

**SOUTHERN HILLS
PLANTATION I
COMMUNITY DEVELOPMENT
DISTRICT**

March 10, 2025

**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 3, 2025

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 10, 2025 at 10:00 a.m., at the Southern Hills Plantation Clubhouse, 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/Discussion/Consideration: Premier Lakes, Inc. Items
 - Lake Maintenance Reports – February 2025
4. Update: US 41 Median Maintenance Agreement with FDOT
5. Update: Status of Irrigation Issues
6. Acceptance of Unaudited Financial Statements as of January 31, 2025
7. Approval of February 10, 2025 Regular Meeting Minutes
8. Other Business
9. Staff Reports
 - A. District Counsel: *Kilinski / Van Wyk PLLC*
 - B. District Engineer: *Coastal Engineering Associates, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: April 14, 2025 at 10:00 AM

ATTENDEES:

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

○ QUORUM CHECK

SEAT 1	JOHN MCCOSKRIE	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	RICHARD PAKAN	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	GEORGE OSTENSEN	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	EUGENE TOMASHOSKY	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	MARGARET BLOOMQUIST	☐ IN PERSON	☐ PHONE	☐ 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**

3

Work Order



1936 Bruce B Downs Blvd Suite 308
Wesley Chapel FL 33543
(844) 525-3735,
CustomerSupport@PremierLakesFL.com

DATE	02/07/2025 -
TECH(S)	Dave Smallridge
JOB #	1060222413

CUSTOMER
Southern Hills Plantation CDD Chuck Adams 4200 Summit View Dr Brooksville, Florida, 34601-5520 (239) 464-7114 adamsc@whhassociates.com

SERVICE LOCATION
Southern Hills Plantation CDD Southern Hills Plantation 4200 Summit View Dr Brooksville, Florida, 34601-5520 (239) 464-7114 adamsc@whhassociates.com

JOB DETAILS	Annual Lake Maintenance - 3x Month
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JOB CATEGORY	Annual Lake Maintenance
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COMPLETION NOTES	L10cc,I9cc,I8bb,I5gg,I5h,I5hh,I911,I5aa,I7bb,I8cc,b1,b2,b3,I8aal10bb,I10aa. Treated algae on ponds
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1936 Bruce B Downs Blvd Suite 308
Wesley Chapel FL 33543
(844) 525-3735,
CustomerSupport@PremierLakesFL.com

Work Order

DATE	02/21/2025 -
TECH(S)	Dave Smallridge
JOB #	1052213674

CUSTOMER
Southern Hills Plantation CDD Chuck Adams 4200 Summit View Dr Brooksville, Florida, 34601-5520 (239) 464-7114 adamsc@whhassociates.com

SERVICE LOCATION
Southern Hills Plantation CDD Southern Hills Plantation 4200 Summit View Dr Brooksville, Florida, 34601-5520 (239) 464-7114 adamsc@whhassociates.com

JOB DETAILS	Annual Lake Maintenance - 3x Month
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JOB CATEGORY	Annual Lake Maintenance
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COMPLETION NOTES	Treated grasses and cattails on ponds L5H,L5H,L5GG,B1,B2,B3,L10CCL8BB,L8CC,L7BB,L9CC.
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1936 Bruce B Downs Blvd Suite 308
Wesley Chapel FL 33543
(844) 525-3735,
CustomerSupport@PremierLakesFL.com

Work Order

DATE	02/28/2025 -
TECH(S)	Dave Smallridge
JOB #	1061767559

CUSTOMER
Southern Hills Plantation CDD Chuck Adams 4200 Summit View Dr Brooksville, Florida, 34601-5520 (239) 464-7114 adamsc@whhassociates.com

SERVICE LOCATION
Southern Hills Plantation CDD Southern Hills Plantation 4200 Summit View Dr Brooksville, Florida, 34601-5520 (239) 464-7114 adamsc@whhassociates.com

JOB DETAILS	Annual Lake Maintenance - 1x/Month
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JOB CATEGORY	Annual Lake Maintenance
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COMPLETION NOTES	Treated submerged weeds on ponds b-1,l200aa. Algae on ponds l210aa,l7bb,l8aa,l5aa,L8CC,l10bb,l10aa.
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**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2025**

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2025**

	Major Funds		Total
	General	Debt Service	Governmental Funds
ASSETS			
Wells Fargo	\$ 74,518	\$ -	\$ 74,518
Bank United ICS	339,127	-	339,127
Bank United - 1546	50,000	-	50,000
SBA	104	-	104
Undeposited funds	124,204	-	124,204
Investments			
Revenue - A1	-	111,707	111,707
Revenue - A2	-	83,555	83,555
Reserve - A1	-	482,237	482,237
Reserve - A2	-	87,147	87,147
Interest - A2	-	107,590	107,590
Prepayment - A1	-	24,839	24,839
Prepayment - A2	-	795	795
Cost of Issuance	-	20,116	20,116
Due from other funds			
General	-	90,271	90,271
Debt service	34,384	-	34,384
Due from Developer	-	371,966	371,966
Assessments receivable - off-roll	-	743,931	743,931
Due from Unplatted Lands	-	73,870	73,870
Due from Future Club Villa	-	19,122	19,122
Due from Southern Hills III	774	-	774
Deposits	2,789	-	2,789
Total assets	<u>\$ 625,900</u>	<u>\$ 2,217,146</u>	<u>\$ 2,843,046</u>
LIABILITIES			
Liabilities			
Due to other funds			
General fund	\$ -	\$ 34,384	\$ 34,384
Debt service 2011 A1	57,540	-	57,540
Debt service 2011 A2	32,731	-	32,731
Due to Developer	37	-	37
Matured bonds payable A2	-	540,000	540,000
Total liabilities	<u>90,308</u>	<u>574,384</u>	<u>664,692</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	3,874	1,208,888	1,212,762
Total deferred inflows of resources	<u>3,874</u>	<u>1,208,888</u>	<u>1,212,762</u>
Fund balances			
Restricted for:			
Debt service	-	433,874	433,874
Unassigned	531,718	-	531,718
Total fund balances	<u>531,718</u>	<u>433,874</u>	<u>965,592</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 625,900</u>	<u>\$ 2,217,146</u>	<u>\$ 2,843,046</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, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ 47,706	\$ 87,687	\$ 260,465	34%
CDD II shared costs payment	-	-	20,000	0%
CDD III shared costs payment	-	-	32,811	0%
Interest & miscellaneous	1,439	6,109	20,000	31%
Total revenues	49,145	93,796	333,276	28%
EXPENDITURES				
Professional & administrative				
Legislative				
Supervisor fees	1,000	4,800	9,300	52%
Financial & administrative				
Management	2,500	10,000	30,000	33%
Engineering	-	487	2,500	19%
Dissemination agent	208	833	2,500	33%
Trustee	-	-	4,300	0%
Audit	-	-	3,250	0%
Arbitrage rebate calculation	-	-	650	0%
Insurance: public officials liability	-	6,179	6,350	97%
Legal advertising	-	266	750	35%
Bank fees	-	39	600	7%
Annual district filing fee	-	175	175	100%
Website	-	-	790	0%
ADA website compliance	-	-	210	0%
Postage	168	642	500	128%
Office supplies	-	-	500	0%
Legal counsel				
District counsel	3,105	8,070	15,000	54%
Total professional & administrative	6,981	31,491	77,375	41%

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JANUARY 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
Field operations				
Electric utility services				
Street lights	2,939	11,721	37,000	32%
Stormwater control				
Lake/pond bank maintenance	3,000	26,334	45,000	59%
Aquatic maintenance	-	-	35,000	0%
Aquatic plant replacement	-	-	2,500	0%
Lake/pond repair	55,566	56,566	2,500	2263%
Other physical environment				
Insurance: property	-	12,643	14,021	90%
Entry & walls maintenance	-	340	6,400	5%
Landscape maintenance	-	14,168	90,000	16%
Holiday decorations	-	7,500	7,500	100%
Irrigation repairs & maintenance	160	14,634	10,000	146%
Landscape replacement	-	-	5,000	0%
Culvert inspection and cleaning	-	11,600	2,500	464%
Annual Mulching	12,875	12,875	10,000	129%
Conservation Area Maintenance	16,450	20,250	-	N/A
Miscellaneous contingency	18	18	2,500	1%
Total field operations	<u>91,008</u>	<u>188,649</u>	<u>269,921</u>	70%
Other fees and charges				
Property appraiser	-	5,808	22,035	26%
Tax collector	<u>954</u>	<u>1,763</u>	<u>10,853</u>	16%
Total other fees and charges	<u>954</u>	<u>7,571</u>	<u>32,888</u>	23%
Total expenditures	<u>98,943</u>	<u>227,711</u>	<u>380,184</u>	60%
 Excess/(deficiency) of revenues over/(under) expenditures	 (49,798)	 (133,915)	 (46,908)	
 Fund balance - beginning	 <u>581,516</u>	 <u>665,633</u>	 <u>716,762</u>	
Fund balance - ending	<u>\$ 531,718</u>	<u>\$ 531,718</u>	<u>\$ 669,854</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, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Special assessments: on-roll	\$ 140,469	\$ 258,190	\$ 767,885	34%
Special assessments: off-roll	-	-	185,983	0%
Interest	2,426	11,732	-	N/A
Total revenues	<u>142,895</u>	<u>269,922</u>	<u>953,868</u>	28%
EXPENDITURES				
Principal - A1	-	-	265,000	0%
Principal - A2	-	-	210,000	0%
Interest - A1	-	124,555	228,520	55%
Interest - A2	-	-	183,860	0%
Total expenditures	<u>-</u>	<u>124,555</u>	<u>887,380</u>	14%
Other fees and charges				
Legal fees	-	300	4,632	6%
Property appraiser	-	15,596	15,998	97%
Tax collector	2,809	5,191	15,998	32%
Total other fees and charges	<u>2,809</u>	<u>21,087</u>	<u>36,628</u>	58%
Total expenditures	<u>2,809</u>	<u>145,642</u>	<u>924,008</u>	16%
Excess/(deficiency) of revenues over/(under) expenditures	140,086	124,280	29,860	
Fund balance - beginning	<u>293,788</u>	<u>309,594</u>	<u>730,546</u>	
Fund balance - ending	<u><u>\$ 433,874</u></u>	<u><u>\$ 433,874</u></u>	<u><u>\$ 760,406</u></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 10, 2025 at 10:00 a.m., at the Southern Hills Plantation Clubhouse, 4200 Summit View Drive, Brooksville, Florida 34601.

Present were:

John McCoskrie	Chair
Richard Pakan	Vice Chair
Margaret Bloomquist	Assistant Secretary
George Ostensen	Assistant Secretary
Eugene Tomashosky	Assistant Secretary

Also present:

Chuck Adams	District Manager
Grace Rinaldi	District Counsel
Joe Calamari	District Engineer
Alex Kurth	Premier Lakes
Pat Powell	Steadfast
Jim Kiernan	GM Club
Gerry Cullen	MPOA
Lilly Caruso	Resident

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)

Mr. McCoskrie stated he invited Mr. Powell, of Steadfast, to the meeting to answer irrigation-related questions.

In response to a question, Mr. Powell stated a master valve was installed to release the pressure off the land on the Boulevard and the water on the Boulevard was deactivated in the daytime. This impacted the tennis courts, as there was no water on the courts. He discussed the pressure valve, whether a gauge can be installed on the tennis courts and how much pressure coming in can hold all the connections.

Mr. McCoskrie stated the Board's main concern is that the breaks were coming at the connections and that it is a pressure issue. He discussed a 10' deep excavation and the need to contain the blowouts and for Steadfast to streamline its invoices and provide accurate billings.

Asked if he toured to assess what needs to be done, Mr. Powell stated he toured with a consultant who will track the entire system from the front to the back and create a map. Asked who is paying for the work, Mr. Powell stated the consultant will send a proposal. Mr. McCoskrie asked that the proposal be forwarded to him. In response to Ms. Bloomquist' request for an explanation as to why the irrigation was recently deactivated, Mr. Powell stated the pumps were down and were subsequently repaired.

Mr. Powell will continue working on resolving the CDD's irrigation issues and provide an update at the next meeting.

THIRD ORDER OF BUSINESS

Update/Discussion/Consideration: Premier Lakes, Inc. Items

- **Lake Maintenance Reports – January 2025**

Mr. Kurth presented the January 2025 Lake Maintenance Reports. The monthly quality inspection was performed with Mr. Dave Smallridge, an experienced technician; the lakes are in great shape. However, in the last week or two, a slight increase in plankton algae was noticed, mainly due to warmer weather. Lakes L-200AA and B1 had the most algae and were treated with Sonar® herbicide. Monitoring and treating the lakes as temperatures begin to rise will continue.

Discussion ensued regarding the ponds with algae, low water levels in the ponds and why the City has yet to pump water into the lakes.

Resident Lilly Caruso presented photographs and expressed her belief that sand from past hurricanes was grated into her parcel and washed out into the retention pond behind her home. Currently there are dunes of sand, akin to a beach area, accumulating all the way across to the middle of the pond. Mr. McCoskrie stated the pond in question is historically a dry pond it will continue to be investigated to develop a solution.

FOURTH ORDER OF BUSINESS

Discussion/Update: US-41 Median

A. FDOT Highway Landscape Maintenance Memorandum of Agreement

B. Consideration of Draft Letter to FDOT RE Landscape Removal

C. Consideration of Steadfast Estimate for Removal of All Plant Material [# EST SCA1343 \$4,020]

Mr. Ostensen stated he recently conferred with a Florida Department of Transportation (FDOT) official in Tampa. If the CDD conveys removal of trees back to the State, under the terms of the Agreement, it must remove the root bulb, and, if the State performs the maintenance, it will do so on its schedule, not when the CDD wants it done. Conversely, if the decision is for the CDD to continue maintaining the median, then the CDD must ensure that the trees are flush-cut and, in the future, have the root bulb ground down if it turns maintenance back to the State.

Mr. McCoskrie voiced his opinion that the CDD should continue maintaining the median and not depend on the County to do so on its schedule. The maintenance plan would entail mowing, flush-cutting the trees and replacing the muhly grass with crepe myrtles.

Discussion ensued regarding whether to keep the muhly grass, the Maintenance Agreement between the CDD and the FDOT, the purpose of the draft letter to the FDOT, line of sight issues, the indemnification clause, the Steadfast proposal and funding source.

Ms. Rinaldi stated, if the consensus is to send the draft letter to the FDOT, she would like to review it to make sure that it is consistent with the Agreement.

On MOTION by Mr. McCoskrie and seconded by Ms. Bloomquist, with all in favor, Steadfast Estimate #EST-SCA1364, in the amount of \$2,495, was approved.

FIFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2024

Mr. Adams responded to questions regarding the revenue collection timing, the 4% early pay discount, the Tax Collector and a \$33,018 debt service cash transfer.

On MOTION by Mr. McCoskrie and seconded by Mr. Pakan, with all in favor, the Unaudited Financial Statements as of December 31, 2024, were accepted.

SIXTH ORDER OF BUSINESS

Approval of January 13, 2025 Regular Meeting Minutes

The following change was made:

Lines 151 and 152: Change “the road” to “the retention pond”

On MOTION by Mr. McCoskrie and seconded by Mr. Tomashosky, with all in favor, the January 13, 2025 Regular Meeting Minutes, as amended, were approved.

SEVENTH ORDER OF BUSINESS

Other Business

Ms. Bloomquist stated, regarding the roadways, she arranged for a City official to inspect a pothole that is possibly damaging vehicles. Although the City went out to bid to have the pothole repaired, the City does not have the capability to repave the entire area, which really needs to be done. Ms. Bloomquist will follow up with the City and Dave Kingsbury about roadway issues.

Mr. McCoskrie stated Mr. Gerry Cullen, of the HOA is present today and hopes to reach a resolution regarding the 12th Amendment, which could save both parties from accumulating legal fees. This is predicated upon District Counsel contacting HOA Attorney Mr. Wesley Jones. Ms. Rinaldi stated she explained to Mr. Jones that there was no joinder consent from the CDD or a current agreement in place with the HOA, as is referenced in the amendment. He understood and agreed to prepare a corrective 12th Amendment and email Staff a draft before recording it. She has yet to receive the draft. Mr. McCoskrie stated the 12th Amendment relates to a pond in the northeast corner of the CDD with erosion issues. Residents who reside along the pond want to know which entity is responsible for the repairs. The HOA referenced the 12th Amendment, claiming the blowout is a CDD issue and the CDD is pushing back. Mr. Cullen discussed how this issue started, pond ownership and the 12th Amendment. Mr. McCoskrie thinks the matters to consider include mowing the banks and a few pond issues. Referencing a map, Mr. McCoskrie discussed pond ownership and maintenance responsibilities and stated the Board needs to know if the CDD is obligated to continue maintaining ponds that it does not own. Ms. Rinaldi stated Staff will want to know if the ponds are all under the same permit and, if so, the CDD would be required to maintain them even though it does not own them. Mr. Adams stated the South Florida Water Management District (SFWMD) typically requires the CDD to operate and maintain the ponds, no matter who owns the tract of land.

Discussion ensued regarding the 12th Amendment, how best to resolve some of the issues with the ponds, if the CDD can bill the HOA for maintenance of its ponds, a depression, a berm, a culvert, maintenance costs and potential assessment increases.

Mr. Cullen was asked to inform the HOA Board that the CDD is willing to meet and coordinate to resolve the pond maintenance issues.

Ms. Rinaldi will email the Board the Notice of Claim that was received in December.

Mr. McCoskrie stated that a resident recently complained of people setting up lawn chairs and fishing in Pond L10AA and asked for "No Trespassing" signs to discourage fishing in the ponds.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk PLLC

Ms. Rinaldi stated the Interlocal Agreement requires the Committee to meet and combine their recommendations and annual cost for the Boulevard by April 15, 2025.

B. District Engineer: Coastal Engineering Associates, Inc.

Mr. Calamari stated the surveyors are still working on the additional spot elevations and anticipate completion by the end of the week. Staff will email the survey to the Board once completed.

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

- **NEXT MEETING DATE: March 10, 2025 at 10:00 AM**

- **QUORUM CHECK**

NINTH ORDER OF BUSINESS

Supervisors' Requests

There were no Supervisors' requests.

Mr. Kiernan presented a deed from 2019 and stated ownership of the pond across from Forest Garden and Southern Valley Loop should have been transferred from the golf course but was not. The Property Appraiser has yet to update the records.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. McCoskrie and seconded by Ms. Bloomquist, with all in favor, the meeting adjourned at 11:22 a.m.

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Secretary/Assistant Secretary

Chair/Vice Chair

**SOUTHERN HILLS PLANTATION I
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

SOUTHERN HILLS PLANTATION I COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Southern Hills Plantation Clubhouse, 4200 Summit View Drive, Brooksville, Florida 34601</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2024*	Regular Meeting	10:00 AM**
November 4, 2024*	Regular Meeting	10:00 AM**
December 9, 2024	Regular Meeting	10:00 AM**
January 13, 2025	Regular Meeting	10:00 AM**
February 10, 2025	Regular Meeting	10:00 AM**
March 10, 2025	Regular Meeting	10:00 AM**
April 14, 2025	Regular Meeting	10:00 AM**
May 12, 2025	Regular Meeting	10:00 AM**
June 9, 2025	Regular Meeting	10:00 AM**
July 14, 2025	Regular Meeting	10:00 AM**
August 11, 2025	Regular Meeting	10:00 AM**
September 8, 2025	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		

Exceptions

* October and November meeting dates are one (1) week earlier to accommodate the Columbus Day and Veterans Day holidays