



Rizzetta & Company

FishHawk Community Development District IV

**Board of Supervisors' Meeting
February 11, 2020**

**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 Brian Steever Jeffrey Stewart Esther Wisdom	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	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

February 3, 2020

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Tuesday, February 11, 2020 at 9:00 AM** (immediately following the Audit Review Committee meeting) 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 January 14, 2020 Tab 1
 - B. Ratification of Operations & Maintenance Expenditures for December 2019..... Tab 2
4. **STAFF REPORTS**
 - A. Presentation on Roundabout Repairs Tab 3
 - B. Field Services Report..... Tab 4
 - i. Consideration of Landscape Proposals Tab 5
 - ii. Presentation of Irrigation Report Tab 6
 - C. Aquatic Services Report..... Tab 7
 - D. District Counsel
 - E. District Engineer
 - i. Update Regarding Sidewalk Drainage
 - ii. Discussion of Pond #200 Geotechnical Testing
 - F. Amenities Manager
 - G. District Manager
5. **BUSINESS ITEMS**
 - A. Consideration of Audit Review Committee Recommendation
 - B. Status Review of Pending Proposals
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 meeting of the Board of Supervisors of the FishHawk Community Development District IV was held on **Tuesday, January 14, 2020 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, Chair
Daniel Rothrock	Board Supervisor, Vice Chair
Jeffrey Stewart	Board Supervisor, Assistant Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Erin McCormick	District Counsel; Erin McCormick Law (via phone)
Stephen Brletic	District Engineer; JMT
Deneen Klenke	Amenities Manager
Bill Conrad	Sunrise Landcare
Leroy Vann	Sunrise Landcare
Gail Huff	Ballenger & Company

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 Board
Supervisor Resignation**

Mr. Radcliff presented the resignation of supervisor Randy Appenzeller to the Board for consideration.

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On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors accepted the resignation of Board supervisor Randy Appenzeller for the FishHawk Community Development District IV.

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FOURTH ORDER OF BUSINESS

**Consideration of Board
Supervisor Appointment**

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Mr. Radcliff presented to the Board for consideration four resumes submitted in response to the vacant supervisor position.

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(At 9:08 AM all three board members present stepped outside to review and discuss the resumes; at 9:16 AM the board members rejoined the meeting.)

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Upon rejoining the meeting, the Board announced their selection of Esther Wisdom to fill supervisor seat #3 that was vacated by Mr. Appenzeller.

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On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors appointed Esther Wisdom to seat #3 on the Board of Supervisors, which term ends in November 2020, for the FishHawk Community Development District IV.

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FIFTH ORDER OF BUSINESS

**Consideration of Resolution
2020-02, Designating Officers**

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Mr. Radcliff presented Resolution 2020-02 to the Board for consideration. The Board agreed that Ms. Kennington will serve as Chair; Mr. Rothrock will serve as Vice Chair; and the remaining supervisors along with Mr. Radcliff will serve as assistant secretaries.

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On a Motion by Mr. Stewart, seconded by Ms. Kennington, with all in favor, the Board of Supervisors adopted Resolution 2020-02, Designating Officers of the District, for the FishHawk Community Development District IV.

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SIXTH ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' Meeting
Held December 10, 2019**

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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 December 10, 2019 for the FishHawk Community Development District IV.

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SEVENTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for
November 2019**

On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for November 2019 (\$81,285.92) for the FishHawk Community Development District IV.

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EIGHTH ORDER OF BUSINESS

Staff Reports

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A. Field Services Manager

Mr. Radcliff presented the latest field services inspection report to the Board for review. Discussion ensued. The Board requested an email blast from the HOA to be sent directing residents to stay off the grass at Shell Ridge and Circa FishHawk.

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i. Consideration of Landscape Proposal

Mr. Radcliff presented a landscaping proposal for removal and replacement of a dead sabal palm on the outside of the Sage Wood fence line to the Board for consideration. Discussion ensued. The Board tabled the proposal pending further clarification of the numbers. The Board also requested information regarding previous costs of palm tree removals.

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ii. Presentation of Irrigation Reports

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

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(Ms. Huff departed the meeting at 9:36 AM.)

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B. Aquatic Services Report

Mr. Radcliff presented the latest Solitude waterway inspection report to the Board for review. The Board requested a proposal from Sunrise to fill in pond #21 with dirt. Solitude will continue to monitor the depression area for any changes.

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C. District Counsel

Ms. McCormick had no specific information to report.

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D. District Engineer

Mr. Brletic presented his District Engineer's report to the Board and provided

116 an update on topics including the depression at pond #21; the sidewalk not draining
117 properly; status of the roundabout; and survey results for pond #100.

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119 **i. Discussion Regarding Sidewalk Drainage**

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121 Mr. Brletic presented a communication with the County regarding sidewalk
122 drainage issues to the Board for review. Discussion ensued. The Board requested
123 that Mr. Brletic drive by the site to inspect and provide an update at the next meeting.

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125 **ii. Consideration of Pond #100 Survey Results**

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127 Mr. Brletic reviewed the survey results for pond #100 in Encore. Discussion
128 ensued. The Board requested preliminary costs for raising the grade and having the
129 water flow underneath.

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131 **E. Amenities Manager**

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133 Ms. Klenke presented a proposal from a resident to have a Boy Scouts
134 sleepover with tents on District property. The Board chose to deny the request.

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136 **F. District Manager**

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138 Mr. Radcliff stated that the next audit review committee meeting and regular
139 Board meeting will be held on February 11, 2020 at 9:00 AM.

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141 He then updated the Board on the status of the broken basketball hoop and
142 the lack of "No Parking" signs at the Watercolor pump station. General discussion
143 ensued. The Board requested a meeting with the Encore HOA to discuss the pond
144 #100 survey results and appointed Ms. Kennington as the representative to attend
145 that meeting.

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On a Motion by Mr. Rothrock, seconded by Mr. Stewart, with all in favor, the Board of Supervisors appointed Ms. Kennington as the CDD representative to attend a meeting with the HOA to discuss pond #100 survey results for the FishHawk Community Development District IV.

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148 *(Mr. Brletic departed the meeting at 10:40 AM.)*

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150 **NINTH ORDER OF BUSINESS**

Supervisor Requests

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152 There were no additional supervisor requests.

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154 **TENTH 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 meeting at 10:47 AM for the 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 December 2019 For Board Approval

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

The total items being presented: **\$123,577.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ballenger & Company, Inc.	001712	19437	SWFWMD Reporting 11/19	\$ 775.00
Ballenger & Company, Inc.	001712	19440	Irrigation Repairs 11/19	\$ 633.90
Brian T Steever	001708	BS111219	Board of Supervisors Meeting 11/12/19	\$ 200.00
Brian T Steever	001720	BS121019	Board of Supervisors Meeting 12/10/19	\$ 200.00
David H. Forrester	001715	15818	Backflow Preventative Test 12/19	\$ 250.00
Dayna J. Kennington	001706	DK111219	Board of Supervisors Meeting 11/12/19	\$ 200.00
Dayna J. Kennington	001717	DK121019	Board of Supervisors Meeting 12/10/19	\$ 200.00
Erin McCormick Law, PA	001703	10377	Legal Services 11/19	\$ 3,134.34
Hillsborough County BOCC	001704	1416996147 10/19	Summary Bill 10/19	\$ 317.44
Hillsborough County BOCC	001723	1416996147 11/19	Summary Bill 11/19	\$ 397.71
Jeffrey Stewart	001709	JS111219	Board of Supervisors Meeting 11/12/19	\$ 200.00
Jeffrey Stewart	001721	JS121019	Board of Supervisors Meeting 12/10/19	\$ 200.00
Johnson, Mirmiran & Thompson, Inc.	001705	1-145552	Engineering Services 09/19	\$ 3,750.00
Johnson, Mirmiran & Thompson, Inc.	001705	2-146566	Engineering Services 10/19	\$ 1,935.00
Melendez, Harry	001718	156901	Pressure Wash - Remove Graffiti 12/19	\$ 100.00

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	001707	INV0000045228	District Management Services 12/19	\$ 4,424.67
Sunrise Landcare Inc.	001710	107140	Fertilize Bahia Grass & Ornamentals 10/19	\$ 7,256.00
Sunrise Landcare Inc.	001722	107307	Install Mulch 11/19	\$ 55,623.00
Sunrise Landcare Inc.	001722	107309	Replace Plants at Spector 11/19	\$ 667.50
Sunrise Landcare Inc.	001722	107310	Replace Plants - South Lawn 11/19	\$ 1,060.00
Sunrise Landcare Inc.	001722	107312	Replace Plants - Center Islands 11/19	\$ 1,370.50
Sunrise Landcare Inc.	001722	107313	Replace Plants on Medians near Roundabouts 11/19	\$ 939.50
Sunrise Landcare Inc.	001722	107314	Install Winter Annuals 11/19	\$ 8,778.90
Sunrise Landscape	001711	67171	Replace Trees 11/19	\$ 1,160.00
Tampa Electric Company	001713	211017320014 11/19	Village Center Dr. Phase 2 11/19	\$ 7,635.77
Tampa Electric Company	001713	Summary Bill 11/19	Electric Summary 11/19	\$ 18,841.83
Terminix Processing Center	001714	391838801	6001 Village Center Exterior Pest Control 11/19	\$ 175.00
Times Publishing Company	001719	0000040435 11/29/19	Legal Advertising 11/19	\$ 401.50
Timothy A. Gay	001716	781219	Balance Due - Holiday Decorations 12/19	\$ 2,750.00
Report Total				<u>\$ 123,577.56</u>