



Rizzetta & Company

Harrison Ranch Community Development District

**Board of Supervisors' Meeting
February 8, 2021**

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813-533-2950

www.HarrisonRanchCDD.org

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Harrison Ranch Clubhouse, 5755 Harrison Ranch Boulevard, Parrish, FL 34219

Board of Supervisors	Julianne Giella Vacant Susan Walterick Tom Benton Geoffery Cordes	Assistant Secretary Assistant Secretary Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	TBD	Rizzetta & Company, Inc.
District Counsel	Lauren Gentry	Hopping Green & Sams, P.A.
Interim Engineer	Jeb Mulock	ZNS Engineering, LC

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PKWY • RIVERVIEW, FLORIDA 33578
www.HarrisonRanchCDD.org

**Board of Supervisors
Harrison Ranch Community
Development District**

February 4, 2021

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District will be held on **Monday, February 8, 2021 at 1:30 PM** at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, FL 34219. To access the meeting, please use a telephone to dial **253-215-8782**, and enter the ID# **4771548576**. The following is the agenda for the meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Pond & Mitigation Maintenance Update**
 - i. Presentation of Waterway Inspection Report.....Tab 1
 - ii. Consideration of Pond Plantings Agreement.....Tab 2
 - iii. Consideration of Fish Stocking Proposal.....Tab 3
 - iv. Consideration of Alum Reset ProposalTab 4
 - B. Landscape Maintenance Updates**
 - i. Presentation of Field Inspection Report.....Tab 5
 - ii. Consideration of Irrigation Proposals.....Tab 6
 - C. District Counsel**
 - i. Presentation of e-Verify MemoTab 7
 - C. District Engineer**
 - D. Clubhouse Staff**
 - i. Presentation of Management ReportTab 8
 - ii. **Consideration of Shared Irrigation**Tab 9
 - iii. **Consideration of Amendment to Cleaning Contract**USC
 - iv. **Street Light Repair History**.....USC
 - E. District Manager**
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on January 11, 2021**Tab 10
 - B. Ratification of Operations & Maintenance Expenditures for December 2020**.....Tab 11
 - C. Review of Resumes for Open Board Seat #3**Tab 12
 - D. Administer Oath of Office to Newly Appointed Supervisor**
 1. Consideration of Compensation
 2. Review of Chapter 190 FL Statues
 3. Review of Sunshine Laws and Code Ethics for Public Officers and Employees
 - F. Consideration of Resolution 2021-03, Designating Officers of the District**Tab 13

5. **BUSINESS ITEMS**
6. **SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to call us at (813)533-2950.

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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.

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District was held on **Monday, January 11, 2021 at 6:30 PM** at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, FL 34219.

Present and constituting a quorum were:

Julianne Giella	Board Supervisor, Chairman
Jay Morrison	Board Supervisor, Vice Chairman
Tom Benton	Board Supervisor, Asst. Secretary
Geoffrey Cordes	Board Supervisor, Asst. Secretary
Sue Walterick	Board Supervisor, Asst. Secretary (via zoom)

Also present were:

Justin Croom	District Manager; Rizzetta & Company
Lauren Gentry	District Counsel; Hopping Green & Sams (via zoom)
Barbara McEvoy	Community Manager; Rizzetta & Company
Jason Jaszak	Solitude
Patrick Bell	LMP
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Croom called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

A resident commented about weeds that need to be trimmed.

A resident commented on the dead vegetation around the trail.

THIRD ORDER OF BUSINESS

Staff Reports

A. Pond & Mitigation Maintenance Update

i. Presentation of Waterway Inspection Report

Mr. Jaszczak presented the Waterway Inspection Report to the Board and answered general questions. He informed the Board that they will be on site tomorrow to treat pond 29.

ii. Consideration of Pond Planting & Catfish Removal Proposals

On a motion by Ms. Walterick, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved the agreements from Solitude for pond plantings and Catfish removal for 1 year for the Harrison Ranch Community Development District.

B. Landscape Maintenance Update

i. Presentation of Field Inspection Report

Mr. Schaub presented the Field Inspection Report to the Board and Mr. Bell from LMP answered general questions.

iii. Consideration of Irrigation Proposals

The Board reviewed the irrigation proposals and Mr. Bell stated that he will have an irrigation tech review the proposals further to see what is needed.

C. District Counsel

No Report.

D. District Engineer

Not Present. No Report

E. Clubhouse Staff

i. Presentation of Clubhouse Report

Ms. McEvoy reviewed the clubhouse report with the Board. She updated the Board on traffic enforcement issues and trail clean up. A discussion ensued regarding the bus stop issues. The Board discussed the issue with hunters bringing guns out on the trails. Ms. McEvoy informed the Board that someone from Lawson courts will be onsite soon to look at the sports courts.

ii. Ad HOC Committee for Additional Amenities

The Board would like to survey the community and residents to know to see

96 what kind of amenities they would like in the community. The Board would
97 like to have a committee to come up with a comprehensive plan.
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99

100
101 iii. Introduction of Robin Emanuel, Activities Coordinator
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103 Ms. McEvoy introduced Robin Emanuel the new activities coordinator to the
104 Board. Ms. Emanuel gave a brief background on herself and her work
105 history. She will be working on Valentine's day events and an Easter egg
106 hunt for the community. She would also like to plan a spring or summer
107 event for families.
108

109 **F. District Manager**
110

111 Mr. Croom advised the next meeting is scheduled for Monday,
112 February 8, 2020 at 1:30pm at the Harrison Ranch Clubhouse.
113

114 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of
Supervisors' Regular Meeting held on
December 14, 2020**

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117 On a motion by Ms. Giella, seconded by Mr. Cordes, with all in favor, the Board of
Supervisors approved the minutes of the Board of Supervisors' meeting, as amended
held on December 14, 2020, for the Harrison Ranch Community Development District.

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119 **FIFTH ORDER OF BUSINESS**

**Consideration of Operations &
Maintenance Expenditures for
November 2020**

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122 On a motion by Ms. Walterick, seconded by Mr. Benton, with all in favor, the Board of
Supervisors approved the November 2020 (\$243,594.94) Operations & Maintenance
Expenditures Report for the Harrison Ranch Community Development District.

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125 **SIXTH ORDER OF BUSINESS**

**Acceptance of Resignation from
Supervisor Morrison**

126
127 On a motion by Mr. Cordes, seconded by Ms. Giella, with all in favor, the Board of
Supervisors accepted the resignation from Jay Morrison from Seat 3 for the Harrison
Ranch Community Development District.

128
129 **SEVENTH ORDER OF BUSINESS**

Supervisor Requests

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131 Ms. Giella would like to add curbing throughout the main Blvd. Mr. Mulock stated this
132 will need county approval.
133

134 Mr. Cordes commented that the sidewalk had been raised on Crawford loop.

135

136 **EIGHTH ORDER OF BUSINESS**

Adjournment

137

On a Motion by MS. Giella, seconded by Mr. Cordes, with all in favor, the Board of Supervisors adjourned the meeting at 8:00 PM for the Harrison Ranch Community Development District.

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140

141

142 _____
Asst. Secretary

Chair / Vice Chair

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures December 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2020 through December 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$139,200.75**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Num</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bradenton Herald, Inc.	004132	0004809761 07/17/20	Legal Advertising 07/20	\$ 318.18
Bradenton Herald, Inc.	004132	0004809802 07/01/20	Legal Advertising 07/20	\$ 161.46
Bright House Networks	004133	088053901111920	0050880539-01 - Gym 11/20	\$ 116.58
Childlike Productions	004138	INV8442	Photos With Santa - 12/20	\$ 750.00
Creative Mailbox Designs	004125	20005553	Sign Replacement - Final Payment	\$ 3,959.54
David Cope	004134	111820 COPE	Trap and Remove Wild Hogs 04/20 - 06/20	\$ 4,700.00
FPL	004159	FPL #2 Summary 11/20	FPL #2 Summary 11/20	\$ 135.92
Frontier Florida LLC dba Frontier Communications of Geoffery Cordes	004146	090719-5 12/20	941-776-3095-090719-5 12/20	\$ 444.87
	004145	GC121420	Board of Supervisors Meeting 12/20	\$ 200.00
Guardian Protection Services, Inc.	004148	57228109	Security Services 12/03/20-01/02/21	\$ 46.95
Gulf Business Systems	004126	275033	Monthly Billing Copy Machine 11/29/20-12/28/20	\$ 23.48
Harrison Ranch CDD	CD0324	CD0324	Debit Card Replenishment	\$ 964.88
Hopping Green & Sams	004127	118572	General/Monthly Legal Services 10/20	\$ 4,206.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Num</u>	<u>Invoice Number</u>	<u>Invoice Description</u>		<u>Invoice Amount</u>
Jan-Pro of Manasota	004149	63833	Janitorial Services 12/20	\$	850.00
Jay Morrison	004152	JM121420	Board of Supervisors Meeting 12/20	\$	200.00
Julianne Giella	004147	JG121420	Board of Supervisors Meeting 12/20	\$	200.00
Landscape Maintenance Professionals, Inc.	004128	156245	Irrigation Repairs 11/20	\$	425.00
Landscape Maintenance Professionals, Inc.	004128	156324	Irrigation Repairs 11/20	\$	1,854.00
Landscape Maintenance Professionals, Inc.	004150	156477	Monthly Maintenance 12/20	\$	30,123.00
Landscape Maintenance Professionals, Inc.	004135	156675	Mulch Proposal 11/20	\$	38,400.00
Landscape Maintenance Professionals, Inc.	004150	156744	Fertilization 11/20	\$	5,465.00
Landscape Maintenance Professionals, Inc.	004150	156745	Pest Control 11/20	\$	720.00
Landscape Maintenance Professionals, Inc.	004150	156780	Irrigation Repairs 12/20	\$	425.00
Landscape Maintenance Professionals, Inc.	004150	156916	Palm Removal 12/20	\$	770.00
Marlin Business Bank	004151	18613419	Copystar Copier - Account # 1613410 12/20	\$	175.48
MCUD	004139	Water Summary Bill 11/20	MCUD Water Summary 11/20	\$	2,609.51

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Num</u>	<u>Invoice Number</u>	<u>Invoice Description</u>		<u>Invoice Amount</u>
Presidential Electrical Services, Inc	004153	1692	Holiday Lighting 11/20	\$	975.00
Presidential Electrical Services, Inc	004153	1700	Holiday Lighting 11/20	\$	2,725.00
RB Owens Electric Inc	004154	20203165	Monthly Repairs 11/20	\$	6,143.10
RB Owens Electric Inc	004142	20203304	Installation of New LED Sign 12/20	\$	840.00
Rizzetta & Company, Inc.	004129	INV0000054691	District Management Fees 12/20	\$	5,990.17
Rizzetta & Company, Inc.	004140	INV0000054936	BI-Weekly Payroll 12/20	\$	1,635.81
Rizzetta Technology Services, LLC	004130	INV0000006604	Email & Website Hosting Services 12/20	\$	175.00
Securiteam	004155	10507112420	Service Call 12/20	\$	157.00
Signs Plus	004143	14025312012020	LED Sign and Monument 12/20	\$	12,962.50
Solitude Lake Management	004156	PI-A00520934	Monthly Lake and Wetland Services 12/20	\$	3,753.32
Solitude Lake Management	004156	PI-A00520935	Monthly Lake and Wetland Services 12/20	\$	2,214.00
Southwest Maintenance Services, Inc.	004136	12130	Pressure Washing 12/20	\$	2,200.00
Susan Walterick	004157	SW121420	Board of Supervisors Meeting 12/20	\$	200.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Num</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Thomas Benton	004144	TB121420	Board of Supervisors Meeting 12/20	\$ 200.00
ZNS Engineering, L.C.	004131	139941	Engineering Services 10/20	\$ 495.00
ZNS Engineering, L.C.	004131	139942	Engineering Services 10/20 WUP	<u>\$ 290.00</u>
Report Total				<u>\$ 139,200.75</u>

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND REMOVING OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Harrison Ranch Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Manatee County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Section 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice Chairman.

Section 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 8th day of February 2021.

**HARRISON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Chairman / Vice Chairman

ATTEST:

Assistant Secretary