

FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV

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www.fishhawkcdd4.org

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

April 28, 2021

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Thursday, May 6, 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 April 1, 2021 Tab 1
 - B. Ratification of Operations & Maintenance
Expenditures for March 2021 Tab 2
 - C. Ratification of Construction Requisitions 371 thru 373 Tab 3
- 4. STAFF REPORTS**
 - A. Field Inspection Report Tab 4
 - B. Irrigation Report Tab 5
 - C. Aquatic Services Report..... Tab 6
 - D. District Counsel
 - E. District Engineer
 - F. HOA Property Manager
 - G. District Manager
 - i. Announcement Regarding Number of
Registered Voters Tab 7
- 5. BUSINESS ITEMS**
 - A. Consideration of Wetland Conservation Gopher Tortoise
Preservation Area Tab 8
 - B. Consideration of Playground Inspection Proposals..... Tab 9
 - C. Discussion Regarding Maintenance of the Historic
BBQ Pavilion Tab 10
 - D. Presentation of September 30, 2020 Audit Tab 11
 - E. Consideration of Conveyances Tab 12
 - F. Discussion Regarding HOA/CDD Shared Employee Agreement
- 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 **Thursday, April 1, 2021 at 10:03 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
Jeffrey Stewart	Board Supervisor, Assistant Secretary
Esther Wisdom	Board Supervisor, Assistant Secretary
	(via conference call)

Also present were:

Debby Wallace	District Manager; Rizzetta & Company, Inc.
Erin McCormick	District Counsel; Erin McCormick Law
Alexandra Serra	District Engineer, JMT
John Toborg	Field Services Manager, Rizzetta & Company, Inc.
Heather Bates	HOA Property Manager
Bill Conrad	Representative, Sunrise

Audience

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Wallace called the meeting to order and read roll call, confirming a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

No audience comments.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held
March 4, 2021**

Ms. Wallace presented the minutes of Board of Supervisors' meeting held March 4, 2021 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 March 4, 2021, as presented, for the FishHawk Community Development District IV.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for
February 2021**

Ms. Wallace presented the February 2021 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 February 2021 (\$100,098.56) for the FishHawk Community Development District IV.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

Mr. Toborg reviewed his Field Services report with the Board. The Board discussed dying Palms within the District and option for new plants.

On a Motion by Mr. Rothrock, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the Sunrise proposals for Sabal Palm removal and replacement in Fishhawk Villas in the amount of \$635.00 and Sabal Palm replacement along Sagewoods fence line for \$635.00, for the FishHawk Community Development District IV.

B. Irrigation Report

Ms. Wallace presented the Irrigation Report to the Board.

C. Aquatic Services Report

Ms. Wallace presented the Solitude Aquatics Report to the Board.

D. District Counsel

Ms. McCormick updated the Board regarding Pond 100 and the Engineer's Certificate of Completion had been received.

E. District Engineer

Ms. Serra did not have a report.

F. Amenities Manager

Ms. Bates discussed trash in the natural areas and the BBQ pavilion. There was discussion about this being a historic building.

G. District Manager

The next CDD meeting will be held May 6, 2021 at 10:00 a.m. The proposed budget will be presented at the June 3, 2021 CDD meeting and the final budget and public hearing will be held on August 5, 2021. The Board decided not to hold a budget workshop and authorized the Chair to work with Ms. Wallace on the budget.

The Board authorized Ms. Wallace to provide a summary of the newly adopted procedures associated with the "Request To Access CDD Property For Architectural Improvements Use" policy to the HOA to share with the residents via a town square app.

Ms. Wallace provided the Board with a history of the recent discussions regarding the consideration of the 'No Trespassing' signs for the large pond on the corner of Boyette Road. As an update to the EGIS Insurance risk assessment report requested by the Chair and distributed at the last CDD meeting, Ms. Wallace had since had a conversation with Ms. McCormick and based on this conversation Ms. Wallace reached out again to EGIS Insurance to clarify their risk assessment recommendation. Ms. Wallace also received confirmation that the number of signs needed were fewer than originally thought. Ms. Wallace read the 2nd paragraph from the email she received from EGIS Insurance. Ms. Wallace reviewed the cost of \$85.00 per sign based on a proposal from Mineo. A discussion ensued by the Board. The floor was opened for public comment. Mr. Greg Smith made a comment to the Board.

Ms. Wallace discussed the risks of not moving forward with signs. Mr. McCormick also discussed with the Board. The Board decided not to move forward with any No Trespassing sign installation at this time.

Ms. Wallace discussed the roped off area of the seesaw and scheduled a meeting with a vendor, Mike Strippy of Korkat, to discuss repairs. Ms. Wallace stated she ordered a new infant swing.

SIXTH ORDER OF BUSINESS

**Discussion Regarding Project
Management Software**

The Board authorized Daniel Rothrock to work with Ms. Wallace on building a Google Sheets template to track projects and other CDD information.

SEVENTH ORDER OF BUSINESS

**Discussion of Wetland Conservation
Gopher Tortoise Preservation Area**

This item was tabled to the May 6, 2021 CDD meeting.

EIGHTH ORDER OF BUSINESS

**Consideration of Pet Waste Station
Proposal**

The Board discussed a shared employee agreement with the HOA for this maintenance. Ms. Yates confirmed that the HOA employees were not able to help with maintenance and that an agreement was never entered into between the HOA and CDD.

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the Poop 911 waste station and trash can station maintenance proposal for \$4,810.00/year subject to adding a 30-day termination clause, for the FishHawk Community Development District IV.

NINTH ORDER OF BUSINESS

**Consideration of Aquatic
Maintenance Proposal**

Ms. Wallace stated that the lake maintenance company has increased their rates starting June 1st 2021.

On a Motion by Mr. Stewart, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved an updated contract with Solitude for pond maintenance which included a \$47.00 monthly increase starting June 1, 2021, for the FishHawk Community Development District IV.

TENTH ORDER OF BUSINESS

**Consideration of Deed and Bill of Sale
for Phase 3A**

Ms. McCormick reviewed the Deed and Bill of Sale for Phase 3A with the Board.

On a Motion by Mr. Stewart, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the Deed and Bill of Sale for Phase 3A subject to one corrected as noted by District Counsel, for the FishHawk Community Development District IV.

ELEVENTH ORDER OF BUSINESS

**Consideration of Deed and Bill of Sale
for Phase 3B/3C**

Ms. McCormick reviewed the Deed and Bill of Sale for Phase 3B/3C with the Board.

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the Deed and Bill of Sale for Phase 3B/3C, for the FishHawk Community Development District IV.

TWELFTH ORDER OF BUSINESS

**Consideration of Deed and Bill of Sale
for Phase 5**

Ms. McCormick reviewed the Deed and Bill of Sale for Phase 5 with the Board.

On a Motion by Mr. Steever, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the Deed and Bill of Sale for Phase 5, for the FishHawk Community Development District IV.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Deed and Bill of Sale
for Phase 6**

Ms. McCormick reviewed the Deed and Bill of Sale for Phase 6 with the Board.

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved the Deed and Bill of Sale for Phase 6, for the FishHawk Community Development District IV.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Deed and Bill of Sale
for Median**

Ms. McCormick reviewed the Deed and Bill of Sale for Median with the Board.

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the Deed and Bill of Sale for Median, for the FishHawk Community Development District IV.

FIFTEENTH ORDER OF BUSINESS

Supervisor Comments

There were no supervisor requests.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors adjourned the meeting at 11:29 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 March 2021 For Board Approval

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

The total items being presented: **\$72,118.26**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ballenger & Company, Inc.	002020	21050	Irrigation Repairs 03/21	\$ 260.00
Ballenger & Company, Inc.	002016	21069	SWFWMD Reporting 02/21	\$ 775.00
Ballenger & Company, Inc.	002016	21075	Irrigation Repairs 03/21	\$ 260.00
Ballenger & Company, Inc.	002016	21078	Irrigation Repairs 03/21	\$ 884.00
Ballenger & Company, Inc.	002030	21082	Irrigation Repairs 02/21	\$ 505.00
Ballenger & Company, Inc.	002016	21085	Irrigation Repairs 03/21	\$ 1,350.00
Ballenger & Company, Inc.	002016	21087	Irrigation Repairs 03/21	\$ 345.00
Ballenger & Company, Inc.	002016	21088	Irrigation Repairs 03/21	\$ 250.00
Brian T Steever	002024	BS030421	Board of Supervisors Meeting 03/04/2021	\$ 200.00
Daniel Gray Rothrock	002023	DR030421	Board of Supervisors Meeting 03/04/2021	\$ 200.00
Dayna J. Kennington	002022	DK030421	Board of Supervisors Meeting 03/04/2021	\$ 200.00
Erin McCormick Law, PA	002021	10493	Legal Services 02/21	\$ 2,918.36
Esther Wisdom	002027	EW030421	Board of Supervisors Meeting 03/04/2021	\$ 200.00
GameTime	002028	102276-01-01	Swing Parts & Tool 03/21	\$ 202.00

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Grau & Associates, Inc.	002017	20578	Audit FYE 09/30/2020	\$ 1,000.00
Hillsborough County BOCC	002018	1416996147	Summary Bill 01/21	\$ 115.28
Hillsborough County BOCC	002029	1416996147 02/21	Summary Bill 02/21	\$ 103.00
Jeffrey Stewart	002025	JS030421	Board of Supervisors Meeting 03/04/2021	\$ 200.00
Johnson, Mirmiran & Thompson, Inc.	002012	17-170267	Engineering Services 01/21	\$ 777.50
OnSight Industries, LLC	002031	006-21-293983D	Street Sign Repair Deposit 03/21	\$ 80.00
Rizzetta & Company, Inc.	002013	INV0000057020	District Management Services 03/21	\$ 4,424.67
Rizzetta Technology Services	002014	INV0000006943	Website Hosting Services 03/21	\$ 100.00
Solitude Lake Management, LLC	002032	PI-A00562154	Lake & Pond Management Services 03/21	\$ 1,668.60
Sunrise Landcare Inc.	002033	224	Landscape Maintenance 03/21	\$ 26,762.00
Sunrise Landscape	002019	73107	Replace Tree 02/21	\$ 444.50
Tampa Electric Company	20210331-1	211009775761 01/21	13773 FishHawk Blvd 01/21	\$ 27.58
Tampa Electric Company	20210331-1	211009775761 02/21	13773 FishHawk Blvd 02/21	\$ 26.39
Tampa Electric Company	20210331-1	211009776033 01/21	5601 Balcony Bridge Place 01/21	\$ 33.24

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Electric Company	20210331-1	211009776033 02/21	5601 Balcony Bridge Place 02/21	\$ 39.14
Tampa Electric Company	20210331-1	211017320014 02/21	Village Center Dr 02/21	\$ 8,963.56
Tampa Electric Company	20210331-1	Summary Bill 02/21	Electric Summary 02/21	\$ 17,930.94
Times Publishing Company	002015	0000141042 02/21	Legal Advertising 02/21	\$ 240.00
US Bank	002026	6043612	Trustee Fees 02/01/21-01/31/22	<u>\$ 632.50</u>
Report Total				<u>\$ 72,118.26</u>