

FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT

January 25, 2023 - Minutes of Meeting

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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, January 25, 2023, at 6:31 p.m.** at the Palmetto Club, located 17004 Dorman Road, Lithia, Florida 33547.

Present and constituting a quorum were:

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

Also present were:

Eric Dailey	District Manager, Halifax Solutions, LLC.
Lauren Gentry	District Counsel, KE Law Group, PLLC
Grace Kobitter	District Counsel, KE Law Group, PLLC
Stephen Brletic	District Engineer, Brletic Dvorak, Inc.
Holly Quigley	Community Director, Fishhawk Ranch CDD
Josh Croy	Operations Manager, Fishhawk Ranch CDD
Melanie Crouse	Community Coordinator, Fishhawk Ranch CDD
Justin Foley	Account Manager, Juniper Landscaping
Josh Burton	Branch Manager, Juniper Landscaping
Sandra Fuentes	General Manager, Grand Manors
Trooper Cruz	Florida Highway Patrol

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. Bacon addressed the Board regarding the tennis policy of 75% residents for the USTA league teams, the no cash policy for the pro shop, the lights going off at ten when they are still playing, and pickleball non-residents with access to courts.

Mr. Stuart thanked Ms. Williams for all her help with the tennis players and noted the great condition of the courts.

Ms. Burlakova addressed the Board regarding the tennis policy of 75% residents for the USTA league teams, if there will be a questionnaire for the tennis players regarding the direction of the operation of the tennis club, and how they can get information on what the Board is receiving on the tennis club.

Ms. Witt asked about what the increased funds from the budget are going towards and why the Park Square splash pad is still not operating.

Mr. Twiddy asked about tennis club court fees and who sets them.

Mr. Dailey asked if there were any more audience comments and there were none.

THIRD ORDER OF BUSINESS

Staff Reports

A. Aquatic Services

Mr. Dailey noted Mr. Conner was unable to attend the meeting.

Mr. Croy reviewed the report and let the Board know that he is getting proposals from A&B Aquatics for the littoral shelf clean-up. Mr. Brletic asked that Mr. Croy also add pond 89 to that list.

The Board asked that the prior tracking light coding report be brought back for use to show the progress and changes in pond conditions.

B. Landscape Services

Mr. Croy and Mr. Foley reviewed their reports for the Board.

Mr. Dailey asked the Board if they would like to consider Business Item A Proposals from Juniper Landscaping. The Board stated they would, and Mr. Dailey presented the proposals.

Mr. Dailey provided an updated version of proposal #179663 with a revised total of \$9,564.60.

On a Motion by Mr. Avino, seconded by Ms. McDougald, with all in favor, the Board approved proposals #179792, 190479, 190497, 190537, 190620, and 179663 for Juniper Landscaping for \$24,789.16, for Fishhawk Ranch Community Development District.

The Board asked that Mr. Croy and Mr. Foley conduct a review of all the property to determine which areas need improvement and put together a plan based on priority for review.

C. Operations Manager

Mr. Croy asked the Board if they had any questions on his reports in the agenda.

Mr. Croy stated they are close to completion with the monument sign project with the new vendor and it should only be a few more weeks as they had to go back and redo a few from the previous vendor. Mr. Croy noted these are signs we did not pay the prior vendor for.

Mr. Croy stated Juniper is replacing the dog park drinking fountain parts under warranty; they are on backorder. Mr. Croy is also going to look at an option for addressing the sod that keeps getting worn out from the dogs' usage at the front of the park.

The Board asked that Mr. Croy and Juniper look at more Florida friendly plant options when submitting proposals.

Mr. Croy stated as soon as the replacement pump arrives and is installed the Park Square splash pad will be reopened. Mr. Croy stated he is getting proposals for the resurfacing options.

Mr. Croy stated the fountain pumps are still on backorder but the one for the Starling Club should arrive by Friday.

D. Community Director

Ms. Quigley asked the Board if they had any questions on her report in the agenda.

Ms. Quigley stated she approved the Girl Scouts to do their annual walk/cleanup of the trails event which would be taking place this coming weekend.

Ms. Quigley updated the Board on upcoming events with FishHawk Fellowship Church and a 5K run for October 7, 2023 at Park Square.

Ms. Quigley stated she was working on a new agreement with the BSAC swim team with an increase of 18% to help offset the increase in pool maintenance.

Ms. Quigley stated she is starting to get more requests from the pickleball groups to reserve court usage. Ms. Quigley recommended staying with the current guest policy in place to manage the usage and the Board agreed. Ms. Quigley stated they have contracted with a vendor to start teaching lessons for children in February.

Ms. Quigley requested that the Board approve an agreement with Markey Vend for one multipurpose vending machine at the Tennis Club to address the no cash policy and reduce costs for stocking the pro shop with a variety of food and drinks. The Board discussed the benefits with this plan and the removal of the vending machines in the past.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board approved the agreement with Market Vend for one (1) vending machine for the Tennis Club, subject to review of the agreement by District Counsel, for Fishhawk Ranch Community Development District.

E. Tennis Club

Ms. Morrison reviewed her report with the Board providing updates on the trial vendor program. Ms. Morrison stated the programs are off to a very strong start and they are generating interest from the residents. Ms. Morrison stated they will continue to monitor the operations and report back to the Board with any updates.

F. District Engineer

Mr. Dailey asked the Board if they would like to consider Business Item B, Consideration of Resignation of JMT, Inc. and Assignment of District Engineering Services Contract to Brletic Dvorak, Inc. The Board agreed and Mr. Brletic explained he started his own company with Mr. Dvorak and JMT will not be continuing with CDD engineering work going forward.

Ms. Gentry explained the assignment of the contract and the RFQ process and requirements for the Board.

On a Motion by Ms. Turner, seconded by Ms. McDougald, with all in favor, the Board approved the Resignation of JMT, Inc. and Assignment of District Engineering Services Contract to Brletic Dvorak, Inc., for Fishhawk Ranch Community Development District.

On a Motion by Mr. Avino, seconded by Ms. McDougald, with all in favor, the Board authorized the RFQ for District Engineering Services, for Fishhawk Ranch Community Development District.

Mr. Dailey asked the Board since Mr. Brletic and Mr. Croy are still present would they consider Business Item D, Consideration of Roof Repair Proposals for Various Amenity Facilities. The Board agreed and Mr. Croy reviewed the two proposals from Certified Roofers and General Contractors for \$22,913.24 and Classic Roofing and Construction for \$27,300.00.

Mr. Croy stated both proposals match in the scope of work and that the District has done work with Certified Roofers and General Contractors in the past.

On a Motion by Ms. Morrison, seconded by Mr. Avino, with all in favor, the Board approved the proposal from Certified Roofers and General Contractors for the Roof Repairs for Various Amenity Facilities for \$22,913.24, for Fishhawk Ranch Community Development District.

The Board had no other questions for Mr. Brletic or Mr. Croy, so they left the meeting.

G. District Counsel

Ms. Gentry discussed with the Board a situation arising in other Districts around the State where individuals are attempting to obtain access to public meetings and then using misinformation to try to show that the District was denying them access to the meetings. Ms. Gentry stated she just wanted the Board and onsite staff to be aware these efforts.

H. District Manager

Mr. Dailey asked the Board if they had any questions or comments on the Action Item List as presented.

Mr. Dailey reminded the Board the next meeting will be on Wednesday, February 8, 2023, at 6:30 p.m. at the Palmetto Club. Mr. Dailey reminded the Board they have two meeting in February with a second one on the 22nd.

Mr. Dailey stated that he met with Ms. Quigley and Mr. Croy and their plan is to have all storm repair related contracts executed by January 31, 2023 and proposals for all projects for 2023 to the Board by April 1, 2023 for review.

Mr. Dailey stated Egis approved the first claim from Hurricane Ian for \$180,850.00 and that the check is being mailed. Mr. Dailey stated this covered the bridges only and a second claim is in process for the other claimed damages.

Mr. Dailey stated that he has updated the year-to-date budget tracking template and that the largest line items that are over budget are District Counsel fees with all the projects they have been assigned and TECO which did another increase as of January 1st. Mr. Dailey stated the overall budget is projected to be under what

was approved through December 31, 2022. Mr. Dailey said he spoke with TECO, and they said they have done two increases ranging from 16-40% with commercial accounts the past two years.

FOURTH ORDER OF BUSINESS

**Business Administration Consent
Agenda Items**

Mr. Dailey asked the Board if they had any questions regarding the Business Administration Consent Agenda Items. The Board had no questions or comments.

On a Motion by Mr. Avino, seconded by Ms. Turner, with all in favor, the Board approved the Business Administration Consent Agenda Items, for Fishhawk Ranch Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Proposal from
Rizzetta & Company, Inc. for
Landscape RFP Services**

Mr. Dailey presented the proposal from Rizzetta & Company, Inc. for Landscape RFP Services for \$3,250.00. The Board asked that this be timed closer the end of the year if possible.

On a Motion by Ms. Morrison, seconded by Ms. Turner, with all in favor, the Board approved the proposal from Rizzetta & Company, Inc. for Landscape RFP Services for \$3250.00, for Fishhawk Ranch Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Tennis Club Flooring
Proposals**

Ms. Quigley presented the proposal summary for the Tennis Club Flooring options. The Board discussed the use of vinyl plank versus VTC options noting the current flooring in the adjacent room is VTC.

On a Motion by Ms. Morrison, seconded by Mr. Avino, with all in favor, the Board approved the proposal from Spectra Contract Flooring for the VCT Option for \$12,932.00, for Fishhawk Ranch Community Development District.

Ms. Quigley noted that they will clean and repaint the inside prior to installing the new flooring and that the project start may take a few months due to product availability.

SEVENTH ORDER OF BUSINESS

Consideration of 1st Amendment to Agreement for Pool and Fountain Maintenance with Suncoast Pool Service

Mr. Dailey presented the 1st Amendment to Agreement for Pool and Fountain Maintenance with Suncoast Pool Service for \$109,175.00 which represents an 18% increase.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board approved the 1st Amendment to Agreement for Pool and Fountain Maintenance with Suncoast Pool Service for \$109,175.00, for Fishhawk Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal from Atlas Professional Services for IT Managed Services

Mr. Dailey reviewed the proposal from Atlas Professional Services for IT Managed Services for \$12,151.00 annually which could adjust based off actual per user counts.

On a Motion by Ms. McDougald, seconded by Mr. Avino, with all in favor, the Board approved the proposal from Atlas Professional Services for IT Managed Services, for Fishhawk Ranch Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Security Services

Ms. Quigley reviewed the summary of the proposals for Security Services with the Board. Ms. Quigley stated that Ms. Williams had done the research on the vendors and recommended Xpress Security.

On a Motion by Ms. McDougald, seconded by Mr. Kneusel, with all in favor, the Board approved the Security Services proposal from Xpress Security not to exceed the annual budget of \$85,000.00 and authorized review of the agreement and negotiation of the contract terms by District Counsel and the Vice Chairman if needed, for Fishhawk Ranch Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Non-Exclusive
Perpetual Easement Agreement with
FishHawk Ridge Association, Inc.**

Ms. Gentry reviewed the Non-Exclusive Perpetual Easement Agreement with FishHawk Ridge Association, Inc. with the Board.

On a Motion by Ms. McDougald seconded by Ms. Turner, with all in favor, the Board approved the Non-Exclusive Perpetual Easement Agreement with FishHawk Ridge Association, Inc., for Fishhawk Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Monument and
Access Agreement with FishHawk
Ranch HOA**

Ms. Gentry reviewed the Monument and Access Agreement with FishHawk Ranch HOA with the Board. Ms. Morrison noted the HOA did not approve this agreement last night at their meeting. Ms. Fuentes stated this was more due to not having a full understanding of the ownership between the HOA and CDD. Mr. Dailey explained the ownership history from the developer and that since the bonds are paid off there is not likely much information in the records to show specific payment for each monument.

On a Motion by Ms. Morrison, seconded by Ms. Avino, with all in favor, the Board approved the Monument and Access Agreement with FishHawk Ranch HOA, for Fishhawk Ranch Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Setting a Time, Date
and Location for Board of Supervisors
Workshop**

Mr. Dailey asked if the Board would like to use part of the February 8, 2023 Board meeting to conduct a workshop type discussion. The Board agreed and asked everyone to email Mr. Dailey with their topics for discussion so he can share with Ms. Morrison so she can organize them for the workshop as she has in the past. The Board thanked Ms. Morrison for taking this on again.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests

Mr. Dailey asked if there were any Supervisor Requests.

Ms. Turner asked about the possibility of reducing the flower beds in the community and around the monuments with other options to save on the budget.

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Mr. Kneusel mentioned a resident issue with renting the Osprey Club a few weeks back and asked if the Board could possibly look at the current policies to allow for more flexibility when situations warrant same.

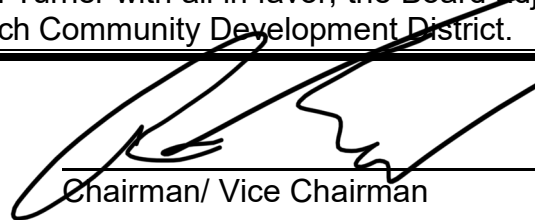
FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Avino, seconded by Ms. Turner with all in favor, the Board adjourned the meeting at 8:46 p.m., for Fishhawk Ranch Community Development District.



Secretary/Assistant Secretary



Chairman/ Vice Chairman