

**SOUTHERN HILLS
PLANTATION I
COMMUNITY DEVELOPMENT
DISTRICT**

June 13, 2022

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

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

June 6, 2022

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

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 June 13, 2022, 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. Update: Status of Informal Negotiations Regarding Arrears and Potential for Litigation on SH2
4. Continued Discussion: Fiscal Year 2022/2023 Budget
5. Consideration of Resolution 2022-06, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date
6. Acceptance of Unaudited Financial Statements as of April 30, 2022
7. Approval of May 13, 2022 Regular Meeting Minutes
8. Other Business
9. Staff Reports
 - A. District Counsel: *KE Law Group, PLLC*
 - Update: Chapter 164 Process
 - B. District Engineer: *Coastal Engineering Associates, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: July 11, 2022, immediately following the adjournment of the Southern Hills Plantation III CDD meeting scheduled to commence at 10:00 a.m.
 - QUORUM CHECK

JOHN McCOSKRIE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
ROBERT NELSON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
MATT ROMERO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
BRIAN McCAFFREY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
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**

4

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023
PROPOSED BUDGET**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
TABLE OF CONTENTS**

<u>Description</u>	<u>Page Number(s)</u>
General Fund Budget	1 - 2
Definitions of General Fund Expenditures	3 - 4
Debt Service Fund Budget - Series 2011	5
Bond Amortization Tables	6 - 7
Assessment Summary	8

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2023**

	Fiscal Year 2022				Proposed Budget FY 2023
	Adopted Budget FY 2023	Actual through 3/31/22	Projected through 9/30/2022	Total Actual & Projected Revenue & Expenditures	
REVENUES					
Assessment levy: on-roll	\$ 411,224				\$ 310,446
Allowable discounts (4%)	(16,449)				(12,418)
Assessment levy: on-roll: net	394,775	\$ 336,536	\$ 59,868	\$ 396,404	298,028
Assessment levy: off-roll	64,350	15,202	49,148	64,350	48,581
Repayment from CDD III	12,344	860	11,484	12,344	12,344
Interest and miscellaneous	250	-	250	250	250
Total revenues	<u>471,719</u>	<u>352,598</u>	<u>120,750</u>	<u>473,348</u>	<u>359,203</u>
EXPENDITURES					
Professional & administrative					
Legislative					
Supervisor	6,700	3,800	3,800	7,600	7,600
Financial & Administrative					
District management	30,000	15,000	15,000	30,000	30,000
District engineer	7,500	-	7,500	7,500	7,500
Disclosure report	2,500	1,250	1,250	2,500	2,500
Trustee	4,300	-	4,300	4,300	4,300
Tax collector	16,449	14,744	1,705	16,449	12,418
Property appraiser	-	-	-	-	-
Auditing services	3,250	-	3,250	3,250	3,250
Arbitrage rebate calculation	650	-	650	650	650
Public officials liability insurance	5,507	5,182	-	5,182	6,200
Legal advertising	750	186	564	750	750
Bank fees	600	-	600	600	600
Dues, licenses & fees	175	175	-	175	175
Website	790	-	790	790	790
ADA website compliance	210	199	11	210	210
Postage	500	480	20	500	500
Office supplies	150	-	150	150	150
Legal counsel					
District counsel	15,000	12,628	20,000	32,628	15,000
Electric utility services					
Street lights	13,100	5,208	7,892	13,100	13,100
Stormwater control					
Aquatic maintenance	31,000	-	31,000	31,000	31,000
Lake/pond bank maintenance	37,000	15,360	21,640	37,000	41,810
Aquatic plant replacement/weeding	5,000	16,106	-	16,106	5,000
Lake/pond repair	6,900	-	6,900	6,900	6,900

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2023**

	Fiscal Year 2022				Proposed Budget FY 2023
	Adopted Budget FY 2023	Actual through 3/31/22	Projected through 9/30/2022	Total Actual & Projected Revenue & Expenditures	
Other physical environment					
Property insurance	8,694	8,182	-	8,182	9,800
Entry & walls maintenance	2,500	-	2,500	2,500	2,500
Landscape maintenance	83,000	10,985	65,000	75,985	69,000
Irrigation repairs & maintenance	7,500	6,755	745	7,500	7,500
Landscape replacement plants, shrubs, trees	75,000	3,010	71,990	75,000	50,000
Culvert inspection and cleaning	-	90,000	-	90,000	10,000
Holiday decorations	10,000	7,166	2,834	10,000	10,000
Capital outlay					
Landscape	-	218	-	218	-
Contingency					
Miscellaneous contingency	10,000	36	9,964	10,000	10,000
Total expenditures	<u>384,725</u>	<u>216,670</u>	<u>280,055</u>	<u>496,725</u>	<u>359,203</u>
Excess/(deficiency) of revenues over/(under) expenditures	86,994	135,928	(159,305)	(23,377)	-
Fund balance - beginning (unaudited)	731,957	942,643	1,078,571	942,643	919,266
Fund balance - ending (projected)	<u>\$ 958,951</u>	<u>\$ 1,078,571</u>	<u>\$ 919,266</u>	<u>\$ 919,266</u>	<u>\$ 919,266</u>

Note: 87k of excess revenues is intended to account for the high probability that 216.74 ERUs will continue to not pay assessments in FY 2022

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Legislative

Supervisor	\$ 7,600
Statutorily set at \$200 per Supervisor (plus applicable taxes) for each meeting of the Board of Supervisors, not to exceed \$4,800 for each fiscal year.	
District management	30,000
Wrathell, Hunt and Associates, LLC, specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, administer the issuance of tax exempt bond financings and operate and maintain the assets of the community.	
District engineer	7,500
Provides engineering, consulting and construction services to the District, which assists in crafting solutions with sustainability for the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Disclosure report	2,500
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934. Service included under Management.	
Trustee	4,300
Annual fees paid to U.S. Bank for services provided as trustee, paying agent and registrar.	
Tax collector	12,418
Covers the cost of utilizing the Tax Collector services in placing the District's assessments on the property tax bill each year. The fee is 2% of the amount collected on the tax roll.	
Auditing services	3,250
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to Florida State Law and the rules and guidelines of the Florida Auditor General.	
Arbitrage rebate calculation	650
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Public officials liability insurance	6,200
Legal advertising	750
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Bank fees	600
Dues, licenses & fees	175
Includes the annual fee paid to the Department of Economic Opportunity.	
Website	790
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
ADA website compliance	210
Postage	500
Office supplies	150

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

District counsel 15,000

Provides on-going general counsel legal representation and, in this arena, these lawyers are confronted with issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, they provide service as "local government lawyers," realizing that this type of local government is very limited in its scope – providing infrastructure and services to developments.

Electric utility services

Street lights 13,100

Intended to cover the costs of electricity for all street lighting within the District.

Stormwater control

Aquatic maintenance 31,000

The District contracts with a qualified and licensed contractor for the maintenance of its storm water lakes.

Lake/pond bank maintenance 41,810

Intended to address lake and pond bank erosion remediation on an as needed basis.

Aquatic plant replacement/weeding 5,000

Intended to supplement the existing beneficial aquatic plant program.

Lake/pond repair 6,900

Covers periodic repairs to pond banks, culverts or other associated structures.

Other physical environment

Property insurance 9,800

Covers District physical property including but not limited to the entry features, street lighting, clock tower etc..

Entry & walls maintenance 2,500

Intended to cover the routine maintenance of the entry features, including pressure washing, painting, lighting etc.

EXPENDITURES (continued)

Landscape maintenance 69,000

The District contracts with a qualified and licensed landscape maintenance contractor for the maintenance of its landscaping

Irrigation repairs & maintenance 7,500

Intended to cover the irrigation repairs within the District's landscape areas.

Landscape replacement plants, shrubs, trees 50,000

Intended to cover the periodic supplement and replacement of landscape plant materials within the District's landscape areas.

Holiday decorations 10,000

Intended to cover the cost of installation, monitoring/repairing and removal of holiday lighting.

Contingency

Miscellaneous contingency 10,000

Automated AP routing and other miscellaneous items

Total expenditures \$ 359,203

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2011
FISCAL YEAR 2023**

	Fiscal Year 2022			Total Actual & Projected Revenue & Expenditures	Proposed Budget FY 2023
	Adopted Budget FY 2023	Actual through 3/31/21	Projected through 9/30/2021		
REVENUES					
Special assessment - on-roll - A1	\$524,196				\$520,401
Special assessment - on-roll - A2	289,672				289,672
Allowable discounts (4%)	(32,555)				(32,403)
Assessment levy: net	781,313	\$ 690,115	\$ 91,198	\$ 781,313	777,670
Special assessment - off-roll - A-2	185,983	-	185,983	185,983	185,983
Assessment prepayments	-	8,189	16,700	24,889	-
Interest	-	44	-	44	-
Total revenues	<u>967,296</u>	<u>698,348</u>	<u>293,881</u>	<u>992,229</u>	<u>963,653</u>
EXPENDITURES					
Debt service					
Prepayment - A1	-	-	-	-	-
Principal - A1	240,000	-	240,000	240,000	235,000
Principal - A2	180,000	-	180,000	180,000	190,000
Interest - A1	293,770	153,555	140,215	293,770	256,650
Interest - A2	216,920	113,390	118,030	231,420	206,480
Legal Fees	-	4,632	-	4,632	4,632
Total debt service	<u>930,690</u>	<u>271,577</u>	<u>678,245</u>	<u>949,822</u>	<u>892,762</u>
Other fees & charges					
Property Appraiser	16,277	-	16,277	16,277	16,201
Tax collector	16,277	30,241	(13,964)	16,277	16,201
Total other fees & charges	<u>32,554</u>	<u>30,241</u>	<u>2,313</u>	<u>32,554</u>	<u>32,402</u>
Total expenditures	<u>963,244</u>	<u>301,818</u>	<u>678,245</u>	<u>982,376</u>	<u>925,164</u>
Fund balance:					
Net increase/(decrease) in fund balance	4,052	396,530	(384,364)	9,853	38,489
Beginning fund balance (unaudited)	868,183	1,149,492	1,546,022	1,149,492	1,159,345
Ending fund balance (projected)	<u>\$ 872,235</u>	<u>\$1,546,022</u>	<u>\$1,161,658</u>	<u>\$ 1,159,345</u>	<u>1,197,834</u>
Use of fund balance:					
Debt service reserve account balance (required) - A1					(516,609)
Debt service reserve account balance (required) - A2					(78,539)
Interest expense - November 1, 2023 (A1)					(121,510)
Interest expense - November 1, 2023 (A2)					(97,730)
Projected fund balance surplus/(deficit) as of September 30, 2023					<u>\$ 383,446</u>

SOUTHERN HILLS PLANTATION I

Community Development District

Series 2011A-1

\$12,505,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2022	-		128,325.00	128,325.00
05/01/2023	235,000.00	5.800%	128,325.00	363,325.00
11/01/2023	-		121,510.00	121,510.00
05/01/2024	250,000.00	5.800%	121,510.00	371,510.00
11/01/2024	-		114,260.00	114,260.00
05/01/2025	265,000.00	5.800%	114,260.00	379,260.00
11/01/2025	-		106,575.00	106,575.00
05/01/2026	280,000.00	5.800%	106,575.00	386,575.00
11/01/2026	-		98,455.00	98,455.00
05/01/2027	295,000.00	5.800%	98,455.00	393,455.00
11/01/2027	-		89,900.00	89,900.00
05/01/2028	315,000.00	5.800%	89,900.00	404,900.00
11/01/2028	-		80,765.00	80,765.00
05/01/2029	330,000.00	5.800%	80,765.00	410,765.00
11/01/2029	-		71,195.00	71,195.00
05/01/2030	350,000.00	5.800%	71,195.00	421,195.00
11/01/2030	-		61,045.00	61,045.00
05/01/2031	375,000.00	5.800%	61,045.00	436,045.00
11/01/2031	-		50,170.00	50,170.00
05/01/2032	395,000.00	5.800%	50,170.00	445,170.00
11/01/2032	-		38,715.00	38,715.00
05/01/2033	420,000.00	5.800%	38,715.00	458,715.00
11/01/2033	-		26,535.00	26,535.00
05/01/2034	445,000.00	5.800%	26,535.00	471,535.00
11/01/2034	-		13,630.00	13,630.00
05/01/2035	470,000.00	5.800%	13,630.00	483,630.00
Total	\$4,425,000.00		\$2,002,160.00	\$6,427,160.00

SOUTHERN HILLS PLANTATION I

Community Development District

Series 2011A-2

\$13,860,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2022	-		103,240.00	103,240.00
05/01/2023	190,000.00	5.800%	103,240.00	293,240.00
11/01/2023	-		97,730.00	97,730.00
05/01/2024	200,000.00	5.800%	97,730.00	297,730.00
11/01/2024	-		91,930.00	91,930.00
05/01/2025	210,000.00	5.800%	91,930.00	301,930.00
11/01/2025	-		85,840.00	85,840.00
05/01/2026	225,000.00	5.800%	85,840.00	310,840.00
11/01/2026	-		79,315.00	79,315.00
05/01/2027	240,000.00	5.800%	79,315.00	319,315.00
11/01/2027	-		72,355.00	72,355.00
05/01/2028	250,000.00	5.800%	72,355.00	322,355.00
11/01/2028	-		65,105.00	65,105.00
05/01/2029	265,000.00	5.800%	65,105.00	330,105.00
11/01/2029	-		57,420.00	57,420.00
05/01/2030	285,000.00	5.800%	57,420.00	342,420.00
11/01/2030	-		49,155.00	49,155.00
05/01/2031	300,000.00	5.800%	49,155.00	349,155.00
11/01/2031	-		40,455.00	40,455.00
05/01/2032	320,000.00	5.800%	40,455.00	360,455.00
11/01/2032	-		31,175.00	31,175.00
05/01/2033	335,000.00	5.800%	31,175.00	366,175.00
11/01/2033	-		21,460.00	21,460.00
05/01/2034	360,000.00	5.800%	21,460.00	381,460.00
11/01/2034	-		11,020.00	11,020.00
05/01/2035	380,000.00	5.800%	11,020.00	391,020.00
Total	\$3,740,000.00		\$1,829,320.00	\$37,192,650.00

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
PROJECTED ASSESSMENTS
GENERAL FUND AND DEBT SERVICE FUND
FISCAL YEAR 2023**

*** Preliminary and may change based on Hernando County roll information ***

Platted Units

Number of Units	Number of Units Paying GF	Number of Units Paying DSF	Unit Type	Projected Fiscal Year 2023			FY 22 Assessment
				GF	DSF	GF & DSF	
<u>Series 2011A-1 Bond Units</u>							
46	46	46	Single Family 50'	\$ 235.07	\$ 782.69	\$ 1,017.76	\$ 1,094.06
43	43	42	Single Family 65'	305.59	877.59	1,183.18	1,282.37
341	331	285	Single Family 80'	376.11	972.49	1,348.60	1,470.68
94	94	91	Single Family 100'	470.14	1,098.01	1,568.15	1,720.75
57	56	54	Single Family 120'	564.17	1,304.82	1,868.99	2,052.11
581	570	518					
<u>Series 2011A-2 Bond Units</u>							
5	5	5	Club Villa	211.56	923.75	1,135.31	1,203.98
24	24	24	Single Family 50'	235.07	1,026.39	1,261.46	1,337.76
99	99	94	Single Family 65'	305.59	1,150.84	1,456.43	1,555.62
49	49	49	Single Family 80'	376.11	1,275.30	1,651.41	1,773.49
38	38	35	Single Family 100'	470.14	1,439.89	1,910.03	2,062.63
23	23	23	Single Family 120'	564.17	1,711.11	2,275.28	2,458.40
238	238	230					
819	808	748					

Unplatted Units

Number of Units	Number of Units Paying GF	Number of Units Paying DSF	Unit Type	Projected Fiscal Year 2023			FY 22 Assessment
				GF	DSF	GF & DSF	
<u>Series 2011A-2 Bond Units</u>							
45	45	45	Club Villa	\$ 194.63	\$ 849.85	\$ 1,044.48	\$ 1,107.66
79	79	79	Single Family 50'	216.26	944.28	1,160.54	1,230.74
58	58	58	Single Family 65'	281.14	1,058.77	1,339.91	1,431.17
10	10	10	Single Family 80'	346.02	1,173.28	1,519.30	1,631.62
6.87	6.87	6.87	Golf Course	432.52	-	432.52	572.92
199	199	199					
1,018	1,007	947					

Note: Based on assumption that all parcels that were subject to Hernando County exemptions will be able to be billed for GF and DS on-roll

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

5

RESOLUTION 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT ADOPTING PROMPT PAYMENT POLICIES AND PROCEDURES PURSUANT TO CHAPTER 218, *FLORIDA STATUTES*; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING 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*, being situated entirely within Hernando County, Florida; and

WHEREAS, Chapter 218, *Florida Statutes*, requires timely payment to vendors and contractors providing certain goods and/or services to the District; and

WHEREAS, the Board of Supervisors of the District (“Board”) accordingly finds that it is in the best interest of the District to establish by resolution Prompt Payment Policies and Procedures as may be amended or updated from time to time for immediate use and application.

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

SECTION 1. The Prompt Payment Policies and Procedures attached hereto as **Exhibit A** are hereby adopted pursuant to this Resolution as necessary for the conduct of District business. The Prompt Payment Policies and Procedures shall remain in full force and effect until such time as the Board may amend or replace them; provided, however, that as the provisions of Chapter 218, *Florida Statutes*, are amended from time to time, the attached Prompt Payment Policies and Procedures shall automatically be amended to incorporate the new requirements of law without any further action by the Board. The Prompt Payment Policies and Procedures hereby adopted supplant and replace any previously adopted Prompt Payment Policies and Procedures.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 13th day of June, 2022.

ATTEST:

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT A

SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures

**In Accordance with the Local Government Prompt Payment Act
Chapter 218, Part VII, *Florida Statutes***

June 2022

Southern Hills Plantation I Community Development District
Prompt Payment Policies and Procedures

Table of Contents

- I. Purpose 1
- II. Scope 1
- III. Definitions 1
 - A. Agent 1
 - B. Construction Services 1
 - C. Contractor or Provider of Construction Services 1
 - D. Date Stamped 1
 - E. Improper Invoice 2
 - F. Improper Payment Request 2
 - G. Non-Construction Goods and Services..... 2
 - H. Proper Invoice 2
 - I. Proper Payment Request 2
 - J. Provider 2
 - K. Purchase 2
 - L. Vendor 2
- IV. Proper Invoice/Payment Request Requirements 3
 - A. General 3
 - B. Sales Tax 3
 - C. Federal Identification and Social Security Numbers 3
 - D. Proper Invoice for Non-Construction Goods and Services 3
 - E. Proper Payment Request Requirements for Construction Services 4
- V. Submission of Invoices and Payment Requests 4
- VI. Calculation of Payment Due Date 5
 - A. Non-Construction Goods and Services Invoices 5
 - B. Payment Requests for Construction Services 6
- VII. Resolution of Disputes 7
 - A. Dispute Between the District and a Provider 7
 - B. Dispute Resolution Procedures 7
- VIII. Purchases Involving Federal Funds or Bond Funds 9
- IX. Requirements for Construction Services Contracts – Project Completion; Retainage 9
- X. Late Payment Interest Charges 9
 - A. Related to Non-Construction Goods and Services 9
 - B. Related to Construction Services 10
 - C. Report of Interest 10

I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, *Florida Statutes*) (“PPA”), the purpose of the Southern Hills Plantation I Community Development District (“District”) Prompt Payment Policies and Procedures (“Policies & Procedures”) is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property that require a license under parts I and II of Chapter 489, Fla. Stat.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method,

which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the Agent receives an invoice or payment request, but fails to timely or physically mark on the document the date received, "Date Stamped" shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures not expressly waived by the District and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted not expressly waived by the District.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures not expressly waived by the District and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted not expressly waived by the District.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is 85-8013179071C-4. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone 561-571-0010), email: adamsc@whhassociates.com.

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date

4. Invoice number
5. The “Bill To” party must be the District or the Board, or other entity approved in writing by the Board of the District Manager
6. Project name (if applicable)
7. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of goods* should also contain:
 - a. A complete item description
 - b. Quantity purchased
 - c. Unit price(s)
 - d. Total price (for each item)
 - e. Total amount of invoice (all items)
 - f. The location and date(s) of delivery of the goods to the District
8. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of services* should also contain:
 - a. Itemized description of services performed
 - b. The location and date of delivery of the services to the District
 - c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
 - d. Itemization of other direct, reimbursable costs (including description and amount)
 - e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
 - i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
 - ii. Paid receipt
 - iii. Waiver/lien release from subcontractor (if applicable)
9. Any applicable discounts
10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV, A-D above, unless otherwise specified in the terms of the applicable agreement or purchase order between the District and the Provider.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District’s Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

- 1. Mailing and Drop Off Address**
Southern Hills Plantation I Community Development District
c/o Wrathell, Hunt & Associates, LLC
2300 Glades Road, Suite 210W
Boca Raton, Florida 33431
Attn: District Manager
- 2. Email Address**
SouthernHillsPlantation1CDD@DistrictAP.com

VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

- 1. Receipt of Proper Invoice**
Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.
- 2. Receipt of Improper Invoice**
If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required, the time when payment is due from the District is forty-five (45) days from the latest date of the following:
 - a. On which delivery of personal property is fully accepted by the District;
 - b. On which services are completed and accepted by the District;
 - c. On which the contracted rental period begins (if applicable); or
 - d. On which the District and the Vendor agree in a written agreement that provides payment due dates.
- 3. Rejection of an Improper Invoice**
The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

- a. Be provided in writing;
- b. Specify any and all known deficiencies; and
- c. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay the

corrected invoice within the later of: (a) ten (10) business days after date the corrected invoice is Date Stamped; or (b) forty-five (45) days after the date the Improper Invoice was Date Stamped.

If the Vendor submits an invoice in response to the District's written rejection which fails to correct the deficiencies specified or continues to be an Improper Invoice, the District must reject that invoice as stated herein.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

- a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Provider may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Provider shall identify the Agent to which the Provider shall submit its payment request, or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Provider's submission of a payment request to the Agent shall be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

- b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

- a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.
- b. The District's rejection of the Improper Payment Request must:
 - i. Be provided in writing;
 - ii. Specify any and all known deficiencies; and
 - iii. State actions necessary to correct the Improper Invoice.
- c. If a Provider submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in §218.735, Fla. Stat., for Construction Services, and §218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Provider

If a dispute between the District and a Provider cannot be resolved following resubmission of a payment request by the Provider, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

- 1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.

2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. With regard to contracts executed on or after July 1, 2021, if the District does not commence the dispute resolution procedure within the time provided herein, a Provider may give written notice via certified mail to the Agent, copying the District Manager, of the District's failure to timely commence its dispute resolution procedure. If the District fails to commence the dispute resolution procedure within 4 business days after receipt of such notice, any amounts resolved in the Provider's favor shall bear mandatory interest, as set forth in section [218.735](#)(9), Florida Statutes, from the date on which the payment request or invoice containing the disputed amounts was Date Stamped. If the dispute resolution procedure is not commenced within 4 business days after receipt of the notice, the objection to the payment request or invoice shall be deemed waived. The waiver of an objection pursuant to this paragraph does not relieve a Provider of its contractual obligations.
4. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.
5. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
6. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.

7. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider shall clearly state such contingency. (§218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including, but not limited to, §218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from thirty (30) days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§218.735(9), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month for contracts executed on or before June 30, 2021, and at the rate of two percent (2%) per month for contracts executed on or after July 1, 2021, or the rate specified by agreement, whichever is greater. §218.735(9), Fla. Stat. The Provider must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§218.74 (4), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds \$250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§218.78, Fla. Stat.).

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

6

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2022**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2022**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Wells Fargo	\$ 735,941	\$ -	\$ 735,941
SBA	92	-	92
Undeposited funds	30,207	7,749	37,956
Investments			
Revenue - A1	-	219,499	219,499
Revenue - A2	-	183,627	183,627
Reserve - A1	-	493,440	493,440
Reserve - A2	-	77,743	77,743
Interest - A1	-	153,555	153,555
Interest - A2	-	113,390	113,390
Prepayment - A1	-	37,625	37,625
Prepayment - A2	-	709	709
Sinking - A1	-	230,000	230,000
Cost of Issuance	-	17,946	17,946
Due from Developer	-	185,983	185,983
Assessments receivable - on-roll	-	46,287	46,287
Assessments receivable - off-roll	154,314	743,931	898,245
Allowance for uncollectable receivable	(248,704)	(19,567)	(268,271)
Due from other	8	-	8
Due from Southern Hills II	424,781	-	424,781
Due from Southern Hills III	16,410	-	16,410
Deposits	2,919	-	2,919
Total assets	<u>\$ 1,115,968</u>	<u>\$ 2,491,917</u>	<u>\$ 3,607,885</u>
LIABILITIES			
Liabilities			
Due to other funds			
Due to Developer	\$ 37	\$ -	\$ 37
Total liabilities	<u>37</u>	<u>-</u>	<u>37</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	10,401	929,914	940,315
Total deferred inflows of resources	<u>10,401</u>	<u>929,914</u>	<u>940,315</u>
Fund balances			
Restricted for:			
Debt service	-	1,562,003	1,562,003
Unassigned	1,105,530	-	1,105,530
Total fund balances	<u>1,105,530</u>	<u>1,562,003</u>	<u>2,667,533</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 1,115,968</u>	<u>\$ 2,491,917</u>	<u>\$ 3,607,885</u>

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED APRIL 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ -	\$ 336,536	\$ 394,775	85%
Special assessments: off-roll	42,697	57,899	64,350	90%
Reimburse - SHP-III	-	860	12,344	7%
Interest & miscellaneous	-	-	250	0%
Total revenues	<u>42,697</u>	<u>395,295</u>	<u>471,719</u>	84%
EXPENDITURES				
Professional & administrative				
Legislative				
Supervisor fees	-	3,800	6,700	57%
Financial & administrative				
Management	2,500	17,500	30,000	58%
Engineering	387	387	7,500	5%
Dissemination agent	208	1,458	2,500	58%
Trustee	-	-	4,300	0%
Audit	-	-	3,250	0%
Arbitrage rebate calculation	-	-	650	0%
Insurance: public officials liability	-	5,182	5,507	94%
Legal advertising	94	280	750	37%
Bank fees	-	-	600	0%
Annual district filing fee	-	175	175	100%
Website	-	-	790	0%
ADA website compliance	-	199	210	95%
Postage	139	619	500	124%
Office supplies	-	-	150	0%
Legal counsel				
District counsel	1,111	13,739	15,000	92%
Total professional & administrative	<u>4,439</u>	<u>43,339</u>	<u>78,582</u>	55%

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED APRIL 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
Field operations				
Electric utility services				
Street lights	2,271	7,479	13,100	57%
Stormwater control				
Lake/pond bank maintenance	3,072	18,432	37,000	50%
Aquatic maintenance	2,586	18,692	31,000	60%
Aquatic plant replacement	-	-	5,000	0%
Lake/pond repair	-	-	6,900	0%
Other physical environment				
Insurance: property	-	8,182	8,694	94%
Entry & walls maintenance	-	-	2,500	0%
Landscape maintenance	2,118	13,103	83,000	16%
Holiday decorations	-	7,166	10,000	72%
Irrigation repairs & maintenance	1,252	8,007	7,500	107%
Landscape replacement	-	3,010	75,000	4%
Culvert inspection and cleaning	-	90,000	-	N/A
Capital outlay				
Landscape	-	218	-	N/A
Contingency				
Miscellaneous contingency	-	36	10,000	0%
Total field operations	<u>11,299</u>	<u>174,325</u>	<u>289,694</u>	60%
Other fees and charges				
Tax collector	-	14,744	16,449	90%
Total other fees and charges	<u>-</u>	<u>14,744</u>	<u>16,449</u>	90%
Total expenditures	<u>15,738</u>	<u>232,408</u>	<u>384,725</u>	60%
Excess/(deficiency) of revenues over/(under) expenditures	26,959	162,887	86,994	
Fund balance - beginning	<u>1,078,571</u>	<u>942,643</u>	<u>731,957</u>	
Fund balance - ending	<u>\$1,105,530</u>	<u>\$ 1,105,530</u>	<u>\$818,951</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 APRIL 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ -	\$ 690,115	\$ 781,313	88%
Special assessments: off-roll	-	-	185,983	0%
Assessment prepayment	16,700	24,889	-	N/A
Interest	113	158	-	N/A
Total revenues	<u>16,813</u>	<u>715,162</u>	<u>967,296</u>	74%
EXPENDITURES				
Principal - A1	-	-	240,000	0%
Principal - A2	-	-	180,000	0%
Interest - A1	-	153,555	293,770	52%
Interest - A2	-	113,390	216,920	52%
Legal fees	832	5,465	-	N/A
Total expenditures	<u>832</u>	<u>272,410</u>	<u>930,690</u>	29%
Other fees and charges				
Property appraiser	-	-	16,277	0%
Tax collector	-	30,241	16,277	186%
Total other fees and charges	<u>-</u>	<u>30,241</u>	<u>32,554</u>	93%
Total expenditures	<u>832</u>	<u>302,651</u>	<u>963,244</u>	31%
Excess/(deficiency) of revenues over/(under) expenditures	15,981	412,511	4,052	
Fund balance - beginning	<u>1,546,022</u>	<u>1,149,492</u>	<u>868,183</u>	
Fund balance - ending	<u><u>\$ 1,562,003</u></u>	<u><u>\$ 1,562,003</u></u>	<u><u>\$ 872,235</u></u>	

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

7

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 May 13, 2022 at 2:00 p.m., at the Southern Hills Plantation Clubhouse, located at 4200 Summit View Drive, Brooksville, Florida 34601.

Present at the meeting were:

Margaret Bloomquist	Chair
John McCoskrie	Vice Chair
Robert Nelson (via telephone)	Assistant Secretary
Matt Romero	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Jennifer Kilinski (via telephone)	District Counsel
Lauren Gentry (via telephone)	KE Law Group, PLLC
Joe Calamari	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 2:01 p.m. Supervisors Bloomquist, McCoskrie and Romero were present in person. Supervisor Nelson was attending via telephone. Supervisor McCaffrey was not present.

SECOND ORDER OF BUSINESS

Public Comments (*Agenda Items*)

There were no public comments.

- **Update: Status of Informal Negotiations Regarding Arrears and Potential for Litigation Update on SH2 Litigation/Consideration of Authorization to Commence Chapter 164 Dispute Resolution Process**

This item, previously the Fifth Order of Business, was presented out of order.

Mr. McCoskrie gave the following update:

- He and Ms. Bloomquist took part in a conference call earlier between Southern Hills Plantation I CDD (SHP I) and Southern Hills Plantation CDD II (SHP II).

39 ➤ In his opinion, the SHP II Board Members had a cavalier attitude, seemed disinterested
40 in negotiations and were content to start the Chapter 164 process, consisting of an initial
41 meeting, a public meeting and a third meeting with a Mediator.

42 ➤ Their Attorney summarized the 2004 Interlocal Agreement that was not recorded.

43 ➤ Supervisor John Franz was appointed as their point person.

44 ➤ The Board questioned SHP I’s decision to maintain the landscaping and felt that it
45 should be a City or County responsibility and noted that the City owns the Boulevard.

46 ➤ It was revealed that Rosetti Management Group (RMG), the previous District Manager
47 for all three CDDs, did not record the Interlocal Agreement so RMG has some liability.

48 ➤ SHP II’s total budget is \$75,000 with \$8,500 allocated for Fiscal Year 2022 maintenance.
49 Ms. Bloomquist reported the following:

50 ➤ The SHP II Board questioned the lighting and the number of ponds.

51 ➤ The SHP II Board recently started discussions with its HOA. Residents are questioning
52 how funds are being expended; the HOA engaged a CPA firm to review financial records.

53 Mr. McCoskrie noted SHP I’s good faith effort to resolve this with SHP II by participating
54 in the initial meeting but, as an agreement was not reached, he thinks it is time to formally start
55 the 164 process. Ms. Kilinski will email the step-by-step process to commence the 164 process.

56 ■ **Consideration of Resolution 2022-05, Initiating Intergovernmental Conflict Resolution
57 Procedures With Southern Hills Plantation II Community Development District**

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

59

60 **On MOTION by Ms. Bloomquist and seconded by Mr. McCoskrie, with all in**
61 **favor, Resolution 2022-05, Initiating Intergovernmental Conflict Resolution**
62 **Procedures With Southern Hills Plantation II Community Development District,**
63 **was adopted.**

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66 **THIRD ORDER OF BUSINESS**

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**Consideration of Resolution 2022-03,
Designating Dates, Times and Locations for
Regular Meetings of the Board of
Supervisors of the District for Fiscal Year
2022/2023 and Providing for an Effective
Date**

73 Mr. Adams presented Resolution 2022-03.

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On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor, Resolution 2022-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Adams presented Resolution 2022-04. He reviewed the proposed Fiscal Year 2023 budget. The goal is to reduce costs and assessments since the CDD will be entering into a legal process, which will likely be costly. Ms. Bloomquist asked if the Board Members can email their thoughts and concerns about the budget. Mr. Adams replied affirmatively. Mr. McCoskrie wanted to make sure Southern Hills Plantation CDD III (SHP III) stays current with its payments. He asked Mr. Adams to focus on the “irrigation repairs”, “landscape maintenance” and “retainer” line items when preparing the budget. He noted the Board is trying to minimize Special Counsel’s involvement for the next month, as the SHP II litigation commences. Asked if the May 1 principal payment was made, Mr. Adams stated he would verify and advise via email.

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On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor, Resolution 2022-04, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 12, 2022 at 10:00 a.m., at the Southern Hills Plantation Clubhouse, located at 4200 Summit View Drive, Brooksville, Florida 34601; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

Mr. McCoskrie discussed a 52-lot reduction in the platted lots and an Amortization Schedule revision wherein Mr. Szymonowicz should remove 52 lots.

FIFTH ORDER OF BUSINESS

Update: Status of Informal Negotiations Regarding Arrears and Potential for Litigation Update on SH2 Litigation/Consideration of Authorization

to Commence Chapter 164 Dispute Resolution Process

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This item was presented following the Second Order of Business.

SIXTH ORDER OF BUSINESS

Consideration of Advanced Aquatic Services, Inc., Environmental Services Renewal Agreement

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Mr. Adams presented the Advanced Aquatic Services, Inc., Environmental Services Renewal Agreement, which included an increase of \$442.75 per month due to higher chemical costs, etc. Mr. McCaffrey previously approved the increase based on their fantastic work.

Discussion ensued regarding the three-year renewal increases. Ms. Gentry stated that the CDD is not locked in with the contractor for all three years as the agreement will have a standard termination clause in case the Board decides to seek other proposals in the future.

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On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor, the Advanced Aquatic Services, Inc., Environmental Services Renewal Agreement in the amount of \$3,250 per month, effective June 1, 2022, was approved.

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SEVENTH ORDER OF BUSINESS

Consideration of ASI Landscape Management Proposal #1224 for Main Boulevard Landscaping

Discussion ensued regarding the Developer’s request to have a Landscape Architect analyze the Boulevard and develop an improvement plan. Cost-sharing with GreenPointe, impact of Boulevard improvements on the impending litigation, improvement timeline, inviting GreenPointe to a future meeting and zoning, were discussed. This item was deferred.

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EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2022

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2022. He will check on the \$185,893 “Due from Developer” line item. The financials were accepted.

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NINTH ORDER OF BUSINESS

Approval of March 14, 2022 Regular Meeting Minutes

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155 Mr. Adams presented the March 14, 2022 Regular Meeting Minutes.

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157 **On MOTION by Ms. Bloomquist and seconded by Mr. Romero, with all in favor,**
158 **the March 14, 2022 Regular Meeting Minutes, as presented, were approved.**

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161 **TENTH ORDER OF BUSINESS**

Other Business

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163 There was no other business.

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165 **ELEVENTH ORDER OF BUSINESS**

Staff Reports

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

168 Ms. Gentry stated Staff would commence the Chapter 164 process.

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

170 There was no report.

171 Mr. McCoskrie thought the chain link fence is unstable and vegetation should be
172 planted. Ms. Bloomquist felt the area needs to be cleaned up. Mr. Adams would request a
173 proposal from ASI, as an additional work order.

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

175 **I. 372 Registered Voters in District as of April 15, 2022**

176 **II. NEXT MEETING DATE: June 13, 2022, immediately following the adjournment**
177 **of the Southern Hills Plantation III CDD meeting scheduled to commence at**
178 **10:00 a.m.**

179 **o QUORUM CHECK**

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181 **TWELFTH ORDER OF BUSINESS**

Supervisors' Requests

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183 There were no Supervisors' requests.

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185 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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188 **On MOTION by Mr. McCoskrie and seconded by Mr. Romero, with all in favor,**
189 **the meeting adjourned at 2:42 p.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

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SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE

LOCATION

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

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 4, 2021	Workshop	9:00 AM
<i>Community Center Parking Lot, 19850 Southern Hills Boulevard, Brooksville, Florida 34601</i>		
October 4, 2021*	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
November 8, 2021 CANCELED NO QUORUM	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
December 13, 2021	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
January 10, 2022 CANCELED	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
February 14, 2022	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
March 14, 2022	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
April 11, 2022 CANCELED NO QUORUM	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
May 9, 2022 <i>rescheduled to May 13, 2022</i>	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
May 13, 2022	Regular Meeting	2:00 PM
June 13, 2022	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
July 11, 2022	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
August 8, 2022	Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>
September 12, 2022	Public Hearing & Regular Meeting	10:00 AM <i>immediately following adjournment of Southern Hills Plantation III CDD meeting</i>

Exception *

October meeting is one week earlier to accommodate the Columbus Day holiday.