

# FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV

District Office – Tampa, Florida (813) 933-5571  
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614  
[www.fishhawkcdd4.org](http://www.fishhawkcdd4.org)

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

November 23, 2021

## AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Thursday, December 2, 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 November 4, 2021 ..... Tab 1
  - B. Ratification of Operations & Maintenance Expenditures for October 2021 ..... Tab 2
- 4. STAFF REPORTS**
  - A. Field Inspection Report ..... Tab 3
  - B. Landscape Report (under separate cover)
  - C. Irrigation Report ..... Tab 4
  - D. Aquatic Services Report..... Tab 5
  - E. District Counsel
  - F. District Engineer
  - G. HOA Property Manager
  - H. District Manager ..... Tab 6
- 5. BUSINESS ITEMS**
  - A. Consideration of Assignment of RTS Contract..... Tab 7
  - B. Consideration of Pump H Repair Proposal ..... Tab 8
- 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, November 4, 2021 at 10:01 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	<b>Board Supervisor, Chair</b>
Daniel Rothrock	<b>Board Supervisor, Vice-Chair</b>
Jeffrey Stewart	<b>Board Supervisor, Assistant Secretary</b>
Brian Steever	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Debby Wallace	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Erin McCormick	<b>District Counsel; Erin McCormick Law</b>
Stephen Brletic	<b>District Engineer; JMT (via conf. call)</b>
Gail Huff	<b>Representative, Ballenger Irrigation</b>
Gregory Funk	<b>Representative; Brightview Landscape</b>

Audience	Present
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**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  
October 7, 2021**

Ms. Wallace presented the minutes of Board of Supervisors' meeting held October 7, 2021 to the Board. The Board made one correction.

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 October 7, 2021, as amended, for the FishHawk Community Development District IV.

**FOURTH ORDER OF BUSINESS**

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

Ms. Wallace presented the September 2021 Operation & Maintenance Expenditures to the Board.

On a Motion by Mr. Stewart, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditure for September 2021 (\$62,728.12) for the FishHawk Community Development District IV.

**FIFTH ORDER OF BUSINESS**

**Ratification of Construction  
Requisition 376**

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors ratified the Construction Requisition 376 for the FishHawk Community Development District IV.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Report**

Ms. Wallace presented the field inspection report to the Board.

**B. Landscape Report**

The Board reviewed the landscape report prepared by Brightview. Mr. Funk provided the Board with a map of a preferred location to store mulch for 30 days..

On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the location or default to a second location, for the FishHawk Community Development District IV.

**C. Irrigation Services Report**

Ms. Huff reviewed the Irrigation boundary chart and map for the Board that was distributed under separate cover.

**D. Aquatic Services Report**

Ms. Wallace presented the aquatic report to the Board.

**E. District Counsel**

Ms. McCormick distributed the Stormwater Bill and reviewed it for the Board.

**F. District Engineer**

Mr. Brletic discussed the Stormwater Bill and provided an update on Lake Hutto along with a proposal under separate cover.

On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the Bay Area Environmental to clean the overflow basin in the amount of \$1,180.00, for the FishHawk Community Development District IV.

Mr. Brletic provided an update on the Gopher Tortoise Habitat, and he has also sent an email to Hillsborough County on the traffic on Watercolor and is waiting to hear back.

**G. HOA Property Manager**

Not present.

**H. District Manager**

The next CDD meeting will be held December 2, 2021 at 10:00 a.m. Ms. Wallace reviewed her report with the Board. Ms. Wallace has also contacted Park Square Homes to clean out a clogged storm drain in the Park Square community.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Pavers for Roundabout**

The Board reviewed a proposal from Superior Sealers in the amount of \$19,100.00. The Board directed staff to wait until construction in the community has been completed.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Playground Inspection Reports**

Ms. Wallace reviewed the inspection report with the Board. Jayman completed most of the repairs. A new leaf step was ordered and will be installed.

**NINTH ORDER OF BUSINESS**                      **Consideration        of        Playground**  
**Proposals**

Ms. Wallace said the last 2 items that were on the inspection report that need to be completed are the playground mulch (Addendum #3 from Brightview \$2,745.00) and Seesaw parts from Game Time for \$2,577.16.

On a Motion by Mr. Rothrock, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved the Brightview playground mulch proposal on addendum #3 in the amount of \$2,745.00 and the Game Time proposal for seesaw parts in the amount of \$2,577.16, for the FishHawk Community Development District IV.

**TENTH ORDER OF BUSINESS**                      **Consideration of Bench Proposal**

Mr. Rothrock ask Ms. Wallace to get the timeframe for repairs.

On a Motion by Ms. Kennington, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved Construction Management Services proposal for 5 park benches repair in the amount of \$2,725.00, for the FishHawk Community Development District IV.

**ELEVENTH ORDER OF BUSINESS**                      **Supervisor Comments**

Ms. Kennington asked about the update on the claim. No official claim has been sent to Fishhawk CDD IV but the information was sent to Egis Insurance and District Counsel has verified this is not on CDD IV property.

Mr. Stewart stated to contact Sandy at the Encore Clubhouse for entry to Encore gates.

An audience member stated the board election information needed to be updated on the website. Ms. Wallace will update.

**TWELFTH 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 11:01 a.m. for the FishHawk Community Development District IV.

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair

## Tab 2

# FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

## **Operation and Maintenance Expenditures October 2021 For Board Approval**

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

The total items being presented: **\$121,865.21**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary



# Fishhawk IV Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ballenger & Company, Inc.	2143	21209	Water Meter Testing 07/21	\$ 1,540.00
Ballenger & Company, Inc.	2143	21257	SWFWMD Reporting 06/21	\$ 775.00
Ballenger & Company, Inc.	2143	21263	Irrigation Repairs 06/21	\$ 225.00
Ballenger & Company, Inc.	2130	21371	Irrigation Repairs 09/21	\$ 4,500.00
Ballenger & Company, Inc.	2130	21383	SWFWMD Reporting 09/21	\$ 472.75
Brian T Steever	2140	BS100721	Board of Supervisors Meeting 10/07/21	\$ 200.00
Brightview Landscape Services, Inc.	2131	7547450	Limb Removal 09/21	\$ 643.75
Brightview Landscape Services, Inc.	2131	7547452	Tree Removal 09/21	\$ 257.50
Brightview Landscape Services, Inc.	2131	7547453	Limb Removal 09/21	\$ 355.95
Brightview Landscape Services, Inc.	2144	7557360	Landscape Maintenance 10/21	\$ 18,410.83
Brightview Landscape Services, Inc.	2131	7563793	Turf Fertilizer 09/21	\$ 6,990.00
Brightview Landscape Services, Inc.	2131	7563794	Palm Fertilizer 09/21	\$ 600.00
Brightview Landscape Services, Inc.	2131	7563795	Plant Fill 09/21	\$ 498.79
Construction Management Services, LLC	2145	46	Pavilion Remodel	\$ 3,815.00

# Fishhawk IV Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Daniel Gray Rothrock	2139	DR100721	Board of Supervisors Meeting 10/07/21	\$ 200.00
Dayna J. Kennington	2136	DK100721	Board of Supervisors Meeting 10/07/21	\$ 200.00
Dennis Fourqurean	2132	8174	Well Maintenance 09/21	\$ 1,265.00
Erin McCormick Law, PA	2134	10537	Legal Services 09/21	\$ 4,276.72
Esther Wisdom	2142	EW100721	Board of Supervisors Meeting 10/07/21	\$ 200.00
GameTime	2146	102121	Leaf Step for Playground 10/21	\$ 135.87
Hillsborough County BOCC	20211031-1	11416996147	Summary Bill 09/21	\$ 772.79
Hillsborough County BOCC	20211031-1	1416996147	Summary Bill 09/21	\$ 163.77
Innersync Studio, LTD	2135	19767	Annual Service ADA Website 10/01/21-09/30/22	\$ 1,537.50
JBW Designs LLC dba Poop 911	2137	4784418	11 Doggie Stations 09/21	\$ 400.83
Jeffrey Stewart	2141	JS100721	Board of Supervisors Meeting 10/07/21	\$ 200.00
Johnson, Mirmiran & Thompson, Inc.	2147	23-182250	Engineering Services 09/21	\$ 832.50
Rizzetta & Company, Inc.	2128	INV0000061891	District Management Services 10/21	\$ 4,424.67
Rizzetta & Company, Inc.	2138	INV0000062056	Assessment Roll Preparation FY 21/22	\$ 5,000.00

# Fishhawk IV Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services	2129	INV0000008019	Website Hosting Services 10/21	\$ 100.00
Solitude Lake Management, LLC	2148	PI-A00686801	Lake & Pond Management Services 10/21	\$ 1,668.60
Tampa Electric Company	20210930-1	211009775761	13773 FishHawk Blvd 08/21	\$ 28.02
Tampa Electric Company	20211031-2	211009775761	13773 FishHawk Blvd 09/21	\$ 25.36
Tampa Electric Company	20210930-1	211009776033	5601 Balcony Bridge Place 08/21	\$ 55.91
Tampa Electric Company	20211031-2	211009776033	5601 Balcony Bridge Place 09/21	\$ 47.39
Tampa Electric Company	20210930-1	211017320014	Village Center Dr 08/21	\$ 8,946.85
Tampa Electric Company	20211031-2	211017320014	Village Center Dr 09/21	\$ 8,998.98
Tampa Electric Company	20210930-1	Summary 08/21	Electric Summary 08/21	\$ 18,841.93
Tampa Electric Company	20211031-2	Summary Bill 09/21	Electric Summary 09/21	\$ 18,975.57
Terminix Processing Center	2149	405358542	6001 Village Center Exterior Pest Control 2/21	\$ 189.00
Terminix Processing Center	2149	406314944	6001 Village Center Exterior Pest Control 03/21	\$ 189.00
Terminix Processing Center	2149	407225409	6001 Village Center Exterior Pest Control 4/21	\$ 189.00
Terminix Processing Center	2149	408071840	6001 Village Center Exterior Pest Control 05/21	\$ 189.00

## Fishhawk IV Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Terminix Processing Center	2149	409344283	6001 Village Center Exterior Pest Control 06/21	\$ 189.00
Terminix Processing Center	2149	410294955	6001 Village Center Exterior Pest Control 07/21	\$ 189.00
US Bank	2133	6269849	Trustee Fee 09/01/2021-08/31/2022	\$ 4,148.38
<b><u>Report Total</u></b>				<b><u>\$ 121,865.21</u></b>

## Tab 6



Rizzetta & Company

## UPCOMING DATES TO REMEMBER

- **Next Meeting:** January 6<sup>th</sup>, 2021 at 10:00 am
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022

## District Manager's Report

December 2

# 2021

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### FINANCIAL SUMMARY

9/30/2021

General Fund Cash & Investment  
Balance: \$397,078

Reserve Fund Cash & Investment  
Balance: \$147,887

Debt Service Fund Investment  
Balance: \$1,766,840

**Total Cash and Investment  
Balances: \$2,311,805**

**General Fund Expense Variance: \$111,957 Under Budget**



District Manager's Update:

- Poop 911 has increased frequency to 2x per week for 6 trash cans temporarily at no cost since October. Proposal on agenda for ongoing 2x per week for 6 trash cans.
- Estimated time for completion of construction:
  - Wallace Construction – exterior construction December 2021 and interior construction a few more months.
  - Left 2 phone messages for Park Square Homes.
- Playground updates are in progress.
  - Playground Mulch – delivery expected Dec.6<sup>th</sup>
  - Seesaw Parts – were ordered.
  - Benches – in progress.
- Lake Hutto
  - Control structure was leaned out and pond is functioning as it should as per District Engineer.
  - Brightview will start mowing around the structure more often to keep the vegetation down.
  - As per Brightview, freight and shipping is in high demand right now. Purchase orders are about 2-4 weeks from the time of ordering.

## **Tab 7**



**CONSENT TO ASSIGNMENT OF THE  
CONTRACT FOR PROFESSIONAL TECHNOLOGY SERVICES BY  
AND BETWEEN FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV AND  
RIZZETTA TECHNOLOGY SERVICES, LLC. TO  
RIZZETTA & COMPANY**

**THIS ASSIGNMENT AND AMENDMENT (“Assignment”)** is made and entered into this 2<sup>nd</sup> day of December, 2021 by and between, Rizzetta Technology Services, LLC. Whose mailing address is 3434 Colwell Ave., Suite 200, Tampa, FL, 33614 (“**Assignor**”); and Rizzetta & Company, a Florida Corporation, whose mailing address is 3434 Colwell Ave, Suite 200, Tampa FL 33614 (“**Assignee**”); and Fishhawk Community Development District IV a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Pasco County Florida, whose address is 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544 (the “**District**”).

**RECITALS**

**WHEREAS**, Assignor and the District previously entered into that certain *Professional Technology Services contract*, dated August 13, 2019, (the “**Agreement**”); and

**WHEREAS**, on January 1, 2022, Assignee will consolidate multiple legal entities with common and exclusive ownership under the single organization (Assignee) and Assignor is one such entity resulting in Assignor being assimilated into Assignee, and such assignment requires written approval from the District to be effective; and

**WHEREAS**, Assignor and the District hereby recognize and agree that the Assignor’s rights and obligations under the Agreement could be assigned to a third party pursuant to Section XIV of the Agreement; and

**WHEREAS**, Assignor desires to assign all of its rights and obligations under the Agreement, as amended by this instrument, to Assignee, Assignee desires to accept such assignment, and the District desires to express that it agrees with and has no objection to such assignment; and

**NOW THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District, Assignee, and Assignor agree as follows:

- 1. INCORPORATION OF RECITALS.** The Recitals stated above are true and correct and are incorporated herein as a material part of this Assignment.
- 2. DISTRICT CONSENT TO ASSIGNMENT OF THE AGREEMENT.** The District consents to Assignor’s assignment of the Agreement to Assignee.



Rizzetta & Company

**3. ASSIGNEE'S ACCEPTANCE OF LIABILITY.** Assignee agrees to assume any and all debts, obligations and liabilities of Assignor present and future, arising out of or related to the Agreement.

**4. NOTICES.** Upon this Assignment, notices pursuant to the Agreement shall be in writing and shall be delivered to the Assignee as follows:

**A. If to the District:** Fishhawk Community Development District IV  
9428 Camden Field Parkway  
Riverview, Florida 33578  
Attn: District Manager

**With a copy to:** Erin McCormick Law, P.A.  
3314 Henderson Blvd., Suite 103  
Tampa, FL 33609  
Attn: District Counsel

**B. If to Assignee:** Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, Florida 33614  
Attn: CDD Legal

**5. COUNTERPARTS.** This Assignment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



Rizzetta & Company

IN WITNESS WHEREOF, the parties have executed this Assignment effective as of the date set forth above.

**Fishhawk Community Development District IV**

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Its: Chairman or Vice Chairman

**Assignor: Rizzetta Technology Services, LLC.**

By: \_\_\_\_\_  
Print Name: William J. Rizzetta  
Its: President

**Assignee: Rizzetta & Company, Inc.**

By: \_\_\_\_\_  
Print Name: William J. Rizzetta  
Its: President



Rizzetta & Company



## Rizzetta Consolidation

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Historically the services provided by Rizzetta have been provided by three legal entities: Rizzetta & Company, Rizzetta Amenity Services (RASI) and Rizzetta Technology Services (RTS). Each entity authored and administered its own contracts as well as individually maintained staff. In an effort to unify our service offerings and capitalize on the efficiencies gained with size, all three entities will consolidate under “Rizzetta & Company” (Rizzetta) effective January 1<sup>st</sup>, 2022. Below are answers to a few frequently asked questions regarding this change:

***Q: Why is this change being made?***

A: In our continued effort to streamline internal processes, reduce unnecessary paperwork, unify services provided to our communities, and promote overall better services for our clients, “RASI” and “RTS” will officially be integrated into Rizzetta & Company as of January 1<sup>st</sup>, 2022.

***Q: What will “RASI” be known as after this date?***

A: “RASI” will be “Rizzetta & Company” with its management chain residing in the Community Services Division.

***Q: How will this change affect our communities?***

A: There will be no changes to the services provided. Some communities may receive bills with both “RASI” and Rizzetta & Company as we make this transition. However, this impact will be minimal and temporary.

***Q: How will our communities notice the change?***

A: Communities receiving invoices from RASI, RTS and Rizzetta & Company will see fewer invoices. Historical RASI invoices for on-site staff will continue to be received at the same intervals (every other week) but will come from “Rizzetta & Company”. Communities that have been receiving invoices from RTS will see that invoice being included in the “Rizzetta & Company” invoiced received monthly.

***Q: How will current team members of “RASI” be impacted by this change?***

A: There will be no impact to employees of “RASI”. Payroll processing, labor, and leadership will remain the same through this process. Their checks will originate from Rizzetta & Company.

