

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 24, 2021

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Thursday, March 4, 2021 at 10:00 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 February 9, 2021 Tab 1
 - B.** Ratification of Operations & Maintenance Expenditures for January 2021 Tab 2
- 4. STAFF REPORTS**
 - A.** Field Inspection Report Tab 3
 - B.** Irrigation Report Tab 4
 - C.** Aquatic Services Report..... Tab 5
 - D.** District Counsel
 - i. Presentation of E-Verify Registration Memorandum Tab 6
 - E.** District Engineer
 - F.** Amenities Manager
 - G.** District Manager
- 5. BUSINESS ITEMS**
 - A.** Ratification of Irrigation Proposal Tab 7
 - B.** Discussion of "No Trespassing" Signage
 - C.** Consideration of Resolution 2021-04; Re-designating Assistant Secretaries Tab 8
 - D.** Consideration of Resolution 2021-05; Revised Fiscal Year 2020-2021 Meeting Schedule Tab 9
- 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,

Debby Wallace

Debby Wallace
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 regular meeting of the Board of Supervisors of the FishHawk Community Development District IV was 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.

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:

Matthew Huber	Regional District Manager; Rizzetta & Company, Inc.
Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Debby Wallace	District Manager; Rizzetta & Company, Inc.
Erin McCormick	District Counsel; Erin McCormick Law
John Toborg	Field Services Manager; Rizzetta & Co., Inc.
Gail Huff	Representative, Ballenger Irrigation
Bill Conrad	Representative, Sunrise

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 the use of ATV's on District property and the noise and damage they are creating.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held
January 12, 2021**

Mr. Radcliff presented the minutes of Board of Supervisors' meeting held January 12, 2021 to the Board.

On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on January 12, 2021, as presented, for the FishHawk Community Development District IV.

FOURTH ORDER OF BUSINESS

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

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

On a Motion by Ms. Kennington, seconded by Ms. Wisdom, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditure for December 2020 (\$88,830.32) 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 requested a proposal to repair the damage to an outflow structure at the dry pond #300 on the NW corner of the oaks.

On a Motion by Mr. Stewart, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved Sunrise proposals for palm tree replacements and damaged turf for a total amount of \$1,774.00, for the FishHawk Community Development District IV.

i. Consideration of RFP for Landscaping and Irrigation

Mr. Toborg presented the evaluation criteria for the upcoming landscape RFP to the Board.

On a Motion by Mr. Stewart, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the evaluation criteria for the RFP pending adjustments to points allocation and pricing for 4 years as opposed to 3, for the FishHawk Community Development District IV.

77 **ii. Consideration of Landscape Addendum**
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On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the Landscape Addendum with Sunrise, for the FishHawk Community Development District IV.

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80 **B. Irrigation Report**

81 Ms. Gail Huff presented her Irrigation Report to the Board.
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On a Motion by Mr. Rothrock, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved for the District Manager obtain proposals for Irrigation Services to coincide with the Landscape RFP, for the FishHawk Community Development District IV.

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84 **C. Aquatic Services Report**

85 Mr. Radcliff presented the Solitude Aquatics Report to the Board.
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87 **D. District Counsel**

88 No report.
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90 **E. District Engineer**

91 Not present.
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93 **F. District Manager**

94 The next BOS meeting will be held March 9, 2021 at 9:00 a.m. The Board
95 requested to change the meetings to the first Thursday at 10:00 a.m. at the
96 Lake House.
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On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved to move the meeting date to the first Thursday at 10:00 a.m. at the Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547, for the FishHawk Community Development District IV.

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99 **SIXTH ORDER OF BUSINESS**

**Public Hearing on Adopting Non-
Refundable Fee for Review Fee and
Deposit for License to Use District
Property**

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103 On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved opened the public hearing on rule fees, for the FishHawk Community Development District IV.

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105 Ms. McCormick reviewed the fee for review and refundable deposit for license to use
106 District Property.

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108 No public comments. A conversation ensued with the Board.

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved closed the public hearing on rule fees, for the FishHawk Community Development District IV.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2021-03;
Adopting Non-Refundable Fee for
Review Fee and Deposit for License to
Use District Property**

On a Motion by Ms. Kennington, seconded by Ms. Wisdom, with all in favor, the Board of Supervisors adopted Resolution 2021-03; Adopting Non-Refundable Fee for Review Fee and Deposit for License to Use District Property, for the FishHawk Community Development District IV.

EIGHTH ORDER OF BUSINESS

**Discussion of "No Trespassing"
Signage**

Mr. Radcliff presented a proposal for "No Trespassing" signage within the District.

On a Motion by Mr. Rothrock, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved to designate Ms. Kennington to work with the District Manager outside a meeting in an effort to narrow down the number of signs needed and placement, for the FishHawk Community Development District IV.

NINTH ORDER OF BUSINESS

**Consideration of Lighting Proposal at
Encore**

On a Motion by Ms. Kennington, seconded by Ms. Wisdom, with all in favor, the Board of Supervisors approved the lighting proposal at Encore, for the FishHawk Community Development District IV.

TENTH ORDER OF BUSINESS

Ratification of Irrigation Proposals

On a Motion by Ms. Kennington, seconded by Mr. Stewart, with all in favor, the Board of Supervisors ratified the irrigation proposals, for the FishHawk Community Development District IV.

ELEVENTH ORDER OF BUSINESS

Supervisor Comments

Mr. Rothrock request the District Manager walk with HOA in order to coordinate projects.

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TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Rothrock, seconded by Mr. Steever, with all in favor, the Board of Supervisors adjourned the meeting at 10:18 a.m. for the FishHawk Community Development District IV.

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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 January 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$104,991.53**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ballenger & Company, Inc.	001974	20454	SWFWMD Reporting 12/20	\$ 775.00
Ballenger & Company, Inc.	001974	20459	Irrigation Repairs 12/20	\$ 235.00
Ballenger & Company, Inc.	001974	20463	Irrigation Repairs 12/20	\$ 550.00
Ballenger & Company, Inc.	001974	20465	Irrigation Repairs 12/20	\$ 550.00
Brian T Steever	001990	BS01121	Board of Supervisors Meeting 01/12/2021	\$ 200.00
Daniel Gray Rothrock	001988	DR011221	Board of Supervisors Meeting 01/12/2021	\$ 200.00
Dayna J. Kennington	001986	DK01121	Board of Supervisors Meeting 01/12/2021	\$ 200.00
Erin McCormick Law, PA	001984	10479	Legal Services 1/21	\$ 1,697.00
Esther Wisdom	001992	EW01121	Board of Supervisors Meeting 01/12/2021	\$ 200.00
Grau & Associates, Inc.	001985	20345	Auditing Services FYE 1/21	\$ 1,000.00
Harry Melendez	001976	222347	Pressure Cleaning 12/20	\$ 670.00
Harry Melendez	001976	222882	Pressure Cleaning 12/20	\$ 730.00
Harry Melendez	001976	222883	Pressure Cleaning 12/20	\$ 160.00
Hillsborough County BOCC	001993	1416996147 12/20	Summary Bill 12/20	\$ 157.54
Jeffrey Stewart	001991	JS01121	Board of Supervisors Meeting 01/12/2021	\$ 200.00

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Johnson, Mirmiran & Thompson, Inc.	001975	15-167636	Engineering Services 11/20	\$ 1,117.50
Rizzetta & Company, Inc.	001977	INV0000055514	District Management Services 1/21	\$ 4,424.67
Rizzetta & Company, Inc.	001987	INV0000055628	Dissemination Agent Fee 1/21	\$ 5,000.00
Rizzetta Technology Services	001978	INV0000006745	Website Hosting Services 1/21	\$ 100.00
Solitude Lake Management, LLC	001994	PI-A00535169	Lake & Pond Management Services 1/21	\$ 1,668.60
Sunrise Landcare Inc.	001995	72335	Landscape Maintenance 01/21	\$ 26,762.00
Sunrise Landcare Inc.	001983	72549	Installed Pine Bark And Pine Straw 12/20	\$ 48,000.00
Tampa Electric Company	001979	211009775761 12/20	13773 FishHawk Blvd 12/20	\$ 25.69
Tampa Electric Company	001979	211009776033 12/20	5601 Balcony Bridge Place 12/20	\$ 39.06
Tampa Electric Company	001979	211017320014 12/20	Village Center Dr 12/20	\$ 8,927.47
Terminix Processing Center	001980	403479074	6001 Village Center Exterior Pest Control 12/20	\$ 189.00
Times Publishing Company	001982	00000129023 and 0000129029 12/20	Legal Advertising 12/20	\$ 786.00
Times Publishing Company	001989	0000129029	Legal Advertising 12/20	\$ 427.00
Report Total				<u>\$ 104,991.53</u>

Tab 8

RESOLUTION 2021-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF FISHHAWK
COMMUNITY DEVELOPMENT DISTRICT IV APPOINTING AN
ASSISTANT SECRETARY OF THE DISTRICT, AND PROVIDING FOR
AN EFFECTIVE DATE**

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

WHEREAS, the Board (hereinafter the "Board") of Supervisors of the District desires to appoint an Assistant Secretary.

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

Section 1. Debby Wallace is appointed 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 4th DAY OF MARCH, 2021.

**FISHHAWK COMMUNITY
DEVELOPMENT DISTRICT IV**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 9

RESOLUTION 2021-05

A RESOLUTION OF THE FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV REVISING THE DESIGNATING TIME AND DATE FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2020/2021, AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District's meetings.

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

1. The Fiscal Year 2020/2021 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 4TH DAY OF MARCH, 2021.

ATTEST:

**FISHHAWK COMMUNITY
DEVELOPMENT DISTRICT IV**

Asst. Secretary

Chair / Vice Chair

EXHIBIT "A"

**BOARD OF SUPERVISORS REVISED MEETING DATES & TIMES
FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV
FISCAL YEAR 2020/2021**

March 4, 2021
April 1, 2021
May 6, 2021
June 3, 2021
July 1, 2021
August 5, 2021
September 2, 2021

The meetings will convene at 10:00 AM at the Lake House at FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547.