

**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 November 13, 2023 at 10:00 a.m., 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.

Present at the meeting were:

John McCoskrie	Chair
Brian McCaffrey	Vice Chair
Margaret Bloomquist (via telephone)	Assistant Secretary
Richard Pakan	Assistant Secretary
Matt Romero	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Grace Kobitter	District Counsel
Joe Calamari	District Engineer
George Ostensen	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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

Supervisors McCoskrie, McCaffrey, Pakan and Romero were present. Supervisor Bloomquist attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments (Agenda Items)

There were no public comments.

THIRD ORDER OF BUSINESS

**Update: Steadfast Environmental, LLC
Waterway Inspection Report – November
2023**

The Steadfast Environmental, LLC (Steadfast) Waterway Inspection Report dated November 3, 2023 was included for informational purposes.

FOURTH ORDER OF BUSINESS**Consideration of Steadfast Environmental, LLC Proposal #984 [Phos Reduction Program]**

Mr. McCoskrie stated that a Workshop tour of certain lakes was held this morning for Board Members to gain a better understanding of the proposed projects and previously approved proposals that were deferred, as they are dry-season-related. He suggested deferring Proposal #984 until the SeClear Representative can attend the next meeting.

Mr. McCoskrie noted that reclaimed water Ponds L-8AA and L-5GG have algae issues and look the worst, in his opinion. Mr. McCaffrey discussed the pesticides to treat algae issues referenced in Steadfast Proposal #984. Mr. McCoskrie stated additional changes to Proposal #984 should include changing Lake #EL-15HH to L-5HH and deleting L-5II from the scope, as the HOA owns that lake.

Discussion ensued regarding the new product being a supplement to the current program, having the SeClear Representative explain the treatment process and guarantee the terms at the next meeting, having Steadfast present a modified bid for lake bank mowing/credit since homeowners will be responsible for maintaining their property to the lakes edge effective January 1, 2024, and having Sherree e-blast affected homeowners of this change.

Mr. McCoskrie presented prior Steadfast Proposals #944 and #945.

On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in favor, Steadfast Proposals #944 and #945, dated September 5, 2023, to maintain Ponds L-5EE, L-11AA, L-200AA, L-50CC and L-12AA, pursuant to the comments taken during the Workshop, in a not-to-exceed amount of \$11,050, were approved.

FIFTH ORDER OF BUSINESS**Continued Discussion Topics**

- **Amounts Due from Developer**

Mr. Adams distributed and presented a spreadsheet and supporting documents, which determined that invoices should not have been issued, as any outstanding funds "Due from the prior Developer" should have been written off during the bankruptcy process in 2011; the CDD owes the Developer a credit due to overpayment related to the golf course.

On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in favor, writing off CDD Invoices to SH Venture I LLC OMR0911-1, OMR0911-2, OMR0911-3 and OMR0911-5, dated September 30, 2011, for Operation & Maintenance Expense Reimbursement and authorizing Mr. Adams to continue investigating the remaining \$34,046 on the CDD books and recently adjusted journal entries from Mr. Jay Gaines, dated September 30, 2021 or 2022, to determine if any amounts are owed to the CDD, was approved.

• **Bonds**

Regarding the 48 escheated lots, Mr. McCoskrie asked for a copy of the Lien Book and for regularly updated reconciliation reports to be included in future agendas. Ms. Kobitter stated she is working with District Management to obtain an updated Amortization Schedule; her office is compiling other supporting documents to send to the Bond Trustee.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

Mr. McCoskrie reviewed the Unaudited Financial Statements as of September 30, 2023. He asked Mr. Adams to research why the “Interest & miscellaneous” revenue entry increased significantly from the prior month.

On MOTION by Mr. Romero and seconded by Mr. Pakan, with all in favor, the Unaudited Financial Statements as of September 30, 2023, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of October 2, 2023 Regular Meeting Minutes

Mr. McCoskrie presented the October 2, 2023 Regular Meeting Minutes.

The following changes were made:

Line 53: Change “uses” to “owns” and insert “, L-5HH” after “hill”

Line 188: Insert “street light” after “both”

On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in favor, the October 2, 2023 Regular Meeting Minutes, as amended, were approved.

Mr. McCaffrey asked for any Committee meetings updates. Mr. Adams stated that, per Brian, the plan is to schedule a meeting after the holidays.

- **Resignation of Matt Romero from Seat 3, Consideration of Appointment to Fill Seat 3 and Administration of Oath of Office to Newly Appointed Supervisor**

This item was an addition to the agenda.

Mr. Romero presented his resignation from the Board.

On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in favor, the resignation of Mr. Matt Romero, effective today, was accepted.

Mr. McCoskrie distributed Mr. George Ostensen’s resume and letter of interest to fill the vacant seat and noted his professional background.

Mr. McCoskrie nominated Mr. Ostensen to fill Seat 3. No other nominations were made.

On MOTION by Mr. McCoskrie and seconded by Mr. Pakan, with all in favor, the appointment of Mr. George Ostensen to Seat 3, was approved.

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. George Ostensen. He provided the Supervisors package to Mr. Ostensen.

- **Consideration of Resolution 2024-__, Designating the Officers of the District and Providing for an Effective Date**

This item was an addition to the agenda.

It was noted that the Resolution number will be determined and entered.

Mr. McCoskrie nominated the following slate:

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| John McCoskrie | Chair |
| Brian McCaffrey | Vice Chair |
| Margaret Bloomquist | Assistant Secretary |
| Richard Pakan | Assistant Secretary |
| George Ostensen | Assistant Secretary |

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer, Assistant Treasurer and Assistance Secretary Craig Wrathell, remain unaffected by this Resolution.

On MOTION by Mr. McCoskrie and seconded by Mr. Pakan, with all in favor, Resolution 2024-__, Designating Officers of the District, as nominated, and Providing for an Effective Date, was adopted, and authorizing Staff to prepare Resolution 2024-__, was approved.

Mr. Adams reviewed the items in the Supervisors package pertaining to the Sunshine Law, financial disclosure forms, voting conflicts, handling of public records requests and using the CDD’s email address for CDD business.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski|Van Wyk PLLC

There was no report.

B. District Engineer: Coastal Engineering Associates, Inc.

Mr. Calamari asked for an update on digging the sand out of the sides of the culvert. Mr. McCoskrie stated it was completed about three weeks ago; at the next meeting, Steadfast will provide suggestions that will allow water to flow and push material through the culverts.

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

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

TENTH ORDER OF BUSINESS

Supervisors’ Requests

There were no Supervisors’ requests.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Pakan and seconded by Mr. McCoskrie, with all in favor, the meeting adjourned at 11:15 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair