

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, July 26, 2023, at 6:32 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, Kilinski Van Wyk, PLLC
Grace Kobitter	District Counsel, Kilinski Van Wyk, PLLC
Stephen Brletic	District Engineer, Brletic Dvorak, Inc.
Holly Quigley	Community Director, Fishhawk Ranch CDD
Josh Croy	Operations Manager, Fishhawk Ranch CDD
Justin Foley	Account Manager, Juniper Landscaping

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. Dailey asked if there were any audience comments.

Mr. Walz addressed the Board on issues with pond 107 maintenance and the wetland area going back to 2015, which is located behind his home at 5902 Egret

Landing. Mr. Croy passed out pictures of the areas in question to the Board for their review. The Board asked Mr. Brletic to review the area in question regarding wetland maintenance and for Mr. Croy to address the landscape maintenance issues with Juniper Landscaping.

Mr. Pelaez addressed the Board regarding the mowing of the pond banks behind his home at 5910 Wrenwater, which is pond 60. Mr. Croy passed out pictures of the areas in question to the Board for their review. Mr. Pelaez stated that Juniper Landscaping is mowing some of the banks in this area but not his. Mr. Kneusel explained the HOA pond bank mowing policy stating it is the homeowner's responsibility to maintain this area behind their homes to the water's edge. The Board asked Mr. Brletic and Mr. Croy to review this area to see if it is the homeowner's responsibility or needs to be added to the map for landscape maintenance.

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

THIRD 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 Ms. McDougald seconded by Ms. Turner, with all in favor, the Board approved the Business Administration Consent Agenda Items, for Fishhawk Ranch Community Development District.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Services

Mr. Croy reviewed the report provided by A&B Aquatics. Mr. Croy stated there is overgrowth along some of the shorelines and A&B Aquatics will be addressing this over the next month. Mr. Croy stated that overall, the ponds are improving but with the excessive heat and more rain, we are starting to have algae blooms that will need to be addressed.

B. Landscape Services

Mr. Croy reviewed the report provided by Juniper Landscaping.

Mr. Dailey stated that the pre-bid meeting for the landscape RFP was held on July 24, 2023 with eleven (11) companies present. Mr. Dailey stated that the bids are due on August 8, 2023 to Mr. Toborg for the official opening.

Mr. Dailey stated that he would like to request that any bidders provide information for any subcontractors they may be using on District property. The Board agreed and Ms. Gentry said no formal action was required, Mr. Toborg can just send the request out as an addendum to the current RFP.

Mr. Morrison asked to have Mr. Toborg drop off all the bids received for the RFP at the Osprey Club and to notify the Supervisors once he has so they can come by to pick them up instead of mailing them out.

Mr. Avino provided an update from his meeting with the turf consultants on Park Square and the Starling dog park. Mr. Avino stated they recommend the District finish installing artificial turf in Park Square and they replace the sod in the dog park with a different type. Mr. Avino stated he is working on a proposal from them for the dog park with sod options and a recommended maintenance plan to bring to the Board for review.

C. Operations Manager

Mr. Croy reviewed his report in the agenda and asked the Board if they had any questions.

Mr. Croy provided the following updates to his report:

- A&B Aquatics continues to try and address pond 89 but it will likely need the recommended dredging previously presented to the Board.
- The Osprey Ridge and FishHawk Crossing entry fountains should be repaired by Saturday.
- The Osprey Club pond fountain has been repaired.

Mr. Dailey stated that he needed the Board to ratify the approval of the Gemstone Concrete contract for the Aquatic Club deck resurfacing they had previously approved as a not to exceed amount of \$92,680.00 at the June meeting since the final total exceeded the previous approval due to changes in the scope of services.

On a Motion by Mr. Avino seconded by Ms. McDougald, with all in favor, the Board ratified the contract with Gemstone Concrete for \$98,677.04 for the Aquatic Club pool deck resurfacing, for Fishhawk Ranch Community Development District.

D. Community Director

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

Mr. Quigley provided the following updates to her report:

- The repairs have been made after the lightning strike at the Starling Club and we will be filing an insurance claim to try and recover some for the costs, which are over \$16,000.00 to date.
- There is a second site visit with Hillsborough County for the Palmetto Club on August 7, 2023.
- Concerts for a Cause requested to allow Longhorn Steakhouse to bring in food for the event. The Board asked them to see if the Park Square businesses would like to participate first.
- Ms. Turner will be meeting with Ms. Quigley to review the events schedule and budget.
- The Aquatic Club resurfacing project will start no later than August 7, 2023 and take no more than two weeks to complete subject to any weather delays.
- The Newsome swim team will be using the Osprey Club pool to start on a limited basis and will transition back to the Aquatic Club once the resurfacing has been completed.

Ms. Morrison asked about the status of the timers for the Park Square splash pad and Mr. Croy said they are still on order, and he is manually turning them on and off each day.

Mr. Avino stated he has received positive feedback from residents about the Board discussing with the county turning the Palmetto Club into a public library.

E. District Engineer

Mr. Brletic stated that it would be \$750.00 to complete the drainage repairs for Sora Trace. Mr. Gentry said no Board action was required since it was within Mr. Dailey or Mr. Kneusel's authority to execute the proposal.

Mr. Brletic stated that he recommends the District clean and investigate the roughly 300 feet of stormwater pipe in this area to see if there is any further damage. Mr. Brletic stated that it would be much less expensive to address a smaller problem now than a much bigger one down the road.

On a Motion by Ms. McDougald seconded by Ms. Turner, with all in favor, the Board approved a not-to-exceed of \$3,700.00 to clean and investigate the roughly 300 feet of stormwater pipe in Sora Trace as recommended by Mr. Brletic, for Fishhawk Ranch Community Development District.

Mr. Brletic stated he is working on new proposals for the other two bridge repairs since the contractor the District previously approved and used sold the company.

Mr. Brletic stated he is working with Mr. Croy on reviewing and obtaining additional amenity facility repairs proposals.

Ms. Morrison stated she is concerned about delaying these repairs any longer since we are starting to get more rain which could potentially cause additional damage, and she does not want to see additional repairs required. Mr. Brletic stated he would recommend the Board approve a not-to-exceed amount of the lowest complete proposal which was \$50,1000.00 and allow he and Mr. Croy to finalize the scope of work with a contractor.

On a Motion by Ms. Morrison seconded by Ms. McDougald, with all in favor, the Board approved a not-to-exceed of \$50,100.00 and directed Mr. Brletic and Mr. Croy to finalize the scope of work and proposal for the repairs to the amenity facilities, for Fishhawk Ranch Community Development District.

F. District Counsel

Ms. Gentry reviewed the memo from her firm addressing offering ethics training for the Board of Supervisors. The Board said they would like to plan to complete one to two hours in person at the March 2024 meeting as previously discussed and the remaining required hours remotely.

Ms. Gentry discussed the legal options with the Board regarding the Revive Concrete construction defects with the work performed at the Aquatic Club.

On a Motion by Ms. Morrison seconded by Mr. Kneusel, with all in favor, the Board authorized Ms. Turner to work with Ms. Gentry on a proposed settlement agreement with Revive Concrete and to provide the Board with an update at the August Board of Supervisors meeting, for Fishhawk Ranch Community Development District.

G. 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, August 23, 2023, at 6:30 p.m. at the Palmetto Club.

Mr. Dailey stated he has a call scheduled with Ms. Quigley and Ms. Gentry to review the Rules of Procedure and Amenity Rules and Rates to present to the Board at the August meeting.

FIFTH ORDER OF BUSINESS

Consideration of Suspension of Amenity Privileges for Reiter

FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT

July 26, 2023 - Minutes of Meeting

Page 6

Ms. Gentry reviewed the previous letters sent to Mr. Reiter and the process for the suspension of amenity privileges under the District rules. Mr. Dailey stated that Mr. Reiter is not present at the meeting.

Ms. Quigley addressed additional recent violations of Mr. Reiter still coming to the amenity facilities however Florida Highway Patrol was not working on these days to issue the trespassing citation. An officer with the Florida Highway Patrol was in attendance in the audience and addressed the trespassing issues and his past dealings with Mr. Reiter.

On a Motion by Ms. Morrison seconded by Ms. McDougald, with all in favor, the Board approved the suspension of Mr. Reiter's Amenity Facilities Privileges for one (1) year, for Fishhawk Ranch Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Hillsborough County
Request to Install Traffic Control
Devices**

Mr. Dailey presented the request from Hillsborough County to install Traffic Control Devices.

Mr. Brletic and Mr. Gentry both agreed this was not within the Board's jurisdiction as they do not own the roads the county does and recommend no action be taken. The Board agreed and no action was taken.

SEVENTH ORDER OF BUSINESS

**Consideration of Air Masters Proposal
for Palmetto Club AC Unit Repairs**

Mr. Croy presented the proposal from Air Masters for \$112,837.00 and a second one he handed out from R&R Air Solutions for \$91,110.00.

The Board discussed the need to repair all the units proposed at this time or just the one in the ballroom. Mr. Croy and Ms. Quigley stated they need to repair the unit in the ballroom in case it goes out during an event, but the other ones can wait as they do not affect that area.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board approved a not-to-exceed amount of \$68,397.00 to repair only the AC unit in the ballroom at the Palmetto Club subject to final review of the scope of work and selection of a contractor, for Fishhawk Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

**Considerations of Proposals from ADP
for Payroll Services Options**

Ms. Quigley presented the options for ADP payroll services as listed in the agenda. Mr. Quigley stated she would recommend going with HR Pro which is \$10,145.20 per year down from the current level we have which is \$24,077.04 per year.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board approved the ADP HR Pro option for payroll services to start on October 1, 2023 for \$10,145.20 per year, for Fishhawk Ranch Community Development District.

NINTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2023-2024 Budget

Mr. Dailey stated on the record that the Public Hearing on Fiscal Year 2023-2024 Budget has been properly noticed.

Mr. Dailey asked for a motion to open the Public Hearing.

On a Motion by Mr. Avino, seconded by Ms. Turner, with all in favor, the Board opened the Public Hearing on the Fiscal Year 2023-2024 Budget, for Fishhawk Ranch Community Development District.

Mr. Dailey reviewed the updated year to date budget numbers with the Board. Mr. Dailey stated the assessments will remain the same for the residents as was previously approved by the Board with the proposed budget.

Ms. Morrison asked to make sure to reduce the payroll services line item and reallocate those funds to the miscellaneous contingency line based on the recent approval of the new ADP proposal by the Board.

Mr. Dailey asked the Board if they had any further comments and there were none.

Mr. Dailey asked if there were any audience comments.

Mr. Bledsoe asked about the alleyway repairs and the budget set aside for them. Mr. Brletic confirmed the budgeted amounts are correct should the Board wish to pursue the repairs in the next few years based on today's estimates.

Mr. Boehm asked about the HOA reserves being low to cover the costs of the alleyway repairs.

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

Mr. Dailey asked for a motion to close the Public Hearing.

FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT

July 26, 2023 - Minutes of Meeting

Page 8

On a Motion by Mr. Avino, seconded by Ms. Turner, with all in favor, the Board closed the Public Hearing on the Fiscal Year 2023-2024 Budget, for Fishhawk Ranch Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-07,
Adopting Fiscal Year 2023-2024 Final
Budget**

Ms. Gentry presented Resolution 2023-07, Adopting Fiscal Year 2023-2024 Final Budget to the Board.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board adopted Resolution 2023-07, Adopting Fiscal Year 2023-2024 Final Budget, for Fishhawk Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-08,
Imposing Special Assessments**

Ms. Gentry presented Resolution 2023-08, Imposing Special Assessments to the Board.

On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board adopted Resolution 2023-08, Imposing Special Assessments, for Fishhawk Ranch Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisors Requests

Mr. Dailey asked if there were any Supervisor Requests.

There were no Supervisor Requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Turner, seconded by Mr. Avino with all in favor, the Board adjourned the meeting at 9:05 p.m., for Fishhawk Ranch Community Development District.


Secretary/Assistant Secretary


Chairman/ Vice Chairman