

# *Summit at Fern Hill Community Development District*

**January 19, 2026**

## **Workshop Agenda Package**

2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

## **CLEAR PARTNERSHIPS**



# **Summit at Fern Hill Community Development District**

## **Board of Supervisors**

Antonio Bradford, Chairperson  
Matthew Roth, Vice Chairperson  
Tiebe Kiflom, Assistant Secretary  
Yonatan Derar, Assistant Secretary  
Sam Wenzel Assistant Secretary

## **Staff**

Mark Vega & Heather Jackson, District Manager  
Kathryn "KC" Hopkinson, District Counsel  
Phil Chang, District Engineer  
Jason Liggett, Field Inspector  
Jonathan Sciortino, Accountant  
Catalina Martinez, District Admin Assistant

## **WORKSHOP AGENDA**

Monday, January 19, 2026, at 6:00 p.m.

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

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- 1. Call to Order/Roll Call**
- 2. Discussion on Parking Policy**
- 3. Discussion on Irrigation Repairs**
- 4. Discussion on Mulch Proposals**
- 5. Discussion on Pressure Washing Proposal - Neptune**
- 6. Discussion on Pool Maintenance Agreement**
- 7. Discussion on SFWMD Reminder of Operation and Maintenance Inspection**
- 8. Discussion on Crushed Asphalt Installation on Walkway (Playground)**
- 9. Adjournment**

Sincerely,

*Heather Jackson*

District Manager

*\*\*The next regular Board meeting will be held on Monday, February 2, 2026, at 6:00 pm. \*\**

*\*\*The next Workshop will be held on Monday, February 16, 2026, at 6:00 pm\*\**

District Office:  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Meeting Location:  
Summit at Fern Hill Clubhouse  
10340 Boggy Moss Drive  
Riverview, FL 33578



## PROPOSAL Pressure & Soft-Wash Services

### Neptune Multi Services

Your HOA and CDD Solutions  
Phone: 813-778-9857

Job Title	Quote Validity	Payment Terms
Pressure & Soft-Wash	30 Days	50% Deposit / 50% Upon Completion

### Scope of Work & Pricing

Description	Qty	Amount
Pillar Pressure Washing (8 GPM Commercial Equipment)	52	\$1,550
Pillar Cap Soft Washing (Low Pressure Mold Removal)	52	\$650
Monument Pressure & Soft Washing	3	\$300

**Total Project Cost: \$2,500.00**

### Why Neptune Multi Services

- HOA & CDD experienced vendor
- Commercial-grade equipment
- Safe cleaning methods for delicate surfaces
- Focused on curb appeal and asset longevity

### Acceptance

By signing below, Client authorizes Neptune Multi Services to perform the services outlined in this proposal under the terms stated above.

Client Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



An Equal  
Opportunity  
Employer

# Southwest Florida Water Management District

*Janie Gist*

2379 Broad Street, Brooksville, Florida 34604-6899  
(352) 796-7211 or 1-800-423-1476 (FL only)  
SUNCOM 628-4150 TDD only 1-800-231-6103 (FL only)  
On the Internet at: WaterMatters.org

**Bartow Service Office**  
170 Century Boulevard  
Bartow, Florida 33830-7700  
(863) 534-1448 or  
1-800-492-7862 (FL only)

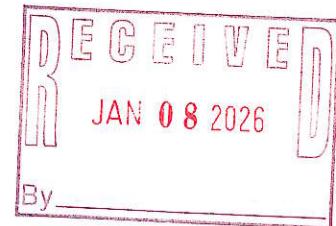
**Sarasota Service Office**  
78 Sarasota Center Boulevard  
Sarasota, Florida 34240-9770  
(941) 377-3722 or  
1-800-320-3503 (FL only)

**Tampa Service Office**  
7601 Highway 301 North  
Tampa, Florida 33637-6759  
(813) 985-7481 or  
1-800-836-0797 (FL only)

January 05, 2026

The Summit at Fern Hill Community Development District  
Attn: Gene Roberts  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607

Subject: REMINDER of Operation and Maintenance Inspection  
Permit No: 43016565.009  
Project Name: Fern Hill Phase 3



A condition of your permit requires that you conduct the inspection of the permitted project after conversion to the operation and maintenance phase. This inspection shall be conducted by March 11, 2026. This letter was generated to remind you of this requirement in sufficient time for you to complete the required inspection.

Inspections provide assurance to the District that the surface water management system is being properly operated and maintained. The Statewide ERP form "Operation and Maintenance Certification" available at <https://www.swfwmd.state.fl.us/business/epermitting/environmental-resource-permit> and may be used to document the inspection.

Unless otherwise specified in the permit, you must maintain a record of each inspection, including the date of inspection, the name and contact information of the inspector, whether the system was functioning as designed and permitted, and make such record available upon request of the District.

If you have questions, please contact the Tampa Service Office at (813) 985-7481 or (800) 836-0797 (FL only).

Sincerely,

Regulatory Support Services  
Regulatory Support Bureau  
Regulation Division



## Crushed Asphalt Walking Path Proposal

Prepared for: Summit at Fern Hill CDD

Prepared by: Dustin Heflin, Regional Manager

January 12, 2026

Proposal number: 02-2026



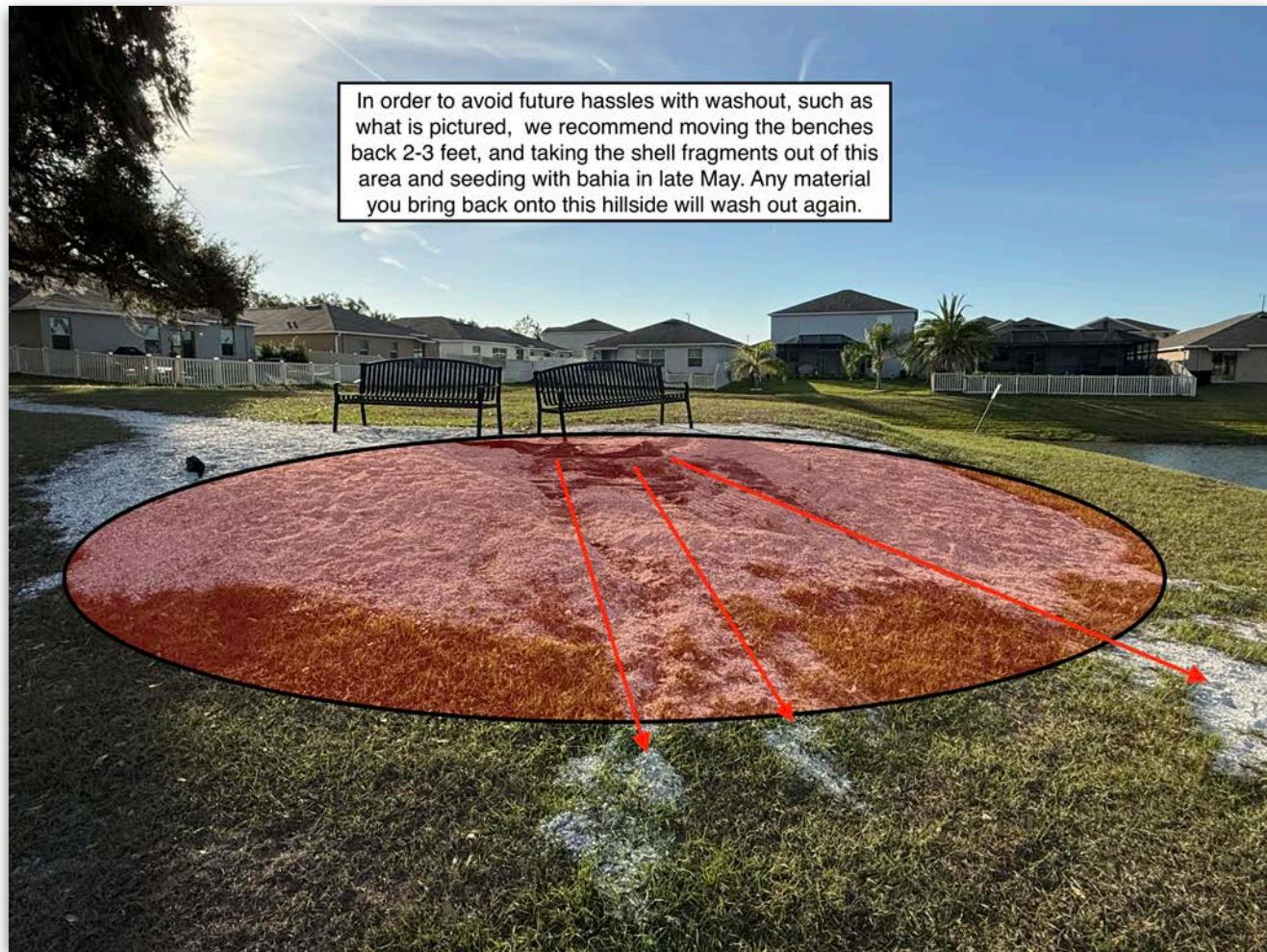
## PROJECT SUMMARY AND RECOMMENDATION

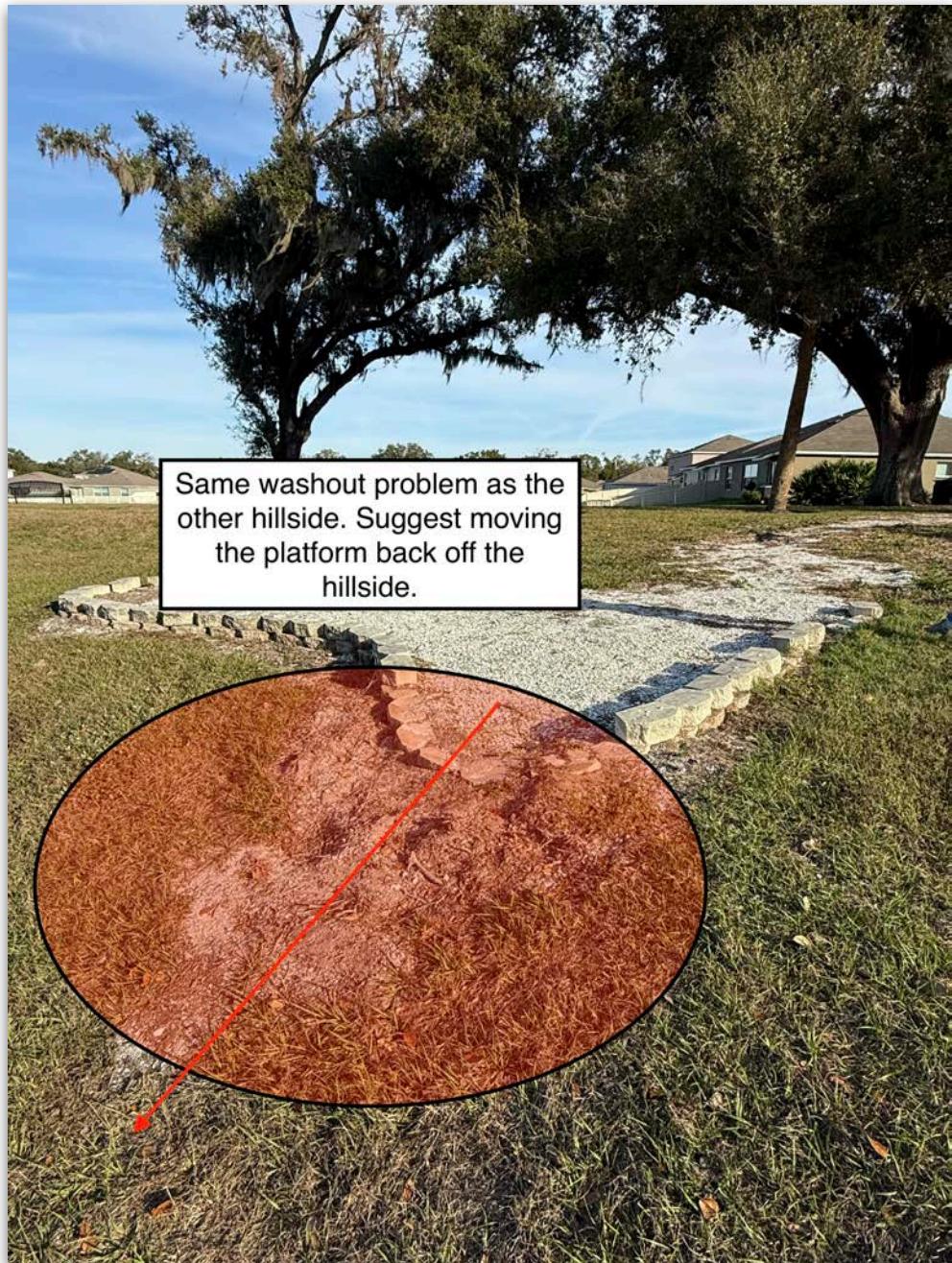
### Project Objective

Install new crushed asphalt to refresh an existing walking path and pond observation areas.

### Project Outline

- Certain areas in this project are located on a steep incline/decline, causing washout of previously installed seashell fragments.
- We suggest removing the material currently located in these areas to avoid future issues with washout and allow grass to grow back into these areas.





- The entirety of the walking path is in disarray. Grass has begun to take it over and there is no defined edges.
- Some sort of retaining edge is encouraged, although not necessary.



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## NEWLEAF HORTICULTURE

# BUDGET

### Spending Summary

The price listed below is for the complete installation of 18 yards of crushed asphalt at a 2" depth along this path to include the two pond observation areas. This will also include cleaning up the path edge with string trimmers or other tools as necessary to create a more manicured appearance.

\*note this does not include the installation of edging or the removal/relocation of seashells on either hillside.

Description	Quantity	Unit Price	Cost
Crushed Asphalt	18	\$60	\$1,080
Delivery	1	\$200	\$200
Labor Hours	192	\$30	\$5,760
<b>Total</b>			<b>\$7,040</b>



**NewLeaf**  
HORTICULTURE

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