

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

The Board of Supervisors of the Southern Hills Plantation I Community Development District held a Regular Meeting on December 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:**

John McCoskrie	Vice Chair
Matt Romero	Assistant Secretary
Brian McCaffrey	Assistant Secretary
Richard Pakan	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Grace Kobitter	KE Law Group PLLC
Joe Calamari	District Engineer
Joe Hamilton	Steadfast
Chris Wallen	Steadfast

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 10:00 a.m. Supervisors Romero, McCoskrie, McCaffrey and Pakan were present in person. Supervisor Bloomquist was not present.

**SECOND ORDER OF BUSINESS**

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

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2023-02,  
Designating Certain Officers of the District  
and Providing for an Effective Date**

Mr. Adams presented Resolution 2023-02. Mr. Romero nominated Mr. McCoskrie as Chair. Mr. McCoskrie nominated Mr. McCaffrey as Vice Chair. The slate of officers is as follows:

Chair	John McCoskrie
Vice Chair	Brian McCaffrey
Secretary	Chuck Adams
Assistant Secretary	Matt Romero
Assistant Secretary	Margaret Bloomquist
Assistant Secretary	Richard Pakan
Assistant Secretary	Craig Wrathell

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

**On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Discussion: Pond Maintenance**

Referencing the Steadfast Environmental Inspection Report dated November 25, 2022, Mr. Joe Hamilton stated this is an example of Steadfast Environmental’s (SE) monthly monitoring report, which can be custom-tailored to feature specific ponds or areas with photographic documentation each month. This report focuses on the scope of work and maintenance frequency that Staff believes each area should receive during weekly visits. The monthly report helps provide more clarity on the scope, what vegetation will be targeted and how often an area will be visited.

Mr. McCoskrie expressed his opinion that the verbiage on Page 1 of the Steadfast proposal that reads “Occurrence: four events/month (weekly) – Annual Cost: \$56,040” is confusing. He noted that \$56,000 is a substantial increase from the current pond maintenance budget of \$39,000 and asked if it is possible for Steadfast to visit and treat all 26 ponds in the community each week. Mr. Hamilton stated it is absolutely possible, in comparison to the CDD’s

current contractor who makes monthly visits. Mr. McCoskrie suggested the Board and Mr. Hamilton work together to streamline the proposal to address/maintain 13 prime ponds of the 30 ponds more frequently than the wooded ponds and reduce annual costs. He felt that some ponds should be treated twice per month and the dry retention areas (DRAs) only once per month. Mr. Hamilton stated SE would be happy to tailor the program to better fit the wet ponds that are within eyesight and have value but cautioned against less treatments.

Referencing an area map, the Board and staff identified and distinguished the 13 prime ponds from the 13 wooded ponds, discussed frequency of treatment, the level of service, possible inspections by the Southwest Florida Water Management District (SWFWMD), tree removals, herbicides, algae, clogged pipes, outflow structures, waterway issues, the chipping pond and the CDD's responsibility to maintain the Southern Hills Irrigation pond.

Mr. Hamilton will prepare and present a revised proposal by the next meeting.

**FIFTH ORDER OF BUSINESS****Discussion: Real Tree DRA**

Referencing an area map, Mr. Calamari stated, per the Board's direction at the last meeting, he inspected the Real Tree DRA, which is a SWFWMD-permitted DRA that captures overland flow coming off Lots 4 and 5, belonging to Mr. Buckner. His finding was that the operation and maintenance (O&M) entity is actually SHP I.

Mr. McCoskrie stated that he took part in the inspection and confirmed that the area is situated on Mr. Buckner's land, where several ponds were deeded to the CDD; however, the area has not been deeded to the CDD and is an easement. Mr. Adams stated Mr. Buckner has the underlying title to the property and the CDD has the improvement, which is the DRA. Asked if that is an anomaly, Mr. Adams replied that it is fairly standard; it will be platted that way and it is in dedication language that the CDD is responsible for maintenance. Asked if the DRA will stay that way for the indefinite future, Mr. Adams replied affirmatively.

Mr. McCoskrie read the following email that he emailed to Mr. Jim McGowan:

"Buckner has a DRA, now wet, on the eastern boundary of his two lots. It appears the DRA is within the lot he owns. It looks to have two outfall structures, some related riprap, about 200' in length, 20' to 25'-width, banks have not been shaped or sodded, and is currently, in my

opinion, not in a maintainable condition. Buckner is looking for the CDD to maintain it. I believe that GreenPointe is responsible for shaping and sodding. Joe Calamari of Coastal Engineering is aware of this situation, I need some help on this, please. Thank you, John.”

Mr. McCoskrie felt that the Board must decide if the CDD is going to maintain, shape and sod an area it does not own. Asked how much it would cost the CDD to shape and sod the area, Mr. Calamari stated, based on the site inspection, the DRA is not in bad condition and it contains a sediment delta, little berm and a swale in the backyard to convey the water more quickly in an overland flow.

Discussion ensued regarding the sediment delta in the pond, cost of the improvements, if Mr. Buckner will contribute to the expense, CDD policy in similar situations, the outfall structures and riprap.

The consensus was to obtain a bid. Mr. Hamilton stated he will evaluate the current vegetation before sodding the area. He volunteered to tour the area with Mr. McCoskrie.

**SIXTH ORDER OF BUSINESS**

**Consideration of Steadfast Environmental Aquatics Inspection Report**

This item was addressed during the Fourth Order of Business.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Steadfast Contractors Alliance, LLC, Proposals/Estimates**

**A. Landscape Maintenance Pricing Proposal**

Mr. McCoskrie reviewed the Summary of Services totals of \$73,055.85 for landscape maintenance, \$10,582 for turf fertilization and \$3,162 for shrub fertilization and compared it to the current landscape maintenance budget of \$85,800. He stated the Boulevard has been significantly tidied by the Developer and the CDD and, in his opinion, the maintenance level should decrease because of all the cleanup work that was done. He asked if there is any room to reduce the number of cuts on the proposal.

Mr. Wallen responded to questions about reducing pricing, mowing frequency, condition of the turf on the south side of the entranceway, irrigation, wet checks and if the

contract stipulates that Steadfast must replace items that they break, including broken sprinklers or wiper seals.

**On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor, Items A, B and C on the Steadfast Summary of Services, consisting of landscape maintenance and turf and shrub fertilization, totaling \$86,799.85, was approved.**

Ms. Kobitter stated District Counsel will prepare the contract.

Mr. McCoskrie stated, going forward, the Board would like District Counsel to review all contracts totaling \$70,000 and above and include a 30-day cancellation clause before execution. Mr. Adams stated Staff typically uses the vendor’s proposal as an exhibit.

The Board and Staff discussed the remaining items on the proposal, including mulch, pine straw, lake bank mowing, and identified specific lake banks to be mowed and/or bush-hogged and discussed the scope of work and the budget.

Mr. Wallen asked for an area map for the crew. Mr. Adams will email a digital map to Mr. Wallen.

**B. Aquatic Maintenance Proposal with Map**

This item was addressed during the Fourth Order of Business.

**EIGHTH ORDER OF BUSINESS**

**Discussion: 2023 CDD Planning and Initiatives**

Mr. McCoskrie stated his reason for wanting to be the Board Chair is to do things differently, including assigning each Board Member an area of responsibility.

Regarding the landscaping, Mr. McCoskrie stated the ASI contract needs to be terminated and replaced by SE. Asked about a start date for SE, Mr. Adams stated the start date will be February 1, 2023, to give ASI at least 30 days’ termination notice. Mr. Hamilton will present a revised proposal at the January meeting and Ms. Kobitter will draft an agreement.

Mr. McCoskrie noted that, because of the Sunshine Law, Board Members cannot collaborate in between meetings and it is necessary for each Board Member to monitor and/or

oversee a specific item or area to report on at future meetings. The Board Members were assigned responsibilities, as follows:

- Mr. McCaffrey: Oversee the Boulevard.
- Mr. Pakan: Oversee the bonds.
- Mr. Romero: Oversee and analyze the financials.
- Ms. Bloomquist: Oversee the ponds and banks.
- Mr. McCoskrie: Oversee SHP II situation.

Discussion ensued regarding issue of payments due to the CDD, balance sheet items on the financials, the bond amortization schedule, US Bank, A1 revenue and reserve accounts, SHP II, the Chapter 164 process and what occurred at the joint meeting of all three CDDs.

Mr. McCoskrie summarized that there are three main issues with the other CDDs, including a payment issue, a contract issue and a mediation issue and, if the other CDDs do not do what they are supposed to do, SHP I will re-instate the public records lawsuit that was abated, sue a few of the individual Board Members and commence litigation.

**NINTH ORDER OF BUSINESS**

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

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2022. The financials were accepted.

**TENTH ORDER OF BUSINESS**

**Approval of November 14, 2022 Regular Meeting Minutes**

Mr. Adams presented the November 14, 2022 Regular Meeting Minutes. The following changes were made:

Line 22: Insert "Richard Pakan" and "Supervisor-Elect"

Line 29: Delete "not"

In response to a question regarding which entity is funding the work on the Boulevard, Mr. McCoskrie stated Mr. Bruce Noble, the GreenePointe Developer.

**On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in favor, the November 14, 2022 Regular Meeting Minutes, as amended, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

There was no other business.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

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

There was no report.

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

There was no report.

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

- **NEXT MEETING DATE: January 9, 2023 at 10:00 a.m.**
  - **QUORUM CHECK**

The next meeting will be held on January 9, 2023.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. McCoskrie stated, for the record, that he does not want to be a dictator; he just wants the Board Members to work together.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. McCaffrey and seconded by Mr. Romero, with all in favor, the meeting adjourned at 11:40 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair