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**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 II**

The regular meeting of the Board of Supervisors of Fishhawk Community Development District II was held on **Tuesday, September 15, 2015 at 6:30 p.m.** at the Palmetto Club, located at 17004 Dorman Road, Lithia, Florida 33547.

Present and constituting a quorum:

Dawn Turner	<b>Board Supervisor, Chairman</b>
Ruth Brown	<b>Board Supervisor, Vice Chairman</b>
Marisa Radley	<b>Board Supervisor, Assistant Secretary</b>
Patrick Reilly	<b>Board Supervisor, Assistant Secretary</b>
Mark Karet	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Shannon Nasekos	<b>District Coordinator; Rizzetta &amp; Company, Inc.</b>
Holly Quigley	<b>Community Director</b>
Pat Rynkowski	<b>Aquatic Program Director</b>
Tonya Martinez	<b>LCAM; Rizzetta &amp; Company, Inc.</b>

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order and read the roll call.

Mr. Cox informed the Board of several agenda changes for the meeting to include removal of the Valleycrest Tree Care proposal, the addition of the consideration of a Finn Outdoor Cogon Grass Agreement, the addition of the consideration of an addendum to the First Coast Security Agreement, and the addition of Park Square use requests.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Mr. Daniel Butson informed the Board that he is the Pastor of Fishhawk Fellowship, a local church, and wished to host an event at Park Square on November 7, 2015. He explained that their normal church was not available due to a wedding, and was hoping to host a church related service with

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a comedy slant. The Board discussed this request with Pastor Butson and explained that if approved, he would need to coordinate with staff for the required deposit and staffing requirements.

On a Motion from Ms. Turner, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved the use of Park Square by Fishhawk Fellowship Church on November 7, 2015 for the Fishhawk Community Development District II.

Ms. Leda Eaton addressed the Board and requested that the Turkey Trot organizers be allowed to use the Palmetto Club on November 24 and 25<sup>th</sup> from 4-8 p.m. for registration for the annual event. The Board discussed this request with Ms. Eaton and explained that if approved, she would need to coordinate with the Palmetto Club management for the required deposit and staffing requirements.

On a Motion from Ms. Brown, seconded by Mr. Reilly, with all in favor, the Board of Supervisors approved the use of Palmetto Club and banner installation, contingent upon their coordination with the Palmetto Club management by Turkey Trot organizers, for the Fishhawk Community Development District II.

Ms. Iris Green addressed the Board and requested the use of Park Square to host a Kid-to-Kid Toy Sale on October 24, 2015 from 7 a.m. to 1 p.m. The Board discussed and informed Ms. Green that if approved, she would need to coordinate with staff for the required deposit and staffing requirements. Ms. Radley suggested a date of October 17, 2015 versus the 24<sup>th</sup> due to a community wide yard sale occurring on the 17<sup>th</sup> which might increase the sales.

On a Motion from Mr. Reilly, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved the use of Park Square by the Kid-to-Kid Toy Sale organizers, on October 17, 2015, for the Fishhawk Community Development District II.

Ms. Kari Bahour, with Watch Me Swim, addressed the Board and requested the use of the Aquatic Club for providing swimming lessons for children 7 months and up. The Board discussed this request with Ms. Bahour and explained that if approved, she would need to coordinate with staff for the completion of a vendor agreement, scheduling and insurance validation.

On a Motion from Ms. Brown, seconded by Ms. Turner, with all in favor, the Board of Supervisors approved the use of the Aquatic Club by Watch Me Swim on November 24 and 25, 2015, contingent upon their completion of a vendor agreement, and coordination with staff regarding scheduling and insurance, for the Fishhawk Community Development District II.

### THIRD ORDER OF BUSINESS

### Staff Reports

#### A. Community Director

Ms. Quigley presented her monthly report to the Board.

Ms. Quigley informed the Board that the leak in the Aquatic Club pool had been repaired.

**B. District Counsel**

Mr. Craine could not be present. Mr. Cox provided an update from Mr. Craine regarding an easement that was in place for the Bayberry pond which may negate the requirement for a letter to the Bayberry HOA/POA requesting an easement.

**C. District Engineer**

Mr. Plate was not present. Mr. Cox provided an update from Mr. Plate that noted that his office had received the Park Square fountain design and construction observation proposal from ADE. He explained that the design fee seemed reasonable and recommended that the proposal be accepted as long as it includes: any required permitting that cannot be obtained by the contractor. Mr. Plate explained in his summary that Ms. Brown had suggested that we ask them to include a weekly conference call status meeting with the contractor, the CDD Engineer, Holly and a CDD representative. Ms. Brown also had suggested that the board appoint a CDD representative to work with the Project Engineer on the project.

Mr. Plate suggested in his summary that the board request that ADE assist with the construction bid package preparation and evaluation of the construction bids, and explained that the construction observation fee seemed to be approximately \$1,500 per meeting which seems reasonable, all things considered. Lastly, due to the limited number of proposed site meetings, Mr. Plate suggested that the board request a rate for any additional site meetings and that ADE be available to visit the site on an as needed basis.

On a Motion from Mr. Reilly, seconded by Ms. Turner, with all in favor, the Board of Supervisors approved to request rates from ADE for additional site meetings, and request that the ADE be available to visit the site on an as needed basis for the Fishhawk Community Development District II.

On a Motion from Ms. Turner, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved to appoint Mr. Reilly as the Board Member coordinator to work with the Project Engineer on the Park Square fountain project for the Fishhawk Community Development District II.

**D. District Manager**

Mr. Cox informed the Board that the next meeting will be held Tues., October 13, 2015 at 6:30 p.m.

NOTE: following the meeting, Mr. Cox informed the Board that the meeting date was not October 13<sup>th</sup> but was actually scheduled for October 20, 2015 at 6:30 p.m.

Mr. Cox presented an agreement proposed by Finn Outdoor for the maintenance of Cogon grass along the trails of the District for \$1,050 per quarter, or \$4,200 for the year.

On a Motion by Mr. Reilly, seconded by Ms. Turner, with all in favor, the Board of Supervisors approved the Finn Outdoor Cogon Grass control agreement for Fishhawk Community Development District II.

Mr. Cox presented the action item list for the Board's review. He provided updates provided by Mr. Plate and Mr. Craine. Ms. Nasekos handed out the newly acquired electronic tablets to three Board members and explained the contents of what was included. Ms. Nasekos also provided the Board with a status of the Keep Tampa Bay Beautiful signage and why they would not remove the signs.

**FOURTH ORDER OF BUSINESS**

**Presentation of Monthly Maintenance  
Inspections Reports**

Mr. Cox presented the three reports to the Board for their review.

Mr. Sleyzak, with ValleyCrest, informed the Board that the Park Square trees had been completed and that he had recently visited the TECO sites for future landscape planning.

**FIFTH ORDER OF BUSINESS**

**Consideration of Landscaping Proposal –  
TECO Property**

Mr. Sleyzak presented an addendum to the current maintenance contract for the maintenance of a TECO easement along the sidewalk from Fishhawk Crossing Boulevard, east of the Burger King property line. The rate increase would be \$240 per month or \$2,880 per year.

**SIXTH ORDER OF BUSINESS**

**Consent Agenda Items / Business  
Administration**

- A. Consideration of Revised Minutes of the Board of Supervisors' Meeting held on July 21, 2015
- B. Consideration of Minutes of the Board of Supervisors' Meeting held on August 18, 2015
- C. Consideration of Operation and Maintenance Expenditures for August 2015
- D. Consideration of Operation & Maintenance Expenditures for August 2015 – Palmetto Club
- E. Consideration of Series 2007AB Construction Requisitions #656
- F. Presentation of Shared Costs and Reimbursements
- G. Presentation of Palmetto Club Revenue & Expense Summary

Mr. Cox presented the consent agenda and reviewed its contents.

On a Motion by Mr. Karet, seconded by Ms. Turner, with all in favor, the Board approved the consent agenda items A-G, for approval for the Fishhawk Community Development District II.
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**SEVENTH ORDER OF BUSINESS**

**Consideration of 2016 Swim Lesson  
Program Proposal**

Ms. Quigley presented the Amenity Management Services Agreement to the Board for its annual renewal and explained the contents and changes made. Mr. Cox explained that Fishhawk CDD and Fishhawk CDD III had previously approved the renewal agreement with an annual cost of \$595,480.48. Ms. Radley submitted a conflict of interest form and abstained from voting.

On a Motion by Mr. Reilly, seconded by Ms. Turner, with Ms. Radley abstaining, the Board approved the renewal of the Amenity Management Services Agreement with an annual cost of \$595,480.48 for the Fishhawk Community Development District II.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Park Square Lighting  
Project Proposal**

On a Motion by Ms. Turner, seconded by Ms. Brown, with all in favor, the Board approved the Electric Today lighting maintenance proposal for \$2,692 for Fishhawk Community Development District II.

**NINTH ORDER OF BUSINESS**

**Consideration of Suncoast Pool Service  
Renewal Agreement**

Mr. Cox presented the pool service renewal agreement with Suncoast Pool Service that would start October 1, 2015 and run through October 31, 2016 with the same rates as the current agreement.

On a Motion by Ms. Turner, seconded by Mr. Reilly, with all in favor, the Board approved the renewal agreement with Suncoast Pool Service for a term of October 1, 2015 to October 31, 2016, for Fishhawk Community Development District II.

**TENTH ORDER OF BUSINESS**

**Consideration of First Coast Security  
Renewal Agreement**

Mr. Cox presented the renewal agreement addendum with First Coast Security that would start August 1, 2015 and run through July 31, 2016 with the same rates as the current agreement.

On a Motion by Mr. Reilly, seconded by Ms. Brown, with all in favor, the Board approved the renewal agreement addendum with First Coast Security for a term of August 1, 2015 to July 31, 2016, for the Fishhawk Community Development District II.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Turner requested that she be provided a hard copy of the agenda for future meetings.

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Ms. Brown requested more information regarding the current tree trimming requirements in the landscape agreement as compared to the quote that is going to be considered at this meeting.

Ms. Radley requested that the payroll item listed in the Operations and Maintenance report be worded differently.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Reilly, seconded by Ms. Turner, with all in favor, the Board adjourned the meeting at 7:54 p.m. for Fishhawk Community Development District II.



Secretary/Assistant Secretary



Chairman/Vice Chairman