

**MINUTES OF MEETING  
SOUTHERN HILLS PLANTATION I  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Southern Hills Plantation I Community Development District held a Regular Meeting on October 2, 2023 at 10:00 a.m., at the Southern Hills Plantation Clubhouse, located at 4200 Summit View Drive, Brooksville, Florida 34601.

**Present at the meeting were:**

John McCoskrie	Chair
Brian McCaffrey	Vice Chair
Margaret Bloomquist	Assistant Secretary
Richard Pakan	Assistant Secretary
Matt Romero	Assistant Secretary

**Also present were:**

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

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

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

All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments (Agenda Items)**

There were no public comments.

**THIRD ORDER OF BUSINESS**

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

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

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

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

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

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

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

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

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

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

Mr. Adams suggested water testing to establish a baseline.

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

Discussion ensued regarding the water testing scope and schedule.

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

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

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

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

**FOURTH ORDER OF BUSINESS****Continued Discussion Topics**

- **Homesite Erosion Entering Roadways and Drainage Inlets**

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

- **Amounts Due from Developer**

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

- **Bonds**

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

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

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

**FIFTH ORDER OF BUSINESS****Consideration of Appointment of  
Committee Member for Interlocal  
Agreement (ILA)**

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

- Each of the three CDDs will appoint one member to the Committee and each member will have one vote. A substitute member will be appointed for each CDD and that person can attend in the absence of the original representative.
- The Committee is responsible for determining the annual cost of maintenance of the improvements within the boundaries of the CDDs, as defined in the Agreement.
- All the contracts and invoices that inform about the annual cost are to be voted on and reviewed by the Committee; the majority of the vote from that Committee will then be sent to each CDD Board for a final vote.
- The annual cost recommendation is due no later than April 15<sup>th</sup> of the year preceding the budget that will be adopted; for example, the deadline for the proposed Fiscal Year 2025 budget will be April 15, 2024.
- CDD #1 is responsible for transmitting all the invoices, contracts, documents and information to the Committee for review by April 1 each year. There cannot be an increase or decrease of more than 10% of the prior fiscal year without 100% consent of the Committee.
- The Committee will meet quarterly, unless all Committee Members agree otherwise. It is recommended that, during the first meeting of the Committee, a quarterly meeting schedule be adopted. If the Committee decides not to meet that often they will memorialize the decision in writing as a decision of the Committee.

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

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

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

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

**SIXTH ORDER OF BUSINESS**

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

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

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

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

Discussion ensued regarding use of ICS and operating accounts.

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

**SEVENTH ORDER OF BUSINESS**

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

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

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

Discussion ensued regarding the need to clean the culverts.

Mr. McCoskrie voiced his opinion that additional cleanout on the west side is needed.

**Mr. Pakan left the meeting at 11:01 a.m.**

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

**EIGHTH ORDER OF BUSINESS**

**Approval of September 11, 2023 Regular Meeting Minutes**

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

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

**NINTH ORDER OF BUSINESS**

**Other Business**

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

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

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

**TENTH ORDER OF BUSINESS**

**Staff Reports**

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

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

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

○ QUORUM CHECK

**ELEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There were no Supervisors' requests.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair