

**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, October 25, 2023, at 6:33 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
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
Holly Quigley	Community Director, Fishhawk Ranch CDD
Josh Croy	Operations Manager, Fishhawk Ranch CDD
Josh Burton	Branch Manager, Juniper Landscaping
Justin Foley	Account Manager, Juniper Landscaping
Reid Conner	CEO, A&B Aquatics

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.

Approximately twenty plus residents from the pickleball club individually addressed the Board regarding the need for additional courts at Hawk Park due to the continued

increase in the use of the courts by the community. The residents also asked about opening the courts at 7:00 am to allow for an extra hour of play in the morning and adding pickleball lines to the one Hawk Park tennis court that doesn't already have them.

The Board thanked them for attending the meeting and stated they have staff tracking the usage of the tennis courts and hockey court to see if there is any future possibility of converting any of these to additional pickleball courts. The Board also stated they do not have the budget at this time to add any additional courts due to other projects that are a higher maintenance priority at this time, and their request will be given due consideration when funds are available.

Ms. Quigley stated there was no issue with adjusting the pickleball court access to 7:00 am and would make the adjustment this week.

Mr. Gold asked about the maintenance of the ponds and their continued decline in the community. Mr. Gold specifically had concerns with pond 34.

The Board explained that they have the District Engineer doing a review of the ponds with the renewal of the permits so once they receive that report they will have a better idea of the overall state of the ponds in the community. The Board asked Mr. Gold to get with Mr. Croy and Mr. Conner on his specific pond issues so they can address them.

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. Morrison 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. Conner reviewed the report provided by A&B Aquatics with the Board. Mr. Conner stated he will meet with Mr. Gold regarding his concerns with pond 34.

91 The Board stated they have concerns with some of the continued issues they are  
92 seeing and hearing about the ponds from residents. The Board stated they would  
93 like the monthly reports to show more of the issues they are having with the ponds  
94 so it is documented, and it can be tracked.

95  
96 The Board had no further questions for Mr. Conner, so he left the meeting.

97  
98 **B. Landscape Services**  
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100 Mr. Croy and Mr. Burton reviewed the report provided by Juniper Landscaping with  
101 the Board.

102  
103 Mr. Croy stated he has continued to see improvements in the community and the  
104 trails have now all been trimmed back. Mr. Croy stated that we are moving into the  
105 dormant season so Juniper should have more time to address some of the details  
106 that have been missed.

107  
108 Mr. Morrison noted that she has seen more Juniper Landscaping staff working in  
109 the community in the past few weeks.

110  
111 Mr. Croy presented the proposals from Juniper Landscaping and a revised one  
112 that was provided to the Board prior to the meeting that gave a second option for  
113 the Ternwood round-a-bout.

114  
115 The Board discussed the proposals and the need to look to reduce mulch with  
116 some type of plant ground cover and to also look at reducing annuals in some  
117 areas if possible. Ms. Turner stated she would be willing to work with Mr. Croy on  
118 reviewing the annuals. The Board also asked for additional options for the  
119 Chapman Crossing round-a-bout since it is own by the county but maintained by  
120 the District.

121  
122 Ms. Morrison noted that the cost of each annual install has increased by  
123 approximately \$7,000 per install under the new contract, which is a significant  
124 increase and of concern.

125  
126 On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved  
127 the following proposals for Juniper Landscaping; #240824 for the Ternwood round-a-bout  
128 for \$10,078.96, #240611 for the Aquatic Club round-a-bout for \$3,784.52, #240397 for  
129 the 4<sup>th</sup> quarter annuals for \$22,500.00 and #240398 for mulch and pine straw for  
130 \$135,000.00, for Fishhawk Ranch Community Development District.

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132 **C. Operations Manager**  
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134 Mr. Croy reviewed his report in the agenda and asked the Board if they had any  
135 questions.  
136

Mr. Croy provided the following updates to his report:

- He is waiting for the paint to come in to complete the hockey court repairs.
- He is getting quotes to repair some of the pumps.
- His team has started to pressure wash the areas that are the responsibility of District.
- He will restripe the parking lots where that the lines are still visible.

**D. Community Director**

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

Ms. Quigley stated she has been working with Mr. Dailey and Mr. Kneusel on the employee increases for next year. Ms. Quigley stated she will start reviews in December for the staff.

Ms. Quigley stated that she has concerns with XPress Security going forward since they have been losing guards over the past few months. Ms. Quigley reviewed a proposal from Guardian Security which she provided to the Board to be considered as a possible replacement if needed. Ms. Quigley stated they have matched the pricing we are currently paying with XPress Security.

On a Motion by Ms. Turner seconded by Mr. Kneusel, with all in favor, the Board approved a 30-day notice of termination for XPress Security along with the option to immediately terminate with cause if needed, for Fishhawk Ranch Community Development District.

On a Motion by Mr. Avino seconded by Ms. Turner, with all in favor, the Board approved the proposal for security services from Guardian Security subject to review by District Counsel, for Fishhawk Ranch Community Development District.

Ms. Quigley stated she is not sure of the timing with this and will hold off sending the notice of termination to XPress Security until Ms. Gentry can review and draft an agreement that Guardian Security has agreed to execute. Ms. Quigley also stated she wants to make sure that the current guards are going to be hired at Guardian Security as some already have been.

Ms. Morrison discussed the need for a community newsletter from the District and to move away from using the Talon as they are not consistent with printing the District articles they are provided, and because of the need for a communication vehicle more current than monthly print delivery. The Board asked Ms. Quigley to get some proposals to review with the plan to start a community newsletter by January 2024.

**E. District Engineer**

Mr. Dailey stated Mr. Brletic was unable to attend the meeting and reviewed his report with the Board.

Mr. Dailey stated Mr. Brletic is collecting proposals for the items in his report and plans to have them for the November Board meeting.

#### **F. District Counsel**

Ms. Gentry stated the notice to bidders was sent regarding the RFP for Landscape and Irrigation Maintenance Services. There were no protests, and drafting of the new contract is underway.

Ms. Gentry stated that Ms. Turner had not received any response from Revive Concrete at this time and asked the Board how they would like to proceed. Ms. Gentry said she has spoken to two interested law firms that would be willing to provide proposals if they wanted to proceed in that direction.

The Board asked Ms. Gentry to speak with the firms and bring back any proposals to the November Board meeting.

#### **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 meetings will be on Wednesday, November 29, 2023, at 6:30 p.m. at the Palmetto Club.

Mr. Dailey stated they moved the \$291,014.00 of General Fund budget surplus for fiscal year 2022-2023 to the FLCLASS Reserve Fund account on October 18, 2023.

Mr. Dailey stated that after a further review of all the bank accounts there is a surplus of \$1,246,000.00 that has accumulated since the merger of the three prior districts in 2019. Mr. Dailey recommended the Board transfer these funds to the FLCLASS Reserve Fund account.

On a Motion by Mr. Avino seconded by Ms. Turner, with all in favor, the Board authorized Mr. Dailey to transfer \$1,246,000.00 from the Truist operating accounts to the FLCLASS Reserve Fund account, for Fishhawk Ranch Community Development District.

**Fifth Order of Business**

**Consideration of Proposals for Park Square Artificial Turf Project**

Mr. Dailey reviewed the proposals for the Park Square Artificial Turf project. Mr. Dailey reminded the Board that they previously approved this project with Easy Turf for \$41,290.00, however Easy Turf is no longer serving this area due to a recent reorganization.

On a Motion by Mr. Avino seconded by Mr. Kneusel, with all in favor, the Board approved the proposal from SYN Lawn for the SYN Fescue 80 for \$42,069.74, for Fishhawk Ranch Community Development District.

**Sixth Order of Business**

**Consideration of Fountain Kings  
Proposal for Fountain Maintenance  
Services**

Mr. Dailey presented the proposal from Fountain Kings for fountain maintenance services. Mr. Dailey explained they would take over from Suncoast Pools, who are currently charging \$500.00 per month.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the proposal from Fountain Kings for fountain maintenance for \$443.00 per month, for Fishhawk Ranch Community Development District.

**Seventh Order of Business**

**Consideration of Proposal from MEI  
for Core Testing for Osprey Tennis  
Courts**

Mr. Dailey presented the proposal from MEI for core testing for the Osprey tennis courts that was recommended by Mr. Brletic at the last meeting.

On a Motion by Ms. Turner seconded by Mr. Kneusel, with all in favor, the Board approved the proposal from MEI for core testing for the Osprey Club tennis courts for \$3,992.00, for Fishhawk Ranch Community Development District.

**Eighth Order of Business**

**Consideration of Resolution 2024-02,  
Declaring Board Vacancy for Seat 1**

Ms. Gentry explained the process and options for filling the vacancy for Seat 1. The Board stated to add this topic back to the agenda for further discussion at the November Board meeting.

On a Motion by Mr. Avino seconded by Ms. Turner, with all in favor, the Board approved Resolution 2024-02, Declaring a Board Vacancy for Seat 1, for Fishhawk Ranch Community Development District.

**Ninth Order of Business**

**Public Hearing on Amended and Restated Rules of Procedure**

Mr. Dailey stated for the record that all required notices have been published in the local newspaper and asked for a motion to open the public hearing.

On a Motion by Mr. Kneusel seconded by Ms. Turner, with all in favor, the Board opened the Public Hearing on the Amended and Restated Rules of Procedure, for Fishhawk Ranch Community Development District.

Ms. Gentry stated there have been no changes to the rules as previously presented to the Board.

Mr. Dailey asked if there were any Board or Audience comments and there were none.

Mr. Dailey asked for a motion to close the public hearing.

On a Motion by Mr. Kneusel seconded by Ms. Turner, with all in favor, the Board closed the Public Hearing on the Amended and Restated Rules of Procedure, for Fishhawk Ranch Community Development District.

**Tenth Order of Business**

**Consideration of Resolution 2024-03,  
Adopting Amended and Restated  
Rules of Procedure**

Ms. Gentry presented Resolution 2024-03, Adopting Amended and Restated Rules of Procedure to the Board.

On a Motion by Mr. Avino seconded by Ms. Turner, with all in favor, the Board approved Resolution 2024-03, Adopting Amended and Restated Rules of Procedure, for Fishhawk Ranch Community Development District.

**Eleventh Order of Business**

**Public Hearing on Amended and Restated Rules, Rates, Fees, and Charges**

Mr. Dailey stated for the record that all required notices have been published in the local newspaper and 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 Amended and Restated Rules, Rates, Fees, and Charges, for Fishhawk Ranch Community Development District.

Ms. Gentry reviewed the summary of fees and policy changes provided in the agenda.

Mr. Dailey asked if there were any Board or Audience comments and there were none.

Mr. Dailey asked for a motion to close the public hearing.

On a Motion by Mr. Avino seconded by Ms. Turner, with all in favor, the Board closed the Public Hearing on the Amended and Restated Rules, Rates, Fees, and Charges, for Fishhawk Ranch Community Development District.

#### **Twelfth Order of Business**

#### **Consideration of Resolution 2024-04, Adopting Amended and Restated Amenity Rules and Rates**

Ms. Gentry presented Resolution 2024-04, Adopting Amended and Restated Amenity Rules and Rates.

On a Motion by Ms. Turner seconded by Mr. Kneusel, with all in favor, the Board approved Resolution 2024-04, Adopting Amended and Restated Amenity Rules and Rates, for Fishhawk Ranch Community Development District.

#### **Thirteenth Order of Business**

#### **Supervisors Requests**

Mr. Dailey asked if there were any Supervisor Requests.

Ms. Turner stated that the current annuals looked great, and that Ms. Dougald even made the same comment to her.

Mr. Kneusel asked Ms. Quigley if she would be willing to leave the room so the Board could discuss the employee salary increases for next year. Ms. Quigley agreed and left the room. Mr. Kneusel stated that Ms. Quigley did not propose giving herself an increase for next year. Mr. Kneusel recommended that she receive at minimum an increase due to the rise in the cost of living and inflation. The Board agreed that Ms.



Quigley deserves an increase and that Mr. Kneusel and Mr. Dailey have the authority to work within the budget to approve all the employee salary increases. The Board did ask that Mr. Dailey send them the current salaries for all the employees.


Mr. Dailey asked if there were any further Supervisor Requests and there were none.

**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 9:04 p.m., for Fishhawk Ranch Community Development District.
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Secretary/Assistant Secretary

  
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Chairman/ Vice Chairman

