



Rizzetta & Company

FishHawk Community Development District IV

**Board of Supervisors' Meeting
August 13, 2019**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.fishhawkcdd4.org

FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV

Lake House of FishHawk Ranch West, 6001 Village Center Drive, Lithia, FL 33547

Board of Supervisors	Dayna Kennington Daniel Rothrock Randy Appenzeller Jeffrey Stewart Brian Steever	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Bryan Radcliff	Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Erin McCormick Law, PA
District Engineer	Lara Bartholomew	Heidt Design, LLC

All Cellular phones and pagers must be turned off during the meeting.

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) 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
FishHawk Community
Development District IV

August 8, 2019

REVISED AGENDA

Dear Board Members:

The public hearings and regular meeting of the Board of Supervisors of the FishHawk Community Development District IV will be held on **Tuesday, August 13, 2019 at 9:00 AM** at the Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547. The following is the revised agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS**
3. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held on July 9, 2019Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for June and July 2019Tab 2
 - C. Ratification of Series 2013 Requisitions (if any)
4. **STAFF REPORTS**
 - A. Field Services
 - i. Field Inspection ReportTab 3
 - ii. Irrigation ReportTab 4
 - iii. Consideration of Landscape ProposalsTab 5
 - B. Aquatic Services
 - i. Waterway Inspection ReportTab 6
 - C. District Counsel
 - D. District Engineer
 - i. Consideration of Engineering Services ProposalsTab 7
 - E. Amenities Manager
 - F. District Manager
5. **BUSINESS ITEMS**
 - A. Public Hearing on FY 2019-2020 Final BudgetTab 8
 - i. Consideration of Resolution 2019-05, Adopting Final Budget for FY 2019-2020Tab 9
 - B. Public Hearing on Imposing Assessments
 - i. Consideration of Resolution 2019-06, Imposing Assessments and Certifying RollTab 10
 - C. Consideration of Resolution 2019-07, Setting the Meeting Schedule for FY 2019-2020Tab 11

- D. Consideration of Website ADA Compliance ProposalsTab 12
- E. Consideration of Technology Services ContractTab 13
- 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.

Sincerely,

Bryan Radcliff

Bryan Radcliff
District Manager

Tab 1

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
COMMUNITY DEVELOPMENT DISTRICT IV**

The regular meeting of the Board of Supervisors of the FishHawk Community Development District IV was held on **Tuesday, July 9, 2019 at 9:01 AM** at the Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547.

Present and constituting a quorum were:

Dayna Kennington	Board Supervisor, Chairman
Daniel Rothrock	Board Supervisor, Vice Chairman
Jeffrey Stewart	Board Supervisor, Assistant Secretary
Brian Steever	Board Supervisor, Assistant Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Erin McCormick	District Counsel; Erin McCormick Law
John Toborg	Sr. Field Services Manager; RASI
Joshua Powell	Field Services Manager; RASI
Deneen Klenke	Amenities Manager
Gail Huff	Ballenger & Company

Audience

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Radcliff called the meeting to order and read the roll call, confirming a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

A resident commented on hours of operation for the basketball court.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting Held June 11, 2019

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on June 11, 2019, for the FishHawk Community Development District IV.

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FOURTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for May
2019**

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for May 2019 (\$83,420.61) for the FishHawk Community Development District IV.

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FIFTH ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

i. Landscape Report

Mr. Toborg presented his latest field inspection report to the Board for review. Discussion ensued regarding items including following up on the mowing schedule and line-of-sight issues with overgrown magnolias.

ii. Irrigation Report

Ms. Huff presented her June 2019 irrigation report to the Board for review.

iii. Consideration of Landscape Proposals

Mr. Radcliff presented six landscaping proposals from Sunrise Landcare to the Board for consideration. Discussion ensued. The Board approved four proposals and tabled two others.

(Mr. Powell joined the meeting in progress at 9:29 AM.)

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On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the proposal from Sunrise Landcare for drake elm removal in the amount of \$1,276.00 for the FishHawk Community Development District IV.

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On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the proposal from Sunrise Landcare for gold mount replacement in the amount of \$621.20 for the FishHawk Community Development District IV.

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On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the proposal from Sunrise Landcare for jasmine installations in the amount of \$1,241.25 for the FishHawk Community Development District IV.

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On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the proposal from Sunrise Landcare for property-wide mulch installations in the amount of \$58,175.00 for the FishHawk Community Development District IV.

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B. Aquatic Services Report

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Mr. Radcliff presented the June 2019 Aquatic Systems, Inc. waterway inspection report to the Board for review.

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C. District Counsel

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No report.

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(Mr. Toborg and Mr. Powell departed the meeting at 9:34 AM.)

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D. District Engineer

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Mr. Radcliff presented the District Engineer RFQ responses to the Board for consideration. The Board agreed to table consideration of the RFQ until next month pending receipt of the schedule of fees and representation from each firm.

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E. Amenities Manager

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Ms. Klenke presented the Amenities Manager Report to the Board. Discussion ensued. Ms. Klenke agreed to direct security services staff to patrol the basketball court in order to uphold the stated hours of operation.

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F. District Manager

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Mr. Radcliff stated that the next regular Board meeting will be held on August 13, 2019 at 9:00 AM.

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Fiscal Year 2017-2018

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110 Mr. Radcliff presented the final audit report for Fiscal Year 2017-2018 to the Board
111 for review.
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On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors accepted the final audit report for Fiscal Year 2017-2018 for the FishHawk Community Development District IV.

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114 **SEVENTH ORDER OF BUSINESS**

Supervisor Requests

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116 Ms. Kennington commented on a sign modification request by Berrington Middle
117 School.

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119 Mr. Stewart commented on a developer sign on Boyette Road which has been placed
120 illegally on District property.

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122 Mr. Steever commented on various stop signs throughout the District that have plant
123 overgrowth obstructing drivers' views of them.

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125 **EIGHTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Mr. Rothrock, seconded by Mr. Stewart, with all in favor, the Board of Supervisors adjourned the Board of Supervisors' meeting at 9:57 AM for FishHawk Community Development District IV.

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Assistant Secretary

Chair / Vice Chair

Tab 2

FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures June 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2019 through June 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$94,513.47**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2019 Through June 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	001613	0000446803	Monthly Lake and Wetland Services 06/19	\$ 1,620.00
Ballenger & Company, Inc.	001600	19170	Irrigation Repairs 05/19	\$ 335.00
Ballenger & Company, Inc.	001592	19192	SWFWMD Reporting 05/19	\$ 775.00
Ballenger & Company, Inc.	001600	19209	Irrigation Repairs 05/19	\$ 550.00
Ballenger & Company, Inc.	001600	19211	Irrigation Repairs 05/19	\$ 260.00
Brian T Steever	001598	BS052819	Board of Supervisors Meeting 05/28/19	\$ 200.00
Brian T Steever	001611	BS061119	Board of Supervisors Meeting 06/11/19	\$ 200.00
Co-Line Welding, Inc.	001601	GSS169312	Jack & Hinge Clip - Supplies	\$ 393.00
Daniel Gray Rothrock	001610	DR061119	Board of Supervisors Meeting 06/11/19	\$ 200.00
Dayna J. Kennington	001594	DK052819	Board of Supervisors Meeting 05/28/19	\$ 200.00
Dayna J. Kennington	001609	DK061119	Board of Supervisors Meeting 06/11/19	\$ 200.00
Dennis Fourqurean	001602	7889	Well Maintenance 06/19	\$ 4,700.00
Erin McCormick Law, PA	001593	10328	Legal Services Through 05/28/19	\$ 4,958.34
Erin McCormick Law, PA	001607	10332	Legal Services Through 06/11/19	\$ 3,718.34
Fishhawk Ranch	001614	OMR06-19	Reimburse FishHawk Ranch Sunrise Inv #105742	\$ 1,440.00
Heidt Design, LLC	001608	33920	Engineering Services 05/19	\$ 506.25
Hillsborough County BOCC	001615	1416996147 05/19	Summary Bill 05/19	\$ 169.08

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2019 Through June 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Jeffrey Stewart	001599	JS052819	Board of Supervisors Meeting 05/28/19	\$ 200.00
Jeffrey Stewart	001612	JS061119	Board of Supervisors Meeting 06/11/19	\$ 200.00
Palm Supply	001595	135107	Trash Bags 05/19	\$ 114.72
Rizzetta & Company, Inc.	001596	INV0000041094	District Management Services 06/19	\$ 4,399.67
Rizzetta Technology Services	001597	INV0000004471	Website Fees & Maint 06/19	\$ 175.00
Sunrise Landcare Inc.	001617	105839	Landscape Maintenance - 06/19	\$ 26,762.00
Sunrise Landcare Inc.	001617	106077	Fertilizer & Pest Control 06/19	\$ 5,347.50
Sunrise Landscape	001604	105968	Irrigation Repairs 05/19	\$ 1,098.00
Tampa Electric Company	001618	211009122022 05/19	211009122022 5901 Village Center Dr. 05/19	\$ 286.53
Tampa Electric Company	001605	211009122667 05/19	Village Center Dr PH 2 05/19	\$ 9,679.31
Tampa Electric Company	001605	Summary Bill 05/19	Electric Summary Bill 05/19	\$ 19,935.33
Terminix Processing Center	001606	386381907	6001 Village Center Exterior Pest Control 05/19	\$ 168.00
Tier 1 Operations, LLC	001603	3364259	Security Services 06/01/19-06/30/19	\$ 5,270.40
Times Publishing Company	001616	789254 06/14/19	Legal Advertising 06/19	<u>\$ 452.00</u>
Report Total				<u>\$ 94,513.47</u>

FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures July 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2019 through July 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$82,142.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	001630	0000449682	Monthly Lake and Wetland Services 07/19	\$ 1,620.00
Ballenger & Company, Inc.	001619	19237	SWFWMD Reporting 06/19	\$ 775.00
Brian T Steever	001627	BS070919	Board of Supervisors Meeting 07/09/19	\$ 200.00
Daniel Gray Rothrock	001626	DR070919	Board of Supervisors Meeting 07/09/19	\$ 200.00
Dayna J. Kennington	001624	DK070919	Board of Supervisors Meeting 07/09/19	\$ 200.00
Erin McCormick Law, PA	001634	10342	Legal Services 07/19	\$ 2,299.50
Hillsborough County BOCC	001631	1416996147 06/19	Summary Bill 06/19	\$ 171.69
Jeffrey Stewart	001628	JS070919	Board of Supervisors Meeting 07/09/19	\$ 200.00
Metcalf Enterprises, LLC	001625	19-046	Replace (2) Breakers - Irrigation Well Pumps 07/19	\$ 172.00
Rizzetta & Company, Inc.	001620	INV0000041543	District Management Services 07/19	\$ 4,399.67
Rizzetta Technology Services	001621	INV0000004557	Website Fees & Maintenance 07/19	\$ 175.00
Sunrise Landcare Inc.	001633	106118	Landscape Maintenance - 07/19	\$ 26,762.00
Sunrise Landcare Inc.	001633	106294	Replace Solenoid & Decoder 06/19	\$ 930.00
Sunrise Landcare Inc.	001635	106299	Fertilize Bahia, Ornamentals & Palms 07/19	\$ 8,833.00
Tampa Electric Company	001622	211009122667 06/19	Village Center Dr Phase 2 06/19	\$ 9,679.31
Tampa Electric Company	001623	Summary Bill 06/19	Electric Summary Bill 06/19	\$ 19,823.37
Terminix Processing Center	001629	387263451	6001 Village Center Exterior Pest Control 06/19	\$ 168.00

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tier 1 Operations, LLC	001632	3369040	Security Services 07/01/19-07/31/19	\$ <u>5,533.92</u>
Report Total				\$ <u>82,142.46</u>