



Rizzetta & Company

Harrison Ranch Community Development District

Board of Supervisors' Meeting October 11, 2021

District Office · Riverview, Florida · (813) 533-2950
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.HarrisonRanchCDD.org

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Harrison Ranch Clubhouse, 5755 Harrison Ranch Boulevard, Parrish, FL 34219

Board of Supervisors	Julianne Giella	Chairman
	Victor Colombo	Assistant Secretary
	Susan Walterick	Vice Chairman
	Thomas Benton	Assistant Secretary
	Geoffery Cordes	Assistant Secretary
District Manager	Barbara McEvoy	Rizzetta & Company, Inc
District Counsel	Lauren Gentry	KE Law Group
District Engineer	Rick Schappacher	Schappacher Engineering, LLC

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where 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, or 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.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

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Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

Board of Supervisors
Harrison Ranch Community
Development District

October 4, 2021

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District will be held on **Monday, October 11, 2021 at 1:30 PM** at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, FL 34219. To access the meeting, please use a telephone to dial **253-215-8782**, and enter the ID# **4771548576**. The following is the agenda for the meeting:

1. **CALL TO ORDER**
2. **AUDIENCE COMMENTS**
3. **STAFF REPORTS**
 - A. Pond & Mitigation Maintenance Update
 - i. *Presentation of Waterway Inspection Report*.....Tab 1
 - ii. *Consideration of Algae Proposal at Pond 21*Tab 2
 - B. Landscape Maintenance Updates
 - i. *Presentation of Field Inspection Report*Tab 3
 - ii. *Ratification of Irrigation Proposals*Tab 4
 - iii. *Consideration of Landscape Enhancement Proposal*.....Tab 5
 - C. District Counsel
 - i. *Review of Meeting Notice Requirements*.....Tab 6
 - ii. *Review of District Management Contract*USC
 - D. District Engineer
 - i. *Discussion Regarding sidewalk repairs at clubhouse*
 - E. Clubhouse Staff
 - i. *Presentation of Management Report*Tab 7
 - F. District Manager
4. **BUSINESS ITEMS**
 - A. Consideration of Proposal to Repair Interior Pool Lights.....Tab 8
 - B. Consideration of Fiscal Year 2020-2021 Audit Engagement LetterTab 9
 - C. Review of Updated Reserve StudyTab 10
 - D. Review of Email regarding Round-up SprayingTab 11
 - E. Consideration of Reimbursement for Repairs at Tennis GateTab 12
 - F. Discussion Regarding issues at Grand OakUSC
 - G. Discussion Regarding Playground ReplacementUSC
5. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on September 13, 2021.....Tab 13
 - B. Ratification of Operations & Maintenance Expenditures for July 2021Tab 14
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)533-2950.

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.

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District was held on **Monday, September 13, 2021 at 6:30 PM** at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, FL 34219.

Present and constituting a quorum were:

Julianne Giella	Board Supervisor, Chairman
Sue Walterick	Board Supervisor, Vice Chairman
Geoffrey Cordes	Board Supervisor, Asst. Secretary
Thomas Benton	Board Supervisor, Asst. Secretary
Victor Colombo	Board Supervisor, Asst. Secretary

Also present were:

Barbara McEvoy	District Manager/Community Manager; Rizzetta & Company
Scott Brizendine	Rizzetta & Company (via phone)
Lauren Gentry	KE Law Group, PLLC
Rick Schappacher	District Engineer
Jason Jaszczak	Solitude (Via Phone)
Chris Berry	LMP
Scott Carlson	LMP
Audience	

FIRST ORDER OF BUSINESS

Call to Order

There were no audience comments.

SECOND ORDER OF BUSINESS

Staff Reports

A. Pond & Mitigation Maintenance Update

i. Presentation of Waterway Inspection Report

The Board reviewed the Waterway Inspection Report. Mr. Jaszczak with Solitude asked the District Engineer to review littoral shelf/silt. He also explained that the pond 37 pleco nests need to be addressed within the next month. The Board requested the status on the plantings in Pond 21.

B. Landscape Maintenance Update

i. Consideration of Landscape Enhancement Proposal

On a motion by Mr. Cordes, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved the proposal from LMP for hog damage repairs at a total cost of \$1,283.00 for the Harrison Ranch Community Development District.

C. District Counsel

Ms. Gentry informed the Board the final revisions to the District Management contract are expected to be included in the October Agenda. There was a discussion regarding stormwater reporting requirements.

D. District Engineer

Mr. Schappacher reported to the Board the he was working on the pipe in the FPL easement, the Marquee signage, the crosswalks at Corriente and the clubhouse. The proposals for the clubhouse sidewalks will be added to the October Agenda.

On a motion by Mr. Cordes, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved the proposal presented by Mr. Schappacher for SWFMD recertification at an amount not to exceed \$3,000.00 for the Harrison Ranch Community Development District.

E. Clubhouse Staff

i. Presentation of Clubhouse Report

Ms. McEvoy reviewed the details of the management report with the Board and answered general questions from Board Supervisors.

Ms. McEvoy advised that it appears that school kids who are quarantined are spending their days in the clubhouse. Ms. Gentry will provide language for an eblast to be sent to the residents.

The Board discussed the vandalism to the tennis court gate and net by specific residents and the need to Reimburse the District for the costs

On a motion by Mr. Colombo, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved charging the resident 25% of the total cost of a new net (\$125.00) for the Harrison Ranch Community Development District.

On a motion by Mr. Benton, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved charging the resident for the full amount of the gate repair (\$245.00) to be paid within 30 days for the Harrison Ranch Community Development District.

The Board discussed the turf damage on Harrison Ranch Blvd. Ms. McEvoy advised that the individual who caused the damage has contacted her via the sheriff to reimburse the CDD for the cost of the repairs (\$1,208.00).

F. District Manager

Ms. McEvoy advised the next meeting is scheduled for Monday, October 11, 2021 at 1:30 pm at the Harrison Ranch Clubhouse.

THIRD ORDER OF BUSINESS

Consideration of Pressure Washing Proposals

On a motion by Mr. Cordes, seconded by Ms. Walterick, with all in favor, the Board of Supervisors approved the proposal of Clearview SRQ, including preparation of a continuing agreement whereby Ms. McEvoy can schedule future services as needed in accordance with the approved budget for the Harrison Ranch Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Holiday Decorating Proposals

On a motion by Mr. Cordes, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved the proposals of Presidential Electric for holiday decorating at a total cost of \$7,992.00 for the Harrison Ranch Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Patio Furniture Replacement Proposals

On a motion by Ms. Giella, seconded by Ms. Walterick, with Mr. Benton abstaining, the Board of Supervisors approved the purchase of patio furniture from Leaders Patio Furniture. The purchase will be funded by the HOA. The entities will enter into an agreement similar to the marquee sign agreement for the Harrison Ranch Community Development District.

SIXTH ORDER OF BUSINESS

Discussion Regarding Off Duty Sheriffs Services

On a motion by Mr. Cordes, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved entering into an agreement to secure off-duty Sheriff services as needed at the rate of \$45.00 per hour (4 hour minimum). Total cost not to exceed \$2,240 for FY 2021/22. The Board Chair is authorized to sign agreement outside of meeting for the Harrison Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Annual EGIS Insurance Coverage

On a motion by Mr. Cordes, seconded by Ms. Walterick, with all in favor, the Board of Supervisors approved the annual EGIS Insurance Coverage in substantial form, subject to Ms. McEvoy confirming coverage amounts for pool and clubhouse structure for the Harrison Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors Regular Meeting Held on July 12, 2021

On a motion by Mr. Benton, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved the minutes of the July 12, 2021 Regular Meeting for the Harrison Ranch Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors Regular Meeting Held on August 9, 2021

On a motion by Mr. Cordes, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved the minutes of the August 9, 2021 Regular Meeting for the Harrison Ranch Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors Continued Meeting held on August 24, 2021

On a motion by Mr. Cordes, seconded by Mr. Colombo, with all in favor, the Board of Supervisors approved the minutes of the August 24, 2021 continued Meeting for the Harrison Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

Ratification of Operations & Maintenance Expenditures for July 2021

On a motion by Ms. Walterick, seconded by Ms. Giella, with all in favor, the Board of Supervisors ratified the O&M Expenses for July 2021 in the amount of \$76,039.27 for the Harrison Ranch Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Mr. Benton requested that the pool lights be adjusted based on current time. Also requested Ms. McEvoy to obtain proposals for two pool lap lane markers.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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On a Motion by Mr. Benton, seconded by Mr. Cordes, with all in favor, the Board of Supervisors adjournment the regular Board meeting to September 13, 2021 at 8:19 p.m. for the Harrison Ranch Community Development District.

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Asst. Secretary

Chair / Vice Chair

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures August 2021 For Board Approval

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

The total items being presented: **\$128,310.83**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bright House Networks	4442	088053901081921	0050880539-01 - Gym 08/21	\$ 130.66
Construction Management Services LLC	4418	31	Maintenance 07/21	\$ 550.00
Fitrev, Inc	4419	23660	Preventative Maintenance 07/21	\$ 175.00
Florida Department of Revenue	4438	Sales Tax 07/21	Sales Tax 07/21	\$ 73.27
Florida Power & Light Company	4443	Electric Summary 08/21	FPL Electric Summary Billing 08/21	\$ 5,460.71
FPL	4444	FPL #2 Summary 08/21	FPL #2 Summary 08/21	\$ 143.44
Frontier Florida LLC dba Frontier Communications of Florida	4439	090719-5 08/21	941-776-3095-090719-5 08/21	\$ 445.74
Guardian Protection Services, Inc.	4445	59191614	Security Services 08/03/21 - 09/02/21	\$ 46.95
Gulf Business Systems	4420	288839	Monthly Billing Copy Machine 06/21/21-08/20/21	\$ 215.89
Harrison CDD	CD0342	CD0342	Debit Card Replenishment	\$ 1,338.81
Hopping Green & Sams	4428	124314	General/Monthly Legal Services 06/21	\$ 1,960.38
James Webb	4430	3258	Entertainment for Feud Fun 08/21	\$ 350.00
Jan-Pro of Manasota	4429	64735	Janitorial Services 02/21	\$ 86.00
Jan-Pro of Manasota	4421	65628	Janitorial Services 04/21	\$ 936.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Jan-Pro of Manasota	4421	66075	Janitorial Services 05/21	\$ 936.00
Jan-Pro of Manasota	4421	66546	Janitorial Services 06/21	\$ 936.00
Jan-Pro of Manasota	4421	66982	Janitorial Services 07/21	\$ 936.00
Jan-Pro of Manasota	4447	67401	Janitorial Services 08/21	\$ 936.00
Jan-Pro of Manasota	4421	769	Janitorial Services 04/21	\$ 150.25
Landscape Maintenance Professionals, Inc.	4422	161519	Irrigation Repairs 07/21	\$ 425.00
Landscape Maintenance Professionals, Inc.	4422	161625	Soil & Lily 07/21	\$ 261.25
Landscape Maintenance Professionals, Inc.	4422	161626	Plant and Tree Removal 07/21	\$ 1,048.00
Landscape Maintenance Professionals, Inc.	4422	161627	Tree Removal 07/21	\$ 178.75
Landscape Maintenance Professionals, Inc.	4422	161634	Irrigation Repairs 07/21	\$ 330.00
Landscape Maintenance Professionals, Inc.	4422	161635	Irrigation Repairs 07/21	\$ 235.00
Landscape Maintenance Professionals, Inc.	4422	161636	Irrigation Repairs 07/21	\$ 165.00
Landscape Maintenance Professionals, Inc.	4448	161819	Monthly Maintenance 08/21	\$ 30,123.00
Landscape Maintenance Professionals, Inc.	4422	162011	Irrigation Repairs 07/21	\$ 5,155.25

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	4432	162086	Irrigation Repairs 07/21	\$ 85.00
Landscape Maintenance Professionals, Inc.	4432	162124	Mulch 07/21	\$ 594.00
Landscape Maintenance Professionals, Inc.	4432	162125	Plants 07/21	\$ 143.00
Landscape Maintenance Professionals, Inc.	4432	162131	Pest Control 07/21	\$ 725.00
Lane Jerome Ruise	4431	CAA 081021	Entertainment for Honey Bee Festival & Vendor Fair 08/21	\$ 125.00
Marlin Business Bank	4449	19211419	Copystar Copier - Account # 1613410 08/21	\$ 337.13
McClatchy Company, LLC	4433	16790	Legal Advertising 21450 04/21	\$ 161.46
McClatchy Company, LLC	4433	42192	Legal Advertising 21450 07/21	\$ 700.00
MCUD	4434	Water Summary Bill 07/21	MCUD Water Summary 07/21	\$ 2,523.80
Piper Fire Protection, Inc.	4423	90292	Annual Sprinkler inspection 07/21	\$ 1,150.00
Piper Fire Protection, Inc.	4450	91898	Service Call 08/21	\$ 99.70
Piper Fire Protection, Inc.	4450	91900	Service Call 08/21	\$ 89.10
RB Owens Electric Inc	4424	20212295	Service Call 06/21	\$ 3,302.50
RB Owens Electric Inc	4424	20212419	Install New Service 07/21	\$ 1,005.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
RB Owens Electric Inc	4424	20212420	Service Call 07/21	\$ 185.00
RB Owens Electric Inc	4424	20212499	Install New Service 07/21	\$ 390.00
RB Owens Electric Inc	4451	20212500	Monthly Repairs 07/21	\$ 4,781.30
RB Owens Electric Inc	4451	20212687	Montlhy Inspection 08/21	\$ 390.00
Rizzetta & Company, Inc.	4425	INV0000060313	District Management Fees 08/21	\$ 6,740.17
Rizzetta & Company, Inc.	4435	INV0000060440	BI-Weekly Payroll 07/21	\$ 3,729.97
Rizzetta & Company, Inc.	4452	INV0000060471	BI-Weekly Payroll 08/21	\$ 3,729.97
Rizzetta & Company, Inc.	4425	RET0000001024	Field Services 08/21	\$ (750.00)
Rizzetta Technology Services, LLC	4453	INV0000007675	Email & Website Hosting Services 07/21	\$ 175.00
Rizzetta Technology Services, LLC	4426	INV0000007795	Website & Email Hosting 08/21	\$ 175.00
Schappacher Engineering, LLC	4440	1956	Engineering Services 07/21	\$ 1,963.75
Securiteam	4436	11175071921	Access Cards - 07/21	\$ 1,875.00
Solitude Lake Management	4437	PI-A00645514	Alum Rest Ponds 6,9,13,15,16,22, and 35 07/21	\$ 13,963.00
Solitude Lake Management	4454	PI-A00651926	Monthly Lake and Wetland Services 08/21	\$ 3,753.32

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management	4454	PI-A00651927	Preserve Management Services 08/01/21-10/31/21	\$ 12,362.06
Solitude Lake Management	4454	PI-A00651928	Monthly Midgefly Treatment 08/21	\$ 2,214.00
Solitude Lake Management	4427	SMOR-487621	50% Deposit - Alum Reset Ponds - 07/21	\$ 6,981.50
ZNS Engineering, L.C.	4441	142660	Engineering Services 06/21	\$ 592.75
ZNS Engineering, L.C.	4455	142700	Engineering Services WUP 06/21	<u>\$ 290.00</u>
Report Total				<u>\$ 128,310.83</u>