



Rizzetta & Company

Fishhawk Community Development District IV

**Board of Supervisors' Meeting
February 1, 2024**

**District Office:
2700 S. Falkenburg Road Suite 2745
Riverview, Florida 33578
813.533.2950**

www.fishhawkcdd4.org

FISHHAWK COMMUNITY DEVELOPMENT DISTRICT IV

Lake House of FishHawk Ranch West, 6001 Village Center Drive, Lithia, FL 33547

www.fishhawkcdd4.org

Board of Supervisors	Dayna Kennington	Chair
	Daniel Rothrock	Vice Chair
	Jeffrey Stewart	Assistant Secretary
	Adam Brygidyr	Assistant Secretary
	Scott Sheffield	Assistant Secretary
District Manager	Debby Wallace	Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Erin McCormick Law, PA
District Engineer	Stephen Brletic	BDI

All cellular phones and pagers must be turned off during the meeting.

The audience comments portion of the agenda is when individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

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

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

January 24, 2024

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of FishHawk Community Development District IV will be held on **Thursday, February 1, 2024 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 January 4, 2024Tab 1
 - B. Ratification of Operations & Maintenance
Expenditures for December 2023.....Tab 2
- 4. STAFF REPORTS**
 - A. Landscape Inspection Services Report.....Tab 3
 - B. Landscape Update
 - C. Irrigation ReportTab 4
 - D. Aquatic Services Report.....Tab 5
 - E. District Counsel
 - i. Discussion of Ethics Training
 - F. District Engineer
 - G. HOA Property Manager
 - H. District ManagerTab 6
 - i. Presentation of Website Compliance ReportTab 7
- 5. BUSINESS ITEMS**
 - A. Consideration of Irrigation ProposalTab 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, January 4, 2024, at 10:10 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, Chairman (via phone)
Daniel Rothrock	Board Supervisor, Vice Chairman
Jeffrey Stewart	Board Supervisor, Assistant Secretary
Adam Brygidyr	Board Supervisor, Assistant Secretary
Scott Sheffield	Board Supervisor, Assistant Secretary

Also present were:

Debby Wallace	District Manager; Rizzetta & Company, Inc.
Erin McCormick	District Counsel; Erin McCormick Law
Wesley Elias	District Manager; Rizzetta & Company, Inc.
John Fowler	Field Services Manager; Rizzetta & Company, Inc.
Sam Patel	Representative, Brightview
Paul	Representative, Ballenger Irrigation

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

An audience member addressed the Board regarding landscape maintenance.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held
December 7, 2023**

Ms. Wallace presented the minutes of the Board of Supervisors' meeting held on December 7, 2023, to the Board. There were no questions on the minutes.

On a Motion by Mr. Stewart, seconded by Mr. Sheffield, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors regular meeting held on December 7, 2023, as presented, for the FishHawk Community Development District IV.

FOURTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for
November 2023**

Ms. Wallace presented the November 2023 Operation & Maintenance Expenditures to the Board.

On a Motion by Mr. Brygidyr, seconded by Mr. Stewart, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for November 2023 (\$89,677.60), for the FishHawk Community Development District IV.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Field Services Report

Mr. Fowler reviewed the Field Inspection Report with the Board.

B. Landscape Report

Mr. Patel provided an update to the Board.

C. Irrigation Services Report

The report was reviewed with the Board.

D. Aquatic Services Report

The Board reviewed the aquatic services report.

E. District Counsel

Ms. McCormick provided on GT Preserve Agreement with the Developer.

F. District Engineer

Not present.

G. HOA Property Manager
Not present.

H. District Manager

Ms. Wallace reviewed her report with the Board. There were no questions.
The next CDD meeting will be held February 1, 2024, at 10:00 a.m.

Ms. Wallace stated the missing street signs were reprinted by the HOA and the District Engineer will compare with signage plan and District Manager will collect a proposal.

SIXTH ORDER OF BUSINESS

**Consideration of Field Services
Addendum**

On a Motion by Mr. Rothrock, seconded by Mr. Brygidyr, with all in favor, the Board of Supervisors approved the Rizzetta & Company Field Services Addendum for \$775.00 per month, for the FishHawk Community Development District IV.

SEVENTH ORDER OF BUSINESS

**Consideration of Audit Engagement
Letter**

On a Motion by Mr. Rothrock, seconded by Mr. Stewart, with all in favor, the Board of Supervisors approved the Grau Audit Engagement Letter for FY 2023, for the FishHawk Community Development District IV.

EIGHTH ORDER OF BUSINESS

**Ratification of GT Preserve Developer
Agreement**

On a Motion by Mr. Brygidyr, seconded by Mr. Sheffield, with all in favor, the Board of Supervisors ratified the GT Preserve Developer Agreement, for the FishHawk Community Development District IV.

NINTH ORDER OF BUSINESS

Supervisor Comments

Mr. Sheffield asked for a PDF Maintenance map. Ms. Wallace will email to the Board.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Rothrock, seconded by, Mr. Brygidyr with all in favor, the Board of Supervisors adjourned the meeting at 10:49 a.m. for the FishHawk Community Development District IV.

Assistant Secretary

Chair / Vice Chair

Tab 2

FISHHAWK IV COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

**Operation and Maintenance Expenditures
December 2023
For Board Approval**

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

The total items being presented: **\$46,233.48**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Fishhawk IV Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Amount</u>
Adam Brygidyr	100035	AB120723	Board of Supervisors Meeting 12/07/23	\$ 200.00
Daniel Gray Rothrock	100036	DR120723	Board of Supervisors Meeting 12/07/23	\$ 200.00
Dayna J. Kennington	100037	DK120723	Board of Supervisors Meeting 12/07/23	\$ 200.00
Erin McCormick Law, P.A.	100034	10690	Legal Services 09/23	\$ 387.00
Hillsborough County BOCC	20231221-3	1416996147 ACH 11/23	14223 Lambert Bridge 11/23	\$ 364.59
Jeffrey Stewart	100038	JS120723	Board of Supervisors Meeting 12/07/23	\$ 200.00
Rizzetta & Company, Inc.	100033	INV0000085791	District Management Services 12/23	\$ 5,130.67
TECO	20231214-1	211017320014 11/23 ACH	Village Center Dr PH2 11/23	\$ 11,940.19
TECO	20231221-1	211009776033 11/23 ACH	5601 Balcony Bridge 11/23	\$ 108.09
TECO	20231222-3	211009775761 11/23 ACH	13773 Fishhawk Blvd 11/23	\$ 34.56
TECO	20231227-3	321000017145 Summary 11/23 ach	Electric Summary 11/23	<u>\$ 27,468.38</u>
Total Report				<u>\$ 46,233.48</u>

Tab 3

FISHHAWK IV

LANDSCAPE INSPECTION REPORT



January 17th, 2023
Rizzetta & Company
John Fowler – Landscape Specialist



Rizzetta & Company
Professionals in Community Management

Summary, Mosaic

General Updates, Recent & Upcoming Maintenance Events

❑ Multiple turf issues throughout the district.

❑ When is the next fertilizer event scheduled?

The following are action items for BrightView to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Bold & Underlined question or info for BOS.** **Orange** is for Staff.

1. Scout and treat large ant mounds along the sidewalk on Mosaic.
2. Remove large weeds growing through the Juniper 'Parsoni' on the West ROW of Mosaic just South of Fishhawk Blvd.
3. **Remove a staking system on a palm tree no longer needed on median of Mosaic just North of Circa Crossing roundabout.**
4. There appears to be a dead Sable Palm on the median of Mosaic just North of Circa Crossing. (Pic. 4)
5. There are a couple broken Wax Myrtle limbs laying on the ground by electric meters on East ROW of Mosaic just South of Fishhawk Blvd.
6. When will the next annual rotation be? Current ones are looking a little ragged.
7. There seems to be a lot of turf issues throughout the district. Could you please provide me with all applications to turf or shrubs on CDD property since October 2023.
8. Diagnose and treat declining turf on the North ROW of Circa Crossing just West of Mosaic.
9. **Raise the Oak canopy starting to hide a speed limit sign on the North ROW of Circa Crossing just West of the Mosaic roundabout heading towards Sagewood.**
10. **Raise the Oak canopies on Circa Crossing from Mosaic to the entrance of Sagewood hanging low over the sidewalk. This is for both ROWs.**
11. Treat broadleaf turf weeds on South ROW of Circa Crossing between the sidewalk and the road just after exiting Sagewood.
12. Diagnose and treat all the Ilex Shillings throughout the district. These have declined since last inspection on several medians. One example is on Mosaic just South of Circa Crossing.
13. There are a couple Indian Hawthorn in the Mosaic medians that appear dead and should be removed.
14. Remove weeds in Juniper at the corners of Mosaic and Barrington Stowers roundabout.



Watercolor, Sagewood

15. Schedule a pruning event for the Viburnum that line the aluminum fence on Boyette on the South ROW of Sagewood.

16. Diagnose and treat areas of thinning turf on the ROWs of Watercolor between Boyette and Village Center Dr. (Pic. 16)



17. Treat weeds in Viburnum shrubs along the aluminum fence on Boyette between Barrington Stowers and Watercolor Dr.

18. Treat weeds in the Ixora median bed on Sparrowhead Way before entering the gate of Encore.

19. Remove a strap dangling on a tree on the West ROW of Sparrowhead Way before entering Encore.

20. Remove dead fronds out of the Pygmy Date Palms in the median with the gate on Sparrowhead Way entering Encore.

21. Remove dead flowering structures in the Bird of Paradise in front of the aluminum fence in front of Encore on Sparrowhead Way.

22. Scout and treat ant mounds on Watercolor Dr. ROWs along the sidewalk. Once a mound is no longer active, it states in the contract it should be smoothed out by the vendor. Ensure this is taking place.

23. Remove staking system on the Sable Palm on the Southwest corner of Watercolor and Village Center Dr.

24. Turf appears chlorotic on Village Center Dr. from Boyette to Circa Fishhawk. There are many areas in decline and thinning. Most Notable on the East ROW from the lift station South to Boyette and medians from Watercolor to Circa Fishhawk Blvd.

25. There are still a couple canopies that overhang the sidewalk on VCD from Watercolor Dr. to Natures Reserve Dr. that need to be lifted.

26. Remove dead palm fronds hanging in the median of Natures Reserve Dr. in front of Encore entrance.

24. Remove sucker growth off the trees in the medians of Natures Reserve Dr. heading into Encore. This will help raise the canopy off the other shrubs in the median.

25. Treat the broadleaf turf weeds on Natures Reserve Dr. at the Encore entrance.

26. Remove ferns growing up within the Jasmine in the median bed on Natures Reserve Dr. in front of Encore just West of Village Center Dr. (Pic. 26)



VCD, Natures Reserve, The Oaks

27. Remove a declining Bird of Paradise right after you exit Encore on Natures Reserve Dr. Remove any dead or declining material.

28. Remove Spanish Moss that has dropped and laying on top of shrubs on Village Center Dr. just South of Natures Reserve Dr.

29. Noting Thryallis and Firebush have lost some of its leaves due to cold weather. This a normal process for these species and should have rejuvenation pruning in March. These are located on Village Center Dr. on the East ROW just North of Boyette.

30. Asking if the Bougainvillea on the median of Natures Reserve Dr. is getting proper fertilizer. They appear chlorotic. When are these scheduled for fertilizer again? (Pic. 30)



31. Diagnose and treat declining turf on Quintessa roundabout.

32. Remove a large weed growing up through the shrubs on Quintessa roundabout.

33. Tree canopies have been lifted on parks and Iron Horse from previous reports.

34. Diagnose and treat declining turf on the roundabout on Lambert Bridge Ln. roundabout. (Pic. 34>)

35. Remove a broken tree branch in the passive park on Lambert Bridge Ln. on the South ROW.

36. Another example of declining turf on the corner of Natures Reserve Dr. and Watercolor Dr. What is the plan for correction. (Pic. 36)



37. There is a Hong Kong Orchid Stump that was missed and has sucker growth on the Southeast corner of Watercolor Dr. and Village Center Dr. intersection.

38. Diagnose and treat declining Plumbago on the Southeast corner of Village Center Dr. and Watercolor Dr. Remove any dead or diseased material. These are worse than previous inspections.

39. Treat ant mounds in beds and turf on VCD.



Village Center Dr., Watercolor Dr.

40. Raise Oak canopies and Hong Kong Orchid canopies on Village Center Dr. East ROW from Watercolor Dr. to Shell Ridge.

41. Remove large Oak sucker growth in the medians of Village Center Dr. between Quarry Lake Rd. and Slate Rock Way.

42. Clean out dead in Flax Lilies and remove a palm volunteer at the intersection of Barrington Stowers and Village Center Dr.

43. Ilex Shillings in decline that need to be diagnosed and treated. This correlates with item #12 in this report. These are on Village Center Dr. medians. (Pic. 43)



44. Remove a Brazilian Pepper growing within the shrubs on Village Center Dr. ROW between Barrington Stowers and Circa Fishhawk.

45. Remove the hanging frond on the Bismark Palm at the Circa Fishhawk and VCD roundabout.

46. Remove the large grassy weeds growing within the Juniper on Village Center Dr. just before the Circa Fishhawk roundabout. (Pic. 46>)

47. Diagnose and treat Blue Daze on the bullnoses of Village Center Dr. and Circa Fishhawk Blvd. that are in decline.

48. Remove two dead Indian Hawthorn on the median of VCD. between Barrington Stowers and Circa Fishhawk Blvd. (Pic. 48)



49. Noting mulching has not been completed from last Board Meeting. I am unable to inspect if everything was mulched at this time.

50. Raise the Hong Kong Orchid canopy that is touching the ground on the walk-through path of Chert Hill and Jasper Glen Dr.

51. Two small trees that appear dead on the walk-through path of Jasper Glen to Shell Ridge between Quartz Lake Way and Rolling Dunes Rd.

52. Asking about possible aerification again for parks that have heavy foot traffic for better turf quality.



Village Center Dr., Watercolor Dr.

53. There was a stump missed for grounding on Parkside Ridge Park on the Westside in line with the one that was removed on the Eastside.

54. There is also another stump missed on the walk-through path of Jasper Glen to Shell Ridge across the street from Parkside Ridge park.

55. Noting the stumps were removed at the end of Barrington Stowers and Watercolor Dr. but need a new tree or turf for the bare areas.

56. Turf on the berms of the ROW of Barrington Stowers appears chlorotic.

57. Bare area of turf across the street from the amenity center on Barrington Stowers in Central Park.

58. Diagnose and treat the declining turf on the corner of Barrington Stowers and Caldera Ridge. (Pic. 58)



59. Remove a hanging palm frond in the median of Barrington Stowers just West of Village Center Dr.

60. Diagnose and treat the declining turf in the medians of Barrington Stowers from Village Center Dr. to Mosaic. It appears to be chlorotic and possibly have fungus. (Pic. 60>)

61. Scout and treat ant mounds at the park on Great Lawn Pl.

62. Treat Dollarweed in the turf at the park shared with Circa Fishhawk Blvd. and Watercolor Dr.

63. Diagnose and treat the declining turf on the East ROW of Watercolor Dr. across the street from Shell Ridge.

64. Remove the scraggly plants on the corner of Shell Ridge and Watercolor Dr. and provide a proposal to add turf instead of shrubs here to tighten up the bed. (Pic. 64)



65. Diagnose and treat various areas in declining turf in Central Park. Also, the turf appears chlorotic. When was the last time this was fertilized?



Village Center Dr., Watercolor Dr.

66. Scout and remove any dead Indian Hawthorn in the beds between the sidewalk and the road on Shell Ridge.

67. Clean up under the palms on the walk path on Shell Ridge near Circa Fishhawk. (Pic. 67)



68. Remove ferns growing up in the Loropetalum on Shell Ridge ROW between Circa Fishhawk and Briar Chapel Way.

69. Remove dead fruiting structures on Shell Ridge ROW between Briar Chapel Way and Barrington Stowers.

70. Treat weeds in the Ornamental Grass bed on the corner of Shell Ridge and Rolling Dunes. (Pic. 70)



71. Treat Dollarweed in turf on South corner of Shell Ridge and Village Center Dr.

72. Completely bare bed on Shell Ridge that could use new plantings after passing the playground area. (Pic. 72)



73. Raise the Oak canopy at the mailbox kiosk on Quartz Lake Rd.

74. Treat broadleaf turf weeds at Whispering Bench Way park.

75. Repair cut drip line and bury where Hong Kong Orchid stumps were removed at Whispering Bench Way Park.

76. Remove dead Indian Hawthorns in bed on Circa Fishhawk between Esker Fall and VCD.

77. Diagnose and treat declining turf on Circa Fishhawk between Esker Falls and VCD. (Pic. 77)



Circa Fishhawk

78. Cutback some Firebush that could be a line-of-sight issue on the triangle of Circa Fishhawk Blvd. and VCD.
79. Diagnose and treat declining Ilex Shillings on Circa Fishhawk Blvd. medians.
- 80. Raise the Oak canopy almost touching the ground on the corner of Spector Rd. and Circa Fishhawk Blvd.**
81. Ensure there is no vegetation overhanging the walk path in the park of Spector Rd. and Kingsley Corner.



Proposals

1. Brightview to provide a proposal to remove a dead Sable Palm on Mosaic median just North of Circa Crossing. Item #4 in report.
2. Brightview to provide a provide a proposal to install sod over the removed stumps in turf areas. Provide the correct turf for the matching area.
3. Brightview to provide a proposal to fill in bed on Shell Ridge with a species that would thrive in the area. Item #72 in the report.



Tab 4



January 22, 2024

RE: FishHawk CDD IV Irrigation Maintenance Report

Routine maintenance was conducted throughout the month and all arms were addressed as quickly as possible.

In addition to routine maintenance, the following issues were addressed:

- Replaced Hunter Decoders and Solenoids on Controller F and the Oaks Controller.
- The Technician on site noticed the well located by the "I" Controller was not operating, and the breaker tripped. We informed the CDD and submitted a proposal. As of today, the problem has not been addressed.
- We found two rain sensors had fallen. We remounted to the existing location. They were inspected for damage, and they were found to be in working order.

Water restrictions remain in effect, one day a week. With the recent rains, Ballenger Landcare was able to shut down controllers to conserve water for several days. Cool temperatures continue, which will help with irrigation. Water usage has been cut back to avoid any fungus issues that may occur for this time of year.

Please let me know if you have any questions or need additional information.

Sincerely,

Paul Vlna

Paul Vlna
Irrigation Manager

Tab 5



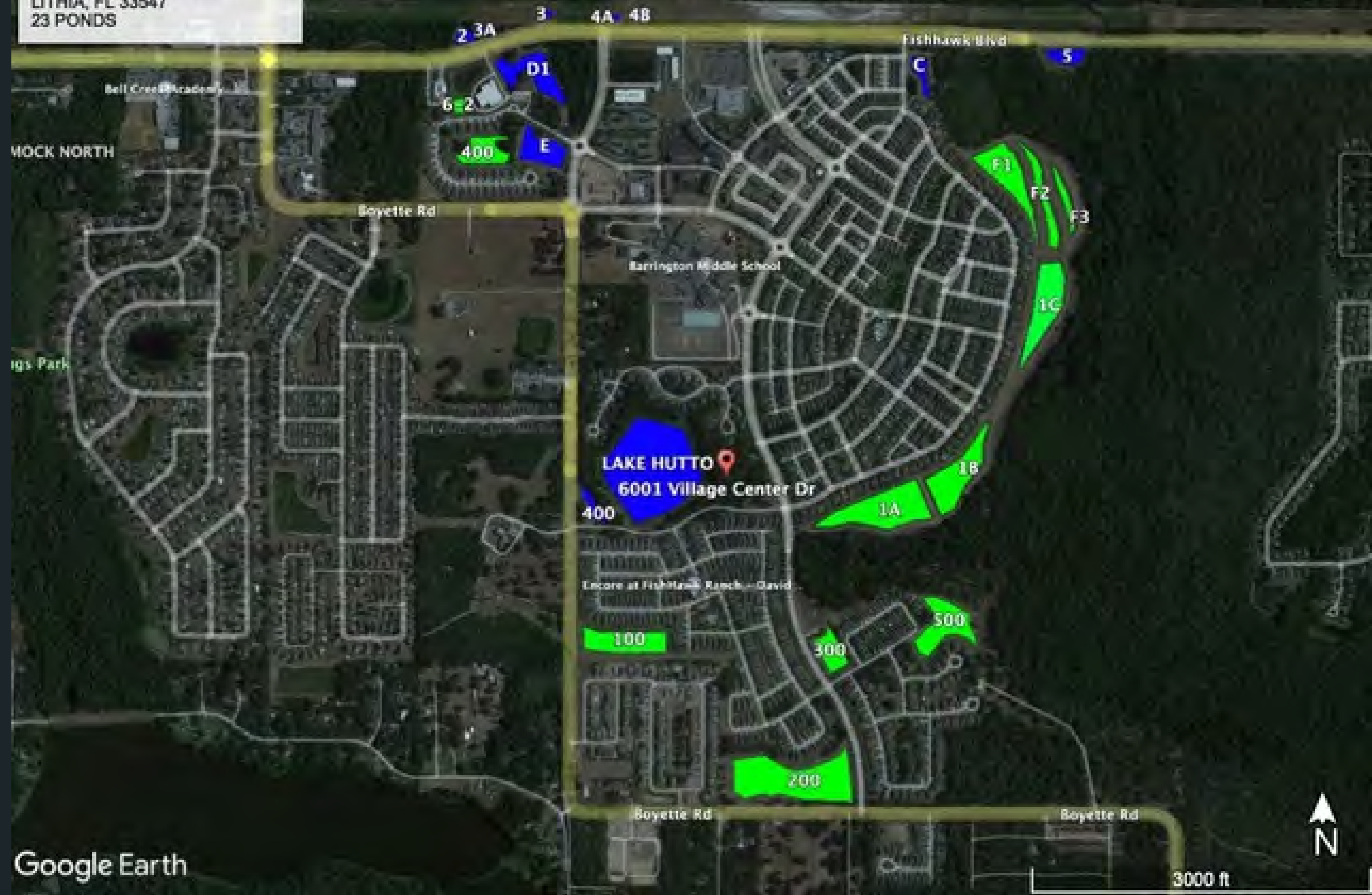
MONTHLY REPORT

JANUARY, 2024



FISHHAWK IV CDD

6001 VILLAGE CENTER DR
LITHIA, FL 33547
23 PONDS



Prepared for: Debby Bayne Wallace

Prepared By: Devon Craig

SUMMARY:

We have gotten a little bit of rain this past month. A little extra sure wouldn't hurt. Ponds are in are responding well to the cooler air temperatures. Algae blooms are noticeably reducing. Like last month preventative maintenance has and will continue as always as needed. Happy New Year.



Pond #2 Treated for Algae and
Shoreline vegetation.



Pond #3 Treated for Shoreline
Vegetation.



Pond #4A Treated for Shoreline
Vegetation.



Pond #4B Treated for Shoreline Vegetation.



Pond #C Treated for Algae and Shoreline vegetation.



Pond #D1 Treated For Algae and Shoreline Vegetation.



Pond #3 Treated for Algae and Shoreline Vegetation.



Pond #400 Treated for Algae and Shoreline Vegetation.

Tab 6



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** March 7, 2024 at 10:00am

District Manager's Report

February 1

2024

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4

FINANCIAL SUMMARY

12/31/2023

General Fund Cash & Investment
Balance: \$1,824,451

Reserve Fund Cash & Investment
Balance: \$267,643

Debt Service Fund Investment
Balance: \$844,854

**Total Cash and Investment
Balances: \$2,936,948**

General Fund Expense Variance: \$180,397 Under Budget



Rizzetta & Company

DM Report:

- Street sign repair proposals will be on the next meeting agenda. District Engineer is working on getting a copy of the signage plans needed to collect proposals.

Tab 7



Quarterly Compliance Audit Report

FishHawk IV

Date: December 2023 - 4th Quarter

Prepared for: Scott Brizendine

Developer: Rizzetta

Insurance agency:



Preparer:

Jason Morgan - *Campus Suite Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

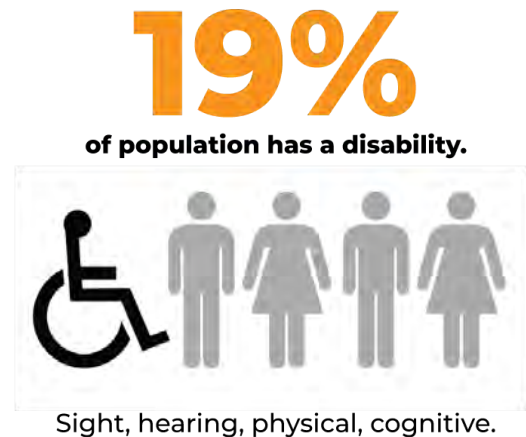
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

Tab 8



January 12, 2024

Fishhawk CDD IV
3434 Colwell Ave. Suite 200
Tampa, FL 33614

Estimate #E240027

Re: I-Pump Replace VFD

Ballenger Irrigation hereby submits a proposal for labor and materials required to the Variable Frequency Drive (VFD), which has shorted out the digital control board. This VFD is no longer working and is no longer manufactured. VFD needs replaced with a Pentair 10 HP VFD, for the total sum of: **Seven Thousand Five Hundred Seventy-Five Dollars (\$7,575.00)**

NOTE:

1. Prices are good for thirty (30) days.
2. Accounts not paid within thirty (30) days of invoice date are subject to a 5% monthly finance charge.

Thank you,

John Comuntzis

John Comuntzis
Divisional Manager



APPROVED:

Fishhawk CDD IV

Date