

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 **Wednesday, February 9, 2022, at 6:32 p.m.** at the Tennis Club, located 15921 Courtside Drive, Lithia, Florida 33547.

Present and constituting a quorum were:

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

Also present were:

Eric Dailey	District Manager, Halifax Solutions, LLC.
Holly Quigley	Community Director, Fishhawk Ranch CDD
Andrew Sanderson	Tennis Club Contract Administrator
Deanna Vaughn	Assistant Community Manager, Grand Manors

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

Mr. Sporrer addressed concerns with the pond service quality and trash around them. The Board asked Ms. Quigley to follow up with Solitude on the concerns and asked about the costs to possibly have our staff take on the trash clean up.

THIRD ORDER OF BUSINESS

Staff Reports

A. Community Director

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

Ms. Quigley stated she is working on a second quote for the sealing of the parking lot at Park Square and is also getting a proposal for pavers as an option for the curb planters.

Ms. Quigley stated they are going to have security address the concerns in Cross Park with minors and fighting. Ms. Quigley stated they just seem to move around as we focus on patrolling a specific area.

Ms. Quigley asked if there were any additional questions and the Board had none.

B. Tennis Club Contract Administrator

Mr. Sanderson stated they have received seven (7) proposals in response to the Tennis Club management request and they will be prepared to present at the February 23rd meeting to the Board. Mr. Sanderson said he will be available to meet with any Supervisor prior to the meeting to review the proposals and answer questions.

The Board thank Mr. Sanderson for all his hard work and efforts.

C. District Manager

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

Mr. Dailey reminded the Board the next meeting will be on Wednesday, February 23, 2022, at 6:30 PM at the Palmetto Club.

FOURTH ORDER OF BUSINESS

**Consideration of Delgado Contracting
Proposal for Monument Sign
Repainting**

Ms. Quigley presented the proposal from Delgado Contracting. The Board asked Ms. Quigley to try and find an additional proposal to compare but wanted to move forward if she cannot.

On a Motion by Ms. Morrison, seconded by Ms. Turner, with all in favor, the Board approved a not-to-exceed amount of \$7,300.00 for a vendor to repaint the monument signs, for Fishhawk Ranch Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Monthly Extension of
the Tennis Connection Amenity
Management Agreement**

Mr. Dailey stated since it is unlikely to have a new agreement in place as of March 1, 2022, when the current one expires, he recommends an extension of the current one by the Board. The Board discussed the options on the length of an extension with Mr. Sanderson.

On a Motion by Ms. Morrison, seconded by Ms. Turner, with all in favor, the Board approved an extension of the Tennis Connection Amenity Management Agreement until May 1, 2022, for Fishhawk Ranch Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of FishHawk Fellowship
Church Event Request for April 9, 2022**

Ms. Quigley presented the request from FishHawk Fellowship Church for a Spring event but recommend it be on the date that does not conflict with the District event.

On a Motion by Ms. Turner seconded by Mr. Avino, with all in favor, the Board approved the FishHawk Fellowship Church request for a Spring event subject to a date that does not conflict with a District event., for Fishhawk Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

**Board Workshop on Discussion of
District Future Project Planning**

Mr. Dailey reviewed the process for the workshop being held within the Board meeting. Mr. Dailey turned it over to Mr. Kneusel as Chairman and he turned it over to Ms. Morrison to conduct the workshop for the Board. Attached to the minutes is Exhibit A which is a summary of the workshop.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

Mr. Avino commented on how great the community looks overall.

NINTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/ Vice Chairman

Exhibit A

**FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISOR WORKSHOP
FEBRUARY 9, 2022 – SUMMARY OF WORKSHOP NOTES**

1. Discussion of priorities for the next 12 months
 - a. Discussion items that generated unanimous (4 green dots) support as high priority
 - i. Communications: Need for better communication with residents, newsletter from the board, how to best “push” information out to residents, utilization of an app vs. The Talon, how effective is The Talon and print media, HOA is ready to revitalize Ambassador network
 1. Proactive responses (field work) field reports to identify potential issues (Josh, Holly, Board, Vendors, Steven, etc.)
 - ii. Resurface the Aquatic Club pool deck – Holly to provide proposals, needs to be done this year
 - iii. Ponds
 1. Eric, Holly, Josh – need to push current vendor to do a better job on trash removal per contract terms
 2. Consideration of removing that task from the current contract and moving it in-house
 3. Adopt-a-Pond Program – Holly to research possibilities
 - b. Discussion items that generated strong support as high priority (3 green dots)
 - i. Review of security options (budget, effectiveness of current companies, etc.) --- Tom A. to take the lead working with Holly
 - ii. Covering Park Square stage area – Holly to provide proposals
 - iii. Cross Park improvement fence – Need for fencing and/or bollards on the side of the park that faces the homes; cameras? – Holly to provide proposals
 - iv. Storage and work space for O&M (3 green dots) and 1 green dot for purchase of land and construction of a building to house O&M team and potentially lower landscape and other vendor costs by housing equipment on-site. Long term possibility of working towards taking landscape in-house?
 - c. Discussion items that generated support (2 green dots) and need further in-depth research (2 yellow dots)
 - i. Palmetto Club – Increase resident usage; generate ideas, again; repurpose PC, - general consensus this needs to be revisited again this year. What to do with the Palmetto Club after the current PNS contract expires. Dawn Turner agreed to take the lead on next steps.
 - ii. Inventory all fitness center equipment to determine its anticipated life span so we can budget for replacement needs – Holly will handle
 - d. Discussion items that generated one green dot and one yellow dot –
 - i. Enhanced programming, Kids Clubs / after care, Central programming - there is interest but no clear vision of how to move forward
 - ii. Remodel men’s restroom at the Osprey Club – Holly will provide proposal.
Recommendation that Board Supervisors should put eyes on it before making decision
 - iii. Budget restructure – No longer start from the assumption of \$808 and backing into it
 - e. Discussion item that generated 3 yellow dots – need for further information

- i. Remodel the Aquatic Club restrooms (2 mens rooms and 2 ladies rooms) – Holly to provide proposals – Recommend Board Supervisors put eyes on it before making decision
2. Discussion of O&M Assessments needs in the future – This topic generated healthy discussion with differing opinions and no final consensus. Impact of inflation, need to continuously look for opportunities to control costs, possibility of large increase for insurance coverage if legislators change the threshold for governmental immunity, our largest cost is landscape which may currently be under-priced and probability of large increase with next bidding cycle. Administrative cost to send notices to residents of O&M assessment change is considerable, making small annual increases cost-ineffective.

Actions:

 - a. Eric to discuss with Vivek, what needs to be contained in notice to residents, i.e. one page letter or entire budget packet? How much information? The answer to this will significantly impact what the administrative cost of mailing notices will be.
 - b. Eric to discuss with Vivek, what options do we have, i.e. can we say “increase not to exceed” a certain amount with the hope of coming in under that amount and perhaps not have to send out notices in year 2 or 3 if we can stay under that amount? Can we send one notification letter discussing increases in steps over future years, an increase to “x” in year one, an increase in “y” in year two, an increase to “z” in year three, etc. and not need to send notices with each increase?
3. Discussion of Reserve Levels – This topic also generated healthy discussion with no final consensus. Noted that current reserve level is just over \$3 million, decrease of \$1 million from prior year, and reserve study recommendations closer to \$5 million. General agreement that reserve studies are more of a mathematical exercise than fact-based and shouldn’t be a driving factor.

Actions:

 - a. Eric to discuss with Stephen, how do we arrive at a true assessment of outlook for future maintenance costs going forward? Ponds, trails, brick and mortar facilities
4. Discussion of effectiveness of having taken over direct management of staff (vs. previous HOA services agreement). General consensus this has been a positive change and is working well. Stipends for insurance costs for full-time employees has been very well received. Annual performance reviews recently completed. Cleanliness of facilities has improved with in-house cleaning staff, although it is challenging to hire and retain staff for those positions. Going forward, should we consider use of bonuses vs. salary increases in certain situations?
5. Discussion of strengths and challenges
 - a. Strengths:

<ol style="list-style-type: none"> i. Teamwork ii. Like minded iii. Diligent iv. Progressive v. Honest vi. Staff vii. Vendors viii. Holly ix. Eric x. Taking staff in-house xi. Engaged board 	<ol style="list-style-type: none"> xii. Strong basis – Newland built us a great community xiii. Sensible residents xiv. Great Board xv. Staff & mgmt. xvi. Community looks good overall – facilities xvii. Staff xviii. Reducing costs by bringing things “in house”
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 - b. Challenges:

- i. Assets are aging
- ii. Costs are increasing
- iii. Communications
- iv. Budget
- v. Lost pressure
- vi. Communications
- vii. Assessments
- viii. Palmetto Club use
- ix. Tennis Club operations