



Rizzetta & Company

Harrison Ranch Community Development District

Board Supervisors' Meeting
April 12, 2021

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

Harrison Ranch Community Development District

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

Board of Supervisors	Julianne Giella Susan Walterick Tom Benton Geoffrey Cordes Victor Colombo	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Barbara McEvoy	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.

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

Agenda

Dear Board Members,

The Regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District will be held on **Monday April 12, 2021 at 1:30 P.M.** 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:

CALL TO ORDER

AUDIENCE COMMENTS

STAFF REPORTS

- A. Pond & Mitigation Maintenance Update
 - i. *Presentation of Waterway Inspection Report*.....Tab 1
 - ii. *Consideration of Pond Testing Proposals*Tab 2
- B. Landscape Maintenance Updates
 - i. *Presentation of Field Inspection Report*.....Tab 3
 - ii. *Consideration of Landscape Enhancement Proposals*Tab 4
 - iii. *Review of Irrigation Issues*
- C. District Counsel
- D. District Engineer
- E. Clubhouse Staff
 - i. *Presentation of Management Report*.....Tab 5
- F. District Manager

BUSINESS ITEMS

- A. Consideration of Pool & Tennis Pergolas ProposalsTab 6
- B. Consideration of Bridge Repair Proposal.....Tab 7
- C. Consideration of Weir Painting ProposalUSC
- D. Ratification of Pool Chair Repair Proposal.....Tab 9
- E. Consideration of Street Light Replacement ProposalTab 10
- F. Consideration of Parking Policy at ClubhouseTab 11
- G. Consideration of New Copier LeaseTab 12
- H. Consideration of "No Parking" Signs on HR Blvd.....Tab 13
- I. Discussion Regarding Crosswalk
- J. Discussion Regarding Tree Removal.....Tab 14

**HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE 9428 CAMDEN FIELD PKWY RIVERVIEW, FLORIDA 33578
WWW.HARRISONRANCHCDD.ORG**

BUSINESS ADMINISTRATION

Consideration of Minutes of Board of Supervisors'
Regular Meeting held on March 8, 2021.....Tab 15
Ratification of Operations & Maintenance
Expenditures for February 2021.....Tab 16

SUPERVISOR REQUESTS

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.

Sincerely,

Barbara McEvoy

Barbara McEvoy

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, March 8, 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
Sue Walterick	Board Supervisor, Vice Chairman
Victor Colombo	Board Supervisor, Asst. Secretary
Tom Benton	Board Supervisor, Asst. Secretary <i>(via phone)</i>
Geoffrey Cordes	Board Supervisor, Asst. Secretary

Also present were:

Barbara McEvoy	Interim District Manager/Community Manager; Rizzetta & Company
Brian Schaub	Field Service Manager; Rizzetta & Company <i>(via phone)</i>
Lauren Gentry	District Counsel; Hopping Green & Sams
Jeb Mulock	ZNS Engineering, LC
Jason Jaszczak	Solitude Lake Management <i>(via phone)</i>
Patrick Bell	LMP
Garth Rinard	LMP
Scott Carlson	LMP
David Manfrien	LMP <i>(via phone)</i>
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Ms. McEvoy called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

The Board received audience comments on subjects of the oak trees on Harrison Ranch Blvd and the catfish in pond 37.

50 **THIRD ORDER OF BUSINESS** **Administer Oath of Office to Newly**
51 **Elected Supervisor**
52

53 Ms. McEvoy administered the oath of office to Victor Colombo and Mr. Colombo
54 responded in the affirmative. Ms. McEvoy informed Mr. Colombo that as a Board
55 Supervisor he is entitled to compensation of \$200.00 per meeting, up to an annual
56 maximum of \$4,800.00. Mr. Colombo accepted compensation. District Counsel reviewed
57 Sunshine Laws and Public Records Laws with Mr. Colombo.
58

59 **FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2021-03,**
60 **Designating Officers of the District.**
61

62 Ms. McEvoy presented Resolution 2021-03 to the Board, which will re-designate officers
63 of the District. The Board named Julianne Giella as Chairman, Sue Walterick as Vice
64 Chairman, and Tom Benton, Geoffrey Cordes and Victor Colombo as Assistant
65 Secretaries.
66

On a Motion by Mr. Cordes seconded by Ms. Giella, with all in favor, the Board of Supervisors adopted Resolution 2021-03, for the Harrison Ranch Community Development District.

67 **FIFTH ORDER OF BUSINESS** **Staff Reports**
68

69 **A. Pond & Mitigation Maintenance Update**
70

71 **i. Presentation of Waterway Inspection Report**
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74 Mr. Jaszczak presented the Waterway Inspection Report to the Board and
75 answered general questions from the Board.
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77 **B. Landscape Maintenance Update**
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79 **i. Presentation of Field Inspection Report**
80

81 Mr. Schaub with Rizzetta Field Services presented the Field Inspection
82 Report to the Board and answered general questions.
83

84 There was a discussion regarding the homes on 58th Street the landscape
85 contract specific to these homes.
86

87 **ii. Consideration of Irrigation Proposals**
88

On a Motion by Ms. Walterick seconded by Mr. Colombo, with all in favor, the Board of Supervisors approved the proposals from LMP for Irrigation Maintenance at a total cost of \$2,698.00 for the Harrison Ranch Community Development District.

92 **iii. Consideration of Chillingham Entrance Proposal**
93

On a Motion by Ms. Giella seconded by Mr. Cordes, with all in favor, the Board of Supervisors approved the proposals from LMP landscape enhancement at the Chillingham entrance at a total cost of \$2,041.25 for the Harrison Ranch Community Development District.

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95 **C. District Counsel**
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97 Ms. Gentry reminded the Board that fishing in the ponds is catch and
98 release only.
99

100 **D. District Engineer**
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102 Mr. Mulock discussed with the Board regarding possible field cameras.
103

104 **i. Review of Revised Thermoplastic Options**
105

106 The Board reviewed a proposal for thermoplastic options, no action was
107 taken.
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109 **E. Clubhouse Staff**
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111 **i. Presentation of Clubhouse Report**
112

113 Ms. McEvoy presented her management report with the Board.
114

115 **F. District Manager**
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117 Mr. McEvoy advised the next meeting is scheduled for Monday, April 12,
118 2021 at 1:30pm at the Harrison Ranch Clubhouse.
119

120 **SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of
Supervisors' Regular Meeting held on
February 8, 2021**

On a motion by Mr. Cordes, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting, as amended held on February 8, 2021, for the Harrison Ranch Community Development District.

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125 **SEVENTH ORDER OF BUSINESS**

**Consideration of Operations &
Maintenance Expenditures for
January 2021**

On a motion by Ms. Walterick, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved the January 2021 (\$107,586.83) Operations & Maintenance Expenditures Report for the Harrison Ranch Community Development District.

130 **EIGHTH ORDER OF BUSINESS** **Consideration of Irrigation Cost-**
131 **Share Agreement**
132

On a motion by Mr. Benton, seconded by Ms. Giella, with Mr. Benton abstaining due to his position on the HOA Board, the Board of Supervisors approved the irrigation cost share agreement with the HOA for the Harrison Ranch Community Development District.

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134 **NINTH ORDER OF BUSINESS** **Consideration of RFQ District**
135 **Engineer Services**
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On a motion by Mr. Benton, seconded by Ms. Giella, with all in favor, the Board of Supervisors authorized staff to advertise an RFQ notice for Engineering Services for the Harrison Ranch Community Development District.

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138 **TENTH ORDER OF BUSINESS** **Consideration of Audio Equipment**
139 **Proposal**
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On a motion by Ms. Giella, seconded by Mr. Cordes, with Mr. Benton abstaining due to his position on the HOA Board, the Board of Supervisors approved a not-to-exceed amount of \$8,332.76 with 50% being paid by the HOA for audio equipment for the Harrison Ranch Community Development District.

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142 **ELEVENTH ORDER OF BUSINESS** **Consideration of Tennis Court**
143 **Proposals**
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The Board reviewed proposals for a new tennis court requested that Ms. McEvoy pursue additional quotes.

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148 **TWELFTH ORDER OF BUSINESS** **Consideration of Pond Painting Report**
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The Board reviewed the pond weir painting inspection. Ms. McEvoy will get proposals.

On a motion by Ms. Giella, seconded by Mr. Cordes, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$2,000.00 for painting of the concrete structures in the stormwater ponds for the Harrison Ranch Community Development District.

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153 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Pool Pergola Covers**
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155 The Board reviewed the proposal options for pool pergola covers.
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On a motion by Ms. Giella, seconded by Mr. Cordes, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$2,000.00 for repair, paint, and power wash and new covers for \$900.00 each for the Harrison Ranch Community Development District.

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FOURTEENTH ORDER OF BUSINESS **Consideration of Clubhouse Hours**

On a motion by Mr. Cordes, seconded by Mr. Colombo, with all in favor, the Board of Supervisors approved the clubhouse hours of 8:00 a.m. until 9:00 p.m. 7 days a week for the Harrison Ranch Community Development District.

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FIFTHTEENTH ORDER OF BUSINESS **Consideration of Permitted Parking at Clubhouse**

The Board discussed designating 7 parking spots as permit only. Ms. McEvoy will order signs for the designation and will finalize the agreement at the next meeting. District Counsel will prepare parking permit agreement.

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SIXTEENTH ORDER OF BUSINESS **Consideration of Updated Lease for Copier/Printer/Scanner**

The Board would like to table this, and Ms. McEvoy will obtain additional information.

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SEVENTEENTH ORDER OF BUSINESS **Supervisor Requests**

Ms. Giella commented on the status of the sidewalk at Harrison Ranch Blvd. Since it was being handled by Manatee County there were no updates.

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Ms. Walterick discussed the county tree inspection on Harrison Ranch Boulevard.

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EIGHTEENTH ORDER OF BUSINESS **Adjournment**

On a Motion by Ms. Giella, seconded by Mr. Cordes, with all in favor, the Board of Supervisors adjourned the meeting at 8:56 PM for the Harrison Ranch Community Development District.

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Asst. Secretary

Chair / Vice Chair

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures February 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2021 through February 28, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$121,084.00**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bradenton Herald, Inc.	004199	0004839074 01/21	Legal Advertising 01/21	\$ 127.53
Florida Department of Revenue	04208	Sales Tax 01/21	Sales Tax 01/21	\$ 55.94
Florida Power & Light Company	04217	Electric Summary 02/21	FPL Electric Summary Billing 02/21	\$ 5,294.28
FPL	04218	FPL #2 Summary 02/21	FPL #2 Summary 02/21	\$ 135.30
Frontier Florida LLC dba Frontier Communications of Florida	04219	090719-5 02/21	941-776-3095-090719-5 02/21	\$ 449.06
Geoffery Cordes	04216	GC011121	Board of Supervisors Meeting 01/11/21	\$ 200.00
Geoffery Cordes	04207	GC020821	Board of Supervisors Meeting 02/21	\$ 200.00
Gulf Business Systems	004196	278434	Monthly Billing Copy Machine 01/29/2021- 02/27/2021	\$ 128.93
Harrison Ranch CDD	CD0331	CD0331	Debit Card Replenishment	\$ 1,006.94
James Webb	04205	3208	Entertainment Fee - Game Show 02/12/21	\$ 400.00
Jan-Pro of Manasota	04221	64735	Janitorial Services 02/21	\$ 850.00
Julianne Giella	04220	JG011121	Board of Supervisors Meeting 01/11/21	\$ 200.00
Julianne Giella	04209	JG020821	Board of Supervisors Meeting 02/21	\$ 200.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	04210	155761	Irrigation Repairs 10/20	\$ 426.60
Landscape Maintenance Professionals, Inc.	04210	156915	Irrigation Mapping 12/20	\$ 33,502.50
Landscape Maintenance Professionals, Inc.	04222	157699	Monthly Maintenance 02/21	\$ 30,123.00
Landscape Maintenance Professionals, Inc.	04210	157951	Pest Control 01/21	\$ 725.00
Landscape Maintenance Professionals, Inc.	04222	158130	Irrigation Repairs 02/21	\$ 278.00
Marlin Business Bank	04223	18763909	Copystar Copier - Account # 1613410 02/21	\$ 175.48
MCUD	004200	Water Summary Bill 01/21	MCUD Water Summary 01/21	\$ 1,656.14
Piper Fire Protection, Inc.	04211	79889	Service call 01/21	\$ 145.50
Piper Fire Protection, Inc.	004201	79917	Annual Sprinkler and Backflow Inspection 01/21	\$ 175.00
Piper Fire Protection, Inc.	004201	79922	Annual Alarm Inspection 01/21	\$ 232.00
RB Owens Electric Inc	04224	20202855	Service Call 10/20	\$ 1,319.00
RB Owens Electric Inc	04212	20211041	Service Call 01/21	\$ 2,161.40
Rizzetta & Company, Inc.	004197	INV0000056007	District Management Fees 02/21	\$ 5,990.17

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	004202	INV0000056250	BI-Weekly Payroll 01/21	\$ 3,673.97
Rizzetta & Company, Inc.	04213	INV0000056264	BI-Weekly Payroll 02/21	\$ 3,674.13
Rizzetta Technology Services, LLC	004198	INV0000006803	Email & Website Hosting Services 02/21	\$ 175.00
S & G Pools, LLC	04225	02121	Monthly Pool Service - Three Times Weekly 02/21	\$ 1,225.00
S & G Pools, LLC	04225	1121	Monthly Pool Service - Three Times Weekly 01/21	\$ 1,225.00
S & G Pools, LLC	04225	1221 11/20	Monthly Pool Service - Three Times Weekly 11/20	\$ 612.50
S & G Pools, LLC	04225	1221 12/20	Monthly Pool Service - Three Times Weekly 12/20	\$ 1,225.00
Securiteam	004203	13898	Remote Video Monitoring 02/21	\$ 2,665.00
Solitude Lake Management	04226	PI-A00549659	Monthly Lake and Wetland Services 02/21	\$ 3,753.32
Solitude Lake Management	04226	PI-A00549660	Preserve Management Services 02/1/2021-04/30/2021	\$ 12,362.06
Solitude Lake Management	04226	PI-A00549661	Monthly Lake and Wetland Services 02/21	\$ 2,214.00
Susan Walterick	04227	SW011121	Board of Supervisors Meeting 01/11/21	\$ 200.00
Susan Walterick	04214	SW020821	Board of Supervisors Meeting 02/21	\$ 200.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Thomas Benton	04215	TB011121	Board of Supervisors Meeting 01/11/21	\$ 200.00
Thomas Benton	04206	TB020821	Board of Supervisors Meeting 02/21	\$ 200.00
ZNS Engineering, L.C.	004204	140673	Engineering Services 12/20	\$ 1,031.25
ZNS Engineering, L.C.	004204	140674	Engineering Services 12/20 WUP	<u>\$ 290.00</u>
Report Total				<u>\$ 121,084.00</u>