



Rizzetta & Company

FishHawk Community Development District IV

**Board of Supervisors'
Regular Meeting
December 11, 2018**

**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, Florida 33547

Board of Supervisors	Rob Bosarge Randy Appenzeller Dayna Kennington Rick Stevens Daniel Rothrock	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Christine Perkins	Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Erin McCormick Law, PA
District Engineer	Tim Plate	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

December 3, 2018

AGENDA

Dear Board Members:

The Regular meeting of the Board of Supervisors of the FishHawk Community Development District IV will be held on **Tuesday, December 11, 2018 at 9:00 a.m.**, 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. CONSENT AGENDA ITEMS/BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors Regular Meeting held on November 13, 2018.....Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for October 2018Tab 2
 - C. Ratification of Construction Requisition #357Tab 3
- 4. STAFF REPORTS**
 - A. Field Services Manager
 1. Presentation of November 2018 Field Inspection Report ..Tab 4
 2. Consideration of Landscape Enhancement Proposals from Sunrise LandscapeTab 5
 - B. Aquatic Systems
 1. Presentation of November 2018 Aquatic Systems Inspection Report.....Tab 6
 - C. District Counsel
 - D. District Engineer
 - E. Amenities Manager
 - F. District Manager
- 5. BUSINESS ITEMS**
 - A. Consideration of Conveyances from NNP-IV Lake Hutto, LLC to the CDD
 1. FishHawk Ranch West Gopher Tortoise CE and Wetland CA Tract B-19 in Phases 1B/1C, 2A/2B, & 4A
 - a. Bill of SaleTab 7
 - b. Deed.....Tab 8
 - B. Discussion of Board Supervisor Appointment for Vacant Seats.....Tab 9
 1. Administer Oath of Office.....Tab 10
 2. Consideration of Compensation
 3. Review of Chapter 190 FL StatutesTab 11
 4. Review of Sunshine Laws and Code of Ethics for Public Officers and EmployeesTab 12
 - C. Consideration of Resolution 2019-02, Designating Officers of the District.....Tab 13
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

FishHawk Community Development District IV
December 11, 2018 Final Agenda

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.

With Warm Regards,

Christine Perkins

Christine Perkins
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, November 13, 2018 at 9:00 a.m.** at the Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida, 33547.

Present and constituting a quorum were:

Rob Bosarge	Board Supervisor, Chairman (via phone)
Randy Appenzeller	Board Supervisor, Vice Chairman
Dayna Kennington	Board Supervisor, Assistant Secretary
Rick Stevens	Board Supervisor, Assistant Secretary

Also present were:

Christine Perkins	District Manager; Rizzetta & Company, Inc.
Brian Radcliff	District Manager; Rizzetta & Company, Inc.
John Toborg	Field Services Manager; Rizzetta (via phone)
Erin McCormick	District Counsel; Eric McCormick Law
Lara Bartholomew	District Engineer; Heidt Design (via phone)
Deneen Klenke	Amenities Manager
Dana Bryant	Sunrise Landscape
Kyle Scroggins	Signal 88 Security

Audience

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Jeff Stewart greeted the Board and reiterated that he was a prospective Board Supervisor Candidate. Ms. Perkins commented that she had received several Resumes and Statements of Interest for the forthcoming vacant Board Supervisor seats, and that candidate materials would be on the December agenda for the Board's review to make appointments. Ms. Perkins restated that no one qualified through the General Election process, and if there had been any candidates, the new Board Supervisors would have been scheduled to take their official seats after November 20th.

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THIRD ORDER OF BUSINESS

Consent Agenda Items/Business Administration

- A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on October 9, 2018
- B. Consideration of Operation & Maintenance Expenditures for September 2018 (\$94,952.09)
- C. Ratification of Construction Requisition #356

REQUISITION NO.	PAYEE	AMOUNT
356	Erin McCormick Law, PA	\$2,135.00

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On a Motion by Mr. Stevens, seconded by Mr. Appenzeller, with all in favor, the Board of Supervisors approved the Consent Agenda Items A - C for FishHawk Community Development District IV.

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FOURTH ORDER OF BUSINESS

Staff Reports

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- A. **Field Services Manager**
 - 1. October 2018 Field Inspection Report

Mr. Toborg presented the October 2018 Field Inspection Report for the Board's review. Mr. Toborg inquired about the construction taking place on the East side of Boyette Road, as well as maintenance ownership, to which Mr. Appenzeller communicated he would investigate. Mr. Toborg additionally reviewed several items, including: turf issues, leftover maintenance items from the previous month, reports needed from Green Corp., a broken spoke that was removed by Sunrise, and the firebush plant material not being adequate. Mr. Bryant commented that the mulching install would continue to take place that forthcoming week.
 - 2. Consideration of Proposals from Sunrise Landscape
 - 1.) The Oaks Proposal

This item was tabled.
 - 2.) Winter Annual Installation Proposal

On a Motion by Mr. Appenzeller, seconded by Mr. Stevens, with all in favor, the Board of Supervisors approved the Winter Annual Installation Proposal from Sunrise Landscape in the amount of (\$9,137.50) for FishHawk Community Development District IV.

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- B. **Aquatic Systems**
 - 1. October 2018 Aquatic Systems Inspection Report

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96 Ms. Perkins presented the October 2018 Aquatics Systems Inspection Report
97 to the Board. There were no questions.
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99 **C. District Counsel**

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101 Ms. McCormick had no report.
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103 **D. District Engineer**

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105 1. Consideration of Authorization of Professional Services for
106 Heidt Design
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108 Ms. Bartholomew communicated that this Authorization of Professional
109 Services contained an updated breakdown of service pricing, as the
110 contracted pricing for District Engineering Services had not been updated
111 since 2009.
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On a Motion by Mr. Stevens, seconded by Mr. Appenzeller, with all in favor, the Board of Supervisors approved the Authorization of Professional Services for Heidt Design for FishHawk Community Development District IV.

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114 Ms. Bartholomew communicated that she would be finalizing the Public
115 Facilities Report. Discussion ensued about the status of the Wildlife Corridor
116 and ownership of Tract B19, and Habitat Management Plan. Additional
117 information pertaining to maintenance, monitoring reports, certification, and
118 insurance would be available at the next meeting.
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120 **E. Amenities Manager**

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122 Ms. Klenke had no report.
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124 **F. District Manager**

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126 Ms. Perkins expressed that the next regularly scheduled meeting will be held
127 on December 11, 2018 at 9:00 A.M.
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129 **FIFTH ORDER OF BUSINESS**

**Consideration of Proposals for
Security Services**

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132 Discussion ensued about the District's security needs, the HOA's security needs,
133 percentages of cost-sharing between the District and the HOA, benefits to security services,
134 and the proposals submitted by each vendor.
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On a Motion by Mr. Stevens, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the proposal from Signal 88 for Security Services, a cost-share agreement with the Master HOA with a 50/50 split, and for the term of one year only for FishHawk Community Development District IV.

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SIXTH ORDER OF BUSINESS

**Consideration of Conveyances from
NNP-IV Lake Hutto, LLC to the CDD**

1. FishHawk Ranch West Gopher Tortoise CE & Wetland CA Tract B-19
In Phases 1B/1C, 2A/2B, & 4A
 - a. Bill of Sale
 - b. Deed

This item was tabled and would be revisited at the December meeting.

SEVENTH ORDER OF BUSINESS

**Discussion of Board Supervisor
Candidates**

Ms. Perkins reiterated that the Board would have materials to review at the December meeting to make Board Supervisor appointments, as she referenced during the audience comment period.

EIGHTH ORDER OF BUESINESS

Supervisor Requests

There were no Supervisor Requests.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Appenzeller, seconded by Ms. Kennington, with all in favor, the Board of Supervisors adjourned the meeting at 10:03 a.m. for FishHawk Community Development District IV.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures October 2018 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2018 through October 31, 2018. This does not include expenditures previously approved by the Board.

The total items being presented: **\$94,362.83**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2018 Through October 31, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc.	001442	0000423859	Monthly Lake and Wetland Services 10/18	\$ 969.00
Ballenger & Company, Inc.	001429	18440	SWFWMD Reporting 09/18	\$ 775.00
Daniel Gray Rothrock	001440	DR100918	Board of Supervisors Meeting 10/09/18	\$ 200.00
Dayna J. Kennington	001439	DK100918	Board of Supervisors Meeting 10/09/18	\$ 200.00
Department of Economic Opportunity	001443	72738	Special District Fee FY 18/19	\$ 175.00
Disclosure Services, LLC	001430	3	Amortization Schedule S2013	\$ 250.00
Dogpoopbags.com, LLC	001431	7343	2000 Handled Bags 10/18	\$ 348.00
Erin McCormick Law, PA	001432	10261	Legal Services 09/18	\$ 1,779.06
Florida Playground & Steel Co.	001444	132486	See-Saw Repair 09/18	\$ 679.00
G4S Secure Solutions Inc.	001426	10078989	Security Services 09/10/18-09/16/18	\$ 1,929.17
G4S Secure Solutions Inc.	001433	10090777	Security Services 09/17/18-09/23/18	\$ 1,895.32
G4S Secure Solutions Inc.	001437	10097353	Security Services 09/24/18-09/30/18	\$ 2,965.32
G4S Secure Solutions Inc.	001445	10108068	Security Services 10/01/18-10/07/18	\$ 1,870.18
GameTime	001438	83936	Swing Parts & Tool 10/18	\$ 78.34
Hillsborough County BOCC	001446	1416996147 09/18	Summary Bill 09/18	\$ 133.30
Rizzetta & Company, Inc.	001434	INV0000035369	Assessment Roll Preparation FY 18/19	\$ 5,000.00
Rizzetta & Company, Inc.	001434	INV0000035491	District Management Services 10/18	\$ 4,399.67
Rizzetta Technology Services	001427	INV0000003786	Website Fees & Maint 10/18	\$ 175.00
Robert S. Bosarge	001436	RB100918	Board of Supervisors Meeting 10/09/18	\$ 200.00
Sunrise Landcare Inc.	001447	103976	Landscape Maintenance - 10/18	\$ 26,762.00
Sunrise Landcare Inc.	001447	104115	Annual Installation 09/18	\$ 9,137.50
Sunrise Landcare Inc.	001447	104118	Irrigation Repairs 09/18	\$ 1,560.00
Sunrise Landcare Inc.	001447	104119	Irrigation Repairs 09/18	\$ 540.00

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2018 Through October 31, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Electric Company	001428	211009122667 09/18	Village Center Dr PH 2 09/18	\$ 9,634.48
Tampa Electric Company	001428	Summary Bill 09/18	Electric Summary Bill 09/18	\$ 18,768.24
Terminix Processing Center	001435	379404000	6001 Village Center Exterior Pest Control 09/18	\$ 168.00
US Bank	001441	5128317	Trustee Fee 9/1/18-8/31/19	\$ 3,771.25

Report Total **\$ 94,362.83**