



Rizzetta & Company

FishHawk Community Development District IV

**Board of Supervisors' Meeting
September 10, 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

September 5, 2019

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the FishHawk Community Development District IV will be held on **Tuesday, September 10, 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 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 August 13, 2019.....Tab 1
 - B. [Consideration of Operations & Maintenance Expenditures for August 2019](#).....Tab 2
 - C. Ratification of Series 2013 Requisitions (if any)
- 4. STAFF REPORTS**
 - A. Field Services
 - i. Ratification of Landscape ProposalTab 3
 - ii. [Presentation of Irrigation Report](#).....Tab 4
 - B. [Aquatics Services](#).....Tab 5
 - C. District Counsel
 - D. District Engineer
 - E. Amenities Manager
 - F. District Manager
- 5. BUSINESS ITEMS**
 - A. [Ratification of Insurance Policy Renewal](#)Tab 6
 - B. Consideration of Tinkergarten Class Proposal.....Tab 7
 - C. [Consideration of Engineering Services Agreement](#).....Tab 8
 - D. [Consideration of Website ADA Compliance Agreement](#)Tab 9
- 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, August 13, 2019 at 9:02 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
Bruce Kaschyk	Genesis Halff
Mike Osipov	Genesis Halff
Stephen Brletic	Johnson, Mirmiran & Thompson
Jaime Winfors	Tinkergarten

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

There were no questions or comments from the audience.

47 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of Board of**
48 **Supervisors' Meeting Held July 9,**
49 **2019**
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On a Motion by Mr. Stewart, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on July 9, 2019 for the FishHawk Community Development District IV.

51 **FOURTH ORDER OF BUSINESS** **Consideration of Operations &**
52 **Maintenance Expenditures for June**
53 **2019 and July 2019**
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On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for June 2019 (\$94,513.47) for the FishHawk Community Development District IV.

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On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for July 2019 (\$82,142.46) for the FishHawk Community Development District IV.

57 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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59 **A. Field Services Manager**

60 **i. Landscape Report**
61

62 Mr. Toborg presented his July 2019 field inspection report to the Board
63 for review. The Board requested follow-up on several items within the report.
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65 **ii. Irrigation Report**
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67 Ms. Huff presented her July 2019 irrigation report to the Board for
68 review. The Board requested that irrigation timers be adjusted so as not to
69 interfere with school times.
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71 **iii. Consideration of Landscape Proposals**
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73 Mr. Radcliff presented ten landscaping proposals from Sunrise
74 Landcare to the Board for consideration. Discussion ensued. The Board
75 approved eight proposals and declined two others.
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On a Motion by Mr. Stewart, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the proposal from Sunrise Landcare for sabal palm installations in the amount of \$3,015.00 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 Village Center Drive landscape replacement in the amount of \$1,020.00 for the FishHawk Community Development District IV.

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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 replacement in the amount of \$890.00, pending confirmation of the new tree being a crape myrtle, for the 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 rose removal and firebush installation on Village Center Drive in the amount of \$939.50 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 firebush installations at the Barrington and Circa FishHawk roundabouts in the amount of \$1,370.50 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 rose removal and installation of lime sizzler firebush in the amount of \$1,570.00 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 rose removal and firebush installation at Spector and Circa FishHawk in the amount of \$667.50 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 Texas sage removal and mammy croton installation in the amount of \$1,060.00 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 did not approve either proposal from Sunrise Landcare for oak tree trimming in the amounts of \$1,050.00 and \$2,100.00 for the FishHawk Community Development District IV.

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B. Aquatic Services Report

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Mr. Radcliff presented the August 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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D. District Engineer

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i. Consideration of Engineering Services Proposals

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Mr. Radcliff presented the District Engineer RFQ responses to the Board for consideration. The Board ranked the applicants in the following order: Johnson, Mirmiran & Thompson first; Genesis Halff second; and Cardno third.

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors accepted the proposal from Johnson, Mirmiran & Thompson ("JMT") for District engineering services, and authorized District Counsel to enter into negotiations with JMT, for the FishHawk Community Development District IV.

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E. Amenities Manager

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No report.

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F. District Manager

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Mr. Radcliff stated that the next regular Board meeting will be held on September 10, 2019 at 9:00 AM. Mr. Radcliff also updated the Board on the status of the soccer nets, the on-site visit with Amanda King for Publix, and the list of questions and answers requested by Mr. Rothrock.

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SIXTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal
Year 2019-2020 Final Budget**

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Mr. Radcliff presented the Fiscal Year 2019-2020 approved proposed budget

122 to the Board for consideration and asked for a motion to open the public hearing.

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On a motion by Mr. Rothrock, seconded by Mr. Stewart, with all in favor, the Board of Supervisors opened the public hearing on adoption of the Fiscal Year 2019-2020 Final Budget for the FishHawk Community Development District IV.

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125 Mr. Radcliff asked if there were any comments from the public on the approved
126 proposed budget; there were none.

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On a motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors closed the public hearing on adoption of the Fiscal Year 2019-2020 Final Budget for the FishHawk Community Development District IV.

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129 **SEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2019-05,**
130 **Adopting Fiscal Year 2019-2020 Final**
131 **Budget**

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133 Mr. Radcliff presented Resolution 2019-09 to the Board for consideration.

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On a motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors adopted Resolution 2019-05, Adopting the Fiscal Year 2019-2020 Final Budget, for the FishHawk Community Development District IV.

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136 **EIGHTH ORDER OF BUSINESS** **Public Hearing on Imposing Special**
137 **Assessments**

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139 Mr. Radcliff asked for a motion to open the public hearing.

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On a motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors opened the public hearing on imposing special assessments for Fiscal Year 2019-2020 for the FishHawk Community Development District IV.

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142 Mr. Radcliff asked if there were any comments from the public; there were none.

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On a motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors closed the public hearing on imposing special assessments for Fiscal Year 2019-2020 for the FishHawk Community Development District IV.

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145 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2019-06,**
146 **Imposing Special Assessments and**

Certifying Assessment Roll

Mr. Radcliff presented Resolution 2019-06 to the Board for consideration.

On a motion by Mr. Koford, seconded by Mr. Leonard, with all in favor, the Board of Supervisors adopted Resolution 2019-06, Imposing Special Assessments and Certifying the Assessment Roll, for the FishHawk Community Development District IV.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-07,
Setting the Meeting Schedule for Fiscal
Year 2019-2020**

Mr. Radcliff presented Resolution 2019-07 to the Board for consideration.

On a motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors adopted Resolution 2019-07, Setting the Meeting Schedule for Fiscal Year 2019-2020, for the FishHawk Community Development District IV.

ELEVENTH ORDER OF BUSINESS

**Consideration of Website ADA
Compliance Proposals**

Mr. Radcliff presented proposals for website ADA compliance to the Board for consideration, along with a summary sheet. Discussion ensued.

On a Motion by Mr. Steever, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the proposal for website ADA compliance from Campus Suite for the FishHawk Community Development District IV.

TWELFTH ORDER OF BUSINESS

**Consideration of Technology Services
Contract**

Mr. Radcliff presented a proposal for technology services to the Board for consideration. Discussion ensued.

On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors approved the proposal for technology services from Rizzetta & Company for the FishHawk Community Development District IV.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

175 There were no additional supervisor requests.

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177 **FOURTEENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors adjourned the Board of Supervisors' meeting at 11:05 AM for FishHawk Community Development District IV.

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Assistant Secretary

Chair / Vice Chair

DRAFT

Tab 2

FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures August 2019 For Board Approval

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

The total items being presented: **\$84,882.21**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2019 Through August 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.	001648	0000452659	Monthly Lake and Wetland Services 08/19	\$ 1,620.00
Ballenger & Company, Inc.	001636	19284	SWFWMD Reporting 07/19	\$ 775.00
Ballenger & Company, Inc.	001640	19288	Irrigation Repairs 07/19	\$ 792.20
Brian T Steever	001646	BS081319	Board of Supervisors Meeting 08/13/19	\$ 200.00
Daniel Gray Rothrock	001645	DR081319	Board of Supervisors Meeting 08/13/19	\$ 200.00
Dayna J. Kennington	001644	DK081319	Board of Supervisors Meeting 08/13/19	\$ 200.00
Erin McCormick Law, PA	001649	10350	Legal Services 08/19	\$ 3,462.84
Hillsborough County BOCC	001650	1416996147 07/19	Summary Bill 07/19	\$ 146.46
Innersync Studio, LTD	001643	17632	Implement ADA Compliant Website 08/19	\$ 2,325.00
Jeffrey Stewart	001647	JS081319	Board of Supervisors Meeting 08/13/19	\$ 200.00
Rizzetta & Company, Inc.	001637	INV0000042339	District Management Services 08/19	\$ 4,399.67
Rizzetta Technology Services	001638	INV0000004642	Email & Website Hosting Services 08/19	\$ 175.00
Sunrise Landcare Inc.	001652	106340	Landscape Maintenance - 08/19	\$ 26,762.00
Sunrise Landcare Inc.	001652	106440	Install Plants West Side Central Park 07/19	\$ 621.20
Sunrise Landcare Inc.	001652	106441	Install Jasmine Barrington Stowers 07/19	\$ 1,241.25
Sunrise Landcare Inc.	001652	106442	OTC Injections 07/19	\$ 560.00
Sunrise Landcare Inc.	001652	106493	Fertilizer & Pest Control 07/19	\$ 5,297.50

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2019 Through August 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sunrise Landcare Inc.	001652	106509	Install Plants Kingsley Corner & Spector Park 08/19	\$ 235.70
Tampa Electric Company	001639	211009122667 07/19	Village Center Dr Phase 2 07/19	\$ 9,679.31
Tampa Electric Company	001639	Summary Bill 07/19	Electric Summary Bill 07/19	\$ 19,759.72
Terminix Processing Center	001642	388134622	6001 Village Center Exterior Pest Control 07/19	\$ 168.00
Tier 1 Operations, LLC	001651	3373169	Security Services 08/01/19-08/31/19	\$ 5,446.08
Times Publishing Company	001641	801013 07/26/19	Legal Advertising 07/19	<u>\$ 615.28</u>
Report Total				<u>\$ 84,882.21</u>