

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 continued meeting of the Board of Supervisors of Fishhawk Ranch Community Development District was held on **Monday, June 14, 2021, at 6:31 p.m.** at the Fishhawk Ranch Tennis Club, located 1591 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
John Toborg	Manager, Field Services, Rizzetta & Company, Inc.
Eartie Flener	Representative, Capital Land Management
Jarrett Myers	COO, Capital Land Management
Jason Jaszczak	Operations Manager, Solitude
Kirk Wagner	Business Development Manager, DBI Services
Trooper Cruz	Florida Highway Patrol

**Note (\*) - Attended via conference call.**

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Dailey called the meeting to order and conducted roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

47 Mr. Brady addressed the Board regarding the decision to trim and remove the trees  
48 around the Tennis Club courts along with other concerns with operation and maintenance  
49 hours, general court maintenance, and communication issues. Mr. Brady stated he has  
50 been speaking with Mr. Sanderson about these same issues.

51  
52 Other residents in attendance addressed similar concerns about the Tennis Club  
53 operation by the Tennis Connection and decisions by the Board.

54  
55 The Board asked the residents to continue communicating concerns to Mr.  
56 Sanderson and Mr. Dailey as the District Manager and to regularly attend the CDD  
57 meetings.

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59  
60 **THIRD ORDER OF BUSINESS**

**Staff Reports**

61  
62 **A. District Engineer**

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64 Mr. Brletic was present via conference call and asked the Board if they had any  
65 questions regarding his report as presented in the agenda.

66  
67 Mr. Brletic reviewed the Site Masters proposal for the Tennis Club Drainage  
68 Repairs under Business Item A in the agenda. The Board decided to table the  
69 proposal until both Mr. Brletic and Mr. Sanderson can be in attendance to discuss  
70 the options.

71  
72 Mr. Brletic updated the Board on the shingle replacements for the Palmetto Club  
73 project. Mr. Brletic stated the manufacturer will be able to provide the original  
74 shingle product and it will take five weeks which is in line with when they would be  
75 needed for the project. Mr. Kneusel asked that we order extras for the District to  
76 have on hand if needed.

77  
78 Mr. Brletic stated Crosscreek Environmental is almost complete with the pond  
79 erosion repairs and he has a punch list of items to address with them.

80  
81 The Board had no further questions for Mr. Brletic, so he left the meeting.

82  
83 **B. Aquatic Services**

84  
85 Mr. Jaszak asked the Board if they had any questions regarding his report as  
86 presented in the agenda.

87  
88 The Board thanked Solitude for their years of service and Mr. Jaszak thanked the  
89 District for the opportunity to work with them.

90  
91 Mr. Wagner with DBI Services thanked Solitude for leaving the ponds in good  
92 condition and stated he looks forward to starting with the District on July 1<sup>st</sup>. The

Board asked that he look at ponds 4 & 5 as soon as possible, as they have historically been problem ponds.

The Board had no further questions for Solitude or DBI Services, so they left the meeting.

**C. Tennis Club Contract Administrator**

Mr. Sanderson was not present, so Mr. Dailey reviewed his report for the Board.

Mr. Dailey presented the request from the Tennis Connection to extend the morning court hours to start at 7:00 am rather than 8:00 am. The Board decided to table this request after hearing concerns from the residents in attendance and asked for more information from Mr. Sanderson on the overall operations.

Ms. Morrison asked on the status of the financials that have been requested from the Tennis Connection and would like to have a detailed financial report covering the first half of calendar year 2021 for the July meeting.

The Board had no further questions.

**D. Field Services**

Mr. Toborg asked the Board if they had any questions regarding his report as presented in the agenda.

Mr. Toborg reviewed the proposal from Capital Land Management to replace the drip tubing along the Starling Lithia Springs buffer with a new irrigation zone. The Board asked about completing the entire project now versus doing it in phases as previously discussed. Mr. Myers stated that Capital Land Management will also replace all the dead Viburnum at no charge. Mr. Myers stated it would likely not exceed \$25,000.00 to install all the irrigation zones required, remove the failing Wax Myrtles, and install new plants.

On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board approved a not-to-exceed amount of \$25,000.00 for Capital Land Management to remove the Wax Myrtles, install irrigation and plants along the Starling Lithia Springs buffer where designated, for Fishhawk Ranch Community Development District.

Mr. Dailey stated that Mr. Myers is working on annual options for fiscal year 2021-2022 to bring to the Board in July.

Mr. Myers and Mr. Toborg agreed that due to increased mulch cost and availability the Board should delay the next cycle until October or November.

Mr. Myers reviewed the Capital Land Management report for the Board.

139 The Board had no further questions for Mr. Toborg, Mr. Myers, or Mr. Fleaner, so  
140 they left the meeting.

141  
142 **E. Community Director**

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144 Ms. Quigley asked the Board if they had any questions regarding her report as  
145 presented in the agenda.

146  
147 Ms. Quigley stated the Aquatic Club a/c unit has been installed and rentals are  
148 back on schedule.

149  
150 Ms. Quigley stated the fence at the Aquatic Club has been replaced and they were  
151 able to find a vendor for less than what they Board had approved at the last  
152 meeting.

153  
154 Ms. Quigley stated the new Operations and Maintenance Manager, Joshua Croy  
155 starts on Tuesday, June 15, 2021.

156  
157 Ms. Quigley stated she did not have all the current numbers to present to the Board  
158 for approval for the items needed for the Starling Club rental transition due to  
159 backlog with vendors on the products. Ms. Quigley stated she will need a few  
160 appliances, new tables, and chairs. Ms. Quigley also stated the game room is not  
161 getting much traffic so the Board may want to consider reducing the hours to save  
162 on staffing costs. Ms. Quigley stated with the addition of the tables and chairs, they  
163 will need to remove the current furniture and asked that the Board look at it to make  
164 sure they agree in preparation for discussion at the July meeting.

165  
166 Ms. Morrison asked if registered personal trainers were allowed to accompany  
167 residents into fitness centers yet. Ms. Quigley said it has not been officially  
168 announced, but she saw no issue with allowing it.

169  
170 **F. District Counsel**

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172 Mr. Babbar updated the Board on outstanding items he is working on.

173  
174 Mr. Babbar stated he had spoken with the attorney for the Campagna family, and  
175 they wish to pay for the damage done to the Aquatic Club bathrooms if the Board  
176 will not press criminal charges; he is waiting on a follow up from them to confirm.  
177 Mr. Babbar stated that based upon the District policies, if recommended the  
178 maximum applicable suspension would be one (1) year for the minor involved.

179  
180 Trooper Cruz provided the Board an update on his report from the incident and his  
181 recommendation of the maximum suspension of the minor.

182  
183 The Board asked Mr. Babbar and Trooper Cruz questions about the incident and  
184 process.  
185

On a Motion by Ms. McDougald seconded by Ms. Turner, with all in favor, the Board approved a one (1) year suspension of amenity privileges for Evan Campagna, for Fishhawk Ranch Community Development District.

Mr. Babbar will send the suspension notice and follow up with their attorney.

The Board asked that Signal 88 add to their inspection route, the area problematic area Trooper Cruz described where minors hang out near the Aquatic Club.

The Board asked Ms. Quigley to look at a higher quality of cameras possibly with sound for the Aquatic Club.

Mr. Babbar stated he has not received any return calls from Mr. Bragg at this time.

Mr. Babbar stated he is working with Newland on their final offer to have the District take over the tortoise habitat property.

#### **G. District Manager**

Mr. Dailey reviewed the Action Item List with the Board.

Mr. Dailey reminded the Board the next meeting will be July 20, at 6:30 pm at the Tennis Club.

Mr. Dailey asked the Board to cancel the meeting scheduled for Tuesday, June 15, 2021, since they are holding the continued meeting tonight.

On a Motion by Ms. Turner, seconded by Mr. Avino, with all in favor, the Board cancelled the Regular Board of Supervisors meeting scheduled for Tuesday, June 15, 2021, at 6:30 pm at the Fishhawk Ranch Tennis Club located at 15921 Courtside View Drive, Lithia, Florida 33547, for Fishhawk Ranch Community Development District.

Mr. Dailey stated he is working with Mr. Babbar to send letters to the HOA's to notify them of the change regarding the maintenance of signage behind gates.

Mr. Dailey stated Ms. Morrison has approved the final version of the Employee Scope of Services subject to an update once Ms. Crouse transitions to full-time.

The Board asked that we update any major construction projects on Twitter going forward. The Board also asked Ms. Quigley to investigate the costs for developing a District app like the HOA is using.

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

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

**FIFTH ORDER OF BUSINESS**

**Ratification of Payne A/C & Heating  
Proposal for the Aquatic Club A/C  
Replacement**

Ms. Quigley presented the proposal to the Board.

On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board ratified the proposal from Payne A/C & Heating for the Aquatic Club A/C Replacement for \$15,615.00 with no extended warranty, for Fishhawk Ranch Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Easement for TECO  
Electrical Facilities**

Mr. Babbar reviewed the easement and the changes he requested that were approved and others that were not.

On a Motion by Mr. Morrison seconded by Ms. Turner, with all in favor, the Board approved the Easement for TECO Electrical Facilities, for Fishhawk Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of the Audit Report for  
Fiscal Year Ending September 30,  
2020.**

Mr. Dailey presented the audit report to the Board stating it was clean and there were no findings.

On a Motion by Mr. Avino, seconded by Ms. Turner, with all in favor, the Board approved the Audit Report for Fiscal Year Ending September 30, 2020, for Fishhawk Ranch Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-05;  
Authorizing Spending Authority for  
District Manager and Chairman or Vice  
Chairman of the Board**

Mr. Babbar presented the resolution to the Board for discussion and consideration.

On a Motion by Ms. Turner seconded by Mr. Avino, with all in favor, the Board approved Resolution 2021-05; Authorizing Spending Authority for District Manager and Chairman or Vice Chairman of the Board, for Fishhawk Ranch Community Development District.

**NINTH ORDER OF BUSINESS**

**Discussion on Renovating the Starling  
Large Dog Park**

Mr. Dailey asked that the Board provide some direction on how to proceed with looking at options to renovate the Starling large dog park. The Board discussed the history of the park and replacement of turf that has been done over the years.

Ms. McDougald stated she would like to take point on this project. The Board directed Ms. McDougald to work with Mr. Brletic on options for the Board to review for consideration for renovation of the dog park.

**TENTH ORDER OF BUSINESS**

**Discussion on CDD Employee Benefits  
for 2021**

Mr. Dailey and Ms. Quigley presented the request to provide a benefit stipend to all full-time employees of \$300.00 per month. They stated that in the current competitive hiring environment, not offering benefits is making it very difficult to find and retain quality staff. They also stated they have researched health benefits costs with Brown & Brown and ADP, both of which have minimums for participation and much higher costs. Mr. Dailey stated the stipend approach has worked well in several other Districts he is familiar with. Mr. Dailey stated they had budgeted for this in the proposed approved budget for fiscal year 2021-2022 but would like to start offering this in July 2021 to remain competitive immediately. The Board asked staff questions and had a brief discussion.

On a Motion by Ms. McDougald, seconded by Ms. Morrison, with all in favor, the Board approved a \$300.00 per month benefit stipend for all full-time District Staff starting July 1, 2021, for Fishhawk Ranch Community Development District.

Ms. Quigley stated she will get with ADP on how this will be processed with the payroll and the tax implications for the staff. The Board stated they want to review the amount as needed to remain competitive in the market going forward.

Mr. Avino left the meeting at 8:36 pm.

**ELEVENTH ORDER OF BUSINESS**

**Discussion on CDD Events and Budget  
for 2022**

Ms. Quigley handed out the revised proposed CDD events list with costs. The Board discussed the list, costs, and potential effects. Mr. Kneusel recommended deferring approval of any Palmetto Club events until the building renovations and PNS contract revisions are finalized. The Board stated they were very comfortable approving the Category #1 and #2 events on the list and would require more discussion with Ms. Parvin on the Category #3 events at the July meeting.

On a Motion by Mr. McDougald seconded by Ms. Turner, with all in favor, the Board approved the Category #1 and #2 events along with a minimum of three (3) Family Movie Nights, for Fishhawk Ranch Community Development District.

The Board asked Ms. Quigley to investigate any licenses required for the movie nights.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests**

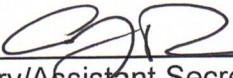
Ms. Morrison thanked the staff for all the hard work on the community.

Mr. Kneusel thanked the Board and staff again for moving the meeting date to accommodate him.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Turner, seconded by Ms. McDougald, with all in favor, the Board adjourned the meeting at 9:09 p.m., for Fishhawk Ranch Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman