branches are  
46 starting to deteriorate.

47 Discussion ensued regarding the condition of the oak trees, pine straw installation,  
48 debris removal, ongoing maintenance, irrigation issues, conduit holding the water system,  
49 broken zones and buried sprinkler heads.

50 Mr. Faulkner suggested having a consultant analyze the irrigation system before making  
51 any repairs. Asked if GreenPointe will pay for the repairs, Mr. Noble stated GreenPointe would  
52 like this proposal to be executed to avoid further damages and possible liability.

53

54 **On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor,**  
55 **the Steadfast Proposal for Enhancement of Existing Landscaping Along**  
56 **Southern Hills Boulevard, in the amount of \$126,303, including an irrigation**  
57 **assessment, was approved.**

58

59

60 **FOURTH ORDER OF BUSINESS**

**Update: Meeting with Facilitator on August  
2, 2022**

61

62

63 Mr. McCoskrie reported the following:

- 64 ➤ Southern Hills Plantation II CDD (SHP II) owes the CDD about \$430,000. Despite retaining  
65 attorneys, there is still no definitive answer as to how strong or weak the CDD's case is against  
66 SHP II.

- 67 ➤ At the April meeting, a suggestion was made to charge SHP II \$139,000 per year but it  
68 did not gain any traction.

69 ➤ At the mediation meeting on August 2, 2022, the Judge tried to facilitate a negotiation  
70 and the result was to reduce the amount to \$78,000 and \$25,000 per year, going forward, but  
71 SHP II was not agreeable.

72 ➤ On August 19, 2022, he met with Mr. John Franz, SHP II's representative. Now under  
73 consideration is charging SHP II \$40,000 for the amount in arrears and \$20,000 annually, for  
74 three years, followed by 25% of \$110,000, equating to \$25,000 to \$30,000 per year.

75 ➤ Additionally, a common Board or subcommittee will be formed with representatives  
76 from SHP I, II and III. Each Board would appoint one member to the Committee with everyone  
77 having a vote and majority rules.

78 Regarding if it would be a three-person committee and what it would be a  
79 subcommittee of, Mr. Adams explained that each CDD would appoint someone and that  
80 individual would report to their respective CDD Board. The committee will brainstorm regarding  
81 the Boulevard, shared costs and make recommendations and, out of that committee the  
82 majority, two out of three, rules. Ultimately, the Boards would approve the committee's  
83 recommendations. Mr. Adams stated the biggest thing is the budget. Staff will prepare a  
84 proposed budget, with SHP I taking the lead with the Interlocal Agreement, and make sure  
85 everyone understands what makes the budget and agrees to the levels of service.

86 Discussion ensued regarding clarification of the function of the committee versus the  
87 Board representation, the Interlocal Agreement, the re-landscaping of the Boulevard by the  
88 Developer, attorney's fees, SHP III's response to the public records lawsuit, Chapter 164  
89 proceedings, sending an informational letter to property owners and residents regarding  
90 revenue and cost-sharing issues with SHP II, maintenance of the pond on SR41 that affects all  
91 three CDDs and the October 3, 2022 meeting.

92

93 **On MOTION by Mr. Romero and seconded by Mr. McCoskrie, with all in favor,**  
94 **the proposed negotiation with SHP II to pay the CDD a \$40,000 back payment**  
95 **and \$20,000 annually, for three years, followed by 25% annually of the**  
96 **\$110,000, formation of a committee with one representative from each of the**  
97 **three CDDs and considering an addendum to the Interlocal Agreement at the**  
98 **October 3, 2022 Joint Meeting with SHP II and SHP III, was approved.**

99

100 **FIFTH ORDER OF BUSINESS**

**Consideration of Illuminations Holiday Lighting Proposal**

101  
102

103 Mr. Adams stated Mr. McCaffrey worked with Illuminations Holiday Lighting and  
104 received an updated \$12,850 proposal for holiday lighting at the entry.

105 Discussion ensued regarding the itemized estimate, the three highlighted options,  
106 previous year’s cost, price adjustments and the track lighting.

107 The Board decided to proceed with the same holiday lighting program as was used in  
108 2021.

109

**On MOTION by Mr. McCoskrie and seconded by Ms. Bloomquist, with all in favor, the Illuminations Holiday Lighting Proposal, in the amount of \$12,850, was approved.**

113  
114

115 **SIXTH ORDER OF BUSINESS**

**Public Hearing on the Adoption of the Fiscal Year 2022/2023 Budget**

116  
117

118 **A. Proof/Affidavit of Publication**

119 The affidavit of publication was included for informational purposes.

120 **B. Consideration of Resolution 2022-08, Relating to the Annual Appropriations and**  
121 **Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending**  
122 **September 30, 2023; Authorizing Budget Amendments; and Providing an Effective**  
123 **Date**

124 Mr. Adams presented the proposed Fiscal Year 2023 budget and recalled that final  
125 revisions were made at that previous meeting. Expenses increased slightly, year-over-year;  
126 however, because of additional income that will come from SHP III, assessments will decrease,  
127 as outlined in the Assessment Tables on Page 8.

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

129 No members of the public spoke.

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

131

132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170

**On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor, Resolution 2022-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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 presented Resolution 2022-09.

**On MOTION by Mr. Romero and seconded by Mr. McCoskrie, with all in favor, Resolution 2022-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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**

**Acceptance of Unaudited Financial Statements as of July 31, 2022**

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2022.

Mr. McCoskrie noted a discrepancy on Page 3, under "Landscape maintenance". He believed that funds are missing, notwithstanding the \$90,000 that was expended and unbudgeted. Mr. Adams explained that the budget was re-worked and shows the full amount with an offsetting revenue from SHP II and SHP III, against the cost-share. The issue will be corrected in the new Fiscal Year 2023 budget year.

171 Mr. McCoskrie stated, once the CDD settles with SHP II, the next focus will be the  
172 amortization schedule for the bond. He discussed skipped bond payments, communications  
173 with Mr. Szymonowicz, of Wrathell Hunt and Associates (WHA), sold lots and past due CDD  
174 payments. The financials were accepted.

175

176 **NINTH ORDER OF BUSINESS**

**Approval of Minutes**

177

178 Mr. Adams presented the following:

179 **A. April 11, 2022 Informational Session**

180

181 **On MOTION by Ms. Bloomquist and seconded by Mr. McCoskrie, with all in**  
182 **favor, the April 11, 2022 Informational Session Minutes, as presented, were**  
183 **approved.**

184

185

186 **B. July 11, 2022 Regular Meeting**

187 The following change was made:

188 Line 86: Change "hearsay" to "forthcoming"

189 Mr. McCoskrie voiced his opinion that ASI Landscaping (ASI) is not trimming the trees  
190 properly so they should be monitored and eventually replaced.

191 Ms. Bloomquist expressed her opinion that vegetation is taking over near Ponds #10,  
192 #11 and #12. Mr. McCoskrie felt that, as the CDD rebuilds its cash reserve, after all of its  
193 revenue issues are settled, the focus needs to shift to the ponds and engaging better pond  
194 maintenance contractors. Ms. Bloomquist suggested including pond maintenance as a  
195 discussion item at the next meeting.

196

197 **On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor,**  
198 **the July 11, 2022 Regular Meeting Minutes, as amended, were approved.**

199

200

201

201 **TENTH ORDER OF BUSINESS**

**Other Business**

202

203 Mr. McCoskrie stated Mr. Robert Buckner called to report a 30’ high pile of dirt behind  
204 his house and a dry retention area that is currently wet. Mr. Adams will inspect the property  
205 and report his findings.

206 Mr. McCoskrie felt that the CDD should revisit its 33 ponds and 14 banks, which have  
207 not been mowed for months. He asked Staff to obtain a new aerial map.

208

209 **ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

210

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

212 There was nothing further to report.

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

214 There was no report.

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

- 216 • **NEXT MEETING DATE: October 3, 2022 at 10:00 a.m. [Joint Special Meeting**
- 217 **with Southern Hills Plantation II and III CDDs]**

- 218 ○ **QUORUM CHECK**

219 The next meeting will be held on October 3, 2022.

220

221 **TWELFTH ORDER OF BUSINESS**

**Supervisors’ Requests**

222

223 There were no Supervisors’ requests.

224

225 **THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

226

227

228 There being nothing further to discuss, the meeting adjourned.

229

<p>230 <b>On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor,</b></p> <p>231 <b>the meeting adjourned at 11:38 a.m.</b></p>
---

232

233

234

235

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

236  
237  
238  
239  
240  
241  
242

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS**



## SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT

### BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

#### LOCATION

*Southern Hills Plantation Clubhouse, 4200 Summit View Drive, Brooksville, Florida 34601*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 3, 2022* <b>CANCELED</b>	Regular Meeting	10:00 AM**
November 14, 2022	Regular Meeting	10:00 AM**
December 12, 2022	Regular Meeting	10:00 AM**
January 9, 2023	Regular Meeting	10:00 AM**
February 13, 2023	Regular Meeting	10:00 AM**
March 13, 2023	Regular Meeting	10:00 AM**
April 10, 2023	Regular Meeting	10:00 AM**
May 8, 2023	Regular Meeting	10:00 AM**
June 12, 2023	Regular Meeting	10:00 AM**
July 10, 2023	Regular Meeting	10:00 AM**
August 14, 2023	Regular Meeting	10:00 AM**
September 11, 2023	Public Hearing & Regular Meeting	10:00 AM**

*\*\* Meetings are expected to commence immediately thereafter the adjournment of the meeting of the Southern Hills Plantation III CDD, which are scheduled to commence at 10:00 A.M.*

#### Exception(s)

*\*October meeting is one week earlier to accommodate the Columbus Day holiday.*