

**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 **Tuesday, February 16, 2021 at 6:33 p.m.** at the Palmetto Club located at 17004 Dorman Road, Lithia, Florida 33547.

Present and constituting a quorum were:

Robert Kneusel	<b>Board Supervisor, Chairman</b>
Thomas Avino*	<b>Board Supervisor, Vice Chairman</b>
Kerri McDougald	<b>Board Supervisor, Assistant Secretary</b>
Terrie Morrison	<b>Board Supervisor, Assistant Secretary</b>
Dawn Turner	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Eric Dailey	<b>District Manager, Halifax Solutions, LLC.</b>
Vivek Babbar	<b>District Counsel, Straley Robin Vericker</b>
Stephen Brletic	<b>District Engineer, Johnson, Mirmiran, Thompson</b>
Holly Quigley	<b>Community Director, Fishhawk Ranch CDD</b>
Andrew Sanderson	<b>Tennis Club Contract Administrator</b>
Peter Simoes	<b>Account Representative, Solitude</b>
Tonya Martinez	<b>LCAM, Rizzetta &amp; Company, Inc.</b>

***Note (\*) - Attended via conference call.***

Audience	<b>Present</b>
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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. Matias addressed the Board regarding issues with pond 34.

46 Mr. Gold addressed the Board regarding pond 34, the overall maintenance of the  
47 ponds and the removal of lily pads.

48  
49 Mr. Eland addressed the Board regarding and issue with his children being asked  
50 to leave the Hawk Park basketball courts because they were under fourteen (14) years  
51 of age and did not have facility access cards. Mr. Eland asked the Board to consider  
52 reviewing the policy.

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54

55 **THIRD ORDER OF BUSINESS**

**Staff Reports**

56  
57 **A. District Engineer**

58  
59 Mr. Brletic asked the Board if they had any questions regarding his report. Mr.  
60 Dailey stated that Ms. Quigley will be ordering no parking signs for in front of the  
61 Egret park area this week.

62  
63 Mr. Dailey asked that the Board to next consider Business Item A under Tab 11.  
64 Mr. Dailey stated that the Mr. Kneusel as Chairman, at the recommendation of staff  
65 approved the Palmetto Club roof investigation report proposal from Ryman for  
66 \$6,800.00. This would allow Mr. Brletic to get the investigation completed and a  
67 scope of service provided for the RFP package.

68  
69 Mr. Brletic and Mr. Babbar reviewed the Request for Proposal process, evaluation  
70 criteria and timeline for the Palmetto Club roof project. The Board discussed the  
71 evaluation criteria and increased Proposer's Experience, Bonding Capacity and  
72 Available Equipment to twenty (20) points and reduced Price to thirty (30) points.

73  
74 **On a Motion by Ms. Turner, seconded by Ms. McDougald, with all in favor, the Board**  
75 **approved the Request for Proposal for the Palmetto Club Roof Project, the amended**  
76 **Evaluation Criteria, and authorized the publication of the advertisement, for Fishhawk**  
77 **Ranch Community Development District.**

78  
79 **B. Aquatic Services**

80  
81 Mr. Simoes asked the Board if they had any questions regarding his report. Mr.  
82 Simoes addressed the Board regarding earlier audience comments on pond 34  
83 and the lily pads. Mr. Simoes let the Board know they will be out later this week to  
84 remove evasive plants from pond 34 to address the issues.

85  
86 Mr. Dailey reminded the Board about the virtual pond workshop set for Thursday,  
87 February 25, 2021 at 6:30 p.m. Ms. Quigley stated she has been sending out  
88 notification to the community and posting flyers.

89  
90 Mr. Dailey asked that the Board consider Business Item B under Tab 12 for  
91 removal of vegetation around pond 38. The Board discussed the proposal and

92 took no action at this time. Ms. Morrison asked Mr. Dailey to add the proposal to  
93 the budget discussion list for next year. Mr. Kneusel stated a discussion needs to  
94 take place at a future meeting on the long-term plan for the aging ponds in the  
95 communities.  
96

97 **C. Tennis Club Contract Administrator**  
98

99 Mr. Sanderson asked the Board if they had any questions regarding his report. Mr.  
100 Brletic stated he is working with Mr. Sanderson on short term erosion fix options  
101 for the main tennis court before the rainy season starts.  
102

103 Mr. Dailey stated that at this time it was decided by staff to hold off on removing  
104 any trees until a long-term erosion solution can be found. Mr. Dailey also stated  
105 that Ms. Quigley's staff will be checking all the drains for the courts regularly to  
106 make sure they remain clear of debris.  
107

108 **D. Field Services**  
109

110 Mr. Dailey stated Mr. Toborg and Mr. Flener were unable to attend the meeting  
111 tonight. Mr. Dailey updated the Board on a few items mentioned by residents that  
112 were being addressed. Mr. Dailey noted Mr. Flener suggested the Board consider  
113 looking at shredded mulch as a less expensive alternative to pine bark. Ms.  
114 Martinez noted that the HOA requires the use of pine park on their property.  
115

116 Mr. Dailey stated he and Ms. Quigley have discussed the possibility of staff taking  
117 on more of a daily oversight role with landscaping and pond maintenance in the  
118 next fiscal year. Mr. Dailey stated he has various service level and pricing options  
119 from Rizzetta & Company, Inc. for next fiscal year. The Board noted they would  
120 like to see changes in the monthly field inspection report and may consider a  
121 change in frequency to bi-monthly for next fiscal year. The Board asked that  
122 options from Rizzetta & Company, Inc. be brought with the proposed budget  
123 presentation in May.  
124

125 Mr. Dailey asked the Board to consider Business Item C under Tab 13, the  
126 proposals from CLM. Mr. Dailey reviewed the proposals and stated that any  
127 approved enhancements will be installed in mid-March to early April as the weather  
128 improves.  
129

130 On a Motion by Ms. Morrison, seconded by Ms. McDougald, with all in favor, the Board  
131 approved all the Capital Land Management proposals totaling \$16,011.51, for Fishhawk  
132 Ranch Community Development District.

133 **E. Community Director**  
134  
135

136 Ms. Quigley asked the Board if they had any questions regarding her report. Mr.  
137 Morrison asked about the roofing estimates for the Osprey Club snack shack, and  
138 Ms. Quigley stated it was a small repair project.  
139

140 Mr. Quigley requested that once the Park Square Fountain is open the operating  
141 hours be changed to open at 9:00 a.m. and follow the pool closing hours for the  
142 amenity facilities.  
143

144 On a Motion by Ms. McDougald, seconded by Ms. Turner, with all in favor, the Board  
145 approved the Park Square Fountain hours to start at 9:00 a.m. and follow the pool closing  
146 hours for the amenity facilities, for Fishhawk Ranch Community Development District.

147  
148 **F. District Counsel**  
149  
150 Mr. Babbar stated he was wrapping up the Palmetto Club sales tax issue and once  
151 he has the final information from Puff 'N Stuff and Rizzetta & Company, Inc. he will  
152 then file before the end of the month. Mr. Babbar stated he was working to catch  
153 up on the outstanding items left from the transition.  
154

155 **G. District Manager**  
156  
157 Mr. Dailey reminded the Board that the next two regular CDD Board meetings are  
158 set for March 2, 2021 at 6:30 p.m. at the Fishhawk Ranch Tennis Club and March  
159 16, 2021 at 6:30 p.m. at the Palmetto Club. The Board discussed moving the  
160 meetings from the Palmetto Club due to the roof project for the remainder of the  
161 fiscal year. Mr. Dailey stated he will verify the Fishhawk Ranch Tennis Club is  
162 available and bring a resolution for the Board to consider at the next meeting.  
163

164 Mr. Dailey reviewed the Action Item list with the Board. Mr. Dailey stated he  
165 conducted a site visit with staff and Mr. Kneusel last Thursday and will continue  
166 with weekly summary emails when there is information to provide to the Board.  
167

168  
169 **FOURTH ORDER OF BUSINESS** **Consent Agenda Items/Business**  
170 **Administration**

171  
172 Mr. Dailey asked if the Board had any questions regarding the consent agenda  
173 items. The Board had no questions or comments.  
174

175 On a Motion by Ms. Turner, seconded by Ms. McDougald, with all in favor, the Board  
176 approved the consent agenda items, for Fishhawk Ranch Community Development  
177 District.

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181 **FIFTH ORDER OF BUSINESS** **Consideration of Revised Starling**  
182 **FishHawk Ranch HOA Operating**  
183 **Agreement**  
184

185 Mr. Babbar reviewed the requested changes and made his recommendations.  
186

187 On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved  
188 the revised Starling FishHawk Ranch HOA Operating Agreement, for Fishhawk Ranch  
189 Community Development District.

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192 **SIXTH ORDER OF BUSINESS** **Consideration of Revised FishHawk**  
193 **Ranch HOA Operating Agreement**  
194

195 Mr. Babbar reviewed the requested changes and made his recommendations.  
196

197 On a Motion by Ms. Morrison seconded by Ms. Turner, with all in favor, the Board approved  
198 the revised FishHawk Ranch HOA Operating Agreement, for Fishhawk Ranch Community  
199 Development District.

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201  
202 **SEVENTH ORDER OF BUSINESS** **Consideration of Proposal from Public**  
203 **Trust Advisors, LLC.**  
204

205 Mr. Dailey reviewed the proposal with the Board and noted the Board has  
206 Resolution 2019-11 adopted that allows for investing District funds in accordance with  
207 Florida Statute. Mr. Babbar stated he has revised the interlocal agreement and has no  
208 concerns with it. Mr. Dailey stated if approved the funds would be moved from the ICS  
209 accounts at Bank of Tampa within a few weeks.  
210

211 On a Motion by Ms. McDougald, seconded by Ms. Morrison, with all in favor, the Board  
212 approved the proposal from Public Trust Advisors, LLC., for Fishhawk Ranch Community  
213 Development District.

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215  
216 **EIGHTH ORDER OF BUSINESS** **Discussion on Community Events and**  
217 **Programming**  
218

219 Mr. Kneusel informed the Board that the FishHawk Ranch HOA has approved the  
220 District taking over events. Mr. Kneusel also stated the HOA is willing to provide the  
221 District with all the supplies for the events and any files they have that would help with the  
222 transition. Mr. Kneusel stated that Mrs. Parvin has taken another job and is no longer  
223 available to be hired by the District. Ms. Quigley stated she would like to hire a qualified  
224 part-time individual to manage events if approved.

225 On a Motion by Ms. Turner, seconded by Ms. McDougald, with all in favor, the Board  
226 approved taking over responsibility for events from the FishHawk Ranch HOA and  
227 authorized Ms. Quigley to hire a part-time events staff person that fits within the current  
228 fiscal year budget, for Fishhawk Ranch Community Development District.

229  
230 Ms. Quigley asked if Ms. Turner would like to assist with this transition since she  
231 has prior experience serving on the HOA, handling community events,

232  
233 and working with the developer. Ms. Turner accepted with Board agreement.  
234

235 Mr. Dailey stated he needs to verify the District carries appropriate insurance to  
236 hold events. Mr. Dailey also stated that staff will bring a program operating proposal to  
237 the March 2, 2021 Board meeting for discussion regarding vendor and fee processes.  
238  
239

240 **NINTH ORDER OF BUSINESS**

**Supervisors Requests**

241  
242 Ms. Turner said she will be unable to attend the March 16, 2021 Board meeting in  
243 person and would like to address the audio issues ahead of time. Mr. Kneusel asked Ms.  
244 Quigley to look at portable microphone options for the Board for audience comment use.  
245

246 Mr. Avino asked about the Pond Workshop notice and Ms. Quigley stated they  
247 have gone out via social media and the Talon and will be repeated prior to the workshop.  
248

249 Mr. Avino asked about the Starling Club playground being closed and Ms. Quigley  
250 stated it was repaired and reopened.  
251

252 Mr. Avino asked if Mr. Boehm's landscape issues has been addressed and Mr.  
253 Dailey stated Mr. Flener was aware and will address.  
254

255 Ms. Morrison asked that staff send out notice to the Board and via Twitter when  
256 facilities are temporarily closed for maintenance.  
257

258 Mr. Kneusel stated he was happy with how staff streamlined the meeting.  
259  
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261 **TENTH ORDER OF BUSINESS**

**Adjournment**

262  
263 On a Motion by Ms. Morrison, seconded by Ms. Turner, with all in favor, the Board  
264 adjourned the meeting at 8:23 p.m., for Fishhawk Ranch Community Development  
265 District.

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Secretary/Assistant Secretary

  
Chairman/ Vice Chairman