

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Fishhawk Ranch Community Development District was held on **Tuesday, March 2, 2021 at 6:32 p.m.** at the Fishhawk Ranch Tennis Club located at 15921 Courtside View Drive, Lithia, Florida 33547.

Present and constituting a quorum were:

Robert Kneusel	Board Supervisor, Chairman
Thomas Avino	Board Supervisor, Vice Chairman
Kerri McDougald	Board Supervisor, Assistant Secretary
Terrie Morrison	Board Supervisor, Assistant Secretary
Dawn Turner	Board Supervisor, Assistant Secretary

Also present were:

Eric Dailey	District Manager, Halifax Solutions, LLC.
Vivek Babbar	District Counsel, Straley Robin Vericker
Stephen Brletic	District Engineer, Johnson, Mirmiran, Thompson
Holly Quigley	Community Director, Fishhawk Ranch CDD

Audience	Present
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FIRST ORDER OF BUSINESS	Call to Order and Roll Call
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Mr. Dailey called the meeting to order and conducted roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS	Audience Comments
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There was audience present but no comments.

THIRD ORDER OF BUSINESS	Staff Reports
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A. District Engineer

46 Mr. Brletic updated the Board that the Park Square fountain is running now, and
47 the project is wrapping with a few minor details remaining prior to payment being
48 issued.
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50 Mr. Brletic stated the pond erosion project will get started in the next few weeks
51 now that the contract is executed, and the performance and payment bond has
52 been received.
53

54 Mr. Brletic also stated he has other items to discuss under Business Items later in
55 the meeting.
56

57 **B. Community Director**
58

59 Ms. Quigley informed the Board that Ms. Parvin has accepted the position of
60 Activities Coordinator and will start on March 8, 2021.
61

62 Ms. Quigley stated we ordered a new computer for this position.
63

64 Ms. Quigley stated one Starling Club pool heater required a new compressor and
65 once it arrives and is installed, the heaters will be working correctly again. In the
66 interim, the remaining heaters are functioning and providing some boost to the
67 water temperature.
68

69 **C. District Counsel**
70

71 Mr. Babbar stated he was working to catch up on the outstanding items left from
72 the transition and that a few items will require Board approval under Business
73 Items later in the meeting.
74

75 **D. District Manager**
76

77 Mr. Dailey reminded the Board that the next regular CDD Board meeting will be
78 March 16, 2021 at 6:30 p.m. at the Palmetto Club.
79

80 Mr. Dailey reviewed the Action Item list with the Board.
81
82

83 **FOURTH ORDER OF BUSINESS**

**Consent Agenda Items/Business
Administration**

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86 Mr. Dailey asked if the Board had any questions regarding the consent agenda
87 items. The Board had no questions or comments.
88

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On a Motion by Ms. McDougald, seconded by Mr. Avino, with all in favor, the Board approved the consent agenda items, for Fishhawk Ranch Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Proposal from JMT
for Engineering Services for the
Garden District Alleyways Project**

Mr. Dailey reviewed the letter (**See Exhibit A**) from the FishHawk Ranch HOA stating the HOA will approve the District to handle the maintenance and repair of the alleyways and the amount collected in reserves to date is \$171,571.59.

The Board asked Mr. Dailey to request details regarding the total amount of reserves collected since inception by the HOA, how many homes are affected, and if any repairs have been made in the past from these funds and if so, how much was spent and when.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the acceptance of the letter from the FishHawk Ranch HOA for use of the funds in the amount of \$171,571.59 to handle current required maintenance and repairs of the alleyways designated in the agreement with the FishHawk Ranch HOA for the Garden District with the addition of the alleyway that runs along the wall outside of Chapman Crossing, for Fishhawk Ranch Community Development District.

On a Motion by Mr. Avino seconded by Ms. Turner, with all in favor, the Board approved the proposal from JMT for Engineering Services for the Garden District Alleyways Project for \$15,500.00, for Fishhawk Ranch Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of the Final Version of
the District Map**

Mr. Dailey noted that in preparing the map it was discovered that the District owns various property behind the gates of the FishHawk Ridge Townhomes. Mr. Dailey stated this was likely an error during platting. Mr. Babbar stated this can be fixed with an acceptance by the FishHawk Ridge Townhomes HOA of a quit claim deed for this property that the FishHawk Ridge Townhomes are currently using and maintaining.

On a Motion by Ms. Morrison seconded by Ms. McDougald, with all in favor, the Board authorized Mr. Babbar to contact the FishHawk Ridge Townhomes HOA to see if they would be willing to accept a quit claim deed for this common area property from the District, for Fishhawk Ranch Community Development District.

Mr. Brletic reviewed the map and the various layers. The Board asked that a larger version be printed for the Resident Services Office and to use at meetings.

On a Motion by Mr. Avino seconded by Ms. McDougald, with all in favor, the Board approved the acceptance of the District Map and authorized payment to JMT, for Fishhawk Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Aquatic Club Playground Replacement

Ms. Quigley reviewed the proposal summary with the Board. Ms. Quigley recommended the proposal from Project Innovations Option 2 for \$29,665.75 with Option 1 for the turf for \$27,000.00 plus \$17,500.00 in installation and demo and \$2,650.00 in freight.

On a Motion by Ms. McDougald, seconded by Ms. Morrison, with all in favor, the Board approved the proposal from Project Innovations with the Option 2 for the equipment and Option 1 for the surface plus installation, demolition, and freight for a total of \$76,815.75, for Fishhawk Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal from JK Creative Group for Osprey Club Door

Ms. Quigley presented the proposal from JK Creative Group.

On a Motion by Ms. Morrison, seconded by Mr. Avino, with all in favor, the Board approved the proposal from JK Creative Group for \$976.50 for the Osprey Club door with the logo, for Fishhawk Ranch Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Proposal from Cushion Solutions for Osprey Club

Ms. Quigley presented the proposal from Cushion Solutions.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board approved the proposal from Cushion Solutions for \$5,230.00 for the Osprey Club, for Fishhawk Ranch Community Development District.

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TENTH ORDER OF BUSINESS

**Consideration of Resolution 2021-03;
Re-designating the Dates, Time, and
Location for the Regular Meetings of
the Board of Supervisors**

Mr. Dailey presented the resolution and confirmed the Fishhawk Ranch Tennis Club will be available.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board approved Resolution 2021-03; Re-designating the Dates, Time, and Location for the Regular Meetings of the Board of Supervisors and authorized the advertisement of the changes, for Fishhawk Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Maintenance License
Agreement with Starling Preserve HOA**

Mr. Babbar reviewed the minor changes provided by the HOA and said he had no issue with accepting them.

On a Motion by Ms. Turner, seconded by Mr. Avino, with all in favor, the Board approved the Maintenance License Agreement with Starling Preserve HOA with the changes presented, for Fishhawk Ranch Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of the Arbitrage Report
of Series 2011 Bonds**

Mr. Dailey reviewed the report noting no arbitrage liability existed from the District.

On a Motion by Ms. McDougald, seconded by Mr. Avino, with all in favor, the Board accepted the Arbitrage Report for the Series 2011 Bonds, for Fishhawk Ranch Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Engagement Letters
for Arbitrage Services from LLS Tax
Solutions, Inc.**

Mr. Dailey reviewed the engagement letters and stated the fees equal the adopted budget amount for \$1,500.00.

On a Motion by Mr. Avino, seconded by Ms. McDougald, with all in favor, the Board approved the Engagement Letters for Arbitrage Services from LLS Tax Solutions, LLS totaling \$1,500.00, for Fishhawk Ranch Community Development District.

FOURTEENTH ORDER OF BUSINESS

Discussion on Park Square Vandalism

Ms. Morrison reviewed the options presented in the agenda for discussion. Mr. Dailey stated that the proposals for the gate and security cameras will be presented at the March 16, 2021 Board meeting.

The Board asked that Ms. Quigley look at the costs for additional security options. The Board also asked that once the bathrooms are gated that a notice be run in the Talon.

FIFTEENTH ORDER OF BUSINESS

**Discussion on Vendor Program
Agreements and Procedures**

Ms. Quigley reviewed her summary presented in the agenda to the Board. The Board discussed various options on how to proceed with bringing back programs and the structure noting that a one size fits all approach is likely not the best option.

Mr. Kneusel explained the plan to work with Campus Suite to use the District website for signing up for programs and events along with paying for them. Mr. Dailey noted they will have a proposal to bring to the Board once the details are ironed out on the website functions, etc.

Mr. Babbar stated that the Board will need to hold a public hearing to set the fees for programs and events once parameters are set if they intend to collect fees directly then pay any vendors for conducting them.

The Board did not want to move forward with any specific buckets for fees currently.

On a Motion by Ms. Turner, seconded by Ms. McDougald, with all in favor, the Board authorized District Staff and Ms. Quigley to set the fees for the programs and events with the vendors based on past experience and Ms. Quigley's judgment and recommendations as the Community Director to get programs and events moving forward, and asked Ms. Quigley to report back to the Board in 60 days with an update, for Fishhawk Ranch Community Development District.

SIXTEENTH ORDER OF BUSINESS

Discussion on Palmetto Club Usage

Ms. Quigley reviewed her summary presented in the agenda to the Board. The Board discussed various options and revised the previous information provided by Ms. Morrison.

Mr. Dailey noted that Puff 'N Stuff is willing to look at options to work together more aggressively under the current agreement.

The Board asked that a follow up agenda item be added to the next agenda and that Board members submit any ideas to the Community Director for consideration and further discussion at the next meeting.

SEVENTEENTH ORDER OF BUSINESS

Supervisors Requests

Ms. McDougald stated she would no longer like to work with Solitude as the designated liaison on ponds as her calls are not being returned. Following discussion, the Board requested staff to solicit proposals from additional aquatic maintenance vendors at this time. District Counsel confirmed that since this contract amount would be under the required bidding threshold no formal Request for Proposals was required.

On a Motion by Ms. Turner, seconded by Ms. Morrison, with all in favor, the Board requested that Mr. Dailey request proposals for Aquatic Maintenance Services and bring them back to the May 4, 2021 Board of Supervisors Meeting for review and consideration, for Fishhawk Ranch Community Development District.

Mr. Avino noted a resident wanted to request a commemorative memorial plaque be placed on a bench in the community for a recently deceased resident. The Board did not have any objection to such a request as it has been done in the past and stated the request should just be coordinated with Ms. Quigley.

Mr. Avino asked about insurance benefits for the staff. Mr. Dailey stated he and Ms. Quigley are looking to present that with the budget to the Board in May.

Mr. Avino asked that Ms. Quigley look at better options for the conference call system used for meetings.

Mr. Kneusel mentioned he would like the Board to consider possible changes to the Rizzetta & Company, Inc. Field Services contract, and the option of handling that responsibility internally with staff rather than by external contract. He has asked staff to look further into this possibility.

Mr. Kneusel stated he felt there should be a procedure in place for the Chairman to advise the Board of the many issues the Chairman is involved in, makes decisions on,

and approves between meetings. District Counsel stated it would not be a Sunshine Law violation for the Chairman to provide a weekly list of such items to the District Manager, and that list could then be incorporated into the weekly activity email the District Manager sends to the Board.

Mr. Morrison mentioned the recent change to the HOA lease approval process which now requires background checks of all prospective tenants, and asked District staff to work with Ms. Martinez and the HOA as needed.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Avino, seconded by Ms. Turner, with all in favor, the Board adjourned the meeting at 9:55 p.m., for Fishhawk Ranch Community Development District.



Secretary/Assistant Secretary



Chairman/ Vice Chairman

Exhibit A

FishHawk Ranch

HOMEOWNERS ASSOCIATION, INC.

March 1, 2021

To: Fishhawk Ranch CDD

RE: Alley Maintenance/Repair/Repaving & Reimbursement for the Expense

Dear Fishhawk Ranch CDD:

On February 23, 2021, the Fishhawk Ranch Board of Directors approved the CDD to conduct its own maintenance/repair/repaving of the alleys and for the HOA to reimburse the CDD for the total expense from the alley reserves. The current available balance of the alley reserves is \$171,571.59.

Regards,

Tonya Martinez, LCAM
on behalf of the
Board of Directors,
Fishhawk Ranch Homeowners Association