

**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 17, 2021, at 6:32 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
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
Josh Croy	Operations Manager, Fishhawk Ranch CDD
Andrew Sanderson	Tennis Club Contract Administrator
Jarrett Myers	COO, Capital Land Management
Eartie Flener	Site Manager, Capital Land Management
Scott Green	General Manager, Capital Land Management
Kirk Wagner	Business Development Manager, DBi Services
Mike Kaighin	Senior Branch Manager, DBi Services

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 regarding concerns with overall pond maintenance, garbage in the ponds, replacement and maintenance of fitness equipment, the cleaning of the fitness centers.

Mr. Wornick and another resident addressed concerns with the drainage in the area between the homes in Palmettoglen Court. They made a request for review of the drainage plan, replacement of the turf and removal or trimming back of some of the trees.

The Board directed Mr. Brletic to review the project area with Finn Outdoor under the warranty provided in the contract along with reviewing the possible removal of some of the ornamental trees and replacement of the turf with CLM.

### THIRD ORDER OF BUSINESS

### Staff Reports

#### A. District Engineer

Mr. Brletic stated that his report was a summary of the proposals he collected for Business Items A & B in the agenda.

Mr. Brletic reviewed the proposals for Business Item A, Consideration of Proposals for Garden District Alleyway Project. Mr. Brletic reviewed the scope of services for the project and the options provided, he recommended the Board select the proposal from ACPLM. The Board discussed the proposal and the future phases of the project along with costs.

On a Motion by Ms. Turner seconded by Ms. Morison, with all in favor, the Board requested that Mr. Babbar work with Mr. Brletic to draft a letter to the FishHawk Ranch HOA detailing the future phases of the alleyway project that will need to be completed along with a request for an increase of assessments for the residents of this area to pay for these improvements, for Fishhawk Ranch Community Development District.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the proposal from ACPLM for the first phase of the Garden District Alleyway Project for \$130,504.00, for Fishhawk Ranch Community Development District.

Mr. Brletic stated he would like to have this project start in mid-October to early November once the rainy season ends. Mr. Brletic also stated that no alleyways would need to be closed during this project.

The Board asked Mr. Dailey to confirm with the FishHawk Ranch HOA that they still intend to reimburse the District for this project as previously approved per the agreement with the District. The Board also asked that the affected residents be notified well in advance.

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Mr. Brletic reviewed the proposals for Business Item B, Consideration of Proposals for Dunlinwood Depression Area Repairs. Mr. Brletic reviewed the scope of services for the project and the options provided, he recommended the Board select the proposal from Site Masters.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the proposal from Site Masters for the Dunlinwood Depression Area Repairs for \$53,000.00, for Fishhawk Ranch Community Development District.

The Board asked to make sure the affected residents will be provided notification well in advance. Mr. Brletic stated a letter will need to be sent to the resident that has landscaping in the District's access easement. The Board agreed they would resod the area, which is included in the proposal, but would not replace any existing landscaping.

Mr. Brletic presented Change Order #3 from Ryman Construction for replacing the Palmetto Club canopy ceiling with plywood. The Board discussed the option and decided to not move forward at this time and proceed with the original option in the contract.

Mr. Brletic stated the project is on schedule to commence the inside wall work. Mr. Brletic stated it is now time for the Board to decide if they wish to paint or re-wallpaper the wall being repaired. The Board asked Ms. Quigley to review the colors and select the one that is best suited to match the other walls.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved a change order to the contract with Ryman Construction to remove the wallpaper and paint both end walls to coordinate with the color of the other walls in the Palmetto Club, for Fishhawk Ranch Community Development District.

Mr. Brletic stated that Ryman Construction is almost done painting most of the Palmetto Club courtyard area. Mr. Brletic asked if the Board would like to have them also repaint the rod iron fencing at this time since they are onsite. The Board asked Mr. Croy if his staff could handle this. Mr. Croy stated yes but they are down staff at this time so he would need to review the project.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved to request a proposal from Ryman Construction for repainting the rod iron fencing at the Palmetto Club if Mr. Croy deems the project too large for his staff to complete, for Fishhawk Ranch Community Development District.

The Board had no further questions for Mr. Brletic but asked him to remain for the budget public hearing.

**B. Aquatic Services**

Mr. Wagner reviewed the reports and asked the Board if they had any questions. Mr. Wagner stated they are working with CLM to get access to some of the ponds which required bush hogging. Mr. Wagner also stated they have pond 4 looking much better now than when they took it over. Wagner stated they are working with Mr. Brletic and Mr. Croy on some stormwater structures that need repair or cleaning.

Mr. Kaighin stated they will be on site each Tuesday to service the community.

The Board had no further questions for Mr. Wagner or Mr. Kaighin, so they left the meeting.

**C. Tennis Club Contract Administrator**

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

Mr. Sanderson asked about the status of the red court drainage project. Mr. Myers stated they will have it completed in the coming weeks and are coordinating with Mr. Brletic.

**D. Field Services**

Mr. Myers addressed the July field inspection report and the CLM report for the Board. Mr. Myers stated they have started replacing all the sod in phase three that he agreed to and that due to pond 91 being too wet they are behind with mowing around it.

Mr. Myers introduced Mr. Green as the new General Manager for CLM and stated he will be attending the meetings going forward. Mr. Myers also stated CLM has hired an asset manager who will be starting next week. This newly created position essentially replicates many of the services currently being provided under the District's Field Services Contract with Rizzetta & Company, Inc. Mr. Myers stated this person will be working with Mr. Flener to provide those services to the District at no additional cost.

Mr. Myers reviewed the proposals from Capital Land Management under Business Item D. Mr. Myers stated he did not agree with the need for proposal 520 to replace the turf at the Starling Club and agreed the turf in that area has substantially recovered on its own..

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the proposals #536, #538 and #592 for Capital Land Management for \$10,448.49, for Fishhawk Ranch Community Development District.

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

181  
182 **E. Community Director**  
183

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

186  
187 Ms. Quigley stated the Aquatic Club playground was removed and the installation  
188 of the new playground will start next week.

189  
190 Ms. Quigley stated Florida Courts will start the pickleball court project in late  
191 October early November due to their work backlog.

192  
193 Ms. Quigley stated they have hired one cleaning person that started Monday and  
194 are also down five maintenance staff members for various reason. Ms. Quigley  
195 stated they hope to hire a few more in the next week.

196  
197 Ms. Quigley stated Ms. Parvin asked if she may cancel the cocktail party event if  
198 ticket sales, currently at six, do not increase. The Board stated that is her call to  
199 make and requested a monthly written report from Ms. Parvin summarizing event  
200 activity numbers.

201  
202 Ms. Quigley stated Ms. Parvin is working on the Palmetto Club grand reopening  
203 and suggested coordinating a grand reopening event with the holiday shopping  
204 bazaar. Ms. Parvin will work with Puff N' Stuff to coordinate efforts.

205  
206 Ms. Quigley stated now that the new gate is installed protecting the Ibis Park  
207 bathrooms, they will paint the doors and clean up the facility as the opportunity for  
208 future vandalism should now be minimalized.

209  
210 **F. District Counsel**  
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212 Mr. Babbar updated the Board on outstanding items he is working on.

213  
214 Mr. Babbar reviewed the update from his conversation with Bond Counsel  
215 regarding the Palmetto Club and Tennis Club agreements. Mr. Babbar stated  
216 there will need to be some significant restructuring of the agreements to meet the  
217 bond requirements. Mr. Babbar stated he is working with Mr. Kneusel, Mr. Dailey,  
218 and Mr. Sanderson to develop various options to present to the Board at the  
219 September meeting.

220  
221 Mr. Babbar stated he is working with Mr. Brletic to get out the letter to the resident  
222 that has drainage from their home effecting the recent repairs to pond 103.

223  
224 **G. District Manager**  
225

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

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Mr. Dailey stated he spoke with Mr. Kneusel and suggested they rearrange the order for staff reports for the next meeting to reduce time and increase efficiency. Mr. Dailey reminded the Board the next meeting will be September 21, 2021, at 6:30 pm at the Tennis Club.

Mr. Dailey stated he sent around a draft version of the current Rules & Rates for Amenity Facilities for the Board to review and send back comments. Mr. Dailey stated he will present the draft changes at the September meeting. Ms. Morrison asked that the Palmetto Club rules and rates be added for approval and then can later be removed if not needed.

**FOURTH ORDER OF BUSINESS**

**Consent Agenda Items/Business Administration**

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 Ms. Turner, seconded by Ms. Morrison, with all in favor, the Board approved the consent agenda items, for Fishhawk Ranch Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Ratification of Change Order #2 for Ryman Construction for the Palmetto Club**

Mr. Dailey presented Change Order #2 for Ryman Construction.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved Change Order #2 for Ryman Construction for \$55,229.42, for Fishhawk Ranch Community Development District.

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2021-2022 Budget**

Mr. Dailey stated he has provided Mr. Babbar with the affidavit of the proof of the ad for the budget public hearing.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board opened the Budget Public Hearing for Fiscal Year 2021-2022, for Fishhawk Ranch Community Development District.

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Mr. Dailey presented the budget and noted a few updates to various lines. Mr. Dailey stated the biggest change was the increase to the trustee fees and that will need to be offset by reducing some other lines in the budget. Mr. Dailey stated this will not affect the overall budget and assessments will remain the same as the Board had previously approved, with no increase or decrease over the previous fiscal year.

The Board had no further comments, so Mr. Dailey asked for any public comment and received none.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board closed the Budget Public Hearing for Fiscal Year 2021-2022, for Fishhawk Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-06,  
Adopting Fiscal Year 2021-2022 Final  
Budget**

Mr. Babbar presented Resolution 2021-06 to the Board. Mr. Dailey reviewed the final budget numbers for the Board.

On a Motion by Ms. Turner, seconded by Ms. Morrison with all in favor, the Board approved Resolution 2021-06, Adopting Fiscal Year 2021-2022 Final Budget, for Fishhawk Ranch Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-07,  
Imposing Special Assessments**

Mr. Babbar presented resolution 2021-07 to the Board. Mr. Dailey stated he had copies of the assessment rolls for the Board to review if requested.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved Resolution 2021-07, Imposing Special Assessments, for Fishhawk Ranch Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Rizzetta & Company,  
Inc. Contract for Professional Field  
Services**

Mr. Dailey presented the revised contract from Rizzetta & Company, Inc, for bi-monthly field services starting on October 1, 2021, for \$14,352.00. The Board discussed

the need for continuing with the services with the addition of Mr. Croy to the staff and the addition of the asset manager to be provided by CLM.

The Board asked Ms. Quigley if she felt they should continue with the services. Ms. Quigley stated that Mr. Croy is ready to take on the responsibility and that with the addition of the asset manager from CLM she did not see the need to continue with the services.

Mr. Dailey stated this was a revised contract being presented so if the Board did not want to approve it, they would still need to terminate the current contract with Rizzetta & Company, Inc.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved to terminate the current contract with Rizzetta & Company, Inc. for Professional Field Services effective September 30, 2021, for Fishhawk Ranch Community Development District.

Mr. Dailey stated he will call Mr. Toborg first to let him know and then send the termination notice as required by the contract.

The Board asked Ms. Quigley to get an award & gift to present to Mr. Toborg at the September meeting in recognition of his years of service to the community.

#### TENTH ORDER OF BUSINESS

#### Consideration of Resolution 2021-08, Setting the Dates, Time, and Location for Regular Meetings for FY 2021-2022

Mr. Dailey presented Resolution 2021-08 to the Board for discussion. The Board discussed either staying with the current schedule or moving to the 4<sup>th</sup> Wednesday of the month at 6:00 pm. The Board decided to table the item until Ms. McDougald and Mr. Avino can be present to provide input.

Mr. Dailey stated he will send an email to the Board with the options discussed and present them at the September meeting.

#### ELEVENTH ORDER OF BUSINESS

#### Update on Changes to Management and Exclusive Concessionaire Agreement with Puff N' Stuff

Mr. Kneusel stated he has not been able to coordinate a follow up meeting with Mr. Dietel as he was out on leave for personal reasons. Mr. Kneusel stated he will follow up next week to get something set so they can come back to the Board in September with some options. Mr. Kneusel asked if the Board would still like to move forward with negotiating with Mr. Dietel to keep Puff N' Stuff at the Palmetto Club as previously agreed.



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The Board confirmed that was the direction they wish to proceed in the best interest of the Palmetto Club operation and the residents from a revenue standpoint.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests**

There were no Supervisor requests.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Turner, seconded by Ms. Morrison, 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