

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, November 29, 2023, at 6:40 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
Stephen Brletic	District Engineer, Brletic Dvorak, Inc.
Josh Croy	Operations Manager, Fishhawk Ranch CDD
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.

Mr. Sporrer addressed the Board about the ongoing issues with the ponds and the condition of the Osprey Club tennis courts.

Mr. Pannacchione addressed the Board about the standing water and trucks damaging the landscaping in front of the Starling Club. He also asked about a status update on his prior requests to the Board and if there was a tracking process for his review. Mr. Croy stated that he will review the landscape damage and standing water situation in front of the Starling Club with Mr. Foley and Mr. Brletic to determine viable remedies.

Mr. Boehm stated that LMP installed limestone years ago to address the drainage issues in that area at the Starling Club.

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 Mr. Kneusel, 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. Dailey stated that the full report was sent out via email to the Board prior to the meeting.

Mr. Conner reviewed the report provided by A&B Aquatics with the Board. Mr. Conner stated that his team will replant the wetland and pond 107 with pickler weed once the weather is warmer. Mr. Brletic stated he needs to review some issues with the repairs from his inspection with Mr. Conner.

Mr. Conner stated that they are now addressing the ponds in numerical order on the map and will then go back and do any additional treatments as needed at the end of each month.

B. Landscape Services

Mr. Foley reviewed the report provided by Juniper Landscaping with the Board.

Mr. Foley stated they will be installing the new annuals next week, that the Ternwood plant installation proposal has been completed and they will begin the Aquatic Club proposal next week.

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:

- Various clubhouses will need some repainting and they will be working on it and getting proposals if necessary.
- Certified Roof made some repairs under warranty for the Osprey Club roof, but it is time for it to be replaced. He will be collecting proposals for the next meeting.
- The proposal for the aerator repairs was sent to the vendor on November 26th and will be scheduled as soon as the parts arrive. Unfortunately, this was not covered under the warranty.

D. Community Director

Mr. Dailey noted Ms. Quigley was unable to attend the meeting tonight so he reviewed her report in the agenda and asked the Board if they had any questions.

Mr. Dailey stated Ms. Quigley and Ms. Parvin are aware some of the events are losing money and will be making changes to secure sponsorships or eliminating those events.

Mr. Dailey stated Ms. Quigley is aware of the increased boar activity and was recently contacted by another trapper in the area to see if they can work on property. Mr. Dailey said Ms. Quigley will be speaking with them when she returns to see if this is an option.

E. District Engineer

Mr. Brletic reviewed his report with the Board and presented various proposals for projects the Board requested.

Mr. Brletic presented three proposals ranging from \$45,360.00 to \$30,400.00 for the Heron Glen/Eagleridge bridge repair and recommended the Board select Construction Management Services for \$30,400.00

<p>On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the proposal from Construction Management Services for the Heron Glen/Eagleridge bridge repair for \$30,400.00, for Fishhawk Ranch Community Development District.</p>

Mr. Brletic presented three proposals for the Osprey Club, Starling Club and Tennis Club parking lot repairs with various options. Mr. Brletic recommended the Board repair the drainage issue, sealcoat, and restripe the Tennis Club, restripe only the Starling Club, and mill and resurface the Osprey Club. Mr. Brletic recommended the Board select ACPLM since they did the Garden District alleyway project a few years ago and that was very successful. Mr. Brletic stated based on their schedule we are probably looking at starting this project in February or March and it will only take a few weeks to complete.

Mr. Avino asked Mr. Brletic is he could see if ACPLM would be willing to come down on their price.

Ms. Gentry stated a performance bond was not required for a project this size but asked if the Board would like to require one which would need to be paid for by the District. The Board stated they would not like to purchase the bond.

On a Motion by Ms. Turner seconded by Ms. Morrison, with all in favor, the Board approved the proposal from ACPLM for the parking lot repair projects with the various options as recommended by Mr. Brletic not-to-exceed \$110,000.00, for Fishhawk Ranch Community Development District.

Mr. Brletic stated they are in the process of collecting proposals for the Osprey Club tennis court resurfacing project for the January meeting. Mr. Brletic stated the plan would be to complete the tennis court project prior to starting the parking lot project.

Mr. Brletic provided the Board with an update on the SWFWMD permit consolidation project. Mr. Brletic stated there are varying levels of repairs that will be required from some that are minor to dredging of ponds to recertify them for inspection. Mr. Brletic stated they are still finalizing the report and will share it with the Board once completed. Mr. Brletic stated that the estimate to address all the repairs from the report is close to \$600,000.00.

Mr. Brletic recommended it would be best to bid out all the repairs together to get the best pricing from vendors. Ms. Gentry stated that with the estimated value this would require an RFP if all bid together. Mr. Brletic stated that if the RFP can get started this month, they could have the repairs completed before the start of the rainy season. The Board asked that a set date be put in the RFP to ensure the project would be completed on time.

Mr. Brletic stated that the SWFWMD permit consolidation project proposal did not include preparing the documents and specifications for the RFP. The Board asked for a not-to-exceed estimate so they could get started with the process. Mr. Brletic stated he felt that \$10,000.00 would cover this part of the project.

On a Motion by Mr. Avino seconded by Mr. Kneusel, with all in favor, the Board approved BDi Engineering to prepare the RFP for SWFWMD permit consolidation project repair for a not-to-exceed of \$10,000.00, for Fishhawk Ranch Community Development District.

The Board discussed whether there was a need to continue this meeting to later in December to approve the RFP documents so Mr. Brletic can get started collecting proposals. Mr. Dailey stated that another option would be to approve the RFP documents in draft form along with any other requirements that Ms. Gentry will need to move forward.

Ms. Gentry stated that she could draft an advertisement and evaluation criteria during this meeting if the Board would table that topic for now. The Board agreed to table the RFP approval until the end of the meeting.

F. District Counsel

Ms. Gentry presented two proposals for litigation counsel should the Board wish to proceed with pursuing that direction with Revive Concrete. The Board discussed the costs of moving forward with litigation counsel versus the amount of money lost from the original project plus the repairs which had to be made.

Mr. Avino asked if the Board would allow him to directly reach out to the owners to see if he can get a response from them before the Board takes any further action. Mr. Kneusel expressed his concern about Mr. Avino's safety in reaching out to them directly.

On a Motion by Ms. Morrison seconded by Ms. Turner, with Ms. Morrison, Ms. Turner, and Mr. Avino in favor and Mr. Kneusel opposed, the Board authorized Mr. Avino to reach out to Revive Concrete at his discretion to negotiate a settlement, for Fishhawk Ranch Community Development District.

Ms. Gentry asked the Board how they would like to move forward with filling the open Board seat at this time. The Board directed Mr. Dailey to post the opening to the District website and newsletter and email the HOA Ambassadors advising that they will be accepting resumes for the open seat until January 31, 2024. The Board stated they will then review any resumes submitted at the February Board meeting.

Ms. Gentry stated that Ms. Kobitter will be transitioning to more of her own Districts and will no longer be attending Board meetings unless she is needed to cover for her. Ms. Gentry stated that Ms. Kobitter will still be assisting with some legal aspects for the District as needed. The Board congratulated Ms. Kobitter and thanked her for her service with them.

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, December 20, 2023, at 6:30 p.m. at the Palmetto Club.

Fifth Order of Business

**Consideration of Proposals for
Landscape and Pond Maintenance
Oversight**

Mr. Dailey presented the proposals from BDi Engineering and PSA Horticulture for field oversight services. Mr. Brletic reviewed his proposal options and discussed the various services.

The Board discussed the need for some type of oversight but was not comfortable with making any decisions at this time. The Board asked that these proposals be tabled and that an option to hire an internal employee be presented with a scope of the job responsibilities.

Sixth Order of Business

**Consideration of Proposals for Trail
Repairs**

Mr. Dailey presented the proposals for trail repairs from Southern Construction and Superior Sealers.

On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved the proposal from Southern Construction for trail repairs for \$17,532.00, for Fishhawk Ranch Community Development District.

Seventh Order of Business

**Consideration of Proposal from EZ
Mulch for ADA Playground Mulching**

Mr. Dailey presented the proposal from EZ Mulch for ADA playground mulching.

On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved the proposal from EZ Mulch for ADA playground mulching for \$10,992.00, for Fishhawk Ranch Community Development District.

Eighth Order of Business

**Consideration of Proposal from
Constant Contact for Newsletter
Services**

Ms. Morrison explained the newsletter template and pricing options for Constant Contact. Ms. Morrison explained if approved Ms. Quigley will have the first newsletter out in January 2024.

On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board approved the proposal from Constant Contact for newsletter services for \$675.00 for one year, for Fishhawk Ranch Community Development District.

Ninth Order of Business

**Consideration of Resolution 2024-05,
Adopting Policy for Access to District
Property**

Ms. Gentry presented Resolution 2024-05, Adopting Policy for Access to District Property that she drafted with comments from Mr. Dailey and Ms. Quigley.

On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board approved Resolution 2024-05, Adopting Policy for Access to District Property, for Fishhawk Ranch Community Development District.

Tenth Order of Business

**Consideration of Employee Bonus
Plan & IRA Plan Options**

Mr. Dailey presented the employee bonus plan & IRA plan options to the Board. The Board agreed with the bonus plan as presented but wanted to table the IRA discussion until Ms. Quigley was present at the next meeting in January.

On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved the employee bonus plan as presented, for Fishhawk Ranch Community Development District.

Eleventh Order of Business

Supervisors Requests

Mr. Dailey asked if there were any Supervisor Requests.

314 Ms. Turner asked about the status with the county on the Palmetto Club site for
315 the library. Mr. Dailey stated the county will be back out on November 30th for another site
316 visit.
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318 Ms. Morrison stated that the Palmetto Club is very clean, and she was pleased
319 with how the staff was taking care of it.
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321 Mr. Dailey stated that Ms. Gentry was ready to move forward with presenting the
322 documents for the RFP for the SWFWMD permit consolidation project repairs and needed
323 Board approval. Ms. Gentry read the advertisement and the scoring criteria into the record
324 for the Board to consider and discuss.
325

326 On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board authorized
327 the RFP for the SWFWMD permit consolidation project repairs and approved the
328 advertisement and scoring criteria as presented by Ms. Gentry, for Fishhawk Ranch
329 Community Development District.

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331 Mr. Dailey asked if the Board would like to now consider cancelling their December
332 meeting since they approved the RFP tonight.
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334 On a Motion by Mr. Avino seconded by Mr. Kneusel, with all in favor, the Board cancelled
335 the December 20, 2023 Board of Supervisors Meeting, for Fishhawk Ranch Community
336 Development District.

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338 Mr. Dailey asked if there were any further Supervisor Requests and there were
339 none.
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342 **Twelfth Order of Business**

342 **Adjournment**

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344 On a Motion by Mr. Avino, seconded by Ms. Turner with all in favor, the Board adjourned
345 the meeting at 10:20 p.m., for Fishhawk Ranch Community Development District.

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349 Secretary/Assistant Secretary

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349 Chairman/ Vice Chairman