

**SOUTHERN HILLS  
PLANTATION I  
COMMUNITY DEVELOPMENT  
DISTRICT  
November 13, 2023  
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 6, 2023

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 13, 2023 at 10:00 a.m., *or immediately following the adjournment of the Workshop, scheduled to be held at 9:00 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. Update: Steadfast Environmental, LLC Waterway Inspection Report – November 2023
4. Consideration of Steadfast Environmental, LLC Proposal #984 [Phos Reduction Program]
5. Continued Discussion Topics
  - Amounts Due from Developer
  - Bonds
6. Acceptance of Unaudited Financial Statements as of September 30, 2023
7. Approval of October 2, 2023 Regular Meeting Minutes
8. Other Business
9. Staff Reports
  - A. District Counsel: *Kilinski | Van Wyk PLLC*
  - B. District Engineer: *Coastal Engineering Associates, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

**ATTENDEES:**

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

- NEXT MEETING DATE: December 11, 2023 at 10:00 AM
  - QUORUM CHECK

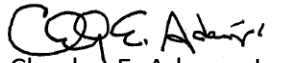
SEAT 1	JOHN MCCOSKRIE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	RICHARD PAKAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	MATT ROMERO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> 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

10. Supervisors' Requests

11. 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**



## Southern Hills Plantation | CDD Aquatics

---

**Inspection Date:**

11/3/2023 11:45 AM

**Prepared by:**

Niklas Hopkins

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM  
813-836-7940

# Inspection Report

**SITE: B1**

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

Pond is in great condition. Minor amounts of surface algae was noted in the back portion of the pond, some of which seems to be decaying from prior treatments. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

**SITE: L-5GG**

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

The primary issue observed with this pond is the surface algae present on the southern portion. Some of this algae does appear to be decaying from prior treatment, but a significant amount of fresh growth was observed. Shoreline grasses were also observed along parts of the perimeter, and within the beneficial plants on the littoral shelf. Littoral shelf shows evidence of decaying nuisance grasses from prior treatments. Technician will continue to monitor and treat accordingly.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:
			Chara

# Inspection Report

**SITE:** L-7BB

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

The primary issue observed in this pond is the presence of surface and subsurface algae. The subsurface algae was noted within the body of the pond, and most of the surface algae was present along the perimeter. The littoral shelf is displaying signs of treatment between healthy beneficial vegetation, though some grasses still noted. Our technicians major focus going forward is to eradicate any nuisance grasses, and to focus on the surface and subsurface algae present.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous Planktonic	<input checked="" type="checkbox"/> Surface Filamentous Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:

**SITE:** L-8AA

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

This pond still contains significant amounts of surface algae. This will be our technician's primary point of focus during future visits. The objective being to break up and eradicate all surface algae. Minor amounts of nuisance grasses still present within the beneficial grass on the littoral shelf, though much less than other ponds. Remaining nuisance grasses on the littoral shelf are in a state of decay. Our goal for this pond is to eradicate the surface algae and to bring back the visual appeal of the ponds natural beauty and clarity. Though this is a cyclical battle given the nature of the pond's reclaim water source.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous Planktonic	<input checked="" type="checkbox"/> Surface Filamentous Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears Chara
	Hydrilla	Slender Spikerush	Other:



# Inspection Report

**SITE:** L-8BB

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

Beneficial vegetation on left side of pond is in good health. Very minor amounts of nuisance grass was observed within the beneficial vegetation. Very minimal amounts of surface algae also noted along perimeter of pond, though these are small in relation to the pond's surface acreage. Technician will continue to monitor and run routine maintenance.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

**SITE:** L-8CC

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

Pond is in great condition. The only issue noted being moderate amounts of surface algae present along parts of the perimeter of the pond. Minimal amounts of subsurface algae was also observed within the body of the pond. These will rectify 5-10 days following treatment via copper sulfate. However, given the nature of the pond's water, algal regrowth is possible. Technician will continue to target this algae during future maintenance events.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

# Inspection Report

**SITE:** L-10BB

Condition: Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

This pond is in near-excellent condition. No algae was observed, and beneficial vegetation is in good health, with much of the undesired growth having received prior treatment. Example: Nuisance grasses on littoral shelf are in a state of decay. Technician will continue to run routine maintenance here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	<input type="checkbox"/> Cyanobacteria
		<input type="checkbox"/> Planktonic		
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

**SITE:** L-10cc

Condition: Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

No major algae growth was observed in this pond. Minimal amounts of torpedo grass present within the water in some areas and intertwined with some of the beneficial vegetation (Gulfcoast Spikerush). Technician will target these nuisance grasses in future visits.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous	<input type="checkbox"/> Cyanobacteria
		<input type="checkbox"/> Planktonic		
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

# Inspection Report

**SITE:** L-200AA

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

This pond is in great condition. The water is clear of algae, and very minimal nuisance grasses present along the shoreline and within the beneficial vegetation. Technician will continue to monitor and run routine maintenance, while chipping away at unwanted vegetation within the shelf.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

**SITE:** L-210AA

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

Pond is in great condition. Minor amounts of slender spikerush present along some parts of the perimeter of the pond. Littoral shelf is displaying signs of healthy vegetation. Within some of this healthy vegetation some torpedo grass was present. Technician will continue to run routine maintenance, with the goal to eradicate the slender spike rush and the torpedo grass.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

## MANAGEMENT SUMMARY



As October draws to a close, and we enter November, we are finally seeing a change in the weather conditions influencing the ponds. Cooler temperatures are becoming more commonplace in the mornings and nights, though higher daytime temperatures and sunshine still contribute to rapid algae growth during daytime hours. As the days shorten and the season progresses these bloom events will taper off. Rain events are becoming less frequent, leading to extended decay times for surface algae. Additionally, water levels across most ponds will/are decreasing. Technicians on-site are currently providing both reactive and proactive treatment to the growth. If any algal activity is found to be actively growing around the shoreline and shallow areas it is immediately targeted with algaecides. Ponds which historically (in our experience) produce algal activity are pre-treated with algaecides even if none are present in an effort to get ahead of the growth.

At the time of this inspection, the main enemy is the surface algae present within some of the ponds. With the cooler temperatures becoming more common, the results of future treatments will become more apparent. Some of the observed algae was on its way out, and is in a state of decay. Our technician will continue to monitor the conditions of the ponds, as well as run routine maintenance.

A recurring issue noted in the ponds connected to the reclaim water system is frequent algal blooms. Single celled algae are able to quickly utilize dissolved nutrients in the water column, and multiply exponentially. Steadfast Environmental is currently in the process of designing a nutrient abatement program to help lock these nutrients away before they can be utilized by the offending microorganisms.

## RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid overtreating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond's shore.

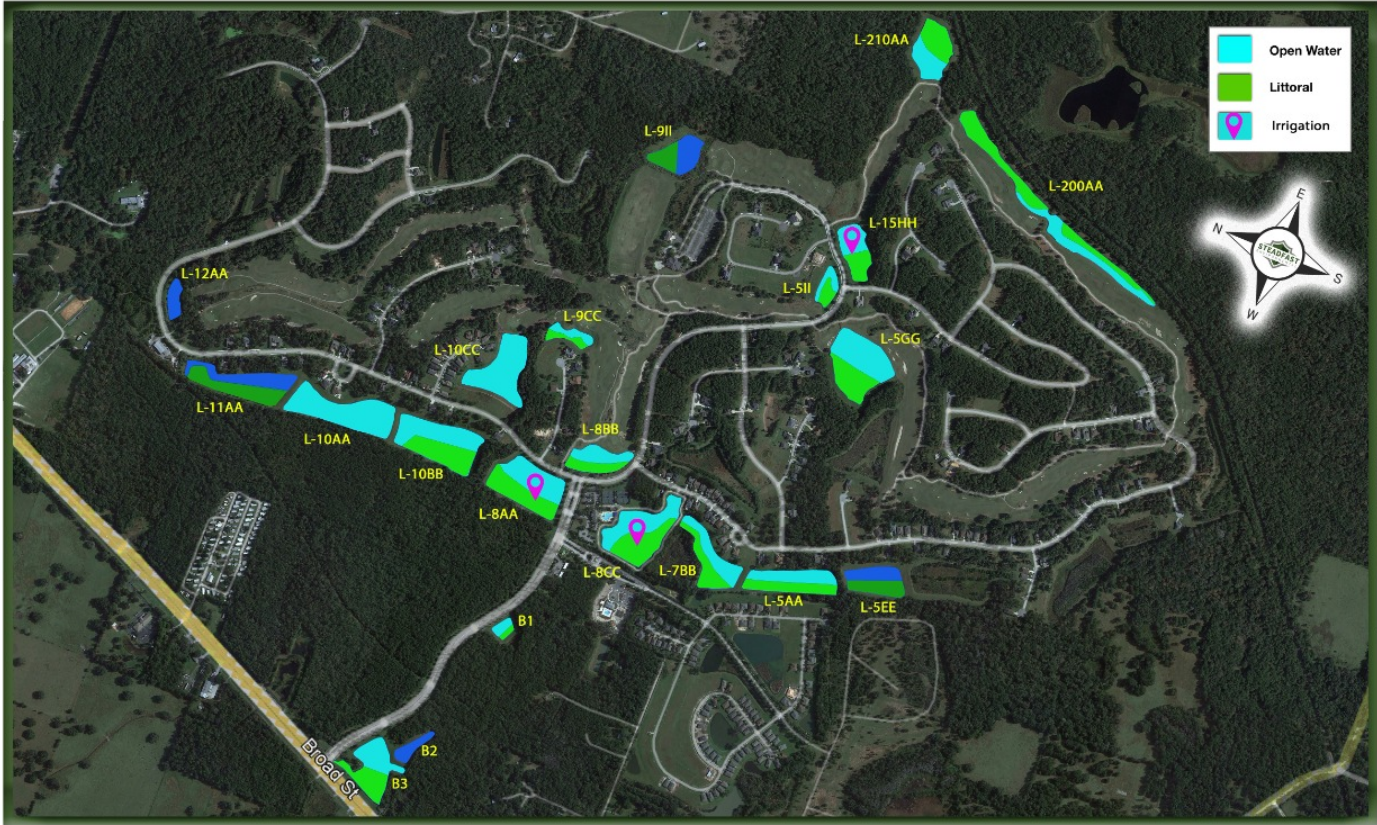
Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



# SOUTHERN HILLS PLANTATION I CDD

19850 Southern Hills Blvd, Brooksville



**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**4**



# Steadfast Environmental, LLC

30435 Commerce Drive Ste 102 | San Antonio, FL 33576  
 813.836.7940 | office@steadfastenv.com  
 www.SteadfastEnv.com

# Proposal

**Date** 10/23/2023 **Proposal #** 984

Customer Information		Project Information	
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>	Nutrient Abatement	Phosphorus reduction program
		<b>Proposal Prepared By:</b>	Joe Hamilton
		<b>Type Of Work</b>	Phos Reduc.

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

Description	Qty	Cost
Application of SeClear G & Eutrosorb WC to L-8AA, L-8CC, L-15HH, L-5GG, L5II.  These ponds are to receive the SeClear & Eutrosorb applications every other treatment event (1 time per month)  SeClear G is a copper algaecide product with is combined with alum for better water clarity, algae control and excess nutrient control.  EutroSORB WC targets phosphorus in water bodies that have excess amounts. It is a blend of phosphate binding minerals designed to eliminate phosphorus from the water column. It can be applied via surface spray application, sub-surface injections, or poured into areas where good mixing occurs.	12	38,400.00

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.

<b>Total</b>	\$38,400.00
--------------	-------------

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, 2023**

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2023**

	Major Funds		Total Governmental Funds
	General	Debt Service	
<b>ASSETS</b>			
Wells Fargo	\$ 724,132	\$ -	\$ 724,132
SBA	97	-	97
Undeposited funds	-	7,749	7,749
Investments			
Revenue - A1	-	93,790	93,790
Revenue - A2	-	268,182	268,182
Reserve - A1	-	517,039	517,039
Reserve - A2	-	81,462	81,462
Prepayment - A1	-	1,436	1,436
Prepayment - A2	-	743	743
Cost of Issuance	-	18,804	18,804
Due from Developer	-	371,966	371,966
Assessments receivable - on-roll	3,446	51,879	55,325
Assessments receivable - off-roll	-	743,931	743,931
Allowance for uncollectable receivable	-	(19,567)	(19,567)
Due from Southern Hills II	40,000	-	40,000
Due from Southern Hills III	27,378	-	27,378
Deposits	2,919	-	2,919
Total assets	<u>\$ 797,972</u>	<u>\$ 2,137,414</u>	<u>\$ 2,935,386</u>
<b>LIABILITIES</b>			
<b>Liabilities</b>			
Accounts payable	446	-	446
Due to Developer	37	-	37
Matured bonds payable A2	-	350,000	350,000
Total liabilities	<u>483</u>	<u>350,000</u>	<u>350,483</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	67,378	1,115,897	1,183,275
Total deferred inflows of resources	<u>67,378</u>	<u>1,115,897</u>	<u>1,183,275</u>
<b>Fund balances</b>			
Restricted for:			
Debt service	-	671,517	671,517
Unassigned	730,111	-	730,111
Total fund balances	<u>730,111</u>	<u>671,517</u>	<u>1,401,628</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 797,972</u>	<u>\$ 2,137,414</u>	<u>\$ 2,935,386</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, 2023**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments: on-roll	\$ -	\$ 308,317	\$ 304,010	101%
Special assessments: off-roll	-	31,432	49,556	63%
Lot closings	-	53,749	-	N/A
CDD II shared costs payment	-	20,000	70,016	29%
CDD III shared costs payment	-	49,366	45,529	108%
Interest & miscellaneous	1	5	250	2%
Total revenues	<u>1</u>	<u>462,869</u>	<u>469,361</u>	99%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Legislative				
Supervisor fees	800	9,000	7,600	118%
Financial & administrative				
Management	2,500	30,000	30,000	100%
Engineering	620	2,872	7,500	38%
Dissemination agent	208	2,500	2,500	100%
Trustee	-	-	4,300	0%
Audit	-	3,750	3,250	115%
Arbitrage rebate calculation	-	-	650	0%
Insurance: public officials liability	-	5,570	6,200	90%
Legal advertising	126	437	750	58%
Bank fees	-	-	600	0%
Annual district filing fee	-	175	175	100%
Website	-	705	790	89%
ADA website compliance	-	210	210	100%
Postage	108	1,287	500	257%
Office supplies	-	565	150	377%
Legal counsel				
District counsel	-	25,806	15,000	172%
Total professional & administrative	<u>4,362</u>	<u>82,877</u>	<u>80,175</u>	103%

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Field operations</b>				
Electric utility services				
Street lights	3,078	28,738	28,000	103%
Stormwater control				
Lake/pond bank maintenance	8,037	85,017	39,500	215%
Aquatic maintenance	-	12,316	39,000	32%
Aquatic plant replacement	-	-	5,000	0%
Lake/pond repair	-	19,289	6,900	280%
Other physical environment				
Insurance: property	-	8,999	9,800	92%
Entry & walls maintenance	207	207	2,500	8%
Landscape maintenance	7,504	86,223	85,800	100%
Holiday decorations	-	12,626	15,000	84%
Irrigation repairs & maintenance	1,960	34,977	10,000	350%
Landscape replacement	-	9,120	50,000	18%
Culvert inspection and cleaning	-	550	10,000	6%
Contingency				
Miscellaneous contingency	65	2,090	75,016	3%
Total field operations	<u>20,851</u>	<u>300,152</u>	<u>376,516</u>	80%
<b>Other fees and charges</b>				
Tax collector	-	9,055	12,667	71%
Total other fees and charges	<u>-</u>	<u>9,055</u>	<u>12,667</u>	71%
Total expenditures	<u>25,213</u>	<u>392,084</u>	<u>469,358</u>	84%
Excess/(deficiency) of revenues over/(under) expenditures	(25,212)	70,785	3	
<b>OTHER FINANCING SOURCES/(USES)</b>				
Settlement costs	-	(142,683)	-	N/A
Total other financing sources/(uses)	<u>-</u>	<u>(142,683)</u>	<u>-</u>	N/A
Net change in fund balance	(25,212)	(71,898)	3	
Fund balance - beginning	755,323	802,009	880,591	
Fund balance - ending	<u>\$ 730,111</u>	<u>\$ 730,111</u>	<u>\$ 880,594</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, 2023**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessments: on-roll	\$ -	\$ 782,459	\$ 779,537	100%
Special assessments: off-roll	-	-	185,983	0%
Assessment prepayment	-	6,349	-	N/A
Interest	4,368	44,605	-	N/A
Total revenues	<u>4,368</u>	<u>833,413</u>	<u>965,520</u>	86%
<b>EXPENDITURES</b>				
Principal - A1	-	255,000	235,000	109%
Principal - A2	-	-	190,000	0%
Interest - A1	-	286,807	256,650	112%
Interest - A2	-	226,780	206,480	110%
Principal prepayments	-	5,000	-	N/A
Total expenditures	<u>-</u>	<u>773,587</u>	<u>888,130</u>	87%
<b>Other fees and charges</b>				
Legal fees	9,910	12,111	4,632	261%
Property appraiser	-	-	16,240	0%
Tax collector	-	26,132	16,240	161%
Total other fees and charges	<u>9,910</u>	<u>38,243</u>	<u>37,112</u>	103%
Total expenditures	<u>9,910</u>	<u>811,830</u>	<u>925,242</u>	88%
Excess/(deficiency) of revenues over/(under) expenditures	(5,542)	21,583	40,278	
Fund balance - beginning	<u>677,059</u>	<u>649,934</u>	<u>1,159,345</u>	
Fund balance - ending	<u>\$ 671,517</u>	<u>\$ 671,517</u>	<u>\$ 1,199,623</u>	

**SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

**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 October 2, 2023 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	Chair
Brian McCaffrey	Vice Chair
Margaret Bloomquist	Assistant Secretary
Richard Pakan	Assistant Secretary
Matt Romero	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Grace Kobitter	District Counsel
Joe Hamilton	Steadfast Environmental
Chris Wallen	Steadfast Environmental

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 10:08 a.m.

All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments (Agenda Items)**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Discussion: Steadfast Environmental, LLC  
Waterway Inspection Report – October  
2023**

The Steadfast Environmental, LLC Waterway Inspection Report was included for informational purposes.

40 Mr. Wallen discussed the Report and responded to questions, noting that duckweed is a  
41 prevalent seasonal issue in the area. Duckweed is visible in two ponds and treatments have  
42 been applied twice.

43 Mr. McCoskrie stated it was determined that Pond L-5II, behind the dentist, belongs to  
44 the HOA, and Mr. Wallen is addressing the issue.

45 Mr. Wallen discussed the treatment and improvement noted in Ponds L-200 and L-5GG.

46 Discussion ensued regarding the Report, pond conditions, the need to apply multiple  
47 treatments and the pumping of reclaimed water from the City.

48 Mr. Wallen stated it seems there is a correlation between the algae blooms and the  
49 pumping of reclaimed water from the City. He noted that reclaimed water is full is nutrients.

50 Nitrogen and phosphorus in reclaimed water and potential treatments were discussed.

51 Mr. McCoskrie voiced his belief that Ponds L-8AA, L-8CC and L-5HH are the only  
52 interconnected ponds that receive reclaimed water. He thinks Southern Hills Irrigation owns the  
53 one behind the Sales Center and the golf course uses the one at the top of the hill.

54 Mr. Wallen discussed the presence of Hydrilla in the stream connecting Ponds L-5HH to  
55 L-5GG and recommended not pumping reclaimed water into the stormwater ponds.

56 Mr. Adams suggested water testing to establish a baseline.

57 The consensus was to test the water. Ms. Bloomquist and Mr. Hamilton will  
58 communicate as needed and gather information from the City.

59 Discussion ensued regarding the water testing scope and schedule.

60 It was noted that Pond L-8CC looks amazing.

61 Mr. Wallen discussed Steadfast's commitment to maintaining the waterways. He noted  
62 that, while the contract states Steadfast will visit three times a month, technicians are on site  
63 five to six times per month.

64 Discussion ensued regarding caps on water lines, water pressure and previously  
65 damaged water lines. An estimate of \$1,000 for hand digging was discussed.

66 Mr. McCoskrie recalled that work related to previously approved proposals was not  
67 scheduled as they are dry-season-related; he suggested a workshop be scheduled to determine  
68 how to address the ponds and outstanding Proposals #943, #944 and #945.



69

70 **FOURTH ORDER OF BUSINESS**

**Continued Discussion Topics**

71

72 • **Homesite Erosion Entering Roadways and Drainage Inlets**

73 Mr. McCoskrie recalled a lengthy discussion about homesite erosion at the last meeting.  
74 It was determined that the HOA regulates the matter but the CDD pays for the cleanup. During  
75 the next HOA meeting he will address the preferred solution, which requires storm drains be  
76 cleared when necessary.

77 • **Amounts Due from Developer**

78 Mr. McCoskrie stated he is working with Mr. Szymonowicz to determine if the \$170,000  
79 “Due from the Developer” in the General Fund represents valid receivables and, if so, how to  
80 collect it. Mr. Adams believes it is an accrual from prior years that should have been considered  
81 as the CDD was a creditor in a bankruptcy order. Efforts are being made to obtain backup  
82 documentation.

83 • **Bonds**

84 Mr. McCoskrie stated, since the last meeting, Ms. Kilinski has been working to address  
85 the 48 escheated lots. The Trustee requested the most updated Lien Book from the CDD. Mr.  
86 Pakan discussed correspondence with the Trustee.

87 Mr. Adams stated the Lien Book summary will be transmitted to the Trustee and noted  
88 that the Trustee was provided with the schedule of escheated lots, which include Parcel I.D.s,  
89 multiple times. The latest Lien Book will be transmitted to the Trustee, with copies to Trustee’s  
90 Counsel and Mr. McCoskrie.

91 Mr. Pakan suggested the transmittal letter ask how and when the matter will be  
92 addressed. Mr. McCoskrie suggested Mr. Adams provide the information to Ms. Kilinski so that  
93 she can manage the correspondence and processes.

94

95 **FIFTH ORDER OF BUSINESS**

**Consideration of Appointment of  
Committee Member for Interlocal  
Agreement (ILA)**

96

97

98

99 Ms. Kobitter discussed the need to appoint a Committee Member for the Interlocal  
100 Agreement. She noted the following:

101 ➤ Each of the three CDDs will appoint one member to the Committee and each member  
102 will have one vote. A substitute member will be appointed for each CDD and that person can  
103 attend in the absence of the original representative.

104 ➤ The Committee is responsible for determining the annual cost of maintenance of the  
105 improvements within the boundaries of the CDDs, as defined in the Agreement.

106 ➤ All the contracts and invoices that inform about the annual cost are to be voted on and  
107 reviewed by the Committee; the majority of the vote from that Committee will then be sent to  
108 each CDD Board for a final vote.

109 ➤ The annual cost recommendation is due no later than April 15<sup>th</sup> of the year preceding  
110 the budget that will be adopted; for example, the deadline for the proposed Fiscal Year 2025  
111 budget will be April 15, 2024.

112 ➤ CDD #1 is responsible for transmitting all the invoices, contracts, documents and  
113 information to the Committee for review by April 1 each year. There cannot be an increase or  
114 decrease of more than 10% of the prior fiscal year without 100% consent of the Committee.

115 ➤ The Committee will meet quarterly, unless all Committee Members agree otherwise. It  
116 is recommended that, during the first meeting of the Committee, a quarterly meeting schedule  
117 be adopted. If the Committee decides not to meet that often they will memorialize the decision  
118 in writing as a decision of the Committee.

119

120

121

122

**On MOTION by Ms. Bloomquist and seconded by Mr. McCoskrie, with all in favor, appointing Mr. Brian McCaffrey as the primary Committee Member, was approved.**

123

124

125

126

127

**On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor, appointing Mr. Richard Pakan as the substitute Committee Member, to attend in the absence of Mr. McCaffrey, was approved.**

128

129

130 Ms. Kobitter stated that meetings will be coordinated through the District Managers,  
131 once all Committee Members are appointed.

132 Mr. Adams stated he will email the information to Mr. McCaffrey.

133

134 **SIXTH ORDER OF BUSINESS**

**Discussion/ Update: Operating Funds  
Investment Options**

135

136

137 Mr. Adams presented the BankUnited proposal for an Insured Cash Sweep (ICS) program  
138 that is FDIC insured up to \$150 million, versus regular bank business money market accounts  
139 that are insured up to the \$250,000 FDIC coverage limit. The interest rate is based on the  
140 Federal Funds Rate; no minimum threshold applies to interest earnings.

141 Mr. Adams presented the FineMark Bank ICS account outline for informational purposes  
142 and noted that interest earnings are not maximized.

143 Mr. Adams presented the Synovus State, County and Municipal (SCM) Money Market  
144 account. FDIC insurance is included on the first \$250,000, to be collateralized as defined in  
145 Chapter 280, Florida Statutes. The minimum initial deposit for each account would be  
146 \$500,000.

147 Discussion ensued regarding use of ICS and operating accounts.

148

149 **On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor,**  
150 **moving excess funds to the Bank United ICS Money Market Product, as**  
151 **described, was approved.**

152

153

154 **SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of August 31, 2023**

155

156

157 Mr. McCoskrie reviewed the Unaudited Financial Statements as of August 31, 2023. He  
158 reiterated that he will continue working with Mr. Szymonowicz regarding collection of the “Due  
159 from Developer” amounts.

160 Mr. McCoskrie noted that the “Irrigation repairs & maintenance” expenses were far  
161 over budget. Mr. Adams stated that the irrigation system was rebuilt; eleven months into the  
162 fiscal year, the CDD is at 79% of total expenditures, indicating a probable surplus at year end.

163 Discussion ensued regarding the need to clean the culverts.  
 164 Mr. McCoskrie voiced his opinion that additional cleanout on the west side is needed.  
 165 **Mr. Pakan left the meeting at 11:01 a.m.**

166

167 **On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in**  
 168 **favor, the Unaudited Financial Statements as of August 31, 2023, were**  
 169 **accepted.**

170

171

172 **EIGHTH ORDER OF BUSINESS** **Approval of September 11, 2023 Regular**  
 173 **Meeting Minutes**

174

175 Mr. McCoskrie presented the September 11, 2023 Regular Meeting Minutes.

176

177 **On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in**  
 178 **favor, the September 11, 2023 Regular Meeting Minutes, as presented, were**  
 179 **approved.**

180

181

182 **NINTH ORDER OF BUSINESS** **Other Business**

183

184 Ms. Bloomquist stated the City removed the broken concrete from the storm drain and  
 185 advised that the repair was added to the list. She will follow up in this regard. An email was sent  
 186 to City Council member Ms. Christa Tanner and a follow up email will be sent.

187 Discussion ensued regarding the need to repave the outbound portion of the Boulevard.  
 188 It was noted that both sensors required replacement.

189 Ms. Bloomquist stated she will ask Ms. Tanner about the pavers and related issues.

190

191 **TENTH ORDER OF BUSINESS** **Staff Reports**

192

- 193 **A. District Counsel: Kilinski|Van Wyk PLLC**
- 194 **B. District Engineer: Coastal Engineering Associates, Inc.**
- 195 **C. District Manager: Wrathell, Hunt and Associates, LLC**

196 There were no District Counsel, District Engineer or District Manager reports.

- 197 • **NEXT MEETING DATE: November 13, 2023 at 10:00 AM**

198                   ○       **QUORUM CHECK**

199

200   **ELEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

201

202                   There were no Supervisors' requests.

203

204   **TWELFTH ORDER OF BUSINESS**

**Adjournment**

205

206

207   **On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in**  
208   **favor, the meeting adjourned at 11:08 a.m.**

209

210

211

212

213

214

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

215  
216  
217  
218  
219  
220

---

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 2023/2024 MEETING SCHEDULE**

**LOCATION**

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

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 2, 2023*</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>November 13, 2023</b>	<b>Workshop</b>	<b>9:00 AM</b>
<i>Town Hall, 19858 Southern Hills Boulevard, Brooksville, FL 34601</i>		
<b>November 13, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>December 11, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>January 8, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>February 12, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>March 11, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>April 8, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>May 13, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>June 10, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>July 8, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>August 12, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>
<b>September 9, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM**</b>

*\*\*Meetings will convene immediately following the adjournment of the Southern Hills Plantation III CDD meetings, scheduled to commence at 10:00 AM.*

**\*Exception**

*October meeting is one (1) week earlier to accommodate the Columbus Day holiday.*