

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 28, 2024, at 6:34 p.m.** at the Palmetto Club, located 17004 Dorman Road, Lithia, Florida 33547.

Present and constituting a quorum were:

Robert Kneusel	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
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
Josh Burton	Regional Director, Juniper Landscaping
Juan Nova	Branch 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. Steinke addressed the Board about pond 36 which Mr. Brletic stated is in the pond project RFP to be addressed. Ms. Quigley also stated it was treated this week.

47 Ms. Lagrama addressed the Board about the need for additional pickleball courts
48 and requested they consider adding court lines so the Hawk Park tennis courts could be
49 used for playing.

50
51 Mr. Turnage addressed the Board about the continued boar issues and the
52 possible flooding with pond 33 from a lack of maintenance around the control structures.
53 Mr. Brletic stated this pond was part of the RFP and will be addressed.

54
55 Mr. Langel addressed the Board about a pothole near his home in the alleyway,
56 kids riding bikes around Park Square and through the fountain, and tree trimming. Mr.
57 Croy stated he was aware of the pothole and will be addressing it.

58
59 Mr. Pannacchione addressed the Board regarding the boars and thanked them for
60 following up on the past issues he brought to them.

61
62 Mr. Dailey asked if there were any additional audience comments and there were
63 none.

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65 **Third Order of Business** **Business Administration Consent**
66 **Agenda Items**

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

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

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75 **Fourth Order of Business** **Staff Reports**

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77 **A. Operations Manager**

78
79 Mr. Croy reviewed his report in the agenda and asked the Board if they had any
80 questions.

81
82 Mr. Croy noted the building repairs are complete and that his team cleaned up the
83 Osprey Club pool deck and roof and repainted the water park features.

84
85 Mr. Croy also noted some outstanding landscaping issues with Juniper and algae
86 blooms on ponds that A&B Aquatics has been addressing.

87
88 The Board asked Mr. Croy to look at options to address the Osprey Club basketball
89 court damage being caused by players running into and up the side of the fencing.

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91

92 **B. Aquatic Services**

93
94 Mr. Dailey reviewed the Aquatic Services report and asked the Board if they had
95 any questions. Mr. Dailey stated they will make sure to follow up with Mr. Conner
96 on pond 36.

97
98 **C. Landscape Services**

99
100 Mr. Foley reviewed the report provided by Juniper Landscaping with the Board.

101
102 Mr. Foley stated he is working on the revised annual counts for March and will
103 provide updated proposals for the next meeting.

104
105 Mr. Avino asked about Juniper's ability to maintain long term improvement as we
106 head into the growing season. Mr. Avino also asked about the pricing for proposals
107 and who is responsible for providing them. Mr. Foley stated he is the one that
108 generates the proposals upon request or need.

109
110 Mr. Burton introduced Mr. Nova and stated he will be taking over as Branch
111 Manager since he has been promoted to a regional role in the company.

112
113 Ms. Morrison asked about getting the Spanish Moss out of the tree at the entrance
114 since this has been requested for the past few months. Mr. Foley stated they plan
115 to get on that this week.

116
117 **D. Community Director**

118
119 Ms. Quigley asked the Board if they had any questions regarding her report and
120 stated that they have over 400 residents signed up for the newsletter as of today.

121
122 Ms. Quigley stated she has been meeting with Juniper monthly as she transitions
123 into her role with oversight of the landscape maintenance contract. Ms. Quigley
124 stated she will provide her recommendations following her 90-day review of their
125 performance at the April meeting.

126
127 Ms. Quigley stated staff has started a tracking list of outstanding issues they find or
128 that are reported by residents. Ms. Quigley stated that Juniper has addressed 80-
129 90% of the items on the list but staff must continue to manage them to get this
130 accomplished. She also stated that it is still a challenge to get proposals from them
131 upon request.

132
133 Mr. Kneusel addressed his continued concerns with Juniper and how much time it is
134 taking from the CDD staff to manage them. Mr. Kneusel then asked Mr. Foley, if Ms.
135 Quigley did not create this tracking list would the items eventually get addressed. Mr.
136 Foley stated they would but during the normal process of maintenance. Mr. Foley
137 noted they were behind but are now catching up.

138

139 Mr. Dailey stated his concerns about the lack of Juniper's understanding of the scope
140 of services in the contract and stated that there should be no reason staff has to tell
141 Juniper what the contract requires, such as removal of Spanish Moss up to the
142 required height. Mr. Nova and Mr. Burton stated these are valid concerns and issues
143 that will be addressed.

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145 **E. District Engineer**

146

147 Mr. Brletic reviewed his report with the Board and asked if they had any questions.

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149 Mr. Brletic asked Ms. Quigley to make sure to post notice to the residents of the
150 bridge closure once the repairs are scheduled.

151

152 Mr. Brletic stated he met with SWFWMD on the Falconwood wetland
153 encroachment, and he will need to contact an environmentalist to help draft a plan
154 for remediation. Mr. Brletic stated they do not have anyone on staff to handle this
155 so they will need to hire someone and then invoice the District for their services.
156 The District will subsequently be seeking recovery of all costs associated with this
157 project from the responsible party.

158

159 On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board authorized
160 Mr. Brletic to subcontract for environmental services on behalf of the District to draft a
161 remediation plan for the wetland encroachment, for Fishhawk Ranch Community
162 Development District.

163

164 **F. District Counsel**

165

166 Ms. Gentry reminded the Board about their ethics training requirements.

167

168 Ms. Gentry stated she is working with the county on a new three-year Skate Park
169 agreement to update some of the language and insurance requirements for both
170 parties.

171

172 **G. District Manager**

173

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

176

177 Mr. Dailey reminded the Board the next meeting will be on Wednesday, March 27,
178 2024, at 6:30 p.m. at the Palmetto Club.

179

180 Mr. Dailey stated he will bring the General Election resolution to the March meeting
181 for approval.

182

183 Mr. Dailey stated the three resumes he received for the open Board seat will be
184 presented at the March meeting for discussion by the Board.

185
186 Mr. Dailey stated Mr. Avino is working with his contact on options for replacing the
187 sod at the dog park.

188 **Fifth Order of Business** **Consideration of Proposals for Egret**
189 **Wetland Buffer Planting**

190
191 Mr. Brletic presented two proposals for the Egret Wetland Buffer planning.
192

193 On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved
194 at not-to-exceed amount of \$8,000.00 for the Egret Wetland Buffer planting subject to
195 final determination of plantings to be used by Ms. Turner and Mr. Brletic, for Fishhawk
196 Ranch Community Development District.

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199 **Sixth Order of Business** **Consideration of Proposals for**
200 **Resurfacing of Osprey Club Tennis**
201 **Courts**

202
203 Mr. Brletic presented four proposals for the Resurfacing of the Osprey Club tennis
204 courts.

205
206 Ms. Gentry asked if the Board would like to request a performance bond and they
207 agreed it would not be required for the project.
208

209 On a Motion by Mr. Morrison seconded by Mr. Avino, with all in favor, the Board approved
210 the proposal from Florida Courts for the Resurfacing of the Osprey Club tennis courts for
211 \$117,400.00, for Fishhawk Ranch Community Development District.

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214 **Seventh Order of Business** **Consideration of Proposals for RFP for**
215 **SWMS Maintenance Services Project**

216
217 Mr. Brletic presented the two proposals for the RFP for SWMS Maintenance
218 Services Project.

219
220 Mr. Brletic explained that he only received two proposals and the way they were
221 submitted makes it difficult to compare them for scoring. Mr. Gentry explained to the
222 Board their options with how to proceed with the RFP process.
223

224 On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board rejected
225 all the bids received for the RFP for the SWMS Maintenance Services Project and
226 authorized a re-bid of the project, for Fishhawk Ranch Community Development District.

227

228 On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board approved
229 an RFP package for the general repair services required and then a separate bid
230 specification for the two major pond repairs as an optional bid item, for Fishhawk Ranch
231 Community Development District.

232

233 On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved
234 the bid evaluation criteria as presented by Ms. Gentry which was to remain the same as
235 the previously approved RFP for SWMS Maintenance Services Project, for Fishhawk
236 Ranch Community Development District.

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239 **Eighth Order of Business**

**Consideration of Proposals from Pool
Lift Specialists for ADA Pool Lifts**

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242 Mr. Dailey presented the two proposals options from Pool Lift Specialists for repair
243 or replacement of the ADA pool lifts.

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245 On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved
246 the proposal from Pool Lift Specialists for five replacement ADA pool lifts for \$32,475.00,
247 for Fishhawk Ranch Community Development District.

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250 **Ninth Order of Business**

**Consideration of MJS Tennis
Agreement**

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253 Ms. Quigley presented the MJS Tennis agreement to the Board.

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255 On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved
256 the MJS Tennis Agreement for a one-year term, for Fishhawk Ranch Community
257 Development District.

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260 **Tenth Order of Business**

**Consideration of Jonathan Lin
Agreement**

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263 Ms. Quigley presented the Jonathan Lin tennis agreement to the Board.

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265 On a Motion by Ms. Morrison seconded by Mr. Avino, with all in favor, the Board approved
266 the Jonathan Lin Agreement for tennis lessons for a one-year term, for Fishhawk Ranch
267 Community Development District.

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271 **Eleventh Order of Business**

**Consideration of 4th Addendum to
Halifax Solutions Contract**

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Mr. Dailey presented the Fouth Addendum to the Halifax Solutions Contract for District Management Services.

277 On a Motion by Mr. Avino with a second by Ms. Morrison, with all in favor, the Board
278 approved the Fouth Addendum to the Halifax Solutions Contract for District Management
279 Services, for Fishhawk Ranch Community Development District.

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282 **Twelfth Order of Business**

**Discussion on Maintenance Staffing
Needs**

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Ms. Quigley presented her request to hire an additional full-time maintenance staff person to assist with continuing to bring more repair projects internal and to keep up with the services required for the aging community facilities.

289 On a Motion by Mr. Avino seconded by Ms. Morrison, with all in favor, the Board approved
290 Ms. Quigley to hire an additional full-time maintenance staff person, for Fishhawk Ranch
291 Community Development District.

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294 **Thirteenth Order of Business**

Discussion on Boar Removal Plan

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Ms. Morrison reviewed her presentation in the agenda regarding the current plan and options for boar removal in the community.

The Board discussed options for adding hours, the use of bow hunting and dogs, and asked Ms. Gentry to see what would be required to allow for it.

302 On a Motion by Mr. Avino seconded by Mr. Kneusel, with all favor, the Board approved
303 authorizing up to 40 hours a month for the current boar trapper and to allow the use of
304 dogs and bow hunting outside of residential areas subject to review by District Counsel,
305 for Fishhawk Ranch Community Development District.

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The Board also asked Ms. Quigley to request proposals from other boar trapping vendors to present at the next meeting.

311 **Fourteenth Order of Business**

**Discussion on Credit Card Processing
Fees**

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314 Ms. Gentry discussed the options for the Board regarding increasing rates to
315 address credit card processing fees within the current rules of the District.

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317 The Board asked Ms. Gentry to come back to the next meeting with a draft of the
318 increased rates that Ms. Quigley feels with cover these fees.

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321 **Fifteenth Order of Business**

Discussion on Palmetto Club Project

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323 Mr. Kneusel explained the county has reached out and would be interested in using
324 the Palmetto Club to offer senior services through the Department of Aging Services to
325 residents in the area. Mr. Kneusel provided information to the Board from the county on
326 these services.

327

328 The Board agreed to let the county coordinate with Ms. Quigley to set up a site
329 visit of the facility to see if this is an option to consider.

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332 **Sixteenth Order of Business**

Supervisors Requests

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334 Mr. Dailey asked if there were any Supervisor Requests.

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336 Ms. Morrison asked if the Board would be interested in having the staff charge for
337 notary services they provide to residents since the District pays for their certifications.

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339 The Board decided that they did not want to charge for notary services since the
340 HOA offers the same service to residents at no charge.

341

342 Ms. Morrison explained that she met with Ms. Perez, and they discussed doing a
343 few things to refresh the Osprey Club office area such as some new furniture and curtains.

344

345 On a Motion by Ms. Morrison seconded by Mr. Avino, with Ms. Morrison and Mr. Avino in
346 favor and Mr. Kneusel opposed, the Board approved a not-to-exceed amount of \$2,500.00
347 for refreshing the appearance of the Osprey Club office area, for Fishhawk Ranch
348 Community Development District.

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

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354 **Seventeenth Order of Business**

Adjournment

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356 On a Motion by Mr. Avino, seconded by Ms. Morrison with all in favor, the Board adjourned
357 the meeting at 9:16 p.m., for Fishhawk Ranch Community Development District.

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Secretary/Assistant Secretary



Chairman/ Vice Chairman