



Rizzetta & Company

# **FishHawk Community Development District IV**

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**Board of Supervisors' Meeting  
January 14, 2020**

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

**[www.fishhawkcdd4.org](http://www.fishhawkcdd4.org)**

## FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV

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

<b>Board of Supervisors</b>	Dayna Kennington Daniel Rothrock Brian Steever Jeffrey Stewart	Chair Vice Chair Assistant Secretary Assistant Secretary
<b>District Manager</b>	Bryan Radcliff	Rizzetta & Company, Inc.
<b>District Counsel</b>	Erin McCormick	Erin McCormick Law, PA
<b>District Engineer</b>	Stephen Brletic	JMT, Inc.

### **All cellular phones and pagers must be turned off during the meeting.**

The audience comments portion of the agenda is when 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, 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  
FishHawk Community  
Development District IV

January 3, 2020

## AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Tuesday, January 14, 2020 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 ITEMS – PART I**
  - A. Consideration of Supervisor Resignation ..... Tab 1
  - B. Consideration of Supervisor Appointment..... Tab 2
  - C. Consideration of Resolution 2020-02, Designating Officers of the District..... Tab 3
4. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held on December 10, 2019 ..... Tab 4
  - B. Ratification of Operations & Maintenance Expenditures for November 2019..... Tab 5
5. **STAFF REPORTS**
  - A. Field Services Report(s)..... Tab 6
    - i. Consideration of Landscape Proposal(s)..... Tab 7
    - ii. Presentation of Irrigation Reports ..... Tab 8
  - B. Aquatic Services Report..... Tab 9
  - C. District Counsel
  - D. District Engineer
    - i. Discussion Regarding Sidewalk Drainage ..... Tab 10
    - ii. Consideration of Pond #200 Geotechnical Testing..... Tab 11
  - E. Amenities Manager
  - F. District Manager
6. **BUSINESS ITEMS – PART II**
  - A. Status Review of Pending Proposals
7. **SUPERVISOR REQUESTS**
8. **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 4

**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, December 10, 2019 at 9:03 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	<b>Board Supervisor, Chair</b>
Jeffrey Stewart	<b>Board Supervisor, Assistant Secretary</b>
Brian Steever	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Bryan Radcliff	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Erin McCormick	<b>District Counsel; Erin McCormick Law (via phone)</b>
Stephen Brletic	<b>District Engineer; JMT</b>
John Toborg	<b>Field Services Manager; RASI</b>
Deneen Klenke	<b>Amenities Manager</b>
Leroy Vann	<b>Sunrise Landcare</b>
Gail Huff	<b>Ballenger &amp; Company</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no comments or questions from the members of the audience.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of  
Board of Supervisors' Meeting  
Held November 12, 2019**

On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on November 12, 2019 for the FishHawk Community Development District IV.

47  
48 **FOURTH ORDER OF BUSINESS**

**Ratification of Series 2013  
Requisition #367**

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50  
51 Mr. Radcliff presented Series 2013 check requisition #367 to the Board for  
52 consideration.  
53

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved Series 2013 check requisition #367 in the amount of \$8,285.50 to Erin McCormick Law, PA for the FishHawk Community Development District IV.

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55 **FIFTH ORDER OF BUSINESS**

**Staff Reports**

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57 **A. Field Services Manager**

58  
59 Mr. Toborg presented his latest field services inspection reports, for October  
60 2019 and November 2019, to the Board for review. Topics discussed were the Publix  
61 construction, installation of a bicycle rack, and annuals at Circa FishHawk and  
62 FishHawk Blvd. .

63  
64 *(Ms. McCormick phoned in to the meeting at 9:06 AM.)*

65  
66 **i. Consideration of Landscape Proposals**

67  
68 Mr. Radcliff presented a landscaping proposal for removal of a large oak limb  
69 to the Board for consideration. Discussion ensued. The Board declined to approve  
70 the proposal, and tabled a separate proposal for seeding the soccer field pending  
71 receipt of a proposal for core aeration.

72  
73 **ii. Irrigation Report**

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75 Ms. Huff presented her latest irrigation reports to the Board for review.  
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77 **B. Aquatic Services Report**

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79 Mr. Radcliff presented the latest Aquatic Systems, Inc. waterway inspection  
80 report to the Board for review. The Board requested that Aquatic Systems staff  
81 monitor pond #200 for any further deterioration, and include a status of the same in  
82 their monthly report.  
83

(Mr. Toborg, Ms. Huff, and Mr. Vann all left the meeting at 9:32 AM.)

**C. District Counsel**

Ms. McCormick had no specific information to report.

**D. District Engineer**

Mr. Brletic presented his District Engineer's report to the Board. Mr. Brletic reviewed the geotechnical testing proposals included in the agenda, and also spoke about roundabout repair status, and a delay in the survey of pond #100 due to a question of HOA vs. CDD ownership. The Board requested a conference call with the HOA to determine a future course of action.

**i. Consideration of Geotechnical Testing Proposals**

Mr. Brletic presented proposals for geotechnical testing to the Board for consideration. Discussion ensued. The Board tabled consideration of the proposals pending research of any prior testing or occurrences of depressions from Heidt Design and/or Newland Homes.

**E. Amenities Manager**

Ms. Klenke had no additional information to present.

**F. District Manager**

Mr. Radcliff stated that the next regular Board meeting will be held on January 14, 2020 at 9:00 AM.

**SIXTH ORDER OF BUSINESS**

**Discussion of Sidewalk Scope / Clarification**

Mr. Radcliff presented maps regarding sidewalk scope and clarification to the Board for review. Discussion ensued.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Signage Installation Proposal**

Mr. Radcliff presented a proposal for "No Trespassing" sign purchase and installation to the Board for consideration. Discussion ensued. The Board tabled a decision on the proposal until after proposed testing has been completed.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Kennington commented on a recent letter from the HOA regarding their

130 assessment increase and the verbiage used.

131

132 **NINTH ORDER OF BUSINESS**

**Adjournment**

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On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors adjourned the meeting at 10:26 AM for the FishHawk Community Development District IV.

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138 \_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_ Chair / Vice Chair

DRAFT



# Tab 5

# FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures November 2019 For Board Approval

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

The total items being presented: **\$81,285.92**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Fishhawk IV Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 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.	001697	0000461389	Monthly Lake and Wetland Services 11/19	\$ 1,620.00
Ballenger & Company, Inc.	001698	19392	SWFWMD Reporting 10/19	\$ 775.00
Ballenger & Company, Inc.	001698	19398	Irrigation Repairs - Extras 10/19	\$ 985.00
Ballenger & Company, Inc.	001698	19402	Irrigation Repairs - Fishhawk Blvd. Median 10/19	\$ 902.50
Ballenger & Company, Inc.	001698	19407	Irrigation Repair Controller - Encore 10/19	\$ 625.00
Department of Economic Opportunity	001699	74492	Special District Fee FY 19/20	\$ 175.00
Erin McCormick Law, PA	001691	10371	Legal Services 10/19	\$ 3,681.84
Heidt Design, LLC	001692	35425	Engineering Services 10/19	\$ 3,910.00
Heidt Design, LLC	001692	35426	Engineering Services 10/19	\$ 170.00
Palm Supply	001700	141617	Trash Liners 11/19	\$ 123.67
Rizzetta & Company, Inc.	001695	INV0000044529	District Management Services 11/19	\$ 4,424.67
Rizzetta Technology Services	001696	INV0000004896	Website Hosting Services 11/19	\$ 100.00
Sunrise Landcare Inc.	001702	106980	Landscape Maintenance 11/19	\$ 26,762.00

## Fishhawk IV Community Development District

### Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sunrise Landcare Inc.	001702	107084	Quarterly OTC Injections 10/19	\$ 560.00
Sunrise Landcare Inc.	001702	107133	Resod South Entrance - Encore 11/17	\$ 255.00
Sunrise Landcare Inc.	001702	107134	Install Live Oak - Barrington Stowers 11/19	\$ 635.00
Sunrise Landcare Inc.	001702	107135	Replace Thryallis per Proposal 11/19	\$ 745.00
Tampa Electric Company	001693	211017320014 10/19	Village Center Dr. Phase 2 10/19	\$ 7,641.08
Tampa Electric Company	001693	Summary Bill 10/19	Electric Summary 10/19	\$ 19,086.92
Tier 1 Operations, LLC	001701	3386839	Security Services 11/01/19-11/30/19	\$ 5,358.24
Timothy A. Gay	001694	781019	Deposit - Holiday Decorations 10/19	<u>\$ 2,750.00</u>
<b>Report Total</b>				<b><u>\$ 81,285.92</u></b>