

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, August 3, 2021, at 6:30 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

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

A resident addressed the Board stating he was attending the meeting to learn more about how the District operates and also had concerns with the landscape changes to the Commons Area in Starling.

THIRD ORDER OF BUSINESS

Staff Reports

A. District Engineer

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

Mr. Brletic state he would have proposals from the alleyway project RFP by Friday.

Mr. Brletic provided the Board with an update on the status of the Palmetto Club roof project and stated the contractor is currently 12 days behind due to weather and additional issues they have found. Mr. Brletic also explained change order #1 and that there is a second change order coming due to additional stucco repair required.

Mr. Brletic stated he is still waiting to hear back from the insurance company on the possible coverage on the roof repair and that the second leak is covered under the original contract with Ryman.

The Board discussed having a grand reopening for the Palmetto Club and asked Ms. Quigley to have Ms. Parvin look at planning this and coordinating with Puff N' Stuff if they are interested.

Mr. Brletic stated he is holding final payment for Crosscreek on the pond project for thirty days until he is comfortable with the sod replacement.

Mr. Brletic stated he is going to go over the DBi Services pond report with them before the next meeting.

The Board asked to consider Business Item C, Capital Land Management proposals for the Tennis Club Red Court Landscape Renovation while Mr. Brletic is present.

On a Motion by Mr. Avino seconded by Ms. McDougald, with all in favor, the Board approved a not-to exceed amount of \$5,400.00 for the Red Court Landscape Renovation for Capital Land Management with direction from Mr. Brletic on the regrading of the area, for Fishhawk Ranch Community Development District.

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

B. Community Director

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

Ms. Quigley stated that the Aquatic Club playground project will start next week as they were waiting on the equipment.

Ms. Quigley stated Newsome High Scholl started swim practice Monday at the Aquatic Club per the agreement with the District.

Ms. Quigley stated that Kleen Pro informed her they wish to no longer provide service to the Tennis Club due to previous and continued issues with the Tennis Connection. Ms. Quigley stated Mr. Sanderson is aware of this and has addressed it with them. Ms. Quigley stated that after speaking with Mr. Dailey they agreed it would be in the best interest of the District to look at hiring our own staff to handle cleaning of the facilities. Ms. Quigley stated she already as fifty plus applications to review from posting the position online. The Board discussed the plan regarding hiring staff.

On a Motion by Ms. McDougald seconded by Ms. Morrison, with all in favor, the Board terminated the contract with Kleen Pro for Janitorial Services with a date of September 10, 2021, for Fishhawk Ranch Community Development District.

On a Motion by Ms. Turner seconded by Ms. Morrison, with all in favor, the Board approved a not-to-exceed amount of \$67,060.00 to either hire janitorial staff for the District or find a new service provider, for Fishhawk Ranch Community Development District.

Ms. Quigley stated the Aquatic Club pool is open following being closed for the vandalism to the pool lights.

Mr. Avino asked Ms. Quigley if the pond issues mentioned by residents at a prior meeting has been addressed. Ms. Quigley stated yes and that with DBi Services they have gone back to using a log for issues as reported by staff and residents.

F. District Counsel

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

Mr. Babbar stated that the District will still need to contract to monitor the District's permit for the Upland Habitat property they own, which Newland had previously been paying for. Mr. Dailey stated once he has the new proposal from Wylands for the \$800.00 per year service he will execute.

Mr. Babbar stated that neither he nor Mr. Kneusel had heard back from the FishHawk Ridge HOA President on the acceptance of the District property they use and maintain behind the gates. Mr. Babbar suggested the Board approve him to draft a license agreement like the one with the Starling Preserve HOA for maintenance access.

On a Motion by Ms. McDougald seconded by Ms. Morrison, with all in favor, the Board approved Mr. Babbar to draft a license agreement with the FishHawk Ridge HOA for use and maintenance of District property behind their gate, for Fishhawk Ranch Community Development District.

Mr. Babbar stated he is working on the contracts and items approved at the last meeting and will have them out this week.

G. District Manager

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

Mr. Dailey reminded the Board the next meeting will be August 17, 2021, at 6:30 pm at the Tennis Club and that will also be the budget public hearing for fiscal year 2021-2022.

Mr. Dailey stated the Board will need to approve the meeting schedule for next fiscal year at the August 17, 2021, meeting. Mr. Dailey asked the Board to review options for different times, days, and locations along with how they wanted the Board meetings to run moving forward. Mr. Dailey stated his concerns with the meeting length then rushing at the end to approve various business items due to the time. Mr. Dailey asked the Board to be prepared at the next meeting to come with any suggestions if they wish to change the current meeting format.

FOURTH ORDER OF BUSINESS

**Consideration of Proposals for
Garden District Alleyway Project
(Under Separate Cover)**

Mr. Dailey stated that Mr. Brletic has not received any proposals so the item will be tabled until the next meeting.

FIFTH ORDER OF BUSINESS

**Consideration of Proposals for
Dunlinwood Depression Area Repairs
(Under Separate Cover)**

Mr. Dailey stated that Mr. Brletic has not received any proposals so the item will be tabled until the next meeting.

SIXTH ORDER OF BUSINESS

**Consideration of Proposal from
Specialty Surfaces for Cleaning Park
Square Splash Pad**

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Ms. Quigley presented the proposal from Specialty Surfaces for \$5,070.00. The Board asked if this was needed, and she stated yes. Ms. Quigley also stated they received a proposal to replace the splash pad surface which will be necessary in a few years for around \$70,000.00.

On a Motion by Mr. Avino seconded by Ms. McDougald, with all in favor, the Board approved the proposal from Specialty Surfaces for \$5,070.00, for Fishhawk Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposal from Lowes
for Operations & Maintenance Vehicle**

Ms. Quigley presented the revised the proposal from Lowes for \$8,999.00. Ms. Quigley stated the first one has worked out great and they would like to purchase a second one to replace an aging GEM car. This will help reduce mileage reimbursement costs for employees when driving in the District for work.

On a Motion by Ms. McDougald, seconded by Ms. Morrison, with all in favor, the Board approved the proposal from Lowes for \$8,999.00, for Fishhawk Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Proposal from
Progressive Office for CDD App.
Development**

Ms. Quigley presented the proposal to the Board from Progressive Office for \$4,500.00 per year. Mr. Quigley stated this was an ongoing annual cost that included creation of the app and continued oversight and maintenance services. The Board discussed the need for the app and usage by residents since only around 1000 have signed up for the HOA app. Mr. Dailey stated he can reach out to Campus Suites to see if they offer an app that can be tied to the current District website. The Board asked Ms. Quigley to follow up with Progressive Office regarding price and options for what the app can do with community engagement.

NINTH ORDER OF BUSINESS

**Consideration of Ratification of
Change Order #1 for Ryman
Construction for the Palmetto Club
Roof Project**

Mr. Dailey presented Change Order #1 for \$6,500.00 for Ryman Construction for the Palmetto Club roof project that Mr. Brletic explained under his report and that Mr. Kneusel previously executed.

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227 On a Motion by Ms. Turner seconded by Ms. McDougald, with all in favor, the Board ratified
228 Change Order #1 for Ryman Construction for \$6,500.00, for Fishhawk Ranch Community
229 Development District.

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232 **TENTH ORDER OF BUSINESS**

Supervisors Requests

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234 Ms. McDougald noted she may miss an upcoming meeting due to personal
235 reasons and will notify Mr. Dailey.

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237 Mr. Kneusel noted he had heard on social media about a possible request for a
238 community garden. Mr. Dailey stated this has come to both CDD 1 and 2 in the past and
239 was not approved due to costs to manage and maintain the garden by the District.

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242 **ELEVENTH ORDER OF BUSINESS**

Adjournment

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244 On a Motion by Mr. Avino, seconded by Ms. McDougald, with all in favor, the Board
245 adjourned the meeting at 8:00 p.m., for Fishhawk Ranch Community Development
246 District.

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Secretary/Assistant Secretary


Chairman/Vice Chairman