

FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578
www.fishhawkcdd4.org

**Board of Supervisors
FishHawk Community
Development District IV**

February 1, 2021

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Tuesday, February 9, 2021 at 9:00 a.m.** at the Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on January 12, 2021 Tab 1
 - B. Ratification of Operations & Maintenance Expenditures for December 2020..... Tab 2
- 4. STAFF REPORTS**
 - A. Field Inspection Report Tab 3
 - B. i. Consideration of Landscape Proposals..... Tab 4
ii. Consideration of RFP for Landscaping & Irrigation..... Tab 5
 - C. Irrigation Report Tab 6
 - D. Aquatic Services Report..... Tab 7
 - E. District Counsel
 - F. District Engineer
 - G. Amenities Manager
 - H. District Manager
- 5. BUSINESS ITEMS**
 - A. Public Hearing on Rule Fees
i. Consideration of Resolution 2021-03; Adopting Non-Refundable Fee for Review Fee and Deposit for License to Use District Property Tab 8
 - B. Discussion of "No Trespassing" Signage Tab 9
 - C. Consideration of Lighting Proposal at Encore Tab 10
 - D. Ratification of Irrigation Proposals..... Tab 11
 - E. Consideration of Landscape Addendum (under separate cover)
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Bryan Radcliff

Bryan Radcliff
District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**FISHHAWK
COMMUNITY DEVELOPMENT DISTRICT IV**

The meeting of the Board of Supervisors of the FishHawk Community Development District IV was held on **Tuesday, January 12, 2021 at 9:00 a.m.** at the Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547

Present and constituting a quorum were:

| | |
|------------------|--|
| Dayna Kennington | Board Supervisor, Chair |
| Daniel Rothrock | Board Supervisor, Vice-Chair |
| Brian Steever | Board Supervisor, Assistant Secretary |
| Esther Wisdom | Board Supervisor, Assistant Secretary |
| Jeffrey Stewart | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-------------------|--|
| Bryan Radcliff | District Manager; Rizzetta & Company, Inc. |
| Erin McCormick | District Counsel; Erin McCormick Law (via conf. call) |
| Stephen Brletic | District Engineer, JMT (via conf. call) |
| John Toborg | Field Services Manager; Rizzetta & Co., Inc. |
| Gail Huff | Ballenger Irrigation |
| James Baumgartner | Amenities Manager (via conf. call) |

Audience

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

A resident commented on an irrigation concern at the Watercolor front entrance.

A resident commented on a leaning Cypress tree at the Watercolor entrance.

A resident commented on some landscaping lighting that is inoperable at the Watercolor entrance.

The Board discussed CDD meetings at the Lakehouse and a possible issue the HOA may have with the CDD meeting at the Lakehouse.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held
December 8, 2020**

Mr. Radcliff presented the minutes of Board of Supervisors' meeting held December 8, 2020 to the Board.

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on December 8, 2020, as amended, for the FishHawk Community Development District IV.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for
November 2020**

Mr. Radcliff presented the November 2020 Operation & Maintenance Expenditures to the Board.

On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditure for November 2020 (\$79,983.50) for the FishHawk Community Development District IV.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

Mr. Toborg presented the Field Services Report to the Board. The Board reviewed the expired landscape contract with Sunrise.

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved to start the process for Request for Proposals for Landscape Maintenance, for the FishHawk Community Development District IV.

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved a Sunrise proposal for \$302.00 for minima jasmine, for the FishHawk Community Development District IV.

The Board requested District Counsel draft an addendum to the landscape maintenance contract for month-to-month services.

Irrigation Report

Ms. Gail Huff presented her Irrigation Report to the Board. The Board reviewed the once-a-day watering restrictions and requested contact information with Hillsborough County for follow-up.

The Board requested an email blast be sent to the residents with the Hillsborough County contact information in reference to the water restrictions.

Aquatic Services Report

Mr. Radcliff presented the Solitude Aquatics Report to the Board.

B. District Counsel

No report.

C. District Engineer

Mr. Brletic presented his report to the Board. Mr. Brletic reviewed some pond erosion located at pond #100.

D. District Manager

The next BOS meeting will be held February 9, 2021 at 9:00 a.m. Mr. Radcliff reviewed an unauthorized burn of a Christmas trees on CDD property. The Board requested that a cease-and-desist letter be sent to the resident along with an invoice to repair the damage to the sod.

SIXTH ORDER OF BUSINESS

**Continued Discussion Regarding
Pond Discharge Cost Sharing**

The Board reviewed the status of the pond discharge cost sharing agreement. Ms. McCormick agreed to submit the District's plan to the Developer and await their response.

SEVENTH ORDER OF BUSINESS

Supervisor Comments

Ms. Kennington requested follow up on the blind spot area at Village Center Dr and Corey Lake at Westlake.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors adjourned the meeting at 9:54 a.m. for the FishHawk Community Development District IV.

Assistant Secretary

Chair / Vice Chair

Tab 2

FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2020 For Board Approval

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

The total items being presented: **\$88,830.32**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|------------------------------------|--------------|----------------|---------------------------------------|----------------|
| Ballenger & Company, Inc. | 001953 | 20402 | SWFWMD Reporting 11/20 | \$ 775.00 |
| Ballenger & Company, Inc. | 001968 | 20408 | Irrigation Repairs 12/20 | \$ 260.00 |
| Ballenger & Company, Inc. | 001953 | 20409 | Irrigation Repairs 11/20 | \$ 1,285.00 |
| Ballenger & Company, Inc. | 001953 | 20421 | Variance for SWFWMD 11/20 | \$ 960.00 |
| Brian T Steever | 001961 | BS120820 | Board of Supervisors Meeting 12/08/20 | \$ 200.00 |
| Dayna J. Kennington | 001960 | DK120820 | Board of Supervisors Meeting 12/08/20 | \$ 200.00 |
| Erin McCormick Law, PA | 001969 | 10473 | Legal Services 11/20 | \$ 5,313.60 |
| Esther Wisdom | 001966 | EW120820 | Board of Supervisors Meeting 12/08/20 | \$ 200.00 |
| Grau & Associates, Inc. | 001959 | 20272 | Auditing Services FYE 09/30/2020 | \$ 1,500.00 |
| Jeffrey Stewart | 001962 | JS120820 | Board of Supervisors Meeting 12/08/20 | \$ 200.00 |
| Johnson, Mirmiran & Thompson, Inc. | 001954 | 14-165977 | Engineering Services 10/20 | \$ 647.50 |
| Rizzetta & Company, Inc. | 001955 | INV0000054737 | District Management Services 12/20 | \$ 4,424.67 |
| Rizzetta Technology Services | 001956 | INV0000006646 | Website Hosting Services 12/20 | \$ 100.00 |
| Solitude Lake Management, LLC | 001971 | PI-A00519666 | Lake & Pond Management Services 12/20 | \$ 1,668.60 |

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|----------------------------|--------------|--------------------|--|----------------------------|
| Sunrise Landcare Inc. | 001957 | 71943 | Tree Replacement 11/20 | \$ 444.50 |
| Sunrise Landcare Inc. | 001957 | 71944 | Winter Annuals Install 11/20 | \$ 6,020.00 |
| Sunrise Landcare Inc. | 001972 | 71987 | Landscape Maintenance 12/20 | \$ 26,762.00 |
| Sunrise Landcare Inc. | 001963 | 72104 | Quarterly OTC Injections 11/20 | \$ 560.00 |
| Sunrise Landcare Inc. | 001963 | 72145 | Fertilizer & Pest Control 11/20 | \$ 6,224.50 |
| Tampa Electric Company | 001958 | 211009775761 11/20 | 13773 FishHawk Blvd 11/20 | \$ 20.32 |
| Tampa Electric Company | 001958 | 211009776033 11/20 | 5601 Balcony Bridge Place 11/20 | \$ 47.28 |
| Tampa Electric Company | 001958 | 211017320014 11/20 | Village Center Dr 11/20 | \$ 8,927.47 |
| Tampa Electric Company | 001964 | Summary Bill 11/20 | Electric Summary 11/20 | \$ 18,791.88 |
| Terminix Processing Center | 001965 | 402759043 | 6001 Village Center Exterior Pest Control 11/20 | \$ 189.00 |
| Times Publishing Company | 001973 | 0000129023 12/20 | Legal Advertising 12/20 | \$ 359.00 |
| Timothy A. Gay | 001970 | 68120 | Holiday Decorations 12/20 | \$ 2,750.00 |
| Report Total | | | | <u>\$ 88,830.32</u> |

Tab 8

RESOLUTION 2021-03

A RESOLUTION OF FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV ADOPTING A NON-REFUNDABLE FEE FOR REVIEW OF A REQUEST FOR A LICENSE AGREEMENT TO USE DISTRICT PROPERTY FOR ACCESS TO A HOMEOWNER'S LOT FOR CONSTRUCTION OF A POOL, OR OTHER LOT IMPROVEMENT; AND REQUIRING A DEPOSIT PRIOR TO OBTAINING A LICENSE AGREEMENT

WHEREAS, Fishhawk Community Development District IV (hereinafter the "District") is a local unit of special-purpose government established and existing pursuant to Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida.

WHEREAS, the District desires to adopt a non-refundable fee for review of a request for a License Agreement to use District property for access to a homeowner's lot for construction of a pool, or other lot improvement, and a deposit prior to obtaining a License Agreement, in accordance with Section 190.035, *Florida Statutes*; and

WHEREAS, the District has published the Notice of Rule Development on _____, 2020, and a Notice of Proposed Rule on _____, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV;

1. RECITALS.

The provisions of the recitals above are true and correct and are incorporated herein as dispositive.

2. NON-REFUNDABLE FEE FOR REVIEW OF REQUEST FOR A LICENSE AGREEMENT TO USE DISTRICT PROPERTY .

The District hereby imposes a non-refundable fee of \$350.00, payable by the homeowner at the time that a homeowner requests review by the District of an application for a License Agreement to Use District Property for the Construction of a Pool, or other Lot Improvement.

3. DEPOSIT REQUIRED BY HOMEOWNER PRIOR TO OBTAINING LICENSE AGREEMENT TO USE DISTRICT PROPERTY FOR CONSTRUCTION OF A POOL, OR OTHER LOT IMPROVEMENT.

The District hereby requires that if the Board approves a request for a License Agreement to Use District Property, as set forth above, the homeowner provide a deposit of \$2,500.00 to the District prior to obtaining such License Agreement and commencing construction. Upon the satisfactory completion of the construction and restoration of the District's property, as determined in the sole discretion of the District, the District will return any unused portion of the deposit to the homeowner in accord with the terms of the License Agreement.

4. COPY OF RULE ATTACHED.

A copy of the Rule adopting the non-refundable review fee, and the deposit required for a License to Use District Property for Construction of a Pool or Other Lot Improvement is attached to this Resolution as Exhibit "A".

5. **EFFECTIVE DATE.**

The effective date of this Resolution is this 12th day of January, 2021.

**FISHHAWK COMMUNITY
DEVELOPMENT DISTRICT IV**

Name: _____
As: Chair, Board of Supervisors

Attest:

Name: Bryan Radcliff
As: Secretary, Board of Supervisors

EXHIBIT “A”

Rule B-1: Adopting a Non-Refundable Review Fee and Deposit for a License to Use District Property for Construction of a Pool, or Other Lot Improvements

B-1.1 The non-refundable review fee charged for an Application for a License to Use District Property for Construction of a Pool, or Other Lot Improvement shall be Three Hundred Fifty Dollars and no/100ths (\$350.00), payable at the time that the Application for the License is submitted to the District. Regardless of the outcome of the review, the \$350.00 review fee shall be non-refundable.

B-1.2 The deposit required for a License to Use District Property for Construction of a Pool, or Other Lot Improvement shall be Two Thousand Five Hundred and no/100ths Dollars (\$2,500.00), payable prior to the District executing and issuing the License Agreement to the lot owner. The Deposit may be refunded upon determination, at the sole discretion of the District, that the lot owner (or its agent) has restored the District property to the original (or better) condition of the District property prior to commencement of the construction.