



Rizzetta & Company

Mitchell Ranch Community Development District

Board of Supervisors' Regular Meeting November 11, 2025

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chape, FL 33544
813.994-1001**

www.mitchellranchcdd.org

**MITCHELL RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Hilton Garden Inn Tampa Suncoast Parkway, 2155 Northpointe Parkway Lutz, FL
33558

www.mitchellranchcdd.org

Board of Supervisors

Kelly Evans	Chairman
Lori Campagna	Vice Chairman
Bradley Gilley	Assistant Secretary
Jacob Walsh	Assistant Secretary
Lori Rice	Assistant Secretary

District Manager

Darryl Adams	Rizzetta & Company
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District Counsel

John Vericker	Straley Robin & Vericker
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District Engineer

Brian Surak	Clearview Land Design
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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.

MITCHELL RANCH COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida (813) 944-1001
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
mitchellranchcdd.org

November 4, 2025

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

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Mitchell Ranch Community Development District will be held on **Tuesday, November 11, 2025 at 10:00 a.m.**, at the Hilton Garden Inn Tampa Suncoast Parkway, 2155 Northpointe Parkway Lutz, FL 33558. The following is the agenda for the meeting:

BOS MEETING:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Towing Agreement Tab 1
 - B. Consideration of Resolution 2026-02; Designating an Assistant Secretary Tab 2
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held on October 14, 2025 Tab 3
 - B. Consideration of Operation and Maintenance Expenditures for September 2025..... Tab 4
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Aquatics Report Tab 5
 - D. Field Inspection Services Report Tab 6
 - E. Landscape & Irrigation Report Tab 7
 - i. Contractor Response to Field Inspection Tab 8
 - F. District Manager (Under Separate Cover)
 - i. Presentation of 3rd Quarter Website Compliance Audit Report..... Tab 9
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, or need to obtain a copy of the full agenda, please do not hesitate to contact Sean Craft at scraft@rizzetta.com.

Sincerely,
Sean Craft
Sean Craft
District Manager

Tab 1

Towing Authorization Agreement

This Towing Authorization Agreement (this “**Agreement**”) is entered into as of November 11, 2025, between the **Mitchell Ranch Community Development District**, a local unit of special-purpose government organized and established under Chapter 190, Florida Statutes (the “**District**”) whose mailing address is c/o Rizzetta, 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544 and **A-1 Recovery Inc.** a Florida Profit Corporation (“**Towing Operator**”) whose mailing address is 381 Roberts Road, Oldsmar, FL 34677.

Background Information:

The District is the owner of certain rights-of-way, parking spaces/lots, and/or common areas located within the District’s boundary (the “**District Property**”). The District desires to authorize the Towing Operator to tow, only after the direction of a District Representative, any vehicles and/or vessels that are parked on District Property in violation of the District’s Parking and Towing Policies (attached hereto as **Exhibit “A”**). Roam Towing is NOT authorized.

The Towing Operator represents that it is regularly engaged in the business of towing vehicles and/or vessels, is authorized under Florida law and Pasco County regulations to tow vehicles or vessels, and that the Towing Operator abides by all applicable laws and regulations.

Operative Provisions:

1. **Incorporation of Background Information.** The background information stated above is true and correct and by this reference is incorporated as a material part of this Agreement.
2. **District Authorized Representatives.**
 - a. The District shall designate in writing certain persons, employees, vendors, and/or other authorized agents who are authorized to inform the Towing Operator of any vehicles or vessels that need to be towed (the “**Authorized Representatives**”). The list of Authorized Representatives may be updated from time to time.
 - b. Prior to directing the Towing Operator to remove any vehicles or vessels, the Authorized Representatives shall verify that:
 - i. the vehicle or vessel is parked on District Property; and,
 - ii. is in violation of the District’s Parking and Towing Policies.
3. **Authorization to Tow.** In accordance with section 715.07(2), Florida Statutes, the District hereby authorizes the Authorized Representatives, only after complying with the District’s Parking and Towing Policy and applicable laws and regulations, to provide authorization to the Towing Operator to remove any vehicles or vessels that are parked on District Property in violation of the District’s Parking and Towing Policy. **The Towing Operator is NOT authorized to patrol the community (“Roam Towing”) for violations of the District’s Parking and Towing Policies.** The Towing Operator shall photograph or video the vehicle or vessel to sufficiently detail the violation for which the vehicle or vessel is being towed. The photographs or video shall be maintained by the Towing Operator for a minimum of six (6) months and be produced

upon request by the District or any law enforcement agency.

4. **Compliance with Laws and Regulations.** The Towing Operator shall comply with necessary economic, operational, safety, insurance, and other compliance requirements imposed by federal, state, county, municipal or regulatory bodies, relating to the contemplated operations and services hereunder (including specifically Sections 715.07 and 713.78, Florida Statutes as they may be amended from time to time). Towing Operator will be responsible for any fines or penalties assessed against District as a result of any the Towing Operator's operations authorized under this Agreement.
5. **Signage.** The Towing Operator shall either provide the signage required by applicable laws and regulations or inspect and certify to the District that any existing signage complies with the applicable laws and regulations.
6. **No Monetary Compensation between the Parties.** Both parties acknowledge and agree that the District has authorized the towing services by the Towing Operator without monetary obligation. No fee will be paid to the Towing Operator by the District for services as outlined in this Agreement, including, but not limited to, the costs associated with the placement of signage or with providing personal notice as required by section 715.07, Florida Statutes. The Towing Operator shall ensure that all fees to be charged for towing and storage shall not exceed the amounts established by Hillsborough County.
7. **Manner of Performance and Care of District Property.** Any towing shall be done, furnished, and performed in a workmanlike manner with the best management practices in the industry. Towing Operator shall use all due care to protect the property of the District, its residents and landowners from damage.
8. **Insurance.** The Towing Operator shall carry commercial general liability insurance of no less than \$1,000,000 and commercial automobile liability insurance of no less than \$1,000,000. The Towing Operator shall deliver to the District proof of insurance referred to herein or a certificate evidencing the coverage provided pursuant to this Agreement and naming the District as "Additional Insured" under such policy. Such insurance policy may not be canceled without a thirty-day written notice to the District. The Towing Operator will maintain Workers Compensation insurance as required by law.
9. **Indemnification.** The Towing Operator, for and on behalf of itself, its agents, employees and assigns, and any person or entity claiming by, through or under them, shall indemnify and agree to defend and hold the District, its supervisors, agents and employees, harmless from any and all claims (including attorneys fees and costs) for loss, damage, injury or death of any nature whatsoever to persons or property, including, but not limited to, personal injury or death resulting in any way from or in any fashion arising from or connected with the Towing Operator's actions.
10. **Relationship Between the Parties.** It is understood that the Towing Operator is an independent contractor and will perform the services contemplated under this Agreement. As an independent contractor, nothing in this Agreement will be deemed to create a

partnership, joint venture, or employer-employee relationship between the Towing Operator and the District. The Towing Operator will not have the right to make any contract or commitments for, or on behalf of, the District without the prior written approval of the District.

11. **No Waiver of Sovereign Immunity.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.
12. **Scrutinized Companies.** Pursuant to Section 287.135, Florida Statutes, Towing Operator represents that in entering into this Agreement, the Towing Operator has not been designated as a “scrutinized company” under the statute and, in the event that the Towing Operator is designated as a “scrutinized company”, the Towing Operator shall immediately notify the District whereupon this Agreement may be terminated by the District.
13. **E-Verification.** Pursuant to Section 448.095(2), Florida Statutes,
 - a. Towing Operator represents that Towing Operator is eligible to contract with the District and is currently in compliance and will remain in compliance, for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security’s E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
 - b. If the District has a good faith belief that the Towing Operator has knowingly violated Section 448.09(1), Florida Statutes, the District will terminate this Agreement as required by Section 448.095(2)(c), Florida Statutes.
 - i. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes, but the Towing Operator otherwise complied with its obligations thereunder, the District shall promptly notify the Towing Operator and the Towing Operator will immediately terminate its contract with the subcontractor.
14. **Public Records.** As required under Section 119.0701, Florida Statutes, Towing Operator shall (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Towing Operator upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE TOWING OPERATOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE TOWING OPERATOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 933-5571, OR BY EMAIL AT INFO@RIZZETTA.COM, OR BY REGULAR MAIL AT 5844 OLD PASCO ROAD, SUITE 100, WESLEY CHAPEL, FL 33544.

15. **Term.** The initial term of this Agreement shall be for one year from the date of this Agreement. At the end of the initial term, this Agreement shall automatically renew for subsequent one-year terms pursuant to the same contract provisions as the initial term, until terminated by either party pursuant to the termination provision below.
16. **Termination.** Either party may terminate this Agreement at any time, without cause, with 10 days written notice to the other party.
17. **Amendment.** This Agreement may not be altered, changed or amended, except by an instrument in writing, signed by both parties.
18. **Assignment.** This Agreement is not transferrable or assignable by either party without the written approval of both parties.
19. **Controlling Law.** This Agreement is governed under the laws of the State of Florida with venue in the county in which the District is located.
20. **Enforcement of Agreement.** In the event it becomes necessary for either party to institute legal proceedings in order to enforce the terms of this Agreement, the prevailing party will be entitled to all costs, including reasonable attorney's fees at both trial and appellate levels against the non-prevailing party.
21. **Notice.** Whenever any party desires to give notice to the other parties, it must be given by written notice, sent by email, certified United States mail with return receipt requested, or a nationally recognized express transportation company to the addresses listed below. In the event that any party undergoes a change in address or contact information, notice to the other party shall be made.

To the Contractor:

c/o A-1 Recovery, Inc.
381 Roberts Road
Oldsmar, FL 34677
A1recoveryproperties@gmail.com
A1recoveryinc@yahoo.com

To the District:

c/o Rizzetta
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
Attn: Darryl Adams
darryla@rizzetta.com

22. **Arm's Length Transaction and Interpretation.** This Agreement has been negotiated fully between the parties as an arm's length transaction. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.
23. **Severability.** Should any provision of this Agreement be declared or be determined by any court of jurisdiction to be illegal or invalid, the validity of the remaining parts, term or provision shall not be affected thereby, and the illegal part, term or provision shall be deemed not part of this Agreement.
24. **Anti-Human Trafficking.** Pursuant to Section 787.06, Florida Statutes, Contractor represents that in entering into this Agreement, the Contractor does not use coercion for labor or services as defined in the statute. The Contractor is required to provide an affidavit, signed by an officer or a representative of the Contractor with this representation, addressed to the District, as required by Section 787.06(13), Florida Statutes.
25. **Entire Agreement.** This Agreement contains the entire agreement and neither party is to rely upon any oral representations made by the other party. To the extent that any provisions of this Agreement conflict with the provisions in any exhibit, the provisions in this Agreement will control over provisions in any exhibit.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the date above.

A-1 Recovery, Inc.

Mitchell Ranch

Community Development District

Name: _____
Title: _____

Name: Kelly Evans
Title: Chair of the Board of Supervisors

STATE OF FLORIDA
COUNTY OF _____

Affidavit for Anti-Human Trafficking
Section 787.06(13), Florida Statutes

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

Before me the undersigned authority personally appeared _____, who
being duly sworn, deposes and says (the “**Affiant**”):

1. Affiant is over 18 years of age and has personal knowledge of the facts and certifications set forth herein.
2. Affiant is the _____ (Title) of _____
(the “**Company**”) and as such is authorized to make this Affidavit for and on behalf of the Company, its directors and officers.
3. Company does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. Company intends to execute, renew, or extend a contract between Company and the Mitchell Ranch Community Development District.
5. This declaration is made pursuant to section 92.525(1)(c), Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

I state that I and the Company understand and acknowledge that the above representations are material and important, and will be relied on by the above referenced CDD to which this affidavit is submitted. I and the Company understand that any misstatement in this affidavit is, and shall be treated as, fraudulent concealment from the CDD of the true facts.

Under penalties of perjury, I declare that I have read the foregoing Affidavit for Anti-Human Trafficking and that the facts stated in it are true.

Signature of Affiant

Sworn before me on _____, 2025

Notary Public Signature

Notary Stamp

Exhibit “A”

Mitchell Ranch Community Development District

District Parking and Towing Policies

The Mitchell Ranch Community Development District (“**District**”) has adopted the following policies (“**Policies**”) regarding the parking and towing of Vehicles and/or Vessels of any kind (as defined by Section 715.07, Florida Statutes) located on District-owned roads, designated parking spaces, and common areas throughout the District boundary (“**District Property**”).

The term District Property includes all District-owned roads, parking spaces/lots, and/or common areas located within the District’s boundary. This Policy is in addition to, and exclusive of, various state laws, county regulations, or homeowners’ association standards governing parking.

Parking Policies:

1. There shall be no parking of Vessels on any District Property at any time.
2. No automobiles, motorcycles, trailers, recreational vehicles, or vehicles of any kind or nature (“**Vehicles**”), except District, State, and/or County vehicles, may be parked from 11:00 p.m. until 6:00 a.m. in designated District-owned parking spaces.
 - a. District-owned parking spaces include, but are not limited to, those parking spaces on Yellowhammer Way and Houndstooth Enclave Drive.
 - b. Vehicles must not be parked in any way which blocks the normal flow of traffic or in any way that limits the ability of emergency service workers to respond to situations. Unless authorized in writing, by the District, only vehicles that can fit in a standard parking space are permitted to park in District-owned parking spaces. No commercial vehicles (other than vendors actively servicing the District), RVs, boats, trailers, moving trucks, or oversized vehicles are permitted at any time.
3. There shall be no parking of Vehicles on District-owned roads (other than in designated parking spaces as outlined in the above Section 3(a)) or on District-owned common areas at any time.
4. The District does not provide any security or monitoring for the District Property and assumes no liability for any theft, vandalism, and/ or damage that might occur to personal property and/or to such vehicles.
5. No overnight (between 11:00 pm and 6:00 am) parking is permitted.
6. All vehicles must have valid and proper license plates and registration affixed to their vehicles. Unregistered vehicles may be reported to license inspectors or law enforcement as a violation of Section 320.02, Florida Statutes. Additionally unregistered vehicles may be considered to have been abandoned and reported to law enforcement or code enforcement.

7. Unauthorized parking may result in being towed or reported to the local authorities for trespassing
8. These policies are in addition to, and exclusive of, various state laws, county regulations, or homeowners' association standards governing parking.

Towing Policies:

1. Any vehicle or vessel that is parked on District Property in violation of this policy or applicable regulatory requirements may be towed, at the sole expense of the owner, in accordance with applicable laws and regulations (including Section 715.07, Florida Statutes).
2. The District shall keep a logbook of all violations of the District's parking restrictions.
3. The District shall maintain a list of representatives that have the authority to contact the towing operator for the purpose of initiating the towing of a vehicle or vessel from District Roads.
4. Upon discovery of a violation, an authorized District representative may notify the towing operator with whom the District enters into a towing authorization agreement to initiate a tow. The towing operator shall photograph the evidence of such violation and may then tow the vehicle or vessel from District parking areas in accordance with said agreement.
5. Prior to directing the Towing Operator to remove any vehicles or vessels, the Authorized Representative shall:
 - a. take a picture evidencing the failure to move the vehicle or vessel;
 - b. enter the relevant information in the logbook and provide the picture to the District's records custodian;
 - c. then provide authorization for the Towing Operator to commence towing for the reported violation.
6. Roam Towing is NOT allowed by the Towing Operator.

These policies were adopted by Resolution No. 2026-01 on October 14, 2025.

Tab 2

RESOLUTION 2026-02

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

WHEREAS, Mitchell Ranch Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District now desires to appoint an Assistant Secretary.

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

Section 1. Sean Craft is appointed as Assistant Secretary and Darryl Adams is removed as an Assistant Secretary.

Section 2. This Resolution shall not supersede any appointments made by the Board other than specified in Section 1.

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

PASSED AND ADOPTED THIS 11TH DAY OF NOVEMBER 2025.

**MITCHELL RANCH
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASSISTANT SECRETARY

Tab 3

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 the Mitchell Ranch Community Development District was held on **Tuesday, October 14, 2025, at 10:06 a.m.** at the Hilton Garden Inn Tampa Suncoast Parkway. 2155 Northpointe Parkway, Lutz, Florida 33588

Present and constituting a quorum were:

Kelly Evans	Board Supervisor, Chair
Lori Campagna	Board Supervisor, Vice-Chair
Lori Rice	Board Supervisor, Assistant Secretary
Jennifer Hoerle	Board Supervisor, Assistant Secretary
Jake Walsh	Board Supervisor, Assistant Secretary

Also Present were:

Sean Craft	District Manager, Rizzetta & Company, Inc.
Kathryn Hopkinson	District Counsel, Straley, Robin Vericker
Liz Moore	Representative, Fieldstone Landscaping
Mateo Soto	Representative, Fieldstone Landscaping
Amiee Brodeen	LIS, Rizzetta & Company, Inc.

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no comments from the audience.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Regular Meeting held on September
9, 2025**

On a Motion by Ms. Evans, seconded by Mr. Walsh, with all in favor, the Board of Supervisors approved the minutes of the regular meeting held on September 9, 2025, 2025, as presented, for Mitchell Ranch Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of O&M Expenditures for
August 2025**

On a Motion by Ms. Evans, seconded by Ms. Rice, with all in favor, the Board of Supervisors ratified the O&M expenditure for August 2025 (\$35,361.60), for Mitchell Ranch Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Hopkinson presented Resolution 2026-01, parking and towing policies. The Board requested a revision to remove the option for patrolling services to be performed by the tow truck company. Ms. Hopkinson stated that she will revise and circulate the agreement for signature. The Board then directed the District Manager to retain the services of an area tow truck provider with all Board members (except for Ms. Evans) as being authorized to call in for towing as needed.

On a Motion by Ms. Evans, seconded by Ms. Rice, with all in favor, the Board of Supervisors adopted Resolution 2026-01, parking and towing policies, as stated above, for Mitchell Ranch Community Development District.

B. District Engineer

Not present. No report.

C. Aquatic Report

The Board reviewed the aquatics report and directed the Aquatic services company to keep a close eye on pond #6.

D. Field Inspection Services Report

Ms. Bordeen reviewed her report with the Board.

E. Landscape & Irrigation Update

Ms. Moore reviewed her report with the Board. She stated the existing service agreement is set to expire at the end of the month and that she would send the new agreement to the District Manager for the Chairman's signature. The pricing will remain at current levels; the Board authorized the Chairman to sign outside of a meeting. Ms. Moore also stated that she would resend three outstanding proposals stemming from vehicular damages to District Management for signature.

The Board approved the proposal from Fieldstone in the amount of \$3,061.39 for native vegetation cutback behind the homes on Capstone Ranch.

On a Motion by Ms. Evans, seconded by Mr. Walsh, with all in favor, the Board of Supervisors approved the proposal from Fieldstone in the amount of \$3,061.39 for the cutback of native vegetation as stated above, for Mitchell Ranch Community Development District.

84
85 **F. District Manager**

86 Mr. Craft reminded the Board that the next regular meeting is scheduled for
87 November 11, 2025, at 10:00 am.at the Hilton Garden Inn.

88
89 **SIXTH ORDER OF BUSINESS**

Supervisor Request

90
91 Supervisor Evans stated that the trail maintenance is set to take place in
92 November. Supervisor Rice mentioned that there are four (4) unused reclaimed
93 water whips in the community needing attention, which Supervisor Walsh stated
94 that he would look into and report back to the Board.

95
96 **SEVENTH ORDER OF BUSINESS**

Adjournment

97
98 Mr. Craft stated that there were no other matters to come before the Board of
99 Supervisors at this time.

100
On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board
of Supervisors adjourned the meeting at 10:30 a.m. for Mitchell Ranch Community
Development District.

101
102
103
104
105 _____
Secretary/Assistant Secretary

Chairman/ Vice Chairman

Tab 4

Mitchell Ranch Community Development District

District Office · Tampa, Florida - (813) 994-1001

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614

www.mitchellranchcdd.org

Operations and Maintenance Expenditures

September 2025

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2025 through September 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$58,312.84**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Mitchell Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bradley Gilley	100526	BG090925-478	Board of Supervisors Meeting 09/09/25	\$ 200.00
Brletic Dvorak, Inc.	100534	2100	Engineering Services 08/25	\$ 720.00
Duke Energy	20250916-1	Monthly Summary A 08/25 ACH 478	Electric Utility Services 08/25	\$ 1,934.24
Duke Energy	20250916-2	Monthly Summary B 08/25 ACH 478	Electric Utility Services 08/25	\$ 4,137.05
Duke Energy	20250916-3	Monthly Summary C 08/25 ACH 478	Electric Utility Services 08/25	\$ 1,096.52
Fieldstone Landscape Services	100522	26212	Irrigation Repair 08/25	\$ 517.05
Fieldstone Landscape Services	100522	26213	Landscape Installation 08/25	\$ 5,016.74
Fieldstone Landscape Services	100535	26240	Irrigation Repair 08/25	\$ 581.08
Fieldstone Landscape Services	100535	26283	Monthly Landscaping Maintenance 09/25	\$ 14,613.00
Fieldstone Landscape Services	100535	26348	Landscape Maintenance 09/25	\$ 3,196.48
Fieldstone Landscape Services	100535	26382	Tree Replacement 09/25	\$ 5,072.91
Fieldstone Landscape Services	100535	26383	Tree Replacement 09/25	\$ 1,733.48

Mitchell Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Fieldstone Landscape Services	100535	26453	Remove Rebar Stakes 09/25	\$ 1,347.00
Fieldstone Landscape Services	100535	26454	Tree Removal 09/25	\$ 559.80
Fieldstone Landscape Services	100535	26455	Landscape Maintenance 09/25	\$ 1,655.99
Fieldstone Landscape Services	100535	26456	Replace Trees 09/25	\$ 2,465.40
Fieldstone Landscape Services	100535	26457	Remove Tree 09/25	\$ 321.00
Fieldstone Landscape Services	100535	26458	Irrigation Repair 09/25	\$ 423.88
Fieldstone Landscape Services	100535	26459	Irrigation Repair 09/25	\$ 637.00
Fieldstone Landscape Services	100539	26485	Horticulture Services 09/25	\$ 580.00
Fieldstone Landscape Services	100539	26486	Irrigation Repairs 09/25	\$ 344.46
Fieldstone Landscape Services	100539	26487	Irrigation Repairs 09/25	\$ 400.51
Florida Governmental Utility Authority	100536	10000010518 9/25	2778 Legend Pasture Road - Reclaimed Water 09/25	\$ 114.76
Florida Governmental Utility Authority	100536	10000012771 9/25	8553 Houndstooth Enclave Dr 09/25	\$ 278.19

Mitchell Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Governmental Utility Authority	100536	10000016923 9/25	8087 Capstone Ranch Drive 09/25	\$ 0.34
Florida Governmental Utility Authority	100536	10000018707 9/25	2997 Bearlanding Way 09/25	\$ 275.06
Jacob Walsh	100527	JW090925-478	Board of Supervisors Meeting 09/09/25	\$ 200.00
Jayman Enterprises, LLC	100525	4165	Fence Repair - Longleaf Pine Ct 08/25	\$ 175.00
Kelly Evans	100528	KE090925-478	Board of Supervisors Meeting 09/09/25	\$ 200.00
Lori A. Rice	100529	LR090925-478	Board of Supervisors Meeting 09/09/25	\$ 200.00
Lori Campagna	100530	LC090925-478	Board of Supervisors Meeting 09/09/25	\$ 200.00
Pinnacle Holdings - XIV, LLC	100540	090925 Pinnacle 478	Rental - BOS Meeting 09/25	\$ 203.34
Pinnacle Holdings - XIV, LLC	100541	101425 Pinnacle 478	Rental - BOS Meeting 10/25	\$ 203.34
Rizzetta & Company, Inc.	100521	INV0000102267	District Management Fees 09/25	\$ 5,705.09
Sitex Aquatics, LLC	100537	10192-b	Monthly Lake Maintenance 09/25	\$ 2,070.00

Mitchell Ranch Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2025 Through September 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Straley Robin Vericker	100538	27119	Legal Services 08/25	\$ 851.00
The Observer Group, Inc.	100532	25-01898P	Legal Advertising 09/25	\$ 83.13
Report Total				<u>\$ 58,312.84</u>

Tab 5

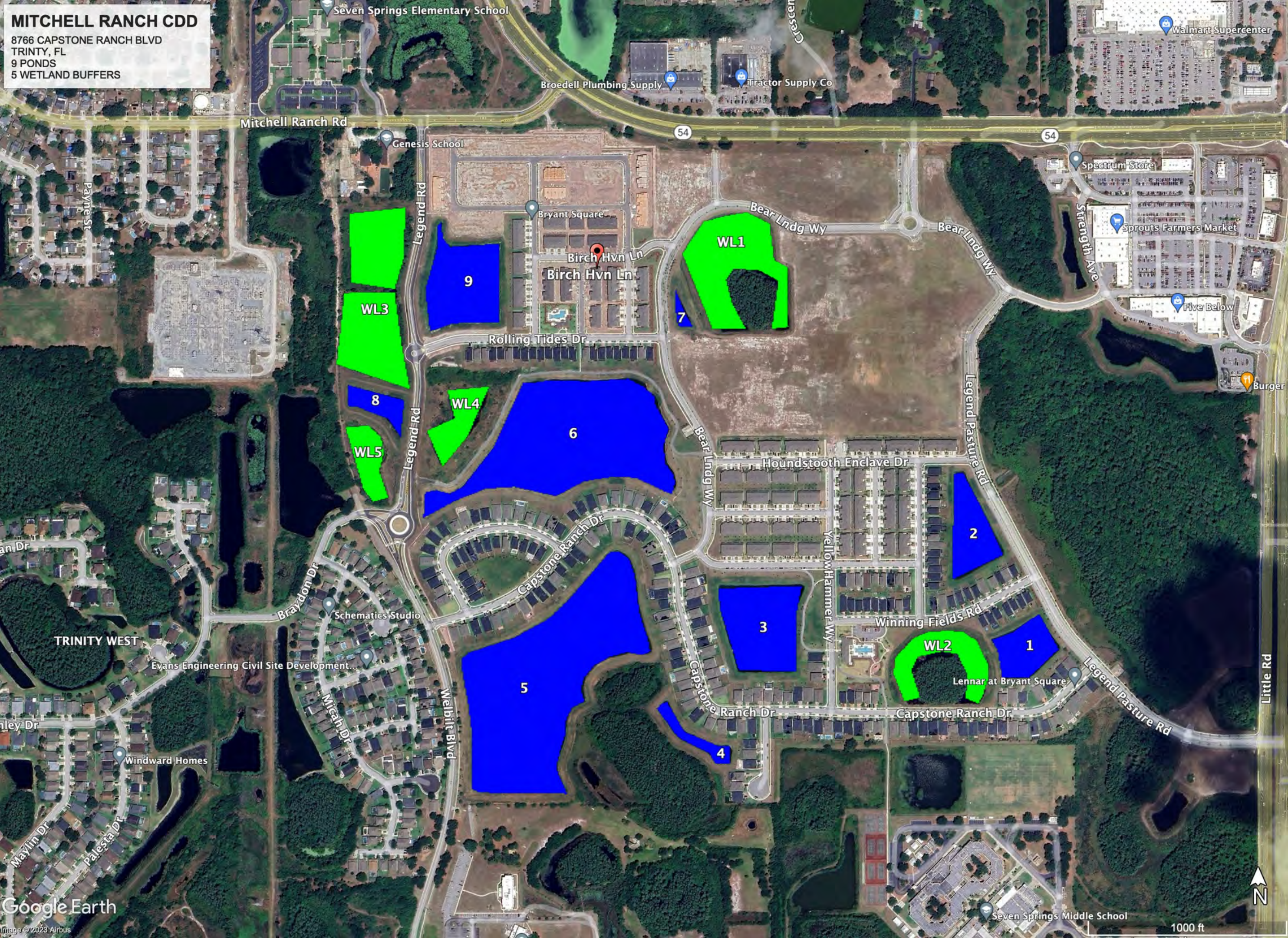


MONTHLY REPORT

NOVEMBER, 2025



MITCHELL RANCH CDD
8766 CAPSTONE RANCH BLVD
TRINITY, FL
9 PONDS
5 WETLAND BUFFERS



Prepared for: Debby Bayne Wallace

Prepared By: Devon Craig

SUMMARY:

Water temps are slowly starting to cool down from the air temperatures lowering. Reoccurring algae blooms will start slowing down and prevent maintenance will be doing its job. Things to remember is that algae blooms can still pop up during cooler months with nutrient introductions such as yard clippings, fertilizers, etc. The ability to aggressively combat and prevent them is much greater as dissolved oxygen levels are much higher and water temps much cooler. Hope everyone has a Happy Thanksgiving.



Pond #1 Treated for Shoreline Vegetation.



Pond #2 Treated for Shoreline Vegetation.



Pond #3 Treated for Algae and Shoreline Vegetation.

Oct 29, 2025 at 11:08:49 AM



Oct 29, 2025 at 11:49:59 AM



Oct 29, 2025 at 10:13:35 AM



Pond #4 Treated for Algae and Shoreline Vegetation.

Pond #5 Treated for Algae and Shoreline Vegetation.

Pond #6 Treated for Algae and Shoreline Vegetation.

Oct 29, 2025 at 12:01:51 PM



Pond #7 Treated for Algae and Shoreline Vegetation.

Oct 29, 2025 at 11:19:09 AM



Pond #8 Treated for Algae and Shoreline Vegetation.

Oct 29, 2025 at 10:55:17 AM



Pond #9 Treated for Shoreline Vegetation.

Tab 6

MITCHELL RANCH

LANDSCAPE INSPECTION REPORT



October 17, 2025
Rizzetta & Company
Amiee Brodeen – Landscape Specialist
Landscape Inspection Services



Rizzetta & Company
Professionals in Community Management

Summary, Welbilt Rd

General Updates, Recent & Upcoming Maintenance Events

- Define bed edge lines, remove any broken straps from trees, always remove trash debris, and always make sure the irrigation boxes and manhole covers are being edged around.
- With the cooler months approaching, this is an ideal time to focus on removing weedy growth throughout the property; please prioritize cleanup efforts to improve overall landscape health.

The following are action items for Fieldstone to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for staff. **Bold & underlined is info. or questions for the BOS.**

1. The newly planted dahoon hollies are starting to lean significantly. Please have the crew visit the site to straighten and properly restake the trees. (Pic 1a, 1b>)



.... to prevent it from encroaching into the walkway. This location may be a candidate for a proposal to remove the tree entirely and install a small planting bed design in its place. (Pic 4>)

2. The bamboo stakes on the sweet gum and the cypress tree have snapped. Please visit the site, off South Welbilt, to assess whether the tree still needs to be supported with straps, if not please remove.
3. The straps on the dahoon holly have been tied around the branches instead of the trunk. Please have the crew adjust the straps, as this can damage the branches and cause stress to the trees. (Pic 3>)
4. The Brazilian pepper tree is a fast-growing specimen. Please have the crew shear it back at least one foot from the sidewalk....



Welbilt Rd

5. The roundabout at Welbilt and Braydon Dr. needs attention. The turf is extremely dry and overrun with weeds. I noticed at least three irrigation rotor heads—can you confirm if they are functioning properly, and/or whether water usage is currently being restricted? (Pic 5)



.... continue to stress the shrubs. Please stop this practice immediately and ensure proper pruning methods are followed going forward. (Pic 8>)



6. Some of the torpedo grass appears to be dying off—great work. However, there is still new growth coming in that needs attention. Please have the crew remove the dead debris from the beds and schedule time to detail the beds along Welbilt. (Pic 6a>, 6b>, 6c>)



7. The Shumard oak on Welbilt has not yet been properly pruned, which will continue to stress the tree. Please send a crew member to trim and correct the limbs as needed. (Pic 7>)
8. Additionally, someone has pruned the crape myrtles into “hat racks,” which will....



Welbilt Rd, Capstone Ranch Dr

9. It appears the mowing crew is still directing turf clippings into the planting beds. This practice will continue to make it difficult to control weeds effectively. Please remind the crew to avoid mowing toward the bed. (Pic 9)



10. It's unclear who is dumping wood planks and tree branches in the pond, but please have the Pond Tech remove the debris and treat the emerging algae blooms. (Pic 10)



11. The mowing crew needs to ensure they are not directing clippings toward the tree rings, as this will encourage turf weeds to grow within the rings. (Pic 11)

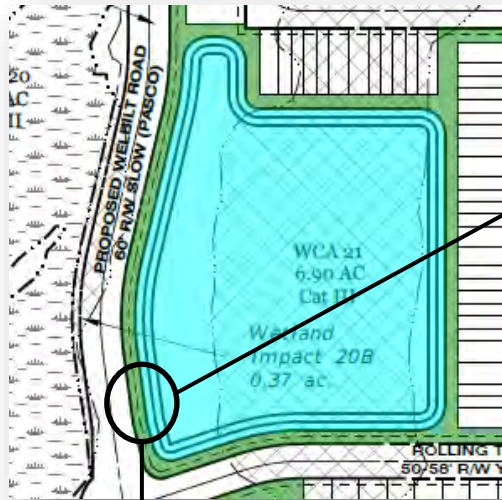


12. Can we have someone from the AG team inspect this sweet gum tree? I am noticing some dieback in the branches and leaf spots on the foliage. (Pic 12a>, 12b>)
13. The pond at Welbilt and Rolling Tide is showing signs of algae blooms. It appears improved compared to last month's visit, but there is still noticeable buildup along the west pond bank. Please treat accordingly.



Welbilt Rd, Capstone Ranch Dr, Birch Haven Ln

14. The cypress tree also appears to be struggling. Please have someone from the AG team inspect it during the next visit to determine the cause of the dieback. Next tree over from #12. (Pic 14>)



<14



15. There was dirt debris on the walkway of Birch Haven, coming from the newly laid sod, which suggests there may be a broken irrigation line. Has this area been assessed to determine the cause, and (if need be) has it been repaired? (Pic 15)



<12a



<12b



15

16. Assuming this sand is from the recent dig on Birch Haven, please have the crew rake the sand back into the grass and tidy up any other areas where sand debris is present. (Pic 16>)
17. In the same area as #16, the beds need to be weeded. There is a large patch of torpedo grass growing within the muhly grass, along with a few smaller patches throughout. Please have the crew remove these by hand before they fully seed.



18. Just west of #16 on Birch Haven, the turf is dying out in several spots and has patches of turf weeds. Unless the electric company plans to dig in this area, I recommend aeration, fertilization, and overseeding with a cool-season grass. If irrigation is not present, watering will be necessary to establish the fertilizer and seed. Can you confirm whether irrigation is available in this area? (Pic 18a, 18b>)



.... the next detailing event. The foxtail ferns require trimming to remove dead growth, and the Simpson stoppers have a few dead branches but healthy trunks. I recommend pruning out the dead wood, monitoring for recovery, and continuing to maintain them as a hedge. (Pic 20a, 20b>)



19. In Harmon Park, a few of the tree straps are broken or loose, and I couldn't locate the stakes in the ground to reattach them. Please have the crew address this area for tree staking and straightening, and provide a proposal to restake at least two trees.

20. The corner planting bed at Houndstooth and Legends Pasture needs attention during....

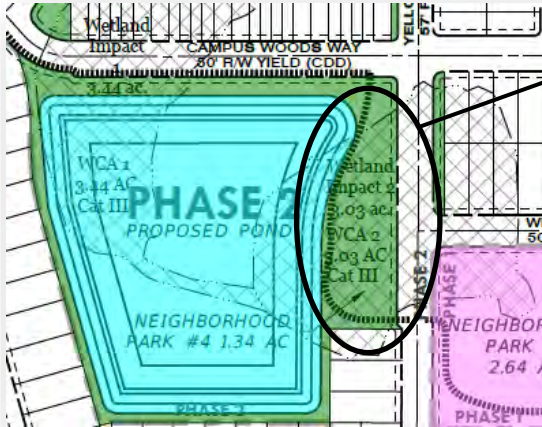
21. The grass clumps in the turf along Legends Pasture are causing some areas to lighten in color, though no fungus is present. Please ensure the crew mows over any clumps to prevent turf loss or potential fungus development.

22. On Capstone Ranch, the small pond is creating a nice habitat for wildlife. I even spotted a little turtle sunbathing and was able to take a few photos without it moving. (Pic 22>)



Yellowhammer Way,

23. In the park along Yellowhammer, several trees need Spanish moss removal, with one in particular having the heaviest coverage. Please have the crew remove the moss during the next visit, as it will begin to crowd the canopy, block light, and discourage new growth. (Pic 23>)



24. In the same park as #23, the planting beds are in need of detailed maintenance. The muhly grasses are falling over, dead muhly grass blades from the last cutting should be trimmed out, and all weedy material needs to be removed. The bed appears to be unfinished. (Pic 24)



25. I'm not entirely sure what's happening here, but it appears that overspray may have affected the grasses, as the other half of each plant still shows green leaves. Please have someone from the AG team inspect the area and provide feedback on what may be causing this issue. (Pic 25>)

26. In the same park, I noticed tire tracks in the turf. The grass was wet, so it's likely the mowers hit a soft spot. Please have the crew bring a tamper on the next visit.... (next pg)



Yellowhammer Way,

(cont.).... to correct and level the area. Make sure they are also mulching over the large clumps of grass debris too. (Pic 26)



29. When the crew performs the cutback, please ensure they trim up to the 10-foot clearance as well. Currently, there's a tunnel effect forming along the path, and the canopy height is lower than 10 feet. (Pic 29)



27. Same park as above, there are four additional trees with steel rods protruding from the base. When will these be removed? They should have been taken out along with the others.

28. Behind the houses on Capstone, when is the scheduled cutback planned? Additionally, the crew missed a large section during the last mowing event. This is how we begin to lose the common line to the preserve—please ensure the crew keeps up with maintaining those boundary lines, and under the tree canopies. (Pic 28a>, 28b>)



Proposals

1. Along Capstone Ranch, I am officially recommending the removal of the oak tree. It has oak galls throughout the canopy and continues to lean, creating a potential liability. I recommend installing a replacement tree in its place. Before planting another oak, please ensure all branches and debris from the gall-infested tree are removed from the area to prevent wasps from emerging and infecting other oaks nearby. (Pic 1)



Tab 7

Mitchell Ranch CDD - #19522 - MAIN - Landscape Management Contract 2025

8447 FL-54
New Port Richey, FL 34655

CM - Monthly Chemical

Materials: Bifen I/T Insecticide / Bifen XTS Insecticide / Fertilizer 18-0-10 w/ Allectus; 72%

10-07-2025

Hours

1. Joe B Bratsch

2.	
3.	
4.	
5.	

Estimated Hours	7.37
Actual Hours	0.00
Remaining Hours	7.37

8 bags

Materials

	Qty	Units	Notes
Fertilizer 18-0-10 w/ Allectus; 72%	48.00	lb	
Fungicide Lesco Spectator T&O	7.25	oz	
Herbicide Specticle Total Herbicide	1.75	oz	
Insecticide Bandit 2F	18.75	oz	
Bifen I/T Insecticide	12.50	oz	
Bifen XTS Insecticide	1.88	oz	
Insecticide Triple Crown	12.50	oz	
Fertilizer Liquid T&O Chelated Micronutrients	308.33	oz	
Fertilizer 24-0-11; 25% Slow Release	104.00	lb	
Herbicide Prodiamine	18.75	oz	
Fungicide Myclobutanil 20EW	15.00	oz	
Fertilizer 8-0-10 100%SRN	83.33	lb	
Insecticide Orthene	9.17	oz	
Insecticide Bandit	12.50	lb	
Fertilizer Macron 20-20-20 25#Pail	2.75	lb	
Horticulture Technician	7.37	hr	

24-0-11 - 400 lbs

- * fusilade torpedo grass X
- * Use old fertl on pines & palms ✓
- * Photograph weeded bahia area ✓



FIELDSTONE

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October 2025 - Mitchell Ranch clock #1- commons

Date: Oct 22, 2025 8:03 am
Inspector: LaPoma Thomas

Site	
Name	Mitchell Ranch CDD
Address	8447 Florida 54
City	New Port Richey
ST	Florida
Zip	34655

Controller	
Name	Mitchell ranch clock #1- commons area #1
Location	Legend pasture and capstone ranch
Model	
Modules	42
SLW	SLW1 Legend pasture and capstone ranch

Controller ID	74897
---------------	-------

Water Days as of Oct 22, 2025	
Program A	Every day of the week
Program B	Mon , Tue , Wed , Fri , Sat
Program C	Sun , Tue , Wed , Fri , Sat
Program D	Tue , Sat

Notes
Hunter LX-IVM

	Location	Valve Status	Clogge d Nozzle	Blocke d Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	Both side of curb at Little road and legend pasture entry	Pass									
2	Both sides legend pastor and Little road entry	Pass									
3	Northside legend pasture at second meeting Island	Pass									
4	All drip from Little road to capstone ranch and 3rd medium Island	Pass									
5	East curb and second meeting Island	Pass									
6	East side, inside sidewalk second median Island to capstone ranch	Pass									
7	Bubbler behind homes along capstone ranch, from legend pasture to	Pass									
8	Westside inside sidewalk second median Island to capstone ranch	Pass									
9	Westside curb south of capstone ranch	Pass									
10	Westside curb north of capstone ranch	Pass									
11	Westside north of capstone ranch	Pass									
12	East side north of capstone ranch	Pass									
13	East side north of capstone ranch to winning field	Pass									

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
14	Median Island North of winning field	Pass									
15	East curb north of winning field	Pass									
16	East side north of houndstooth and a long East bear landing	Pass									
17	East side north of houndstooth	Pass									
18	Westside legend pasture, winning field to houndstooth	Pass									
19	Westside legend pasture, winning field to houndstooth	Pass									
20	Westside legend pastor north of houndstooth	Pass									
21	Westside legend pastor north of houndstooth	Pass									
22	Eastside legend pastor south of bear landing	Pass									
23	Southwest corner legend pastor and bear landing	Pass									
24	Southside bear landing to cattle ranch	Pass									
25	South of bear landing east of roundabout	Pass									
26	Roundabout	Pass									
27	Southwest of roundabout at cattle ranch	Pass									
28	(NW) corner of roundabout at STRD 54	Pass									
29	State road 54 entry	Pass									
30	Cattle ranch median	Pass									
31	South curb of bear landing- (W) of roundabout	Pass									
32	Southside bear landing at medal Way intersection	Pass									
33	South bear landing, medal way to houndstooth	Pass									
34	East side of bear landing south of birch haven	Pass									
35	Eastside bear landing north of houndstooth	Pass									
36	Eastside bear landing between houndstooth and campus woods	Pass									
37	Lift station West side bear landing north of houndstooth	Pass									
38	Westside bear landing south of houndstooth to campus woods	Pass									
39	North bear landing, west legend pasture	Pass									

	Location	Valve Status	Clogge d Nozzle	Blocke d Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
40	Houndstooth #8655-#8683	Pass									
41	Houndstooth #8613-#8647	Pass									
42	Houndstooth #8577-#8605	Pass									
43	Houndstooth #8515-#8545	Pass									
44	Houndstooth #8489-#8509	Pass									
45	Houndstooth #8453-#8483	Pass									
46	Houndstooth #8450-#8472	Pass									
47	Houndstooth #8476-#8496	Pass									
48	Houndstooth #8502-#8522	Pass									
49	Houndstooth #8526-#8548	Pass									
50	Druid oaks #8527-8549	Pass									
51	Druid oaks #8503-#8523	Pass									
52	Druid oaks #8477-#8497	Pass									
53	Druid oaks #8451-#8471	Pass									
54	Druid oaks #8450-#8472	Pass									
55	Druid oaks #8476-#8496	Pass									
56	Druid oaks #8502-#8522	Pass									
57	Druid oaks #8528-#8548	Pass									
58	Campus woods #8527-#8547	Pass									
59	Campus woods #8501-#8521	Pass									
60	Campus woods #8477-#8497	Pass									
61	Campus woods #8449-#8469	Pass									
62	Yellow hammer #2848-#2866	Pass									
63	Yellow hammer #2874-#2902	Pass									
64	Yellow hammer #2910-#2928	Pass									
65	Coach manors #2901-#2919	Pass									

	Location	Valve Status	Clogge d Nozzle	Blocke d Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
66	Coach manors #2865-#2895	Pass									
67	Coach manors #2839-#2857	Pass									
68	Coach manors #2838-#2850	Pass									
69	Coach manors #2864-#2896	Pass									
70	Coach manors #2900-#2918	Pass									
71	Gridiron ilse #2911-#2929	Pass									
72	Gridiron ilse #2875-#2895	Pass									
73	Gridiron ilse #2849-#2867	Pass									
74	Southwest corner of yellow hammer and campus woods	Pass									
75	West side along sidewalk	Pass									
76	Center	Pass									
77	Along sidewalk at street	Pass									
78	Parking islands along campus woods and yellow hammer way	Pass									
79	All trees	Pass									
80	All beds	Pass									
81	All trees @ Coleman park	Pass									
82	Along street	Pass									
83	(E) side at #8577 houndstooth enclave	Pass									
84	(W) side at #8545 houndstooth enclave	Pass									



FIELDSTONE

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October 2025 - Mitchell Ranch clock #2 commons

Date: Oct 22, 2025 12:13 pm

Inspector: LaPoma Thomas

Site	
Name	Mitchell Ranch CDD
Address	8447 Florida 54
City	New Port Richey
ST	Florida
Zip	34655

Controller	
Name	Mitchell ranch clock #2 common area #2
Location	(SW) corner Birch haven and bear landing
Model	
Modules	18
Controller ID	114433

Water Days as of Oct 22, 2025	
Program A	Mon , Tue , Wed , Fri , Sat
Program B	Mon , Tue , Wed , Fri , Sat
Program C	
Program D	

Notes
Rainbird LX-IVM
All general repairs have been completed

	Location	Valve Status	Clogge d Nozzle	Blocke d Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	At lift station	Pass									
2	(W) bears landing curb- (S) rolling tides	Pass									
3	(W) bears landing, (s) rolling tides	Pass									
4	(W) bears landing, (s) rolling tides at pond	Pass									
5	(W) bears landing, (s) rolling tides- along fence	Pass									
6	(W) bears landing, (s) rolling tides	Pass									
7	Along sidewalk behind homes- #8382 rolling tides	Pass									
8	(W) bears landing, (n) rolling tides	Pass									
9	(W) bears landing, (s) birch haven along fence	Pass									
10	(SW) corner birch haven and bears landing	Pass									
11	(W) bears landing, (s) birch haven	Pass									
12	(SW) corner birch haven and bears landing	Pass									
13	(S) curb birch haven	Pass									

	Location	Valve Status	Clogge d Nozzle	Blocke d Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
14	(SW) corner birch haven and bears landing	Pass						1	1		
15	(NW)corner bears landing and birch haven	Pass									
16	(N) birch haven curb, (W) bears landing	Pass									
17	(NW) curb, birch haven and bears landing	Pass									
18	(N) of birch haven along perimeter fence	Pass						16			
19	Behind North Perimeter wall	Pass									
20	Behind North parameter wall east end	Pass									
21	Behind North perimeter wall	Pass									
22	Behind North perimeter wall west end	Pass									
23	Behind North perimeter wall	Pass									
24	Along fence east side welbilt south of Mitchell ranch	Pass									
25	East side welbilt south of Mitchell Ranch	Pass									
26	Eastside welbilt north of rolling tide	Pass									
27	Trees north east corner along rolling tide, north and east of welbilt	Pass						1	2		
28	North east corner welbilt and rolling tied	Pass									
29	North east curb welbilt and rolling tide	Pass	1								
Nozzle replaced											
30	South east curb well-built and rolling tide	Pass									
31	Chris south and east rolling tide in welbilt	Pass							1		
32	South east corner welbilt and rolling tide	Pass									
33	Along fence east of welbilt north roundabout	Pass									
34	Along fence east of welbilt at roundabout	Pass							1		
New trees - no bubblers-											
35	Along fence east welbilt, south aroundabout	Pass									
36	Medal way entry and bears landing	Pass							1		

Zone #14 - 11-03-25 2:58 pm CST



Zone #14 - 11-03-25 3:02 pm CST



Zone #18 - 11-03-25 12:15 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 12:16 pm CST



Zone #18 - 11-03-25 3:43 pm CST



Zone #18 - 11-03-25 3:43 pm CST



Zone #18 - 11-03-25 3:44 pm CST



Zone #18 - 11-03-25 3:44 pm CST



Zone #18 - 11-03-25 3:44 pm CST



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Zone #18 - 11-03-25 3:44 pm CST



Zone #18 - 11-03-25 3:44 pm CST



Zone #18 - 11-04-25 7:44 am CST



Zone #18 - 11-04-25 7:45 am CST



Zone #18 - 11-04-25 8:00 am CST



Zone #18 - 11-04-25 8:00 am CST



Zone #18 - 11-04-25 8:00 am CST



Zone #27 - 11-03-25 2:57 pm CST



Zone #27 - 11-03-25 2:57 pm CST



Zone #27 - 11-04-25 5:40 am CST



Zone #27 - 11-04-25 5:43 am CST



Zone #29 - 11-04-25 5:39 am CST



Zone #31 - 11-03-25 2:57 pm CST



Zone #31 - 11-04-25 5:49 am CST



Zone #34 - 11-03-25 2:56 pm CST



Zone #34 - 11-03-25 2:56 pm CST



Zone #36 - 11-03-25 2:55 pm CST



Zone #36 - 11-04-25 6:12 am CST





FIELDSTONE

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October 2025- Mitchell Ranch clock #3- Harmon park

Date: Oct 22, 2025 10:57 am

Inspector: LaPoma Thomas

Site	
Name	Mitchell Ranch CDD
Address	8447 Florida 54
City	New Port Richey
ST	Florida
Zip	34655

Controller	
Name	Mitchell ranch clock #3- Harmon park
Location	8064 capstone ranch @ Harmon park
Model	
Modules	5
Controller ID	98752

Water Days as of Oct 22, 2025	
Program A	Mon , Thur
Program B	
Program C	
Program D	

Notes
Hunter hybrid
No repairs needed

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope
1	East end along fence	Pass									
2	North side along fence	Pass									
3	West end along fence and trees along sidewalk	Pass									
4	Along curb	Pass									
5	Along sidewalk	Pass									
6	First row inside sidewalk	Pass									
7	Southeast corner alongside walk	Pass									
8	Second row inside sidewalk	Pass									
9	First row in center	Pass									
10	Second row in center	Pass									
11	NW corner along bed	Pass									

Tab 8

MITCHELL RANCH



#1, 2, and 3– Dahoon Holly – planted by developer – these have been straightened and re-staked as well as mulch added to the tree rings. Irrigation has been rechecked on these to make sure bubblers are operating. Completed 10/28

#4 – Brazilian Pepper cut back – to be completed on 11/4

#5 – Irrigation to roundabouts and islands on Welbilt. Irrigation technician checking in to the irrigation in this area. Need to investigate what controls this irrigation.

#6 and # 7- Beds along Welbilt – Crew started to detail the beds on 10/28 and will continue working to finish them next visit 11/4

8 – New growth on Crape Myrtle as of 10/28 – This is an opportunity for continue training and we are working with the crews to not trim the Crape Myrtles only the sucker growth.

9 and # 11 – crews have been retrained on blowing clipping from mowers into beds and ponds. This will be monitored by supervisor each visit.

12 and 14 – Horticulture manager has been contacted to inspect the Sweet Gum and Cypress and to advise of any recommendations.

15 – Area was checked on 10/27 by the irrigation technician – no additional leak was detected.

16 – Sand in planting bed on Birch Haven by repair will be cleaned up. To be completed on November 4th – Revisit and confirm the week of the 4th.

17 and 18 - Corner planting bed detail work was started on 10/28 and I will recheck the bed the week of November 4th to make sure the bed is cleaned up. The area along Birch Haven does have some irrigation along the street and in the bed. The restricted water availability from Pasco is shutting the system down. They are running out of water around

MITCHELL RANCH

4am. The corner area has struggled and I want to see if we can add any irrigation to the area to get better coverage.

19 – Harmon Park - Proposal will be sent to re-stake 2 trees. Just FYI – the irrigation was turned back on 10/28 for the park. It has dried up enough that we can mow and with no rain we are going to water 2 days a week and monitor the turf to ensure it doesn't begin to get saturated again.

20 – Detail of bed on Houndstooth and Legends pasture – scheduled for 11/4 – will confirm this completed before meeting.

23, 24, 25 and 26 – Yellowhammer Park

Moss removed from trees on 10/28 , Detail of Muhly beds to be completed by 11/4,



Muhly have struggled in the past in these beds, and we have removed some of the beds and added sod. I observed what appears to be some overspray but also will monitor the irrigation. The park when I arrived was very wet/ saturated. The irrigation run times have been reduced. I don't believe Muhly like wet feet so this may have contributed to the decline as well. I will continue to monitor, the crew said they were having difficulty mowing because it was too wet, therefore they were creating tire marks. Reduced watering should correct this.

28 and 29 – Native areas cutbacks - the cutbacks have been completed. These were completed on 10/24. The mow crew mowed on 10/28 but again they did not mow the missed areas as before. I took photos so this can be addressed on 11/4. We do not trim the fences but there are still areas that are missing mowing and line trimming. ble

They cut back along Legends pasture a little as well because that was growing into the mow areas as well.

MITCHELL RANCH



Couple of trees I noted from my visit on 10/28

Maple tree on the Welbilt behind the townhomes – snapped off. There must have been strong winds the night before- there were a lot of branches and leaves through out the property.



Dead pine on Bear Landing just north of Birch Haven.



MITCHELL RANCH

Tab 9



Quarterly Compliance Audit Report

Mitchell Ranch

Date: October 2025 - 3rd Quarter

Prepared for: Matthew Huber

Developer: Rizzetta

Insurance agency:



Preparer:

Susan Morgan - *SchoolStatus Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

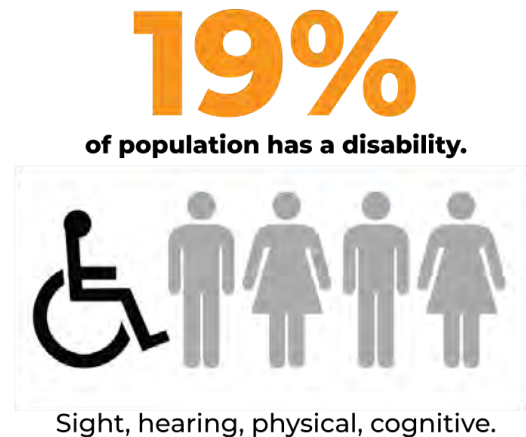
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web