

**Southern Hills Plantation II  
Community Development  
District**

**June 14, 2024**

**AGENDA PACKAGE**

**Teams Meeting Information**

**Meeting ID: 230 651 851 882**

**Passcode: sDVpJW**

Join the meeting now

**Southern Hills Plantation II Community Development District  
Board of Supervisors**

Agenda Page 2

- ☐ Matt Pallardy, Chairperson
- ☐ John Franz, Vice Chairperson
- ☐ Cheryl Bernal, Assistant Secretary
- ☐ Wesley Jones, Assistant Secretary
- ☐ Brian Spivey, Assistant Secretary

- ☐ Gene Roberts, District Manager
- ☐ Michelle T. Reiss, District Counsel
- ☐ Dan Lacey, District Engineer

**Agenda for Regular Meeting**  
Friday, June 14, 2024 – 10:30 a.m.

**Teams Meeting Information**

**Meeting ID: 230 651 851 882**

**Passcode: sDVpJW**

[Join the meeting now](#)

*All cellular phones and pagers must be turned off during the meeting. Please let us know at least 24 hours in advance if you are planning to call into the meeting.*

- 1. Call to Order/Roll Call**
- 2. Public Comment**
- 3. Business Items**
  - A. General Matters of the District
- 4. Staff Reports**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 5. Consent Agenda**
  - A. Consideration of Board of Supervisors' Minutes of the May 10, 2024, Regular Meeting
  - B. Consideration of Operation and Maintenance Expenditures from April 2024
  - C. Acceptance of the Financials and Approval of the Check Register as of April 30, 2024
- 6. Board of Supervisors' Requests and Comments**
- 7. Adjournment**

**Board Workshop**  
**Agenda Items for Board Discussion**  
**(No Motions/ Votes Accepted. Board Discussions Only)**

- 1. Call to Order**
- 2. Items for Discussion**
  - A. Ownership and Maintenance Responsibilities for the Ponds and Drainage Tracts
- 3. Adjournment**

The next CDD Meeting is scheduled to be held on Friday, July 12, 2024, at 10:30 a.m.

**District Office:**

Inframark, Community Management Services  
210 North University Drive, Suite 702  
Coral Springs, Florida 33071  
954-603-0033

**Meeting Location:**

Cascades Clubhouse  
5459 Cotillion Blvd,  
Brooksville, Florida 34601

# **Fifth Order of Business**

**5A**



On MOTION by Mr. Jones seconded by Mr. Pallardy, with all in favor, Resolution 2024-02; Approving Fiscal Year 2025 Proposed Budget and Setting Public Hearing Date, was adopted. 3-0

**D. Discussion of the Cascades at Southern Hills Reimbursement for Pond Maintenance and Wetland Repairs Invoice**

- This item was tabled.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel**  
**B. District Engineer**  
**C. District Manager**

There being no reports, the next order of business followed.

**FIFTH ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of Board of Supervisors' Minutes of the January 12, 2024 Regular Meeting**  
**B. Consideration of Operation and Maintenance Expenditures from February- March 2024**  
**C. Acceptance of the Financials and Approval of the Check Register as of February 29, 2024, and March 31, 2024**

On MOTION by Mr. Jones seconded by Mr. Franz, with all in favor, the Consent Agenda was approved. 3-0

**SIXTH ORDER OF BUSINESS**

**Board of Supervisors' Requests and Comments**

There being none, the second order of business followed.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Franz seconded by Mr. Pallardy with all in favor, meeting was adjourned. 3-0

\_\_\_\_\_  
Brian Lamb  
District Manager

\_\_\_\_\_  
Matt Pallardy  
Chairperson

**5B**

<b>SOUTHERNHILLS PLANTATION II CD</b> <b>Summary of Operations and Maintenance Invoices</b>
--

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
INFRAMARK LLC	122098	\$1,125.00		DISTRICT INVOICE APRIL 2024
<b>Monthly Contract Subtotal</b>		<b>\$1,125.00</b>		
<b>Variable Contract</b>		<b>\$0.00</b>		
<b>Variable Contract Subtotal</b>		<b>\$0.00</b>		
<b>Utilities</b>		<b>\$0.00</b>		
<b>Utilities Subtotal</b>		<b>\$0.00</b>		
<b>Regular Services</b>				
APPLETON REISS, PLLC	26255	\$632.00		PETITON TO AMEND DISTRICT BOUNDARIES
DISCLOSURE SERVICES, LLC.	8	\$5,000.00		DISSEMINATION FY 2024 SERIES 2004
SOUTHERN HILLS PLANTATION II	03272024-01	\$707.95		SERIES 2004 FY24 TAX DIST ID 23-107
<b>Regular Services Subtotal</b>		<b>\$6,339.95</b>		
<b>Additional Services</b>		<b>\$0.00</b>		
<b>Additional Services Subtotal</b>		<b>\$0.00</b>		
<b>TOTAL</b>		<b>\$7,464.95</b>		

Approved (with any necessary revisions noted):

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<b>SOUTHERNHILLS PLANTATION II CD</b> <b>Summary of Operations and Maintenance Invoices</b>
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Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description

Signature:

**Title (Check one):**

☐ Chariman   ☐ Vice Chariman   ☐ Assistant Secretary



2002 West Grand Parkway North  
Suite 100  
Katy, TX 77449

**BILL TO**  
Southern Hills Plantation II CDD  
2005 Pan Am Cir Ste 300  
Tampa FL 33607-6008  
United States

**INVOICE#**  
#122098

**CUSTOMER ID**  
C2289

**PO#**

**DATE**  
4/3/2024

**NET TERMS**  
Net 30

**DUE DATE**  
5/3/2024

Services provided for the Month of: April 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
District Management	1	Ea	1,000.00		1,000.00
Website Maintenance / Admin	1	Ea	125.00		125.00
<b>Subtotal</b>					<b>1,125.00</b>

<b>Subtotal</b>	\$1,125.00
<b>Tax</b>	\$0.00
<b>Total Due</b>	\$1,125.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:  
Account Name: INFRAMARK, LLC  
ACH - Bank Routing Number: 111000614 / Account Number: 912593196  
Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

# Appleton Reiss, PLLC

215 N. Howard Ave.

Suite 200

Tampa, FL 33606

813-542-8888

Tax ID No. 83-0953659

Southern Hills Plantation II Community Development District  
Attn: Brian Lamb, CAM  
Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

March 31, 2024  
**Invoice # 26255**

CLIENT: 000394 - Southern Hills Plantation II Community Development District  
Re: 00003 Petition to Amend District Boundaries

Date		Services	Hours	Amount
03/19/24	MTR	Continue working on petition to amend boundaries.	0.50	197.50
03/21/24	MTR	Continue drafting petition to amend boundaries. Prepare written consent of landowner.	1.10	434.50

## Recapitulation

	Name	Hours	Amount
MTR	Michelle T. Reiss	1.60	632.00
<b>For Current Services Rendered</b>		<b>1.60</b>	<b>\$632.00</b>
<b>Total Current Work</b>			<b>\$632.00</b>

Please return this page with remittance

to  
Appleton Reiss, PLLC  
215 N. Howard Ave.  
Suite 200  
Tampa, FL 33606

Invoice # 26255  
Bill Date: March 31, 2024  
Client Code: 000394  
Client Name: Southern Hills Plantation II Community Development District  
Matter Code: 00003  
Matter Name: Petition to Amend District Boundaries

<b>Total Current Work</b>	<b>\$632.00</b>
---------------------------	-----------------

Amount enclosed: \_\_\_\_\_

1005 Bradford Way  
Kingston, TN 37763

Date	Invoice #
3/12/2024	8

Bill To
Southern Hills Plantation II CDD C/O Inframark

Terms	Due Date
Net 30	4/11/2024

Description	Amount
Dissemination Agent Services FY2024 Series 2004	5,000.00
<div></div>	

<b>Total</b>	\$5,000.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$5,000.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

**CHECK REQUEST FORM**  
**Southern Hills Plantation II**

**Date:** 4/10/2024

**Invoice#:** 03272024-01

**Vendor#:** V00012

**Vendor Name:** Southern Hills Plantation II

**Pay From:** Truist Acct# 8371

**Description:** Series 2004 - FY 24 Tax Dist. ID 23-107

**Code to:** 200.103200.1000

**Amount:** \$707.95

**Requested By:** 4/10/2024  
Teresa Farlow

# SOUTHERN HILLS PLANTATION II CDD

## DISTRICT CHECK REQUEST

<b>Today's Date</b>	<u>3/27/2024</u>
<b>Check Amount</b>	<u>\$707.95</u>
<b>Payable To</b>	<u>Southern Hills Plantation II CDD</u>
<b>Check Description</b>	<u>Series 2004 - FY 24 Tax Dist. ID Dist 23-107</u>
<b>Special Instructions</b>	<u>Do not mail. Please give to eric</u>

(Please attach all supporting documentation: invoices, receipts, etc.)

*eric*

\_\_\_\_\_  
Authorization

DM			
Fund	<u>001</u>		
G/L	<u>20702</u>		
Object Code			
Chk #		Date	

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Net O&M  
Net DS  
Net Total

60%

W:\DMS\Client Files\Southern Hills Plantation II CDD 428\Financial Services\Accounting\Debt Service\FY 2024\Southern Hills Plantation FY 2024 DS SCHEDULE



**HERNANDO COUNTY TAX COLLECTOR**

Sally L. Daniel, CFC

20 N. Main St., Room 112

Brooksville, FL 34601-2892

Fax

(352) 754-4180

(352) 754-4189

March 27, 2024

V#27190 SOUTHERN HILLS PHASE II CDD

ATTN: ALEX WOLFE

2005 PAN AM CIRCLE, SUITE 300

TAMPA, FL 33607

23-107

Current Tax

Gross Collections	606-2080190	\$2,417.45
Less: Discount	606-2080190	(\$24.17)
Add: Penalty	606-2080190	\$0.00
Less: Commissions to Tax Collector 2%	003-3418065	(\$47.86)
Less: Postage for 2023 tax Notices per FS 197.322	8400-5304105	
Net Collections paid to Southern Hills Phase II CDD		\$2,345.42



Sally L. Daniel, C.F.C.

Hernando County Tax Collector

Account Number	Alternate Key	Situs Address	Payment Date	Tax	Discount	Penalty	Interest	Commission	Distributed Amt
R09-223-19-1578-0000-1380	1601332	19708 FORT KING RUN BROOKSVILLE 34601	2/14/2024	680.24	-6.80	0.00	0.00	13.46	659.98
R09-223-19-1578-0000-1740	1601699	19906 TATTNALL WAY BROOKSVILLE 34601	2/28/2024	376.73	-3.77	0.00	0.00	7.46	365.50
R09-223-19-1578-0000-0960	1600912	5183 CAPPLEMAN LOOP BROOKSVILLE 34601	2/16/2024	680.24	-6.80	0.00	0.00	13.47	659.97
R09-223-19-1578-0000-1010	1600967	5194 CAPPLEMAN LOOP BROOKSVILLE 34601	2/29/2024	680.24	-6.80	0.00	0.00	13.47	659.97
<b>Grand Total</b>				<b>2,417.45</b>	<b>-24.17</b>	<b>0.00</b>	<b>0.00</b>	<b>47.86</b>	<b>2,345.42</b>

**5C**

# **Southern Hill Plantation II Community Development District**

Financial Statements  
(Unaudited)

Period Ending  
April 30, 2024

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

## SOUTHERN HILLS PLANTATION II COMMUNITY DEVELOPMENT DISTRICT

## Balance Sheet

As of April 30, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2004 DEBT SERVICE FUND	CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	TOTAL
<b>ASSETS</b>						
Cash - Operating Account	\$ 102,495	\$ -	\$ -	\$ -	\$ -	\$ 102,495
Assessments Receivable - Tax Collector	40,969	98,082	-	-	-	139,051
Assessments Receivable - District Collected	458,633	513,469	-	-	-	972,102
Allowance Uncollected Assessments	(499,602)	(611,551)	-	-	-	(1,111,153)
Due From Other Funds	-	74,936	-	-	-	74,936
Investments:						
SBA Account	158	-	-	-	-	158
Construction Fund	-	-	2,484	-	-	2,484
Prepayment Account	-	5,599	-	-	-	5,599
Revenue Fund	-	66,276	-	-	-	66,276
Deposits	1,830	-	-	-	-	1,830
Fixed Assets						
Improvements Other Than Buildings (IOTB)	-	-	-	3,386,703	-	3,386,703
Amount Avail In Debt Services	-	-	-	-	361,596	361,596
Amount To Be Provided	-	-	-	-	2,618,404	2,618,404
<b>TOTAL ASSETS</b>	<b>\$ 104,483</b>	<b>\$ 146,811</b>	<b>\$ 2,484</b>	<b>\$ 3,386,703</b>	<b>\$ 2,980,000</b>	<b>\$ 6,620,481</b>
<b>LIABILITIES</b>						
Accounts Payable	\$ 1,363	\$ -	\$ -	\$ -	\$ -	\$ 1,363
Accrued Expenses	6,300	-	-	-	-	6,300
Accounts Payable - Other	600	-	-	-	-	600
Due To Other Districts	40,000	-	-	-	-	40,000
Mature Bonds Payable	-	900,000	-	-	-	900,000
Bonds Payable	-	-	-	-	2,980,000	2,980,000
Mature Interest Payable	-	1,451,630	-	-	-	1,451,630
Due To Other Funds	74,936	-	-	-	-	74,936
<b>TOTAL LIABILITIES</b>	<b>123,199</b>	<b>2,351,630</b>	<b>-</b>	<b>-</b>	<b>2,980,000</b>	<b>5,454,829</b>

**SOUTHERN HILLS PLANTATION II COMMUNITY DEVELOPMENT DISTRICT**

**Balance Sheet**

As of April 30, 2024

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2004 DEBT SERVICE FUND	CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	TOTAL
<b><u>FUND BALANCES</u></b>						
Restricted for:						
Capital Projects	-	-	2,484	-	-	2,484
Unassigned:	(18,716)	(2,204,819)	-	3,386,703	-	1,163,168
<b>TOTAL FUND BALANCES</b>	<b>(18,716)</b>	<b>(2,204,819)</b>	<b>2,484</b>	<b>3,386,703</b>	<b>-</b>	<b>1,165,652</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 104,483</b>	<b>\$ 146,811</b>	<b>\$ 2,484</b>	<b>\$ 3,386,703</b>	<b>\$ 2,980,000</b>	<b>\$ 6,620,481</b>

**SOUTHERN HILLS PLANTATION II COMMUNITY DEVELOPMENT DISTRICT****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2024

General Fund (001)

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>				
Special Assmnts- Tax Collector	\$ 135,275	\$ 73,852	\$ (61,423)	54.59%
Special Assmnts- CDD Collected	-	29,737	29,737	0.00%
<b>TOTAL REVENUES</b>	<b>135,275</b>	<b>103,589</b>	<b>(31,686)</b>	<b>76.58%</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Supervisor Fees	1,600	-	1,600	0.00%
ProfServ-Arbitrage Rebate	650	-	650	0.00%
ProfServ-Trustee Fees	3,500	-	3,500	0.00%
Disclosure Report	2,500	5,000	(2,500)	200.00%
District Counsel	7,500	6,880	620	91.73%
District Engineer	1,000	-	1,000	0.00%
District Manager	18,000	7,000	11,000	38.89%
Auditing Services	6,300	5,500	800	87.30%
Website Compliance	1,500	-	1,500	0.00%
Postage, Phone, Faxes, Copies	50	45	5	90.00%
Public Officials Insurance	3,200	3,001	199	93.78%
Legal Advertising	1,000	-	1,000	0.00%
Tax Collector/Property Appraiser Fees	-	4,123	(4,123)	0.00%
Bank Fees	200	-	200	0.00%
Website Administration	900	888	12	98.67%
Dues, Licenses, Subscriptions	175	175	-	100.00%
<b>Total Administration</b>	<b>48,075</b>	<b>32,612</b>	<b>15,463</b>	<b>67.84%</b>
<b>Other Physical Environment</b>				
Insurance - General Liability	2,700	2,792	(92)	103.41%
R&M-Lake	7,500	-	7,500	0.00%
R&M-Wetland	7,500	-	7,500	0.00%
Lake Maintenance	9,500	-	9,500	0.00%
Misc-Interlocal Agreement	40,000	-	40,000	0.00%
Misc-Contingency (Interlocal)	20,000	40,000	(20,000)	200.00%
<b>Total Other Physical Environment</b>	<b>87,200</b>	<b>42,792</b>	<b>44,408</b>	<b>49.07%</b>
<b>TOTAL EXPENDITURES</b>	<b>135,275</b>	<b>75,404</b>	<b>59,871</b>	<b>55.74%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	28,185	28,185	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>(46,901)</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ (18,716)</b>		

**SOUTHERN HILLS PLANTATION II COMMUNITY DEVELOPMENT DISTRICT****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2024

Series 2004 Debt Service Fund (200)

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 3,737	\$ 3,737	0.00%
Special Assmnts- Tax Collector	255,190	26,648	(228,542)	10.44%
<b>TOTAL REVENUES</b>	<b>255,190</b>	<b>30,385</b>	<b>(224,805)</b>	<b>11.91%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
ProfServ-Trustee Fees	-	11,878	(11,878)	0.00%
District Counsel	-	5,881	(5,881)	0.00%
<b>Total Administration</b>	<b>-</b>	<b>17,759</b>	<b>(17,759)</b>	<b>0.00%</b>
<b><u>Construction In Progress</u></b>				
Construction in Progress	-	2,789	(2,789)	0.00%
<b>Total Construction In Progress</b>	<b>-</b>	<b>2,789</b>	<b>(2,789)</b>	<b>0.00%</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	130,000	-	130,000	0.00%
Interest Expense	125,190	395,000	(269,810)	315.52%
<b>Total Debt Service</b>	<b>255,190</b>	<b>395,000</b>	<b>(139,810)</b>	<b>154.79%</b>
<b>TOTAL EXPENDITURES</b>	<b>255,190</b>	<b>415,548</b>	<b>(160,358)</b>	<b>162.84%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	(385,163)	(385,163)	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>(1,819,656)</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ (2,204,819)</b>		



**SOUTHERN HILLS PLANTATION II COMMUNITY DEVELOPMENT DISTRICT****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2024

Capital Projects Fund (300)

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 71	\$ 71	0.00%
<b>TOTAL REVENUES</b>	<b>-</b>	<b>71</b>	<b>71</b>	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	71	71	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>2,413</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 2,484</b>		

**SOUTHERN HILLS PLANTATION II COMMUNITY DEVELOPMENT DISTRICT****Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending April 30, 2024

General Fixed Assets Fund (900)

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>3,386,703</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 3,386,703</u></b>		