

# 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**

March 29, 2023

## **AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Thursday, April 6, 2023 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 the Minutes of the Audit Committee Meeting held on March 2, 2023 ..... Tab 1
  - B.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on March 2, 2023 ..... Tab 2
  - C.** Ratification of Operations & Maintenance Expenditures for January 2023 ..... Tab 3
- 4. STAFF REPORTS**
  - A.** Landscape Inspection Services Report..... Tab 4
  - B.** Landscape Report
    - i. Consideration of Landscape Addendum #21 ..... Tab 5
  - C.** Irrigation Report ..... Tab 6
  - D.** Aquatic Services Report..... Tab 7
  - E.** District Counsel
  - F.** District Engineer
    - i. Discussion of Pond..... Tab 8
  - G.** HOA Property Manager
  - H.** District Manager ..... Tab 9
- 5. BUSINESS ITEMS**
  - A.** Consideration of Bench Refinishing Proposal ..... Tab 10
  - B.** Presentation of Playground Inspection Report..... Tab 11
  - C.** Consideration of Playground Repair Proposal ..... Tab 12
  - D.** Consideration of Playground Mulch Addendum #22 ..... Tab 13
- 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 audit committee meeting of the Board of Supervisors of the FishHawk Community Development District IV was held on **Thursday, March 2, 2023 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:

Danny Kennington	<b>Board Supervisor, Committee Member</b>
Daniel Rothrock	<b>Board Supervisor, Committee Member</b>
Brian Steever	<b>Board Supervisor, Committee Member</b>
Jeffrey Stewart	<b>Board Supervisor, Committee Member</b>
Esther Wisdom	<b>Board Supervisor, Committee Member</b>
	<b>(via conf. call)</b>

Also present were:

Debby Wallace	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Erin McCormick	<b>District Counsel; Erin McCormick Law</b>
Steve Brletic	<b>District Engineer, BDI (via conf. call)</b>
John Fowler	<b>Field Services, Rizzetta &amp; Company, Inc.</b>
Gail Huff	<b>Representative, Ballenger Irrigation</b>
Jeff Blackburn	<b>Representative, Brightview</b>
Tony Smith	<b>Representative, Sitex (via conf. call)</b>

Audience	<b>Present</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Continued**

On a Motion by Mr. Steever, seconded by Ms. Kennington, with all in favor, the Audit Committee continued the meeting at 10:04 a.m. to April 6, 2023 at 10:00 a.m., at Lake House of FishHawk Ranch West, located at 6001 Village Center Drive, Lithia, Florida 33547, for the FishHawk Community Development District IV.

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

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

## Tab 2

**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, March 2, 2023 at 10:05 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:

Danny Kennington	<b>Board Supervisor, Chairman</b>
Daniel Rothrock	<b>Board Supervisor, Vice-Chairman</b>
Brian Steever	<b>Board Supervisor, Assistant Secretary</b>
Jeffrey Stewart	<b>Board Supervisor, Assistant Secretary</b>
Esther Wisdom	<b>Board Supervisor, Assistant Secretary (via conf. call)</b>

Also present were:

Debby Wallace	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Erin McCormick	<b>District Counsel; Erin McCormick Law</b>
Steve Brletic	<b>District Engineer, BDI (via conf. call)</b>
John Fowler	<b>Field Services, Rizzetta &amp; Company, Inc.</b>
Gail Huff	<b>Representative, Ballenger Irrigation</b>
Jeff Blackburn	<b>Representative, Brightview</b>
Tony Smith	<b>Representative, Sitex (via conf. call)</b>

Audience	<b>Present</b>
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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**

An audience member addressed the Board regarding the Encore Pond.

An audience member addressed the Board regarding speeding. The roads are owned by Hillsborough County.

An audience member addressed the Board regarding the landscaping at Encore.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of  
Supervisors' Continued/Special  
Meeting Held January 30, 2023**

Ms. Wallace presented the minutes of the Board of Supervisors' meeting January 30, 2023 to the Board.

On a Motion by Ms. Kennington, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors continued/special meeting held on January 30, 2023, as presented, for the FishHawk Community Development District IV.

**FOURTH ORDER OF BUSINESS**

**Ratification of Operations &  
Maintenance Expenditures for  
December 2022**

Ms. Wallace presented the December 2022 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 expenditures for December 2022 (\$85,779.38) for the FishHawk Community Development District IV.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Report**

Mr. Fowler presented the field inspection report to the Board. Mr. Fowler confirmed that the CDD is lifting CDD trees by stop signs.

**B. Landscape Report**

No report.

**C. Irrigation Services Report**

Ms. Huff reviewed the irrigation report with the Board.

**D. Aquatic Services Report**

Mr. Smith reviewed the aquatic report with the Board.

**E. District Counsel**

No report.

**F. District Engineer**

**i. Inspection of Encore Pond**

Mr. Brletic reviewed the report and options for the pond.

Mr. Smith reviewed options for midge fly treatments.

On a Motion by Mr. Steever, seconded by Ms. Kennington, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$400.00/month for six (6) months of midge fly treatments for Encore and Sagewood ponds, for the FishHawk Community Development District IV.

**G. HOA Property Manager**

The Basketball hoop needs to be replaced.

**H. District Manager**

The next CDD meeting will be held April 6, 2023 at 10:00 a.m. Ms. Wallace stated that the playground inspection is scheduled for this week.

Ms. Wallace discussed the excess funds from the S2013A Construction Account. The options are to leave the money in the operating account for operations and maintenance, move it to the reserves fund or transfer it back to the trustee to apply toward a prepayment of their debt.

On a Motion by Mr. Rothrock, seconded by Mr. Steever, with all in favor, the Board of Supervisors approved to transfer excess funds to the Reserve Fund, for the FishHawk Community Development District IV.

Ms. Wallace stated that one Board Member can have access to Intacct for free to view operation and maintenance invoices and any additional access licenses would be an extra fee.

On a Motion by Mr. Steever, seconded by Stewart, with all in favor, the Board of Supervisors approved for Dayna Kennington to be designee to receive access to Intacct, for the FishHawk Community Development District IV.

**SIXTH ORDER OF BUSINESS**

**Ratification of Certificate of  
Completion for Series 2013A Project  
Bonds**

This is part of Resolution 2023-05.



**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05;  
Accepting Completed Series 2013A  
Project (under separate cover)**

Ms. McCormick presented Resolution 2023-05 to the Board.

On a Motion by Mr. Rothrock, seconded by Mr. Stewart, with all in favor, the Board of Supervisors approved and ratified Resolution 2023-05; Accepting Completed Series 2013A Project, for the FishHawk Community Development District IV.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Grau Engagement  
Letter for Fiscal Year 2022**

On a Motion by Mr. Steever, seconded by Mr. Rothrock, with all in favor, the Board of Supervisors approved Grau & Associates FY 2022 Engagement letter in the amount of \$5,035.00, for the FishHawk Community Development District IV.

**NINTH ORDER OF BUSINESS**

**Supervisor Comments**

There were no supervisor comments.

**TENTH 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 10:53 a.m. for the FishHawk Community Development District IV.

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

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Chair / Vice Chair

## Tab 3

# 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 January 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2023 through January 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$61,313.19**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

## Fishhawk IV Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Amount</u>
Ballenger & Company, Inc.	100096	221280	Irrigation Repairs 12/22	\$ 478.00
Brian T Steever	100104	BS010523	Board of Supervisors Meeting 01/05/23	\$ 200.00
BrightView Landscape Services, Inc.	100094	8179915	Monthly Landscape Maintenance 12/22	\$ 18,560.83
BrightView Landscape Services, Inc.	100097	22648756	Monthly Landscape Maintenance 01/23	\$ 18,560.83
Daniel Gray Rothrock	100105	DR010523	Board of Supervisors Meeting 01/05/23	\$ 200.00
Erin McCormick Law, P.A.	100098	10625	Legal Services 11/22	\$ 3,502.23
Esther Wisdom	100106	EW010523	Board of Supervisors Meeting 01/05/23	\$ 200.00
Jayman Enterprises, LLC	100099	2327	Service Call 12/22	\$ 125.00
Jeffrey Stewart	100107	JW010523	Board of Supervisors Meeting 01/05/23	\$ 200.00
Johnson Mirmiran & Thompson, Inc.	100100	34-202931	Engineering Services 11/22	\$ 215.00
Poop 911	100101	6386536	11 Doggie Stations 12/22	\$ 702.00
Rizzetta & Company, Inc.	100093	INV0000074730	District Management Services 01/23	\$ 4,674.67
Sitex Aquatics, LLC	100095	6966B	Monthly Lake Maintenance 12/22	\$ 1,350.00
Sitex Aquatics, LLC	100102	7086B	Monthly Lake Maintenance 01/23	\$ 1,350.00

## Fishhawk IV Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Amount</u>
TECO	100103	211017320014 6/11	Village Center Dr PH2 12/22	\$ 10,994.63
<b>TOTAL</b>				<b>\$ 61,313.19</b>