

**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, March 27, 2024, at 6:30 p.m.** at the Palmetto Club, located 17004 Dorman Road, Lithia, Florida 33547.

Present and constituting a quorum were:

Dawn Turner	Board Supervisor, Chair
Robert Kneusel	Board Supervisor, Vice Chairman
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
Reid Conner	CEO, A&B Aquatics
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, 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. Operations Manager**

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

Mr. Croy stated that he will have the revised proposal for the LED and monument lighting for the next Board meeting.

Mr. Croy stated that he has meetings with vendors next week for the Hawk Park sign options where the bulletin board is. The Board asked Mr. Croy to remove the vandalized bulletin board before the next meeting.

**B. Aquatic Services**

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

Mr. Conner stated they have an electrician coming to look at the aerator on pond 15 that is still having power issues after they made some repairs.

Mr. Conner also provided some treatment updates for a few ponds with current algae blooms.

Mr. Brletic stated that he met with Mr. Conner and Ms. Turner prior to the meeting to mark where the eleven trees will be placed to complete the Egret wetland restoration and repair. Mr. Conner stated he will provide a revised proposal for execution to Mr. Dailey. Mr. Brletic stated he will also work on an updated scope of services for the wetland maintenance going forward.

**C. Landscape Services**

Mr. Nova reviewed the report provided by Juniper Landscaping in the agenda with the Board.

Ms. Morrison stated that the improvement of service has continued to be up and down in the past few months. Mr. Nova stated that they are working to address these issues and he will be the point of contact as Mr. Foley is no longer with the company.

Mr. Dailey and Ms. Quigley presented the proposals from Juniper Landscaping to reduce the annual counts in various areas of the District.

On a Motion by Mr. Kneusel seconded by Ms. Morrison, with all in favor, the Board approved the proposals from Juniper Landscaping for the annual reductions in various areas of the District for \$9,259.66, for Fishhawk Ranch Community Development District.

#### **D. Community Director**

Ms. Quigley stated that she is prepared tonight to give the Board her recommendation regarding the 90-day review of Juniper Landscaping. Ms. Quigley stated she can go through all her comments and concerns but in the interest of time, her recommendation would be to go out for RFP for landscape maintenance services.

The Board discussed Ms. Quigley's recommendation and agreed to move forward with the RFP. The Board asked Mr. Dailey, Mr. Brletic, and Ms. Gentry to work with Ms. Quigley and Mr. Croy on the RFP documents to present for approval at the April 24, 2024 meeting.

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

Ms. Quigley provided the following updates to her report:

- The Osprey Club pool heater should be repaired next week.
- The Osprey Club roof project will start April 1<sup>st</sup>.
- The Osprey Club parking lot resurfacing has been completed.
- The Tennis Club and Starling Club parking lots will be completed by Friday.
- The ADA chair lifts will be installed by April 4<sup>th</sup>.
- We need to budget for new pool furniture for the Aquatic Club, Osprey Club, and Hawk Park for next year.

Mr. Kneusel asked about adding pictures of the completed projects to the next newsletter.

#### **E. District Engineer**

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

Mr. Brletic provided the following updates to his report:

- The bridge trail project has one week left until it is complete.

- He is working on the punch list for the Osprey Club parking lot.
- The pre-bid meeting for the pond RFP was held on March 19<sup>th</sup>.
- The SWFWMD meeting on the Falconwood wetland repair will be April 9<sup>th</sup>.

Mr. Brletic stated that the repair for pond 33 needs to take place now to address any further issues. Mr. Brletic stated that he has a proposal from Finn Outdoor for \$7,550.00 to complete the repair ASAP. Mr. Brletic stated this would be removed from the pond project bid before awarded.

On a Motion by Ms. Morrison seconded by Mr. Kneusel, with all in favor, the Board authorized a not-to-exceed of \$7,550.00 to make the required repairs to pond 33, for Fishhawk Ranch Community Development District.

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

Ms. Gentry provided some updates from the legislative session and stated that a new annual report for CDD's regarding goals and performance measures will be required. Ms. Gentry said once she has more details, she will share them with the Board, but this would likely be a report drafted by the District Manager.

Mr. Dailey stated that until he understood the requirements he could not provide a cost for the report.

Mr. Kneusel asked about options for fencing around ponds as it relates to District property behind resident's homes. Ms. Gentry explained some options with the District granting permission but the public would still need access.

#### **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, April 10, 2024, at 6:30 p.m. at the Palmetto Club.

Mr. Dailey stated that he will be presenting a draft proposed Fiscal Year 2024-2025 Budget at the April 10, 2024 Board meeting. Mr. Dailey asked if the Board would like to hold the current O&M assessments for this year or increase them to plan for any future projects or reserve funding. The Board agreed they would like to keep the O&M assessments the same and for Mr. Dailey to draft the proposed budget based on those assumptions.

#### **Fifth Order of Business**

#### **Appeal of First Offense Violation – Mr. Young**

Mr. Dailey stated that Mr. Young had contacted him today and will not be appealing the violation notice.

## Sixth Order of Business

## Discussion on Dog Park Sod Replacement

Ms. Turner led a discussion with the Board on options to replace the sod in the dog park.

The Board discussed various sod replacement options and asked Ms. Quigley and Mr. Croy to come back with proposals for review at the April 10, 2024 Board meeting.

## Seventh Order of Business

## Consideration of Notice of Termination of Garden District Alleyway Maintenance and Access Agreement

Mr. Dailey presented the notice of termination for the Garden District Alleyway Maintenance and Access Agreement from the FishHawk Ranch HOA. Mr. Dailey stated that the District will receive \$63,892.87 from the HOA for assessments collected through December 31, 2024.

The Board discussed how to assess the Garden District homeowners for the alleyway maintenance going forward. Mr. Dailey and Ms. Gentry explained they would need to adjust the current O&M methodology to create separate assessment areas and also include the alleyways in Starling that are currently not separately assessed. Mr. Dailey also stated that the current reserve study accounts for the alleyways in both the Garden District and Starling.

On a Motion by Mr. Kneusel seconded by Ms. Morrison, with all in favor, the Board accepted the Notice of Termination for the Garden District Alleyway Maintenance and Access Agreement with the FishHawk Ranch HOA effective November 31, 2024 with the amount due in collected assessments of \$63,892.87 by December 31, 2024, for Fishhawk Ranch Community Development District.

## **Eighth Order of Business**

## Consideration of Proposals for Additional Boar Trapping Services

Ms. Quigley reviewed the proposals from SouthEastern S.R. and the USDA Wildlife Servies for the Board. Ms. Quigly recommended switching to the USDA.

On a Motion by Mr. Kneusel seconded by Ms. Morrison, with all in favor, the Board terminated the agreement with SouthEastern S.R. for boar trapping services, for Fishhawk Ranch Community Development District.

On a Motion by Mr. Kneusel seconded by Ms. Morrison, with all in favor, the Board approved the agreement with the USDA Wildlife Services for boar trapping services for \$24,997.52 per year subject to review by Ms. Gentry, for Fishhawk Ranch Community Development District.

**Ninth Order of Business**

**Consideration of Resolution 2024-08,  
Notice of Qualifying Period for 2024  
General Election**

Ms. Gentry presented Resolution 2024-08, Notice of Qualifying Period for 2024 General Election to the Board.

On a Motion by Ms. Morrison seconded by Mr. Kneusel, with all in favor, the Board approved Resolution 2024-08, Notice of Qualifying Period for 2024 General Election, for Fishhawk Ranch Community Development District.

**Tenth Order of Business**

**Consideration of Resolution 2024-09,  
Adopting Rates, Charges and Fees**

Ms. Gentry presented Resolution 2024-09, Adopting Rates, Charges and Fees to the Board.

Ms. Gentry stated the attached exhibit to the resolution lists all the fees previously discussed with a 5% increase for Fiscal Year 2023-2024. Ms. Quigley asked that the Board approved this with an April 15, 2024 start date to have time to update all the rental and access card agreements.

On a Motion by Mr. Kneusel seconded by Ms. Morrison, with all in favor, the Board approved Resolution 2024-09, Adopting Rates, Charges and Fees effective April 15, 2024, for Fishhawk Ranch Community Development District.

**Eleventh Order of Business**

**Consideration of Resumes to Fill  
Vacant Board Seat 1**

Mr. Dailey presented the resumes from the three interested candidates to fill vacant Board Seat 1.

The Board asked if any were in attendance and only Mr. Allen was present. The Board asked Mr. Allen a few questions about his resume and interest in the Board.

On a Motion by Mr. Kneusel with a second by Ms. Morrison, with all in favor, the Board appointed Mr. Allen to serve the remaining term for Seat 1 which expires in November 2024, for Fishhawk Ranch Community Development District.

Mr. Dailey stated for the record he is a notary in the State of Florida and authorized to administer the oath of office. Mr. Dailey administered the oath of office to Mr. Allen.

Mr. Gentry briefly went over a few points regarding the Sunshine Laws and serving on the Board with Mr. Allen.

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

#### **Supervisors Requests**

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

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

#### **Adjournment**

On a Motion by Mr. Allen, seconded by Mr. Kneusel with all in favor, the Board adjourned the meeting at 8:36 p.m., for Fishhawk Ranch Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/ Vice Chairman