



Rizzetta & Company

# **Mitchell Ranch Community Development District**

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## **Board of Supervisors' Meeting May 12, 2020**

**District Office:  
5844 Old Pasco Road, Suite 100  
Tampa, Florida 33625  
813.933.5571**

**MITCHELL RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

<b>Board of Supervisors</b>	Kelly Evans Laura Coffey Lori Campagna Daniel Arnette Pete Williams	Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Counsel</b>	John Vericker	Straley Robin & Vericker
<b>District Engineer</b>	Brian Surak	Clearview Land Design

**All cellular phones must be placed on mute while in the meeting room.**

The first section of the meeting is called Audience Comments, which is the portion of the agenda where individuals may make comments on Agenda Items. The final section of the meeting will provide an additional opportunity for Audience Comments on other matters of concern that were not addressed during the meeting. Individuals are limited to a total of three (3) minutes to make comments during these times.

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)994-1001. 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.

May 4, 2020

Board of Supervisors  
**Mitchell Ranch Community  
Development District**

**FINAL AGENDA**

Dear Board Members:

The special meeting of the Board of Supervisors of the Mitchell Ranch Community Development District will be held on **Tuesday, May 12, 2020 at 10:00 a.m. (or immediately following the adjournment of the Copperspring CDD meeting)**, to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the tentative agenda for the meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Oath of Office to Newly Elected Supervisor.....Tab 1
  - B. Consideration of Minutes of the Board of Supervisors Meeting  
Held on February 11, 2020.....Tab 2
  - C. Consideration of Operation and Maintenance for January,  
February, and March 2020..... Tab 3
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2020-02, Accepting the Easement for  
Signage from M & M Route 54 West LLC..... Tab 4
  - B. Consideration of Resolution 2020-03, Accepting Deed for Easement  
and Plat..... Tab 5
  - C. Consideration of Resolution 2020-04, Re-designating District  
Secretary..... Tab 6
  - D. Ratification of Landscape Maintenance Addendum..... Tab 7
  - E. Consideration of Resolution 2020-05, Approving Fiscal Year  
2020/2021 Proposed Budget ..... Tab 8
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. Interim Engineer
  - C. District Manager
    1. Announcement Regarding Number of Registered Voters..Tab 9
- 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

## **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) 933-5571

Sincerely,

Matt Huber  
District Manager

## **Tab 1**

**MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISOR  
OATH OF OFFICE**

I, **F. Peter Williams**, a resident of the State of Florida and citizen of the United States of America, and being a Supervisor of Mitchell Ranch Community Development District and a recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me in the office of Supervisor of Mitchell Ranch Community Development District, Pasco County, Florida.

\_\_\_\_\_  
Signature

May 12, 2020  
Date

STATE OF FLORIDA  
COUNTY OF PASCO

The foregoing oath was administered before me this 10th day of March 2020, by: **F. Peter Williams**, who personally appeared before me, and is personally known to me and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of the Mitchell Ranch Community Development District and acknowledged to and before me that he took said oath for purposes therein expressed.

\_\_\_\_\_  
Notary Public State of Florida

**Matthew Huber # GG 265866**  
(Print, Type, or Stamp Commissioned Name of  
Notary Public and the Date the Commission  
Expires)

## **Tab 2**

## 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.

### MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Mitchell Ranch Community Development District was held on **Tuesday, February 11, 2020 at 9:13 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel FL, 33544.

Present and constituting a quorum were:

Kelly Evans	<b>Board Supervisor, Chairman</b>
Laura Coffey	<b>Board Supervisor, Vice Chair (via conference call)</b>
Lori Campagna	<b>Board Supervisor, Assistant Secretary</b>
Chris Smith	<b>Board Supervisor, Assistant Secretary</b>

Also Present were:

Matthew Huber	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Kristen Schalter	<b>District Counsel, Straley, Robin Vericker (via conference call)</b>
Sandy Crespo	<b>Administrative Assistant, Rizzetta &amp; Company, Inc.</b>

### FIRST ORDER OF BUSINESS

#### Call to Order and Roll Call

Mr. Huber called the meeting to order and confirmed a quorum.

### SECOND ORDER OF BUSINESS

#### Audience Comments on Agenda Items

There were no audience attendees, and no comments.

### THIRD ORDER OF BUSINESS

#### Consideration of the Minutes of the Audit Committee Meeting held on November 12, 2019

Mr. Huber presented the Minutes of the audit committee meeting held November 12, 2019 to the Board of Supervisors.

On a Motion by Ms. Evans, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the Minutes of the audit committee meeting held on November 12, 2019 for Mitchell Ranch Community Development District.



**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Regular Meeting held on November 12, 2019**

Mr. Huber presented the Minutes of the regular meeting held November 12, 2019 to the Board of Supervisors.

On a Motion by Ms. Evans, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the Minutes of the regular meeting held on November 12, 2019 for Mitchell Ranch Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for October, November & December 2019**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors, approved the operation and maintenance expenditures for October (\$10,592.29), November (\$3,540.40) and December 2019 (\$6,822.71) for Mitchell Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of the Grau Engagement Letter**

On a Motion by Ms. Campagna, seconded by Mr. Smith, with all in favor, the Board of Supervisors ratified the engagement letter, for auditing services for the Fiscal Years 2018/2019, 2019/2020 and 2020/2021, to Grau and Associates for Mitchell Ranch Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Aquatic Maintenance Proposal**

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors ratified the aquatic maintenance proposal for Mitchell Ranch Community Development District.

**NINTH ORDER OF BUSINESS**

**Ratification of Pond Bank Landscape Maintenance**

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors ratified the pond bank landscape maintenance proposal for Mitchell Ranch Community Development District.

**TENTH ORDER OF BUSINESS**

**Discussion of Natural Buffer Areas Policy**

Mr. Huber presented the Policy to the Board and explained that it is usually part of a Resolution which the Board could ratify at a future meeting. Ms. Evans stated she thought this was a good idea for the District.

On a Motion by Ms. Campagna, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the Natural Buffer Areas Policy for Mitchell Ranch Community Development District.

## **TWELFTH ORDER OF BUSINESS**

### **Staff Reports**

**A. District Counsel**

Ms. Schalter discussed the Interlocal Agreement with Pasco County for Off-Site Roadway. Counsel will cover the Bryant Square Recorded Easement and Phase 1 Plat at the Next meeting, and they signed off on an agreement for Spine Road.

**B. District Engineer**

No report.

**C. District Manager**

Mr. Huber stated that the next meeting is scheduled for March 10, 2020 at 10:00 am (or immediately following the Copperspring meeting). He discussed the meeting on April 14<sup>th</sup>, and the updated 11:00 am time was agreed upon by the Board.

Mr. Huber stated the proposed budget will be presented on 5/12, and the final budgets will be ready 7/14. He asked the Board about going on the tax roll and discussed the need for developer funding. The Board directed Mr. Huber to have the District go on the Tax Roll for the FY2020-2021 Budget.

## **THIRTEENTH ORDER OF BUSINESS**

### **Supervisor Requests**

Ms. Evans discussed the landscape turnover walk, and she is to send an invite within 2 weeks. She explained that the Fieldstone landscape agreement will need an addendum.

## **FOURTEENTH ORDER OF BUSINESS**

### **Adjournment**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors adjourned the meeting at 9:27 a.m. for Mitchell Ranch Community Development District.

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Secretary/Assistant Secretary

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Chairman/ Vice Chairman

## **Tab 3**

# Mitchell Ranch Community Development District

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DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## Operations and Maintenance Expenditures January 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2020 through January 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,267.37**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

## Mitchell Ranch Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Duke Energy Florida, LLC	001020	15787 23495 12/19	2778 Legend Pasture Rd Lift 12/19	\$ 66.73
Rizzetta & Company, Inc.	001018	INV0000045862	District Management Fees 01/20	\$ 3,850.00
Rizzetta & Company, Inc.	001021	INV0000046412	Annual Dissemination Services 19/20	\$ 5,000.00
Rizzetta Technology Services	001022	INV0000005402	Website Development & Hosting Services 01/20	\$ 850.00
Straley Robin Vericker	001023	17834	General Legal Services 12/19	\$ 369.44
Times Publishing Company	001019	0000037284 11/29/19	Account #204746 Legal Advertising 11/19	\$ <u>131.20</u>
<b>Report Total</b>				<b>\$ <u>10,267.37</u></b>

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# Mitchell Ranch Community Development District

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DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## **Operations and Maintenance Expenditures February 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2020 through February 29, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,868.82**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

## Mitchell Ranch Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Duke Energy Florida, LLC	001030	15787 23495 01/20	2778 Legend Pasture Rd Lift 01/20	\$ 15.82
Gary Joiner	001025	021920-1	Property Appraiser Interlocal Agreement Fee 02/20	\$ 750.00
Innersynce Studio, Ltd DBA Campus Suite	001024	17980	Onboarding of ADA Compliant Website 10/19	\$ 2,325.00
Innersynce Studio, Ltd DBA Campus Suite	001024	17981	Annual Website Services/ADA Compliance FY19/20	\$ 1,537.50
Mike Fasano	001029	021920-2	Tax Collector Interlocal Agreement Fee 02/20	\$ 700.00
Rizzetta & Company, Inc.	001026	INV0000046531	District Management Fees 02/20	\$ 3,850.00
Rizzetta Technology Services	001027	INV0000005504	Website Hosting Services 02/20	\$ 100.00
Straley Robin Vericker	001028	17957	General Legal Services 01/20	\$ <u>1,590.50</u>
<b>Report Total</b>				<b><u>\$ 10,868.82</u></b>



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# Mitchell Ranch Community Development District

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DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## **Operations and Maintenance Expenditures March 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2020 through March 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,811.48**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

## Mitchell Ranch Community Development District

### Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Clearview Land Design, P.L.	001031	20-00136	Engineering Services 01/20	\$ 205.00
Clearview Land Design, P.L.	001031	20-00322	Engineering Services 02/20	\$ 1,435.00
Duke Energy Florida, LLC	001037	15787 23495 02/20	2778 Legend Pasture Rd Lift 02/20	\$ 16.77
Duke Energy Florida, LLC	001038	20734 05000 02/20	0000 Little Rd Lite 02/20	\$ 674.01
Fieldstone Landscape Services	001036	4235	Monthly Landscaping Maintenance 02/20	\$ 966.60
Fieldstone Landscape Services	001039	4256	Monthly Landscaping Maintenance 03/20	\$ 966.60
Rizzetta & Company, Inc.	001032	INV0000047386	District Management Fees 03/20	\$ 3,850.00
Rizzetta Technology Services	001033	INV0000005604	Website Hosting Services 03/20	\$ 100.00
Sitex Aquatics LLC	001034	3281B	Monthly Lake Maintenance 01/20	\$ 230.00
Sitex Aquatics LLC	001034	3367B	Monthly Lake Maintenance 02/20	\$ 230.00
Sitex Aquatics LLC	001040	3453B	Monthly Lake Maintenance 03/20	\$ 230.00
Straley Robin Vericker	001035	18056	General Legal Services 02/20	\$ <u>1,907.50</u>
<b>Report Total</b>				<b>\$ <u>10,811.48</u></b>

## Tab 4

## RESOLUTION 2020-02

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT CONSENTING TO AND ACCEPTING AN EASEMENT FOR SIGNAGE AND SIGNAGE RELATED IMPROVEMENTS.

**WHEREAS**, Mitchell Ranch Community Development District (the “**District**”) intends to install signage and signage related improvements on the portion of land which is owned by M & M Route 54 West LLC and located within the jurisdictional boundary of the District; and

**WHEREAS**, M & M Route 54 West, LLC has recorded in favor of the District that certain easement as described in the Official Records Book 10049, Pages 399-405 of the Public Records of Pasco County and attached hereto as **Exhibit A** (the “**Easement**”); and

**WHEREAS**, the Board of Supervisors of the District (the “**Board**”) was presented with the Easement and has determined that it is in the District’s best interest to consent to and accept the Easement.

### NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF SUPERVISORS OF THE MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT:

**Section 1.** The District hereby consents to and accepts the Easement in favor of the District as described above and acknowledges responsibility for maintenance of the property and signage associated with the Easement.

**Section 2.** The Chair or Vice Chair of the Board is authorized and directed to take any such action and execute such other documents as may further be required to carry out the intent of the foregoing, subject only to final review and approval by the District’s legal counsel and the District’s engineer.

**PASSED AND ADOPTED THIS 12TH DAY OF MAY, 2020.**

Attested By:

**Mitchell Ranch  
Community Development District**

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Matthew Huber  
Assistant Secretary

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Kelly Evans  
Chair of the Board of Supervisors

Exhibit A  
The Easement

**PREPARED BY AND RETURN TO:**

Christian F. O'Ryan, Esq.  
Stearns Weaver Miller  
Weissler Alhadeff & Sitterson, P.A.  
401 E. Jackson Street, Suite 2100  
Tampa, Florida 33602

-----SPACE ABOVE THIS LINE RESERVED FOR RECORDING DATA-----

**EASEMENT**

THIS EASEMENT (this "**Easement**") is made this 6 day of January, 2020, by M&M ROUTE 54 WEST, LLC, a Florida limited liability company ("**Grantor**") to MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT, a special purpose local government established pursuant to Chapter 190, Florida Statutes (the "**CDD**" or "**Grantee**").

**RECITALS**

A. Grantor is the record title owner of that certain real property located in Pasco County, Florida, as legally described and depicted on **Exhibit A** attached hereto and incorporated herein by this reference (the "**Easement Area**").

B. The Easement Area is part of a residential community located in Pasco County, Florida, and generally known as "Mitchell Ranch."

C. Grantor has determined it is necessary and appropriate to convey to Grantee a perpetual easement over, under, through and across the Easement Area for the purpose of installing, repairing, replacing and maintaining a sign and signage-related improvements within the Easement Area.

**NOW THEREFORE**, the parties, their successors and assigns, intending to be legally bound hereby, desire to impose, create and/or formalize certain easements, subject to certain terms and conditions, all as more fully set forth and described below.

1. **Recitals**. The foregoing recitals are true and correct and are incorporated into and form a part of this Easement.

2. **Grant of Easement**. Grantor hereby grants, reserves and establishes in favor of the Grantee (and Grantee's contractors, subcontractors, agents, designees and employees), a perpetual easement over, under, through and across the Easement Area for the installation, maintenance, repair and replacement of signage and any related improvements, including, without limitation, any lighting, landscaping and irrigation facilities in connection with such signage (as determined by Grantee's sole and absolute discretion), within the Easement Area. Grantee shall determine all such signage and signage-related improvements installed and maintained by Grantee within the Easement Area in Grantee's sole and absolute discretion.

3. Non-Interference; Rights. No permanent or temporary barriers or obstructions of any kind or nature to Grantee's free and unhampered use of said Easement Area shall hereinafter be caused or permitted by Grantor. Grantor may record plats and install utilities across the Easement Area in a manner that does not materially interfere with any improvements installed by Grantee or Grantee's rights herein. Grantor covenants and agrees that it shall not use the Easement Area, or permit the Easement Area to be used by any third party, in any way or manner which would impair, jeopardize or interfere with the intended use thereof granted to Grantee by this Easement. In the event Grantor (or Grantor's contractors, agents, employees, or invitees) cause any damage to the signage or signage-related improvements, or impair or interfere with Grantee's rights hereunder, Grantee shall have all remedies available at law and in equity.

4. Maintenance. Upon installation, Grantee shall, at its sole cost and expense, maintain and repair any signage and signage-related improvements installed by Grantee within the Easement Area.

5. Covenant. Grantor hereby covenants to Grantee that (i) it is lawfully seized of the Easement Area in fee simple; (ii) that Grantor has the right and authority to grant the rights herein this Easement; and (iii) execution and delivery of this Easement does not breach the provisions of, or constitute a default under, any contract, agreement, instrument or obligation to which Grantor is bound.

6. Enforcement. In the event of any violation or threatened violation of any of the terms, covenants and conditions of this Easement, each party shall have the right, but not the obligation, to enjoin such violation or threatened violation in a court of competent jurisdiction in Pasco County, Florida. The right of injunction shall be in addition to any and all other remedies under statute, at law or in equity or under this Easement, including, without limitation, specific performance of this Easement. The prevailing party in any litigation involving this Easement shall be entitled to recover from the non-prevailing party all attorneys' fees, paralegal fees and costs incurred in connection with such litigation, including all costs of appeal or otherwise, including reasonable attorneys' fees and paralegal fees in the enforcement of this Easement. GRANTOR AND GRANTEE ARE RELYING UPON THE OTHER PARTY CONFIRMING IN ADVANCE THIS EASEMENT IS VALID, FAIR AND ENFORCEABLE. SUCH RELIANCE IS DETRIMENTAL TO BOTH PARTIES. ACCORDINGLY, AN ESTOPPEL AND WAIVER EXISTS PROHIBITING EITHER PARTY, OR ANY OF THEIR SUCCESSORS OR ASSIGNS, FROM TAKING THE POSITION THAT ANY PROVISION OF THIS EASEMENT IS INVALID, UNFAIR OR UNENFORCEABLE IN ANY RESPECT.

7. Applicable Law; Jurisdiction; Venue. This Easement shall be governed by, construed under, and enforced in accordance with the laws of the State of Florida. Venue for any litigation pertaining to the subject matter hereof shall be exclusively in Pasco County, Florida. If any provision of this Easement, or the application thereof to any person or circumstances, shall to any extent be held invalid or unenforceable by a

court of competent jurisdiction, then the remainder of this Easement shall be valid and enforceable to the fullest extent permitted by law.

8. Binding Effect; Covenant Running With Land. This Easement and obligations granted and created herein shall be deemed covenants running with the land and shall be binding and benefit not only the parties hereto but also their assigns and successors in title. All future owners of the Easement Area shall take title subject to the easement, rights, terms and conditions of this Easement. This Easement shall inure to the benefit of, and be binding upon, the parties and their respective heirs, personal representatives, successors and assigns.

9. Headings. Captions and section headings contained in this Easement are for convenience and reference only, and in no way define, describe, extend or limit the scope or intent of this Easement, nor the intent of any provision hereof.

10. Recordation and Effective Date. This Easement shall be recorded in the Public Records of Pasco County, Florida, and shall be effective upon such recording.

[Signatures on Following Page]



IN WITNESS WHEREOF, Grantor has caused this Easement to be executed by its duly authorized representatives as of this 6<sup>th</sup> day of January, 2020.

## WITNESSES:

## "GRANTOR"

**M&M ROUTE 54 WEST, LLC**, a Florida limited liability company

[Signature]  
Print Name: Suleiry Mats

By: \_\_\_\_\_  
Name: Joe Marino  
Title: Managing Member

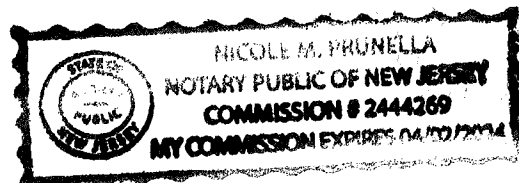
Mary Neverova  
Print Name: MARGARITA NEVEROVA

[Company Seal]

STATE OF New Jersey )  
COUNTY OF Bergen )

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 6<sup>th</sup> day of January, 2020, by Joe Marino, as Managing Member of M&M ROUTE 54 WEST, LLC, a Florida limited liability company. He/She (is personally known to me) [has produced \_\_\_\_\_ as identification].

[Signature]  
Notary Public  
Print Name: Nicole Prunella  
My Commission Expires: 4-2-24



**Exhibit A**

**Legal Description and Sketch**

[Attached On Following 2 Pages]

THIS IS NOT A SURVEY

THERE MAY BE ADDITIONAL RESTRICTIONS AFFECTING THIS PROPERTY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.  
THIS LEGAL DESCRIPTION AND SKETCH WAS PREPARED WITHOUT THE BENEFIT OF A TITLE SEARCH REPORT.  
BEARINGS ARE BASED UPON: SEE THE LEGAL DESCRIPTION AND SKETCH

LEGAL DESCRIPTION:

A parcel of land being a portion of Section 26, Township 26 South, Range 16 East, Pasco County, Florida, being more particularly described as follows:

COMMENCE at the Southeast corner of the Northeast 1/4 of Section 26, Township 26 South Range 16 East, Pasco County, Florida; thence N89°31'39"W, along the South line of said Northeast 1/4 of Section 26 (being the basis of bearing for this legal description), for 260.17 feet to the point of intersection with the Westerly Right-of-Way line of LITTLE ROAD, according to Official Record Book 1469, Page 1422, of the Public Records of Pasco County, Florida; thence the following two (2) courses along said Westerly Right-of-Way line of LITTLE ROAD; (1) thence leaving said South line of the Northeast 1/4 of Section 26, N00°34'52"E, for 0.71 feet; (2) thence N00°39'53"E, for 783.93 feet; thence leaving said Westerly Right-of-Way of LITTLE ROAD, N89°20'07"W, for 25.00 feet to the point of intersection with the West line of Parcel 809.8, as described in Official Record Book 1855, Page 296 of the Public Records of Pasco County, Florida, same also being the POINT OF BEGINNING; thence leaving said West line of Parcel 809.8, thence N90°00'00"W, for 60.00 feet; thence N00°39'53"E, for 30.00 feet to the point of intersection with the East line of MITCHELL 54 WEST PHASE I RESIDENTIAL; thence N90°00'00"E, along said East line of MITCHELL 54 WEST PHASE I RESIDENTIAL, for 60.00 feet to the point of intersection with said West line of Parcel 809.8; thence leaving said East line of MITCHELL 54 WEST PHASE I RESIDENTIAL, S00°39'53"W along said West line of Parcel 809.8, for 30.00 feet to the POINT OF BEGINNING.

Containing 1,800 square feet or 0.041 acres, more or less.

NOTE. THE GEOMETRY PERTAINING TO THE PARCEL OF LAND DESCRIBED HEREIN IS SOLELY BASED UPON THE RECORD DOCUMENTS AS REFERENCED HEREON, AS WELL AS AN ALTA/NSPS LAND TITLE SURVEY AND BOUNDARY SURVEY PREPARED BY FLORIDA DESIGN CONSULTANTS, INC., TITLED "MITCHELL REMAINDER", JOB NUMBER 2013-0150, DATED 7-11-2018, WITH A LATEST REVISION DATE OF 8-31-2018, AND IS SUBJECT TO AN ACCURATE FIELD BOUNDARY SURVEY.

PREPARED FOR:

MITCHELL 54 WEST

SHEET DESCRIPTION:

SIGN EASEMENT - LEGAL DESCRIPTION AND SKETCH

SCALE:	DATE:	DRAWN:	CALCED:	CHECKED:
NONE	12-05-2019	GS	JTP	JTP
JOB No.:	EPN:	SECTION:	TOWNSHIP:	RANGE:
2013-015E	319	26	26 S	16 E



FLORIDA DESIGN  
CONSULTANTS, INC.

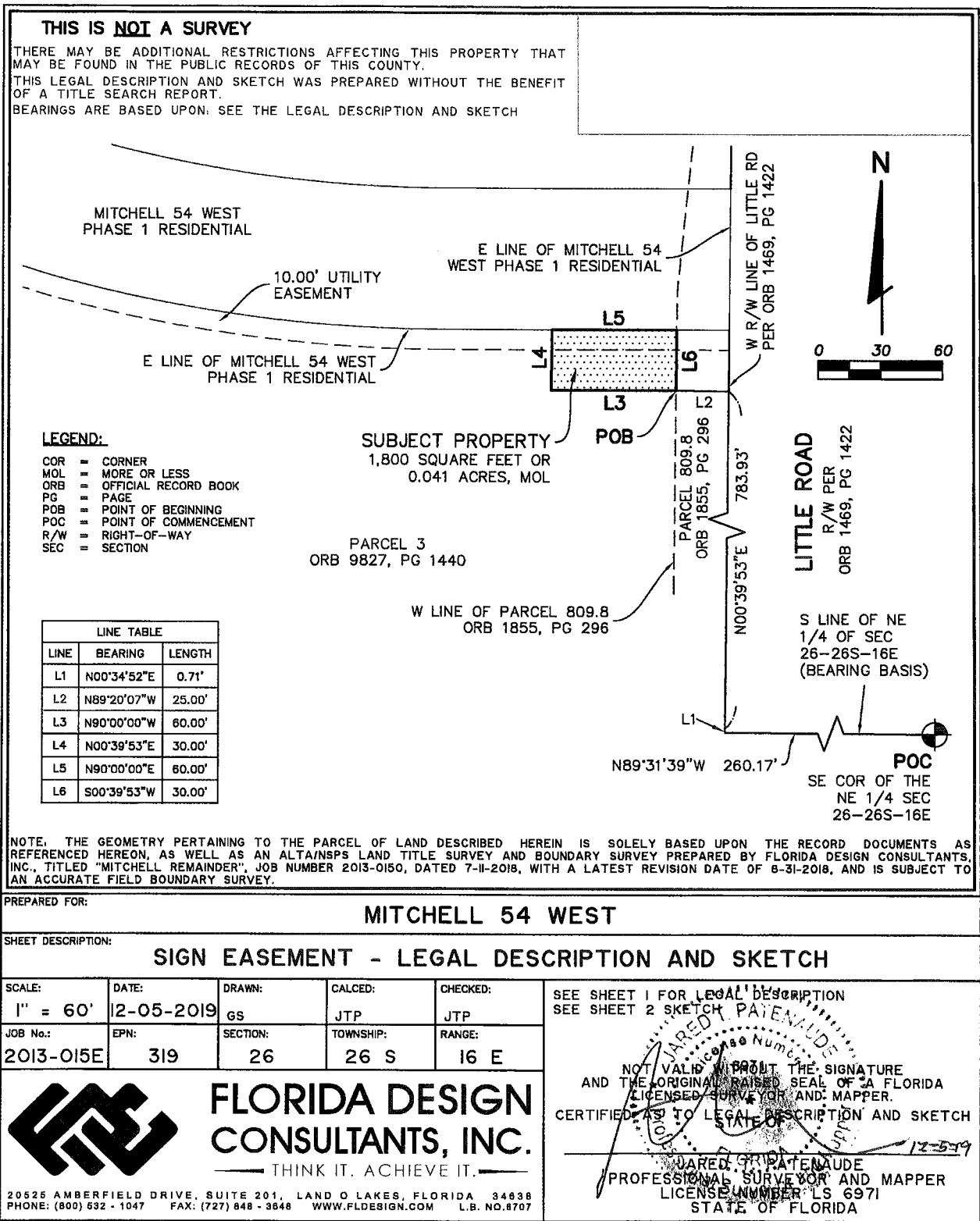
— THINK IT. ACHIEVE IT. —

20525 AMBERFIELD DRIVE, SUITE 201, LAND O LAKES, FLORIDA 34638  
PHONE: (800) 532 - 1047 FAX: (727) 848 - 3648 WWW.FLDESIGN.COM L.B. NO.8707

SEE SHEET 1 FOR LEGAL DESCRIPTION  
SEE SHEET 2 SKETCH

NOT VALID WITHOUT THE SIGNATURE  
AND THE ORIGINAL RAISED SEAL OF A FLORIDA  
LICENSED SURVEYOR AND MAPPER.  
CERTIFIED AS TO LEGAL DESCRIPTION AND SKETCH  
STATE OF

JARED T. PATENAUBE  
PROFESSIONAL SURVEYOR AND MAPPER  
LICENSE NUMBER LS 6971  
STATE OF FLORIDA



## **Tab 5**

## **RESOLUTION 2020-03**

### **A RESOLUTION OF THE MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS APPROVING THE ACCEPTANCE OF CERTAIN PLAT NOTES; ACCEPTING A DEED FOR CERTAIN COMMON AREA TRACTS WITHIN THE DISTRICT; AND ACCEPTING A GRANT OF EASEMENTS WITHIN THE DISTRICT.**

**WHEREAS**, the Mitchell Ranch Community Development District (the "**District**") is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, as amended (the "**Act**"), Chapter 190, Florida Statutes; and

**WHEREAS**, pursuant to Section 190.011(1), Florida Statutes, the District is authorized to acquire real property by purchase, gift, devise, or otherwise; and

**WHEREAS**, pursuant to Section 190.012 (1)(a), Florida Statutes, the District is authorized to finance, fund, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate and maintain storm water management and control systems that serve the District; and

**WHEREAS**, pursuant to Section 190.012 (1)(f), Florida Statutes, the District is authorized to finance, fund, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate and maintain conservation areas, mitigation areas, and wildlife habitat, including the maintenance of any plant or animal species; and

**WHEREAS**, pursuant to Section 190.012(2)(a), Florida Statutes, the District is authorized to finance, fund, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate and maintain parks and recreational amenities, that serve the District; and

**WHEREAS**, the District has previously acquired the tracts of land as listed in **Composite Exhibit A** (the "**Tracts**") by Deed and/or assigned by certain Plat notes (the "**Plat**"), which are located within the boundaries of the District, and the easements necessary for ingress and egress, drainage, and maintenance (the "**Easements**") in order to provide stormwater management services, conservation areas, mitigation areas, and/or wildlife habitat, and parks and recreational amenities for the District; and

**WHEREAS**, the District has determined that the Tracts and the Easements benefit the properties located within the boundaries of the District, and the District desires to approve and accept the Tracts in order to provide a complete system of stormwater management services, conservation areas, mitigation areas, and/or wildlife habitat and parks and recreational amenities.

**NOW THEREFORE, BE IT RESOLVED** that:

1. The District hereby accepts and approves the conveyance of Tracts and Easements as described by Plat Note 6 and Plat Note 8 of Mitchell 54 West Phase 1 Residential, as recorded in Plat Book 81, Pages 49-53 of the Public Records of Pasco County, Florida.
2. The Chairman or the Vice-Chairman of the District are hereby authorized, empowered and directed to execute any and all other documents and to take whatever other action he or she deems necessary to carry out the intent of the foregoing.
3. This resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED THIS 12TH DAY OF MAY, 2020.**

**Attest:**

**Mitchell Ranch  
Community Development District**

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Matthew Huber  
Secretary/Assistant Secretary

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Kelly Evans  
Chairman of the Board of Supervisors

# **Composite Exhibit A**

## **Mitchell Ranch Community Development District**

### **Plat**

1. Plat Note 6 and Plat Note 8 of Mitchell 54 West Phase 1 Residential, as recorded in Plat Book 81, Pages 49-53 of the Public Records of Pasco County, Florida.

### **Deed**

1. Tract A-1, Tract B-1, Tract B-2, Tract B-3, Tract L-1 and Tract L-2 of Mitchell 54 West Phase 1 Residential, according to the plat thereof, as recorded in Plat Book 81, Pages 49-53 of the Public Records of Pasco County, Florida.

### **Easements**

1. All (CDD) Side Yard Drainage/Access Easements, (CDD) Drainage and Access Easements, and (CDD) Wall Easements of Mitchell 54 West Phase 1 Residential, as recorded in Plat Book 81, Pages 49-53 of the Public Records of Pasco County, Florida.



## **Tab 6**

**RESOLUTION 2020-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT  
REDESIGNATING THE SECRETARY OF THE DISTRICT, AND  
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Mitchell Ranch Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Pasco County, Florida; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS  
OF THE MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT:**

Section 1.      Bob Schleifer is appointed Secretary

Section 2.      This Resolution and any prior resolutions of the District shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded, and repealed.

Section 3.      This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 12<sup>th</sup> DAY OF MAY, 2020.**

**MITCHELL RANCH COMMUNITY  
DEVELOPMENT DISTRICT**

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**CHAIRMAN/VICE CHAIRMAN**

**ATTEST:**

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**ASSISTANT SECRETARY**

## **Tab 7**

## **FIRST ADDENDUM TO LANDSCAPE MAINTENANCE AGREEMENT**

THIS FIRST ADDENDUM TO LANDSCAPE MAINTENANCE AGREEMENT (the “**First Addendum**”) is made and entered into as of the 27th day of April, 2020, by and between the Mitchell Ranch Community Development District, a local unit of special-purpose government established pursuant to chapter 190, Florida Statutes, Florida, (the “**District**”) and Fieldstone Landscape Services, LLC, (the “**Contractor**”).

### **RECITALS**

**WHEREAS**, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including surface water management systems, roadways, landscaping, and other infrastructure;

**WHEREAS**, the District entered into the Landscape Maintenance Agreement dated February 20, 2020, between the District and the Contractor (the “**Agreement**”);

**WHEREAS**, the District desires to add the provision listed in **Exhibit “A”** to the Scope of Services (as defined in the Agreement);

**WHEREAS**, the Contractor has agreed to add the services listed in **Exhibit “A”** for the prices shown in **Exhibit “A”**.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the District and Contractor (collectively, referred to as the “**Parties**”), the receipt of which and sufficiency of which is hereby acknowledged, the Parties agree as follows:

**SECTION 1. RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this First Addendum.

**SECTION 2. SCOPE OF SERVICES.** The Contractor shall add the services described in **Exhibit “A”** to the Scope of Services of the Agreement for the costs listed in **Exhibit “A”**.

**SECTION 3. TERMINATION.** Either party may terminate the Agreement with thirty (30) days written notice to the other party.

**SECTION 4. RATIFICATION.** Except as modified by this First Addendum, the terms and conditions set forth in the Agreement, as amended, are hereby ratified and confirmed.

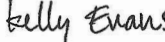
**SECTION 5. COUNTERPARTS.** The First Addendum may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

IN WITNESS WHEREOF, the parties execute this First Addendum the day and year first written above.

**Fieldstone Landscape Services, LLC**

**Mitchell Ranch  
Community Development District**

By:   
Name: Scott L. Roy  
Title: VP

DocuSigned by:  
By:   
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Kelly Evans  
Chair of the Board of Supervisors

## **Tab 8**

## RESOLUTION 2020-05

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Mitchell Ranch Community Development District (“**District**”) prior to June 15, 2020 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: July 14, 2020

HOUR: 10:00 a.m.

LOCATION\*: The Offices of Rizzetta & Company, Inc.  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33544

*\*Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as extended by Executive Order 20-112 and as it may be further extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <https://www.mitchellranchcdd.org/>.*

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least two days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED ON MAY 12, 2020.**

Attest:

**Mitchell Ranch Community  
Development District**

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Matthew Huber  
Assistant Secretary

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Kelly Evans  
Chair of the Board of Supervisors

**Exhibit A: Proposed Budget for Fiscal Year 2020/2021**



## Tab 9

# Brian E. Corley

Supervisor of Elections

Post Office Box 300

Dade City, FL 33526-0300



★★ **FREEDOM**  
Requires Responsibility  
**VOTE PASCO**

April 16, 2020

Matthew Huber, District Manager  
District Office  
5844 Old Pasco Road Suite 100  
Wesley Chapel FL 33544

Dear Mr. Huber:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2020.

• Asturia Community Development District	754
• Avalon Park West Community Development District	0
• Copperspring Community Development District	0
• Country Walk Community Development District	1,760
• Hidden Creek North Community Development District	0
• Lake Padgett Estates Independent Special District	2,074
• Meadow Pointe III Community Development District	3,247
• <b>Mitchell Ranch Community Development District</b>	<b>0</b>
• New River Community Development District	58
• Preserve at Wilderness Lake Community Development District	1,937
• Riverwood Estates Community Development District	0
• Wiregrass Community Development District	1,457
• Wiregrass II Community Development District	0

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood  
Chief Administrative Officer

East Pasco Government Center  
Dade City  
(352) 521-4302

Central Pasco Professional Center  
Land O' Lakes  
(813) 929-2788

West Pasco Government Center  
New Port Richey  
(727) 847-8162

**pascovotes.com**