

**SOUTHERN HILLS
PLANTATION I
COMMUNITY DEVELOPMENT
DISTRICT**

March 11, 2024

**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

March 4, 2024

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 March 11, 2024 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. Review of Storm Water Pond Drainage Layout Review with District Engineer
4. Update: Steadfast Environmental, LLC Waterway Inspection Report - March 2024
5. Consideration of Steadfast Environmental, LLC Proposal #1092 for Removal of Floating Tussock [L8AA Pond]
6. Consideration of Steadfast Alliance Maintenance Division Proposal #SM-E-1851 to Trim Crape Myrtles [Southern Hills Blvd.]
7. Acceptance of Unaudited Financial Statements as of January 31, 2024
8. Approval of February 12, 2024 Regular Meeting Minutes
9. Other Business
10. Staff Reports
 - A. District Counsel: *Kilinski | Van Wyk PLLC*
 - B. District Engineer: *Coastal Engineering Associates, Inc.*

ATTENDEES:

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

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

- NEXT MEETING DATE: April 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

11. Supervisors' Requests

12. 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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Southern Hills Plantation | CDD Aquatics

Inspection Date:

3/1/2024 10:15 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:

The water level is low on this pond, which is typical for the season. Within the littoral shelf there is some pond scum as well as some nuisances grasses present. Our technician in the upcoming treatment will look to eradicate the grasses and clear up the pond scum.

<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	Slender Spikerush	Other:

SITE: L-5GG

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Majority of this pond is in excellent condition. The beneficial vegetation on the littoral shelf is in great health. Some surface algae is beginning to form around the littoral shelf. As temperatures begin to rise again algae blooms may become more apparent. Our technician will continue to monitor the conditions on the littoral shelf and also treat for the algae.

<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	Slender Spikerush	Other:

Inspection Report

SITE: L-7BB

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Minor amounts of surface algae beginning to form around parts of the ponds perimeter as well as near the littoral shelf. Nuisance grasses that were present on the littoral shelf have been addressed and are actively decaying. Our technician will target the algae on the next treatment and will also look for any new nuisance grass regrowth.

<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	Slender Spikerush	Other:	

SITE: L-8AA

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Majority of this pond is in a clear condition. However, within the littoral shelf and on the north side of the pond there is some surface algae forming. The beneficial vegetation on the shelf is in good health. Our technician will make sure to treat for the algae with goal to clear up fully.

<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	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: L-8BB

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This pond is in great condition. No algae was observed within the pond. On the littoral shelf nuisance grasses have been treated and are actively decaying. Our technician will continue to monitor and treat any regrowth that may occur.

<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-8CC

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

Majority of the pond is in a clear condition. Scattered algae still remains in this pond around parts of the perimeter but is down significantly from the previous reports. Our technician will make it a priority to clear up the remaining algae.

<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	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: L-10BB

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This pond is in excellent condition. The littoral shelf has been treated for nuisance grasses. The remaining beneficial vegetation is in good health. Our technician will continue to monitor and treat accordingly.

<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 checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input 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 algae was present within this pond. Torpedo grass present in shallow areas within the pond, some of this vegetation also being beneficial. Our technician will work to treat in the upcoming treatment.

<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:	

Inspection Report

SITE: L-200AA

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This pond is in excellent condition. No nuisance grasses were observed. However in the beginning of this pond it appears that there is a very minor amount of cyanobacteria beginning to form. Our technician will make sure to treat in the next treatment.

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

SITE: L-210AA

Condition: Excellent Great Good Poor Mixed Condition Improving



Comments:

This pond is in excellent condition. No algae growth was present. On the littoral shelf the nuisance grasses have been treated and are actively decaying. The beneficial vegetation on the littoral shelf is in good health. Routine maintenance and monitoring will occur 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"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<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"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:

MANAGEMENT SUMMARY



With the arrival of March here, the changing weather has affected some of the ponds at Southern Hills plantation I. The series of cold snaps have been broken, as warm temperatures start occur more often during the day. Rain events have been exceedingly rare in the past few months, which has lowered water levels throughout the community. Additionally, the lack of significant wind or rain has increased decay times for surface algae once treated. Residents may notice this algae that sticks around longer between treatment events, this is a direct result of stagnant water conditions and cold nighttime temperatures. Once treated, algae will turn brown, and eventually white as it decays, a sign of it's successful treatment. Maximum results from treatment will typically be evident within 7-10 days.

Most ponds were in excellent or great condition on this most recent visit. Nuisance grasses are still present in minor amounts and will be a main target going forward for our technicians. Due to low water levels, some sections of the beds and pond banks are exposed. Algae has been cleared up in several ponds, but was still present in minor amounts and will continue to be treated accordingly. Surface growth had already been treated and will continue to be addressed as new regrowth occurs. Our technicians will continue on with routine monitoring and treatment to clear up the areas with algae growth and shoreline grasses, which are the main suspects in these ponds.

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.

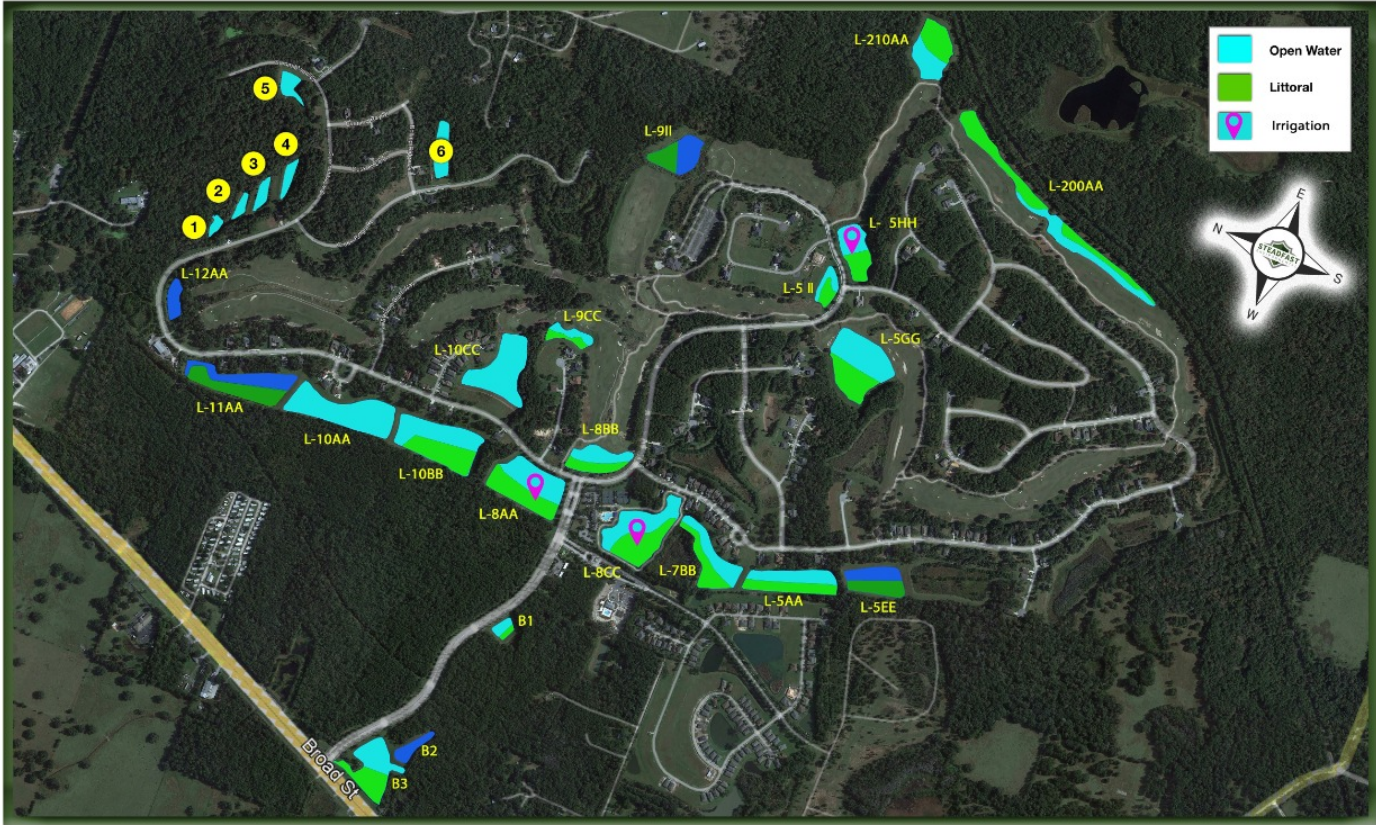
Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



SOUTHERN HILLS PLANTATION I CDD

19850 Southern Hills Blvd, Brooksville



**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

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Steadfast Environmental, LLC

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

Proposal

Date 2/26/2024 **Proposal #** 1092

Customer Information		Project Information	
Southern Hills Plantation CDD 1 4200 Summit View Dr Brooksville, FL 3460		L8AA Tussock Removal	
Contact		L8AA Tussock Removal	
Phone			
E-mail	btimbuckeye@verizon.net	Proposal Prepared By:	Joe Hamilton
Account #		Type Of Work	Tussock Rem

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
Removal of 0.1 AC Floating Tussock at Southern Hills (L8AA Pond) Utilization of strap/winch system & grapple hook to begin moving pieces of the tussock to shore. Once debris is one shoreline, it will be staged in an area to dry prior to haul off. Est. Timeframe 4 days Although precautionary measures will be taken, any extensive sod damage will be remediated by Steadfast Environmental.	1	8,405.00

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	\$8,405.00
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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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Steadfast Alliance Maintenance Division

Proposal

Date 2/20/2023 Proposal # SM-E-1851

Customer Information		Project Information SM1089 Southern Hills Plantation...	
Southern Hills Plantation CDD Wrathell, Hunt and Associates, LLC 2300 Glades Rd, Suite 410 W Boca Raton, Fl 33431	Contact Phone E-mail adams@whassociates.com Account #	SM1089 Southern Hill Plantation CDD 4200 Summit View Dr Brooksville, FL 3460	Proposal Prepared By: Pat Powell Type Of Work

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

Description	Qty	Unit Price	Amount
Landscape Labor - This is a proposal to Trim the Crape Myrtle's along Southern Hills BLVD. Our crew will remove cross branching, seedpods, and deadwood. They complete an inner thin out of the trees and remove all generated debris off site.		0.00	0.00
Tree Trimming - Crape Myrtles that fall into the scope of the maintenance contract	17	0.00	0.00
Tree Trimming - Servicing the Crape Myrtles that have advanced beyond the scope of the contract. (Size, Deadwood, Crossbranching)	24	150.00	3,600.00
Tree Trimming - Trim Crape Myrtles located in the median of US-41.		0.00	0.00

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

Total \$3,600.00

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2024**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2024**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Wells Fargo	\$ 939,925	\$ -	\$ 939,925
SBA	99	-	99
Undeposited funds	5,115	7,749	12,864
Investments			
Revenue - A1	-	382,868	382,868
Revenue - A2	-	377,042	377,042
Reserve - A1	-	493,233	493,233
Reserve - A2	-	82,893	82,893
Prepayment - A1	-	1,461	1,461
Prepayment - A2	-	756	756
Cost of Issuance	-	19,135	19,135
Due from other funds			
General	-	53,383	53,383
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 III	9,070	-	9,070
Deposits	2,789	-	2,789
Total assets	<u>\$ 956,998</u>	<u>\$ 2,557,985</u>	<u>\$ 3,514,983</u>
LIABILITIES			
Liabilities			
Due to other funds			
Debt service 2011 A1	\$ 34,121	\$ -	\$ 34,121
Debt service 2011 A2	19,262	-	19,262
Due to Developer	37	-	37
Matured bonds payable A2	-	350,000	350,000
Total liabilities	<u>53,420</u>	<u>350,000</u>	<u>403,420</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	41,387	1,115,897	1,157,284
Total deferred inflows of resources	<u>41,387</u>	<u>1,115,897</u>	<u>1,157,284</u>
Fund balances			
Restricted for:			
Debt service	-	1,092,088	1,092,088
Unassigned	862,191	-	862,191
Total fund balances	<u>862,191</u>	<u>1,092,088</u>	<u>1,954,279</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 956,998</u>	<u>\$ 2,557,985</u>	<u>\$ 3,514,983</u>

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JANUARY 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ 104,946	\$ 247,391	\$ 245,283	101%
Special assessments: off-roll	-	-	39,981	0%
Lot closings	-	7,158	-	N/A
CDD II shared costs payment	40,000	40,000	20,000	200%
CDD III shared costs payment	-	-	31,431	0%
Interest & miscellaneous	-	2	250	1%
Total revenues	<u>144,946</u>	<u>294,551</u>	<u>336,945</u>	87%
EXPENDITURES				
Professional & administrative				
Legislative				
Supervisor fees	800	4,000	5,400	74%
Financial & administrative				
Management	2,500	10,000	30,000	33%
Engineering	542	542	2,500	22%
Dissemination agent	208	833	2,500	33%
Trustee	-	-	4,300	0%
Audit	-	-	3,250	0%
Arbitrage rebate calculation	-	-	650	0%
Insurance: public officials liability	-	5,775	6,200	93%
Legal advertising	-	77	750	10%
Bank fees	-	-	600	0%
Annual district filing fee	-	175	175	100%
Website	-	-	790	0%
ADA website compliance	-	-	210	0%
Postage	99	221	500	44%
Office supplies	-	-	500	0%
Legal counsel				
District counsel	-	1,836	15,000	12%
Total professional & administrative	<u>4,149</u>	<u>23,459</u>	<u>73,325</u>	32%

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JANUARY 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Field operations				
Electric utility services				
Street lights	2,980	12,159	34,700	35%
Stormwater control				
Lake/pond bank maintenance	8,537	32,648	51,000	64%
Aquatic maintenance	-	-	32,500	0%
Aquatic plant replacement	-	-	2,500	0%
Lake/pond repair	8,850	18,100	2,500	724%
Other physical environment				
Insurance: property	-	12,408	9,800	127%
Entry & walls maintenance	-	4,553	6,400	71%
Landscape maintenance	6,904	27,616	86,500	32%
Holiday decorations	2,750	2,750	7,500	37%
Irrigation repairs & maintenance	11,280	12,935	10,000	129%
Landscape replacement	-	600	5,000	12%
Culvert inspection and cleaning	-	-	2,500	0%
Contingency				
Miscellaneous contingency	-	2,250	2,500	90%
Total field operations	<u>41,301</u>	<u>126,019</u>	<u>253,400</u>	50%
Other fees and charges				
Tax collector	<u>2,099</u>	<u>4,948</u>	<u>10,220</u>	48%
Total other fees and charges	<u>2,099</u>	<u>4,948</u>	<u>10,220</u>	48%
Total expenditures	<u>47,549</u>	<u>154,426</u>	<u>336,945</u>	46%
Excess/(deficiency) of revenues over/(under) expenditures	97,397	140,125	-	
Fund balance - beginning	<u>764,794</u>	<u>722,066</u>	<u>1,156,578</u>	
Fund balance - ending	<u>\$ 862,191</u>	<u>\$ 862,191</u>	<u>\$1,156,578</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 JANUARY 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ 281,807	\$ 664,311	\$ 770,686	86%
Special assessments: off-roll	-	-	185,983	0%
Interest	4,099	16,464	-	N/A
Total revenues	<u>285,906</u>	<u>680,775</u>	<u>956,669</u>	71%
EXPENDITURES				
Principal - A1	-	-	250,000	0%
Principal - A2	-	-	200,000	0%
Interest - A1	-	132,385	243,020	54%
Interest - A2	-	113,390	195,460	58%
Total expenditures	<u>-</u>	<u>245,775</u>	<u>888,480</u>	28%
Other fees and charges				
Legal fees	-	1,143	4,632	25%
Property appraiser	-	-	16,056	0%
Tax collector	5,636	13,286	16,056	83%
Total other fees and charges	<u>5,636</u>	<u>14,429</u>	<u>36,744</u>	39%
Total expenditures	<u>5,636</u>	<u>260,204</u>	<u>925,224</u>	28%
Excess/(deficiency) of revenues over/(under) expenditures	280,270	420,571	31,445	
Fund balance - beginning	811,818	671,517	1,299,660	
Fund balance - ending	<u>\$ 1,092,088</u>	<u>\$ 1,092,088</u>	<u>\$ 1,331,105</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 February 12, 2024 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
George Ostensen	Assistant Secretary

Also present:

Chuck Adams	District Manager
Grace Kobitter	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 10:00 a.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (Agenda Items)

There were no public comments.

THIRD ORDER OF BUSINESS

**Update: Steadfast Environmental, LLC
Waterway Inspection Report - February
2024**

The Board and Staff discussed the Waterway Inspection Report and noted the following:

➤ A letter was received regarding 10-CC, which is the #3 Green. The grassy islands are growing larger and algae was observed. Mr. Hamilton is applying the treatments that were approved in January.

40 ➤ Mr. Pakan and Mr. McCoskrie received letters about a concrete spillway at the south
41 end of Pond 10-AA where water flows constantly from a 3” pipe.

42 Discussion ensued regarding the water source, water from sources higher than the
43 pond, the map, pond locations, culverts, fill dirt and flow of water in the stormwater
44 management system.

45 Mr. McCoskrie wants the District Engineer to reconfirm which ponds are connected. He
46 believes reclaim water enters in one location, proceeds to another location and then to Lake
47 10. Mr. Adams stated he will try to obtain the construction plans and he will ask for the plans to
48 be added as a map overlay.

49 Discussion ensued regarding a claim of a fish kill in Pond 10-A8 over the summer.

50 It was noted that it would be difficult to verify whether a fish kill occurred if it was not
51 reported until six months later. Mr. McCoskrie believes some of it might be rumors and stated
52 the last fish kill he knows of was two years ago.

53 Based on the photos, Mr. McCoskrie voiced his belief that several lakes were
54 misidentified.

55 Discussion ensued regarding the photos, lake numbers and various features.

56 The consensus was that Lake 15 HH might be L5 HH, on the 13 Fairway, on one page.

57 It was noted that one photo labeled L15 looks like L5.

58 Mr. McCoskrie stated Mr. Hamilton is working at 12 AA; a bill for \$4,800 is approved to
59 pay. Mr. Adams stated he will ask for the proposal to be resubmitted as a bill.

60 Mr. McCoskrie stated, rather than clearing out the south side, which is too steep to
61 access safely, the berm was cleared and, in his opinion, it looks very nice and it is in a state that
62 can stay for a while. All the other dry ponds were cleared out by Southern Valley Loop;
63 approximately \$25,000 total was approved and ponds are nearly done for the year, unless
64 additional work is needed at L200 AA, by #11 and #12.

65 Discussion ensued regarding golf course clearing by Andrew and previous work by the
66 CDD.

67 Mr. McCoskrie stated that chemical treatments at the ponds will continue; he believes
68 the pond treatment program on selected ponds was for six months, from January to June, at a
69 cost of \$18,000.

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71 **FOURTH ORDER OF BUSINESS**

**Consideration of Proposal to Light the
Entry Oak Trees Year Round**

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Mr. Adams presented the Illuminations Holiday Lighting proposal for year-round lighting. It was noted that \$7,500 is budgeted.

On MOTION by Mr. McCaffrey and seconded by Mr. Ostensen, with all in favor, the Illuminations Holiday Lighting Option 1 Proposal to Light the Entry Oak Trees Year Round, in the amount of \$3,500, was approved.

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82 **FIFTH ORDER OF BUSINESS**

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

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Mr. McCoskrie presented the Unaudited Financial Statements as of December 31, 2023. It was noted that November and December remittances are coming in. Discussion ensued regarding funds due from the Developer and the CDD’s responsibility to collect and remit payments.

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Mr. Adams will research the \$72,785 “Due from other funds, General” line item. Mr. Adams stated the BankUnited investment account was opened in January.

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Mr. Adams stated the \$9,250 “Lake/pond repair” expenditure is the start of the bushhogging program.

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Mr. McCoskrie stated some comments were received regarding the irrigation pipes.

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Mr. Ostensen stated, on two occasions, he spent half a day speaking with the supervisor and watching ongoing work. He opined that the pipes are haphazard and he would like a schematic. He noted that there are 14 boxes and he wants them to show what each box provides and the location it services. Mr. Pakan stated the map should be updated as repairs are made. Mr. Adams will contact Mr. Hamilton.

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Discussion ensued regarding the map, damage to CDD pipes when work was done on reclaimed water to The Cascades by the City, and the location of ongoing work.

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Mr. McCaffrey stated he will meet with Patrick this week.

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Regarding agenda books, Mr. Adams stated he will advise Management to resume shipping the agenda to each Supervisor, via FedEx, one week in advance.

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Mr. Adams was asked to find out when Southern Hills Plantation CDD II will repay the \$40,000 and/or send a reminder to them to pay it.

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On MOTION by Mr. McCoskrie and seconded by Mr. Pakan, with all in favor, the Unaudited Financial Statements as of December 31, 2023, were accepted.

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111 **SIXTH ORDER OF BUSINESS****Approval of January 8, 2024 Regular Meeting Minutes**

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114 Mr. McCoskrie asked for an update regarding the meeting with Ms. Tanner. Ms.

115 Bloomquist stated Ms. Tanner had a discussion before the meeting started. She advised that

116 the City has a new Director of Public Works who will inspect construction sites. She was advised

117 about the ponds and asked for water reports and advised about the growing potholes on the

118 Boulevard. Ms. Bloomquist stated she will follow up with the Director of Public Works and

119 noted that the culvert still has not yet been repaired.

120 Mr. McCoskrie discussed the leak by the entryway, by the flags. He stated a pothole is

121 beginning to undermine the base.

122 Discussion ensued regarding irrigation issues, the ongoing search for an irrigation leak,

123 the need to install a master valve and the possibility that rebuilding the irrigation system might

124 be the best solution in light of the ongoing expenditures and issues.

125 Mr. McCaffrey stated he is unsure of the best solution but he will find out. Mr.

126 McCoskrie noted that the complaints about the system have persisted for several years.

127 Mr. Adams stated he will have Mr. Szymonowicz email the working file that will back up

128 the adjusted Amortization Schedule to the Board Members so they can see how the years were

129 recalculated.

130 Mr. McCoskrie recalled that a letter was sent to the Trustee in November and asked Ms.

131 Kobitter to ask if a response was received from the Trustee. Asked if the lien log and other

132 information was sent to the Trustee, Ms. Kobitter replied affirmatively and stated her office has

133 been working with District Management in this regard.

134 Regarding Mr. Calamari's statements about his inspection of the cross pipe, Mr.

135 McCaffrey directed Mr. Adams to ask Mr. Calamari to have the backhoe clean both ends of the

136 culvert again.

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On MOTION by Mr. McCoskrie and seconded by Mr. Ostensen, with all in favor, the January 8, 2024 Regular Meeting Minutes, as presented, were approved.

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142 **SEVENTH ORDER OF BUSINESS****Other Business**

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Mr. McCoskrie recalled that the HOA passed Amendment 11 several months ago, which cleaned up Amendment 10, which stated that consolidated lots can still be consolidated once sold to a third party. It restated verbiage from the Declaration stating that, owners of a house on a pond are required to mow down to the pond's bank. The CDD questioned that portion of Amendment 11 at a past meeting and discussed what we should do since the CDD has been mowing the entire bank. In December an email was sent to ask Cherie if the CDD should have the homeowners mow their own banks and the response was that she will inquire with her lawyer. The lawyer responded that the parties should meet but they have not contacted the CDD.

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Mr. McCoskrie suggested the CDD continue mowing the banks since, either way, homeowners will be paying for it, regardless of whether the HOA or the CDD does it. He noted that the HOA is working on it and might approach the CDD in the future.

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Mr. McCaffrey voiced his opinion that the CDD should not pay for something that it is not required to pay for. Mr. McCoskrie stated the only reason the CDD pays for it is because, in his opinion, it is cumbersome to follow the Documents because if some lots have houses on them and those are required to mow to the pond's bank, the CDD must mow the lots without houses on them. He thinks the difference can cause maintenance and aesthetic issues.

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Mr. Pakan noted that homeowners will pay either way and opined that, for consistency, he favors having one entity do it.

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Ms. Bloomquist suggested continuing to pursue this with the HOA. The Board Members were in agreement.

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Mr. McCoskrie read a request from a homeowner who complained about a dead deer in the road, by the guardhouse, where the speed limit is 35 miles per hour; the homeowner asked for signs warning about the presence of deer.

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Ms. Bloomquist discussed speeding and stated the deer was moved off the road but it was still visible. She asked who removes deer from the roadways. Mr. McCoskrie stated that the Florida Wildlife Commission (FWC) will respond within three or four days.

171 The consensus was to ask Cherie to remind homeowners about speeding and the
172 presence of deer and include the telephone number for the FWC and advise that the FWC
173 should be called for wildlife removal.

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175 **EIGHTH ORDER OF BUSINESS**

Staff Reports

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

- 178 • **Updates and Reminders: Ethics Training for Special District Supervisors and**
179 **Form 1**

180 The Board and Staff discussed the Memo regarding the required ethics training, which
181 includes a link to the training courses offered by the Florida Commission on Ethics.

182 Mr. Adams stated the Commission on Ethics will email Supervisors to complete a short
183 registration process in order to receive the digital Form 1 later in the year; filing will be done
184 electronically, going forward.

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

186 There was no report.

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

- 188 • **NEXT MEETING DATE: March 11, 2024 at 10:00 AM**
 - 189 ○ **QUORUM CHECK**

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191 **NINTH ORDER OF BUSINESS**

Supervisors' Requests

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193 Ms. Bloomquist stated she received an inquiry from Mr. Cliff Williams, who stated his
194 understanding that the CDD owns the preserve behind his home. Mr. Williams expressed
195 concern about a dead tree behind his home at 4861 Majestic Hills Loop. She will check the area
196 and advise.

197 Discussion ensued regarding trees removed due to a beetle infestation.

198 Mr. Adams stated the CDD should be informed of any trees in danger of falling on a
199 home. Those trees are taken down into the preserve, where they become wildlife habitat.

200 Mr. Pakan noted that the Declaration of Covenants states that the CDD is required to
201 maintain preservation and conservation areas and stated he is unsure of their locations. Mr.
202 Adams stated those areas are visible on the property appraiser's website; he will provide a map
203 overlay. Ms. Bloomquist asked for large maps to be printed when the overlay is complete.

204 Mr. McCaffrey will request a quote for pine straw installation on the Boulevard.

205 Landscaping in the medians and at the guard gate was discussed.

206 Mr. Ostensen stated, on February 1, 2024, a hole measuring 18” by 4’ across developed
207 on Southern Valley Loop, adjacent to a sanitary sewer manhole cover. CBS Underground
208 inspected and found nothing. The next day, the City inspected every pipe with a camera and no
209 leaks or cracks were found; it was determined that it was not the sewer that caused the
210 collapse. He purchased cones for the HOA and placed them in the area. It is difficult finding a
211 contractor willing to repair a small hole. Proposals will be requested and the HOA will pay for
212 the repairs. The CBS Underground experts inspected drainage structures and found 4’ of water
213 in catch basins north of the hole on Southern Valley Loop, up Shelter Hill. They followed it all
214 the way to where the outlet was thought to be but the end of the pipe has not been found. CBS
215 Underground advised that a camera cannot be put in a pipe full of water; the water must be
216 pumped out before using the camera to find where the pipe collapsed. Mr. Ostensen asked if
217 the CDD is involved if an outlet pipe into the pond is involved.

218 Mr. McCoskrie asked if the CDD should let the HOA fix the hole. It was noted that Mr.
219 Calamari inspected the area and an email was forwarded to Ms. Kobitter in which Mr. Calamari
220 stated he wants more scoping.

221 Mr. Adams suggested letting the HOA perform the road repairs and stated he will try to
222 obtain the construction plans and email them to the Board and Staff.

223 Mr. McCoskrie will keep this item on his open items list.

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225 TENTH ORDER OF BUSINESS

Adjournment

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228 **On MOTION by Mr. McCoskrie and seconded by Mr. Pakan, with all in favor,**
229 **the meeting adjourned at 11:00 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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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.