

**SOUTHERN HILLS
PLANTATION I
COMMUNITY DEVELOPMENT
DISTRICT
December 11, 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

December 4, 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 December 11, 2023 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 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date
4. Discussion/Consideration/Update: Steadfast Environmental, LLC Items
 - A. Waterway Inspection Report – December 2023
 - B. Proposal #984 [Phos Reduction Program]
 - C. Lake Bank Mowing Credit
5. Continued Discussion Topics
 - Bonds
 - Amortization Schedule
6. Acceptance of Unaudited Financial Statements as of October 31, 2023
7. Approval of Minutes
 - A. November 13, 2023 Traveling Workshop
 - B. November 13, 2023 Regular Meeting
8. Other Business

ATTENDEES:

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

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*

- NEXT MEETING DATE: January 8, 2024 at 10:00 AM

- QUORUM CHECK

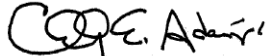
SEAT 1	JOHN MCCOSKRIE	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	RICHARD PAKAN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	GEORGE OSTENSEN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>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

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RESOLUTION 2024-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT
DISTRICT APPOINTING AND REMOVING OFFICERS OF THE
DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Southern Hills Plantation I Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to appoint and remove Officers of the District.

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

SECTION 1. The following is/are appointed as Officer(s) of the District effective December 11, 2023:

_____ is appointed Chair

_____ is appointed Vice Chair

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of December 11, 2023:

Matt Romero Assistant Secretary

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Ernesto Torres is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 11TH DAY OF DECEMBER, 2023.

ATTEST:

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

4A



Southern Hills Plantation | CDD Aquatics

Inspection Date:

12/1/2023 10:30 AM

Prepared by:

Niklas Hopkins

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: B2

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Minor amounts of nuisance grasses observed within the beneficial vegetation on the littoral shelf. No algae growth noted. Technician will continue to monitor and treat accordingly.

<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	Minimal	<input checked="" type="checkbox"/> 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: B3

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This pond is in excellent condition. Only thing to note is the decaying nuisance grasses observed on the littoral shelf, indicating grasses have been treated. Routine maintenance and monitoring will occur here.

<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	Slender Spikerush	Other:	

Inspection Report

SITE: L-5EE

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

The upper section of the site is Salt bush/Maple Caesarweed. The water level is very minimal. The beneficial vegetation found within this site is in a healthy state. Our technician will continue to target any nuisance species observed and keep it from expanding beyond this zone.

<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	Minimal	Moderate <input checked="" type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears Chara
	Hydrilla	Slender Spikerush	Other:

SITE: L-5AA

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

The surface algae in this pond has cleared up significantly. Some still remains around the perimeter, it will be on our technicians radar in future treatments. The beneficial vegetation on the littoral shelf is in a healthy state. A good amount of decaying grasses was observed on the littoral shelf as well. Technician will continue to target these nuisance species.

<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 Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:

Inspection Report

SITE: L-511

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This ponds algal matter is down a good amount since last report and is continuing to improve. Some algae and subsurface growth remains but will be our technicians main focus for future treatments. They will also continue to target the remaining nuisance grasses within the water. As we enter winter, this pond should clear up nicely.

<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>	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:

SITE: L-9CC

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Planktonic algae that was previously present is now gone. Minor amounts of surface algae was present in one corner. Some trash was also observed along the shoreline. Technician will address these issues during the next visit.

<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>	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-911

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This pond is in great condition. Algae growth that was in prior reports has cleared up entirely. Some decaying nuisance grasses were observed around the perimeter. Beneficial vegetation on the littoral shelf is in a healthy state. Routine maintenance and monitoring will occur here.

<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	Slender Spikerush	Other:	

SITE: L-10AA

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Azolla that was present in prior reports has cleared up significantly. The surface algae present along the littoral shelf buffer has cleared up as well. There is still some subsurface growth present along the perimeter. Any nuisance grasses that pop up on the littoral shelf are being addressed. Our technician will continue to monitor and treat accordingly.

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

Inspection Report

SITE: L-11AA

Condition: Excellent ✓Great Good Poor Mixed Condition ✓Improving



Comments:

This site is very low on water. The buffer around this site is being maintained. A lot of the grasses are decaying from treatment or beginning to enter a dormant state.

<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	Minimal	Moderate <input checked="" type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears Chara
	Hydrilla	Slender Spikerush	Other:

SITE: L-15HH

Condition: Excellent ✓Great Good Poor Mixed Condition ✓Improving



Comments:

The algae that was once present in this pond has been fully eradicated. Beneficial vegetation in the littoral shelf is in a healthy state. Routine maintenance and monitoring will occur here.

<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	Slender Spikerush	Other:

MANAGEMENT SUMMARY



With December finally here, fall gives way to winter. We can expect mornings and nights, as well as evenings, to have colder temperatures with the occasional higher daytime temperature. The growth rate for both algae and nuisance plants are slowing as a result, giving technicians the ability to make headway in more overgrown areas. Rain events are becoming less frequent, leading to extended decay times for surface algae (further extended by the cold weather). Additionally, water levels across most ponds will be/are decreasing.

On this visit, nearly all ponds inspected were in great condition. Nuisance grasses were the main issue observed during this inspection, specifically Torpedo Grass. This was present around the perimeter of many ponds and with beneficial vegetation on littoral shelves. These grasses will be targeted at full force during these winter months while growth rates are slow. Algae was still present in moderate amounts, but has definitely begun to clear up more now that we are entering winter. Any surface growth had been previously treated and was already beginning to decay. We will continue to treat any additional growth that pops up.

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.

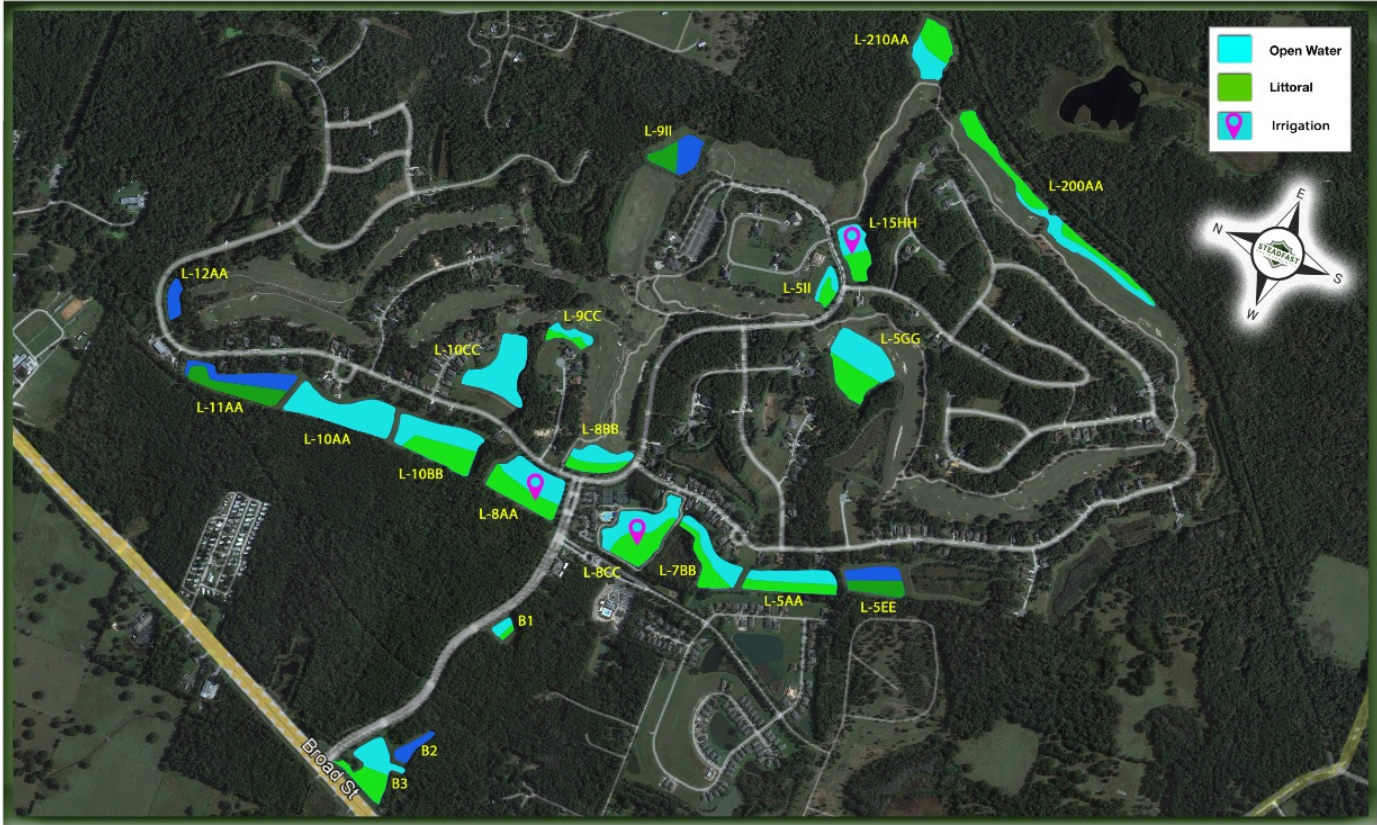
Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



SOUTHERN HILLS PLANTATION I CDD

19850 Southern Hills Blvd, Brooksville



**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

4B



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	Contact Phone E-mail btmuckeye@verizon.net Account #	Nutrient Abatement	Phosphorus reduction program
		Proposal Prepared By:	Joe Hamilton
		Type Of Work	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.

Total	\$38,400.00
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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**

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SOUTHERN HILLS PLANTATION I

Community Development District

Series 2011A-1

\$12,505,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
05/01/2018	195,000.00	5.800%	172,405.00	367,405.00
11/01/2018			162,980.00	162,980.00
05/01/2019	200,000.00	5.800%	162,255.00	362,255.00
11/01/2019			156,455.00	156,455.00
05/01/2020	210,000.00	5.800%	156,165.00	366,165.00
11/01/2020			149,785.00	149,785.00
05/01/2021	215,000.00	5.800%	143,840.00	358,840.00
11/01/2021			136,445.00	136,445.00
05/01/2022	220,000.00	5.800%	136,445.00	356,445.00
11/01/2022			129,920.00	129,920.00
05/01/2023	230,000.00	5.800%	125,135.00	355,135.00
11/01/2023			118,465.00	118,465.00
05/01/2024	240,000.00	5.800%	118,465.00	358,465.00
11/01/2024			111,505.00	111,505.00
05/01/2025	255,000.00	5.800%	111,505.00	366,505.00
11/01/2025			104,110.00	104,110.00
05/01/2026	270,000.00	5.800%	104,110.00	374,110.00
11/01/2026			96,280.00	96,280.00
05/01/2027	290,000.00	5.800%	96,280.00	386,280.00
11/01/2027			87,870.00	87,870.00
05/01/2028	305,000.00	5.800%	87,870.00	392,870.00
11/01/2028			79,025.00	79,025.00
05/01/2029	325,000.00	5.800%	79,025.00	404,025.00
11/01/2029			69,600.00	69,600.00
05/01/2030	345,000.00	5.800%	69,600.00	414,600.00
11/01/2030			59,595.00	59,595.00
05/01/2031	365,000.00	5.800%	59,595.00	424,595.00
11/01/2031			49,010.00	49,010.00
05/01/2032	385,000.00	5.800%	49,010.00	434,010.00
11/01/2032			37,845.00	37,845.00
05/01/2033	410,000.00	5.800%	37,845.00	447,845.00
11/01/2033			25,955.00	25,955.00
05/01/2034	435,000.00	5.800%	25,955.00	460,955.00
11/01/2034			13,340.00	13,340.00
05/01/2035	460,000.00	5.800%	13,340.00	473,340.00
Total	\$5,355,000.00		\$3,337,030.00	\$8,692,030.00

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2023**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2023**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Wells Fargo	\$ 682,085	\$ -	\$ 682,085
SBA	97	-	97
Undeposited funds	12,190	7,749	19,939
Investments			
Revenue - A1	-	94,206	94,206
Revenue - A2	-	269,345	269,345
Reserve - A1	-	519,254	519,254
Reserve - A2	-	81,810	81,810
Prepayment - A1	-	1,442	1,442
Prepayment - A2	-	747	747
Cost of Issuance	-	18,885	18,885
Due from other funds			
General	-	8,745	8,745
Due from Developer	-	371,966	371,966
Assessments receivable - on-roll	-	43,135	43,135
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	26,349	-	26,349
Deposits	2,919	-	2,919
Total assets	<u>\$ 763,640</u>	<u>\$ 2,141,648</u>	<u>\$ 2,905,288</u>
LIABILITIES			
Liabilities			
Due to other funds			
Debt service 2011 A1	\$ 5,593	\$ -	\$ 5,593
Debt service 2011 A2	3,152	-	3,152
Accounts payable	8	-	8
Due to Developer	37	-	37
Matured bonds payable A2	-	350,000	350,000
Total liabilities	<u>8,790</u>	<u>350,000</u>	<u>358,790</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	69,866	1,115,897	1,185,763
Total deferred inflows of resources	<u>69,866</u>	<u>1,115,897</u>	<u>1,185,763</u>
Fund balances			
Restricted for:			
Debt service	-	675,751	675,751
Unassigned	684,984	-	684,984
Total fund balances	<u>684,984</u>	<u>675,751</u>	<u>1,360,735</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 763,640</u>	<u>\$ 2,141,648</u>	<u>\$ 2,905,288</u>

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ -	\$ -	\$ 287,010	0%
CDD II shared costs payment	-	-	20,000	0%
CDD III shared costs payment	-	-	31,431	0%
Interest & miscellaneous	-	-	250	0%
Total revenues	<u>-</u>	<u>-</u>	<u>338,691</u>	<u>0%</u>
EXPENDITURES				
Professional & administrative				
Legislative				
Supervisor fees	1,000	1,000	5,400	19%
Financial & administrative				
Management	2,500	2,500	30,000	8%
Engineering	-	-	2,500	0%
Dissemination agent	208	208	2,500	8%
Trustee	-	-	4,300	0%
Audit	-	-	3,250	0%
Arbitrage rebate calculation	-	-	650	0%
Insurance: public officials liability	5,775	5,775	6,200	93%
Legal advertising	-	-	750	0%
Bank fees	-	-	600	0%
Annual district filing fee	175	175	175	100%
Website	-	-	790	0%
ADA website compliance	-	-	210	0%
Postage	9	9	500	2%
Office supplies	-	-	500	0%
Legal counsel				
District counsel	-	-	15,000	0%
Total professional & administrative	<u>9,667</u>	<u>9,667</u>	<u>73,325</u>	<u>13%</u>

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED OCTOBER 31, 2023**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Field operations				
Electric utility services				
Street lights	3,070	3,070	34,700	9%
Stormwater control				
Lake/pond bank maintenance	8,037	8,037	51,000	16%
Aquatic maintenance	-	-	32,500	0%
Aquatic plant replacement	-	-	2,500	0%
Lake/pond repair	-	-	2,500	0%
Other physical environment				
Insurance: property	12,408	12,408	9,800	127%
Entry & walls maintenance	4,553	4,553	6,400	71%
Landscape maintenance	6,904	6,904	86,500	8%
Holiday decorations	-	-	7,500	0%
Irrigation repairs & maintenance	480	480	10,000	5%
Landscape replacement	-	-	5,000	0%
Culvert inspection and cleaning	-	-	2,500	0%
Contingency				
Miscellaneous contingency	-	-	2,500	0%
Total field operations	<u>35,452</u>	<u>35,452</u>	<u>253,400</u>	14%
Other fees and charges				
Tax collector	-	-	11,959	0%
Total other fees and charges	<u>-</u>	<u>-</u>	<u>11,959</u>	0%
Total expenditures	<u>45,119</u>	<u>45,119</u>	<u>338,684</u>	13%
Excess/(deficiency) of revenues over/(under) expenditures	(45,119)	(45,119)	7	
Fund balance - beginning	730,103	730,103	1,156,578	
Fund balance - ending	<u>\$ 684,984</u>	<u>\$ 684,984</u>	<u>\$1,156,585</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 OCTOBER 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ -	\$ -	\$ 770,686	0%
Special assessments: off-roll	-	-	185,983	0%
Interest	4,234	4,234	-	N/A
Total revenues	<u>4,234</u>	<u>4,234</u>	<u>956,669</u>	0%
EXPENDITURES				
Principal - A1	-	-	250,000	0%
Principal - A2	-	-	200,000	0%
Interest - A1	-	-	243,020	0%
Interest - A2	-	-	195,460	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>888,480</u>	0%
Other fees and charges				
Legal fees	-	-	4,632	0%
Property appraiser	-	-	16,056	0%
Tax collector	-	-	16,056	0%
Total other fees and charges	<u>-</u>	<u>-</u>	<u>36,744</u>	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>925,224</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	4,234	4,234	31,445	
Fund balance - beginning	<u>671,517</u>	<u>671,517</u>	<u>1,299,660</u>	
Fund balance - ending	<u>\$ 675,751</u>	<u>\$ 675,751</u>	<u>\$ 1,331,105</u>	

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES A

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 Traveling Workshop on November 13, 2023 at 9:00 a.m., commencing at Town Hall, 19858 Southern Hills Boulevard, Brooksville, Florida 34601.

Present at the meeting were:

John McCoskrie	Chair
Brian McCaffrey	Vice Chair
Matt Romero	Assistant Secretary
Rick Pakan	Assistant Secretary
Chuck Adams	District Manager
George Ostensen	Board Candidate

NOTE: NO OFFICIAL ACTION OF THE BOARD WILL BE TAKEN

**AS AUDIO WAS NOT AVAILABLE, THE MINUTES
WERE TRANSCRIBED FROM THE DISTRICT MANAGER'S NOTES**

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the workshop to order at 9:00 a.m.

Mr. Adams stated that the purpose of the workshop is to tour certain lakes with the maintenance contractor to clarify expectations, there will be no interaction with the public and no official action will be taking during this workshop. Any decision pertaining to this workshop will be during the District Board meeting scheduled for 10:00 a.m., today.

Supervisors McCoskrie, McCaffrey, Pakan and Romero were present, along with Mr. Adams and Mr. Ostensen.

SECOND ORDER OF BUSINESS

**Tour, Review and Discuss Certain Lakes
with Maintenance Contractor to Clarify
Expectations**

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The following lakes were toured and discussed and the comments were as follows:

<u>Lake</u>	<u>Review Comments</u>
L-12AA	Revisit proposal for large perimeter. Vegetation removal of willows and forestry mulch perimeter.
L-11AA	Forestry mulch/bush hog in entirety.
L-10AA	Looks good. The peninsula was discussed.
L-11BB	Remove scrub brush around perimeter. Push vegetation back to the cattails.
L-7BB	Knock down dead vegetation via an airboat.
L-5AA	Looks good but take back the primrose to the cattails.
L-5EE	Bush hog the back side and dead materials on the front side.
L-5OC	Forestry mulch, all bottom scrub; remove pines in bottom.

Mr. Adams stated that he spoke with the homeowner about the CDD’s plan to amend Item 11 in the CC&Rs, related to the homeowner being responsible for mowing to the lakes edge, instead of the CDD.

THIRD ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the workshop adjourned at 10:05 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES B

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 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.

42

43 **FOURTH ORDER OF BUSINESS**44 **Consideration of Steadfast Environmental,**
45 **LLC Proposal #984 [Phos Reduction**
46 **Program]**

47

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

52

53 Mr. McCoskrie noted that reclaimed water Ponds L-8AA and L-5GG have algae issues
54 and look the worst, in his opinion. Mr. McCaffrey discussed the pesticides to treat algae issues
55 referenced in Steadfast Proposal #984. Mr. McCoskrie stated additional changes to Proposal
56 #984 should include changing Lake #EL-15HH to L-5HH and deleting L-5II from the scope, as the
57 HOA owns that lake.

58

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

64

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

66

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

72

73

74 **FIFTH ORDER OF BUSINESS**75 **Continued Discussion Topics**

76

77 **• Amounts Due from Developer**

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

82

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

85
86
87 • **Bonds**

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

92
93 **SIXTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of September 30, 2023**

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95
96 Mr. McCoskrie reviewed the Unaudited Financial Statements as of September 30, 2023.
97 He asked Mr. Adams to research why the “Interest & miscellaneous” revenue entry increased
98 significantly from the prior month.

99
100 On MOTION by Mr. Romero and seconded by Mr. Pakan, with all in favor, the
101 Unaudited Financial Statements as of September 30, 2023, were accepted.

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104 **SEVENTH ORDER OF BUSINESS**

**Approval of October 2, 2023 Regular
Meeting Minutes**

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106
107 Mr. McCoskrie presented the October 2, 2023 Regular Meeting Minutes.

108 The following changes were made:

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

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

111
112 On MOTION by Mr. McCoskrie and seconded by Mr. McCaffrey, with all in
113 favor, the October 2, 2023 Regular Meeting Minutes, as amended, were
114 approved.

117 EIGHTH ORDER OF BUSINESS

Other Business

118

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

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

123 **This item was an addition to the agenda.**

124 Mr. Romero presented his resignation from the Board.

125

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

128

129

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

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

134

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

137

138

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

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

143 **This item was an addition to the agenda.**

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

145 Mr. McCoskrie nominated the following slate:

- 146 John McCoskrie Chair
- 147 Brian McCaffrey Vice Chair
- 148 Margaret Bloomquist Assistant Secretary
- 149 Richard Pakan Assistant Secretary
- 150 George Ostensen Assistant Secretary

151 No other nominations were made.

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

154

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

159

160

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

164

165 **NINTH ORDER OF BUSINESS**

Staff Reports

166

167 **A. District Counsel: Kilinski|Van Wyk PLLC**

168 There was no report.

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

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

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

- 174 • **NEXT MEETING DATE: December 11, 2023 at 10:00 AM**

- 175 ○ **QUORUM CHECK**

176

177 **TENTH ORDER OF BUSINESS**

Supervisors’ Requests

178

179 There were no Supervisors’ requests.

180

181 **ELEVENTH ORDER OF BUSINESS**

Adjournment

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

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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

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

***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.