

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

District Office · Riverview, Florida · (813) 533-2950

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

**Board of Supervisors
Harrison Ranch Community
Development District**

July 1, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District will be held on **Monday, July 11, 2022 at 6:30 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 ReportTab 1
 - ii. Presentation of Service History ReportTab 2
 - iii. Consideration of Revised 2022 Water Quality Assessment AgreementTab 3
 - B.** Landscape Maintenance Updates
 - i. Presentation of MQI Report (under separate cover)
 - C.** District Counsel
 - D.** District Engineer
 - E.** District Manager/Staff Reports
 - i. Management ReportTab 4
 - ii. Action Items ListTab 5
 - iii. Presentation of 2nd Quarter Website Audit ReportTab 6
- 4. BUSINESS ITEMS**
 - A.** Consideration of Resolution 2022-10; Re-Designating Officers of the District.....Tab 7
 - B.** Ratification of Pool Pump & MotorTab 8
 - C.** Review of Approved Proposed Budget for FY 2022/2023Tab 9
 - D.** Review of Landscape Maintenance Requirement for 9623 58th Street East (under separate cover)
 - E.** Consideration of Damage to Gym WallTab 10
 - F.** Consideration of Pool Issue (under separate cover)
 - G.** Review of Insurance Site Visit Report.....Tab 11
 - H.** Grand Oaks Encroachment UpdateTab 12
- 5. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on June 13, 2022Tab 13
 - B.** Ratification of Operations & Maintenance Expenditures for May 2022Tab 14

6. SUPERVISOR REQUESTS

7. ADJOURNMENT

We look forward to seeing you at the meeting. If you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,

Barbara McEvoy

Barbara McEvoy
District Manager

Tab 7

RESOLUTION 2022-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND REMOVING OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Harrison Ranch Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Manatee County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Julianne Giella is appointed Chairman.

Section 2. Sue Walterick is appointed Vice Chairman.

Section 3. Victor Colombo is appointed Assistant Secretary.

Tom Benton is appointed Assistant Secretary.

Geoffrey Cordes is appointed Assistant Secretary.

Barbara McEvoy is appointed Assistant Secretary.

Matthew Huber is appointed Assistant Secretary

Section 4. This Resolution supersedes any prior appointments made by the Board.

Section 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 11th day of July, 2022.

**HARRISON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Chairman / Vice Chairman

ATTEST:

Secretary / Assistant Secretary

Tab 9



Rizzetta & Company

Harrison Ranch Community Development District

www.harrisonranchcdd.org

Proposed Budget for Fiscal Year 2022/2023

Table of Contents

	<u>Page</u>
General Fund Budget for Fiscal Year 2022/2023	1
Reserve Fund Budget for Fiscal Year 2022/2023	3
Debt Service Fund Budget for Fiscal Year 2022/2023	4
Assessments Charts for Fiscal Year 2022/2023	5
General Fund Budget Account Category Descriptions	8
Reserve Fund Budget Account Category Descriptions	14
Debt Service Fund Budget Account Category Descriptions	15



Rizzetta & Company

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles, and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for the management and administration of the District's day-to-day needs. These services include the conducting of board meetings, workshops, the overall administration of District functions, all required state, and local filings, preparation of the annual budget, purchasing, risk management, preparing various resolutions, and all other secretarial duties requested by the District throughout the year is also reflected in this amount.



Rizzetta & Company

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on the property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.



Rizzetta & Company

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas.



Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.



Rizzetta & Company

Facility Supplies: The District may have facilities that required various supplies to operate.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

RESERVE FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.



Rizzetta & Company

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

DEBT SERVICE FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.



Rizzetta & Company

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



Rizzetta & Company

Proposed Budget
Harrison Ranch Community Development District
General Fund
Fiscal Year 2022/2023

Chart of Accounts Classification	Actual YTD through 03/31/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022
REVENUES						
Interest Earnings						
Interest Earnings	\$ 15	\$ 30	\$ -	\$ 30	\$ -	\$ -
Special Assessments						
Tax Roll*	\$ 1,410,998	\$ 1,410,998	\$ 1,402,218	\$ 8,780	\$ 1,598,059	\$ 195,841
Other Miscellaneous Revenues						
Miscellaneous Revenues	\$ -	\$ -	\$ 2,250	\$ (2,250)	\$ 2,250	\$ -
Guest Fees	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500
Clubhouse Rentals	\$ 3,855	\$ 7,710	\$ 2,000	\$ 5,710	\$ 5,000	\$ 3,000
Key/Access Revenue	\$ 1,089	\$ 2,178	\$ 282	\$ 1,896	\$ 1,000	\$ 718
Lease Revenue	\$ 681	\$ 1,362	\$ 1,200	\$ 162	\$ 1,200	\$ -
Community Activity Revenues	\$ 2,314	\$ 4,628	\$ 1,800	\$ 2,828	\$ 1,800	\$ -
TOTAL REVENUES	\$ 1,418,951	\$ 1,426,906	\$ 1,409,750	\$ 17,156	\$ 1,609,809	\$ 200,059
TOTAL REVENUES AND BALANCE	\$ 1,418,951	\$ 1,426,906	\$ 1,409,750	\$ 17,156	\$ 1,609,809	\$ 200,059
EXPENDITURES - ADMINISTRATIVE						
Legislative						
Supervisor Fees	\$ 6,200	\$ 12,400	\$ 12,000	\$ (400)	\$ 16,000	\$ 4,000
Financial & Administrative		\$ -				
Administrative Services	\$ 2,987	\$ 5,974	\$ 5,974	\$ -	\$ 6,212	\$ 238
District Management	\$ 8,267	\$ 16,534	\$ 30,900	\$ 14,366	\$ 23,757	\$ (7,143)
District Engineer	\$ 16,968	\$ 33,936	\$ 20,000	\$ (13,936)	\$ 20,000	\$ -
Disclosure Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustees Fees	\$ 3,457	\$ 3,457	\$ 3,500	\$ 43	\$ 3,750	\$ 250
Assessment Roll	\$ 5,408	\$ 5,408	\$ 5,408	\$ -	\$ 5,624	\$ 216
Financial & Revenue Collections	\$ 2,704	\$ 5,408	\$ 5,408	\$ -	\$ 5,624	\$ 216
Accounting Services	\$ 10,300	\$ 20,600	\$ 20,600	\$ -	\$ 21,424	\$ 824
Auditing Services	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	\$ 3,500	\$ -
Arbitrage Rebate Calculation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Officials Liability Insurance	\$ 2,826	\$ 2,826	\$ 2,960	\$ 134	\$ 3,391	\$ 431
Legal Advertising	\$ 475	\$ 950	\$ 2,500	\$ 1,550	\$ 2,500	\$ -
Dues, Licenses & Fees	\$ 402	\$ 804	\$ 1,700	\$ 896	\$ 1,700	\$ -
Property Taxes	\$ -	\$ -	\$ 1,300	\$ 1,300	\$ 1,300	\$ -
Website Hosting, Maintenance, Backup	\$ 1,819	\$ 3,638	\$ 4,000	\$ 362	\$ 4,000	\$ -
Legal Counsel						
District Counsel	\$ 20,075	\$ 40,150	\$ 30,000	\$ (10,150)	\$ 30,000	\$ -
Administrative Subtotal	\$ 85,388	\$ 155,585	\$ 149,750	\$ (5,835)	\$ 148,782	\$ (968)
EXPENDITURES - FIELD OPERATIONS						
Electric Utility Services						
Utility Services	\$ 1,739	\$ 3,478	\$ 2,750	\$ (728)	\$ 2,750	\$ -
Utility - Recreation Facilities	\$ 16,478	\$ 32,956	\$ 32,250	\$ (706)	\$ 32,250	\$ -
Street Lights	\$ 17,926	\$ 35,852	\$ 31,500	\$ (4,352)	\$ 31,500	\$ -
Water-Sewer Combination Services						
Utility Services	\$ 17,938	\$ 35,876	\$ 43,000	\$ 7,124	\$ 43,000	\$ -
Stormwater Control						
Lake/Pond Bank Repairs/Maintenance	\$ 850	\$ 1,700	\$ 5,000	\$ 3,300	\$ 120,000	\$ 115,000
Mitigation Area Monitoring & Maint	\$ 28,378	\$ 56,756	\$ 50,000	\$ (6,756)	\$ 50,000	\$ -
Aerator Maintenance	\$ 698	\$ 1,396	\$ 1,200	\$ (196)	\$ 1,200	\$ -
Fish Stocking	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Aquatic Maintenance	\$ 24,234	\$ 24,468	\$ 46,380	\$ 21,912	\$ 46,380	\$ -
Aquatic Plant Replacement	\$ 16,308	\$ 32,616	\$ 12,000	\$ (20,616)	\$ 12,000	\$ -
Catfish removal	\$ -	\$ -	\$ 4,152	\$ 4,152	\$ 4,152	\$ -
Stormwater System Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Midge Fly Treatment	\$ 13,284	\$ 20,568	\$ 26,568	\$ 6,000	\$ 26,568	\$ -
Other Physical Environment						
Property Insurance/General Liability	\$ 18,009	\$ 18,009	\$ 18,736	\$ 727	\$ 21,611	\$ 2,875
Entry & Walls Maintenance	\$ -	\$ (5,500)	\$ 1,500	\$ 7,000	\$ 1,500	\$ -
Landscape Maintenance	\$ 159,138	\$ 318,276	\$ 319,000	\$ 724	\$ 319,000	\$ -
Irrigation Repairs	\$ 13,397	\$ 26,794	\$ 15,000	\$ (11,794)	\$ 26,600	\$ 11,600

Proposed Budget
Harrison Ranch Community Development District
General Fund
Fiscal Year 2022/2023

Chart of Accounts Classification	Actual YTD through 03/31/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022
Landscape - Mulch	\$ 40,823	\$ 35,896	\$ 58,000	\$ 22,104	\$ 58,000	\$ -
Annual Flower Program	\$ 20,441	\$ 40,882	\$ 43,000	\$ 2,118	\$ 25,000	\$ (18,000)
Irrigation Maintenance	\$ 22,390	\$ 44,780	\$ 43,200	\$ (1,580)	\$ 43,200	\$ -
Maintenance/Handyman Services	\$ 396	\$ 792	\$ 7,500	\$ 6,708	\$ -	\$ (7,500)
Tree Trimming Services	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 75,000	\$ 65,000
Fire Ant Treatment	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 4,500	\$ -
Conservation Area Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Landscape Fertilization	\$ 29,250	\$ 58,500	\$ 41,520	\$ (16,980)	\$ 41,520	\$ -
Landscape Pest Control	\$ 12,407	\$ 24,814	\$ 8,700	\$ (16,114)	\$ 8,700	\$ -
Landscape Replacement Plants, Shrubs,	\$ 11,929	\$ 23,858	\$ 35,000	\$ 11,142	\$ 35,000	\$ -
Holiday Decorations	\$ 7,992	\$ 7,992	\$ 10,000	\$ 2,008	\$ 15,000	\$ 5,000
Ornamental Lighting & Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ (500)
Field Services	\$ 1,500	\$ 3,000	\$ 9,000	\$ 6,000	\$ -	\$ (9,000)
Road & Street Facilities						
Street & Decorative Light Maint. &	\$ 28,657	\$ 57,314	\$ 75,000	\$ 17,686	\$ 75,000	\$ -
Sidewalk Repair & Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
Parking Lot Repair & Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
Street Sign Repair & Maintenance	\$ 62	\$ 124	\$ 500	\$ 376	\$ 500	\$ -
Parks & Recreation						
Staff - Salaries	\$ 56,325	\$ 112,650	\$ 112,124	\$ (526)	\$ 143,595	\$ 31,471
Pool Repairs	\$ 2,387	\$ 4,774	\$ 10,000	\$ 5,226	\$ 10,000	\$ -
Wildlife Management Services	\$ 5,000	\$ 10,000	\$ 11,000	\$ 1,000	\$ 11,000	\$ -
Pool Service Contract	\$ 9,798	\$ 19,596	\$ 14,700	\$ (4,896)	\$ 19,728	\$ 5,028
Facility A/C & Heating Maintenance &	\$ 3,476	\$ 6,952	\$ 1,500	\$ (5,452)	\$ 2,808	\$ 1,308
Telephone Fax, Internet	\$ 6,321	\$ 12,642	\$ 11,150	\$ (1,492)	\$ 11,150	\$ -
Clubhouse - Facility Janitorial Service	\$ 5,616	\$ 11,232	\$ 11,250	\$ 18	\$ 10,200	\$ (1,050)
Office Supplies	\$ 396	\$ 792	\$ 2,000	\$ 1,208	\$ 1,000	\$ (1,000)
Clubhouse - Facility Janitorial Supplies	\$ 1,080	\$ 2,160	\$ 2,400	\$ 240	\$ 2,400	\$ -
Exterior Clubhouse Maintenance & Repair	\$ 7,819	\$ 15,638	\$ 10,000	\$ (5,638)	\$ 10,000	\$ -
Security System Monitoring &	\$ 6,500	\$ 13,000	\$ 13,000	\$ -	\$ 12,000	\$ (1,000)
Fire System Inspection/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 725	\$ 725
Management Contract	\$ 4,500	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	\$ -
Operating & Community Programming	\$ 13,608	\$ 27,216	\$ 30,000	\$ 2,784	\$ 30,000	\$ -
Pool/Patio Furniture	\$ 7,459	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ -
Pest Control	\$ 720	\$ 1,440	\$ 1,380	\$ (60)	\$ 1,440	\$ 60
Interior Clubhouse Maintenance & Repairs	\$ 2,323	\$ 3,821	\$ 2,500	\$ (1,321)	\$ 2,500	\$ -
Furniture Repair/Replacement	\$ 83	\$ 166	\$ 1,200	\$ 1,034	\$ 1,200	\$ -
Access Control Maintenance & Repair	\$ 2,050	\$ 4,100	\$ 5,000	\$ 900	\$ 5,000	\$ -
Athletic Field Maintenance & Repair	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
Computer Support, Maint & Repair	\$ 285	\$ 570	\$ 500	\$ (70)	\$ 500	\$ -
Fitness Equipment Maint & Repair	\$ 199	\$ 398	\$ 2,000	\$ 1,602	\$ 1,000	\$ (1,000)
Playground Equipment and Maintenance	\$ 750	\$ 1,500	\$ 1,200	\$ (300)	\$ 500	\$ (700)
Tennis Court Maintenance & Supplies	\$ 404	\$ 808	\$ 1,250	\$ 442	\$ 1,250	\$ -
Trail/Bike Path Maintenance	\$ 873	\$ 1,746	\$ 5,000	\$ 3,254	\$ -	\$ (5,000)
Clubhouse Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)
Contingency						
Miscellaneous Contingency	\$ -	\$ -	\$ 1,100	\$ 1,100	\$ 1,100	\$ -
Capital Outlay	\$ 4,469	\$ 4,469	\$ 31,290	\$ 26,821	\$ 10,000	\$ (21,290)
Field Operations Subtotal	\$ 646,666	\$ 1,167,367	\$ 1,260,000	\$ 92,633	\$ 1,461,027	\$ 201,027
Contingency for County TRIM Notice						
TOTAL EXPENDITURES	\$ 732,052	\$ 1,322,952	\$ 1,409,750	\$ 86,798	\$ 1,609,809	\$ 200,059
EXCESS OF REVENUES OVER EXPENDITURES	\$ 686,900	\$ 103,954	\$ -	\$ 103,954	\$ 0	\$ 0

**Proposed Budget
Harrison Ranch Community Development District
Reserve Fund
Fiscal Year 2022/2023**

Chart of Accounts Classification	Actual YTD through 03/31/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for 2021/2022	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022
REVENUES						
Special Assessments						
Tax Roll*	\$ 97,655	\$ 97,655	\$ 97,655	\$ -	\$ 116,900	\$ 19,245
Interest Earnings						
Interest Earnings	\$ 16	\$ 32	\$ -	\$ 32	\$ -	\$ -
TOTAL REVENUES	\$ 97,671	\$ 97,687	\$ 97,655	\$ 32	\$ 116,900	\$ 19,245
TOTAL REVENUES AND BALANCE	\$ 97,671	\$ 97,687	\$ 97,655	\$ 32	\$ 116,900	\$ 19,245
EXPENDITURES						
Contingency						
Capital Reserves	\$ 65,125	\$ 65,125	\$ 97,655	\$ 32,530	\$ 116,900	\$ 19,245
TOTAL EXPENDITURES	\$ 65,125	\$ 65,125	\$ 97,655	\$ 32,530	\$ 116,900	\$ 19,245
EXCESS OF REVENUES OVER	\$ 32,546	\$ 32,562	\$ -	\$ 32,562	\$ -	\$ -

Harrison Ranch Community Development District
Debt Service
Fiscal Year 2022/2023

Chart of Accounts Classification	Series 2017	Budget for 2022/2023
REVENUES		
Special Assessments		
Net Special Assessments	\$283,172.33	\$283,172.33
TOTAL REVENUES	\$283,172.33	\$283,172.33
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$283,172.33	\$283,172.33
Administrative Subtotal	\$283,172.33	\$283,172.33
TOTAL EXPENDITURES	\$283,172.33	\$283,172.33
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Manatee Co. Collection Costs (3%) & Early Payment Discounts (4%):

7.0%

Gross Assessments

\$304,486.38

Notes:

Tax Roll Collection Costs and Early Payment Discounts are 7.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

Tab 13

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, June 13, 2022 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, Chair
Sue Walterick	Board Supervisor, Vice Chair
Geoffrey Cordes	Board Supervisor, Asst. Secretary
Tom Benton	Board Supervisor, Asst. Secretary

Also present were:

Matthew Huber	Regional District Manager Rizzetta & Company
Lauren Gentry	KE Law Group, PLLC (via zoom)
Rick Schappacher	District Engineer
Jodi Miller	Clubhouse Staff
Mitchell Hartwig	Representative, Solitude
Ryan Eberly	Representative, LMP
Scott Carlson	Representative, LMP

Audience	Present
----------	----------------

FIRST ORDER OF BUSINESS**Call to Order****SECOND ORDER OF BUSINESS****Audience Comments**

Terri Wright provided an update on action items and enquired regarding the status of encroachments by Grand Oaks residents.

THIRD ORDER OF BUSINESS**Staff Reports****A. Pond & Mitigation Maintenance Update****i. Presentation of Waterway Inspection Report**

The Board reviewed the waterway inspection report and Mitchell addressed the Board's concerns.

50 **ii. Consideration of Revised 2022 Water Quality Assessment**
51 **Agreement**

52
53 The Board reviewed the proposal and tabled for revisions by Solitude.

54
55 **iii. Consideration of Proposals for Nutrient Abatement for Ponds 20**
56 **and 21**

57
58 The Board requested clarification on why these ponds need to be treated.
59 These proposals were tabled.

60
61 **iv. Presentation of Historical Status Report**

62
63 The Board requested that Solitude review the report and provide feedback.

64
65 **B. Landscape Maintenance Update**

66
67 **i. Presentation of MQI Report**

68
69 Mr. Carlson presented the MQI report to the Board and stated that there has
70 been a lot of feral hog damage.

71
72 **ii. Consideration of Landscape Enhancement Proposals**

73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93

On a motion by Mr. Cordes, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved the LMP proposals #77607, #77664, #77704, for the Harrison Ranch Community Development District.

94
95 **C. District Counsel**

96
97 Responding to questions presented during Audience Comments, Ms. Gentry
98 discussed the request for replacement of the vegetation removed by Grand
99 Oaks residents and stated no response has been received from the residents
100 involved.

101 **i. Status Grand Oak Resident Encroachment**

102 Ms. Gentry sent letters to both Grand Oaks property owners with
103 encroachments onto District property. One responded and stated the
104 encroachment was caused by her neighbor, the second individual who received
105 a notice. District staff confirmed this, and a letter documenting this was sent to
106 the homeowner who responded. Some encroachments have been removed,
107 but a wooden box and other items remain on District property, and Mr.
108 Schappacher will inspect and report his findings to the Board.

109 **ii. Status of Encroachment on CDD Property by Resident**

Ms. Gentry sent a notice to the resident per the Board's instructions, no further updates. Mr. Schappacher will inspect for compliance and report his findings to the Board.

iii. Update Regarding Traffic Enforcement Agreement

Ms. Gentry stated Manatee County confirmed no agreement is needed to enforce the traffic on the Boulevard or any County roads.

D. District Engineer

Mr. Schappacher stated the first phase of the erosion work will be done in the wintertime. Mr. Schappacher stated the parking lot pavement was completed and the structures in lakes have been repaired. The Public Facilities Report will be ready by the end of the week and the Stormwater Needs Analysis Report is complete and will be sent to Ms. McEvoy for review.

E. District Manager/ Staff

i. Management Report

The next CDD meeting will be July 11, 2022 at 6:30 p.m.

FOURTH ORDER OF BUSINESS

**Ratification of Proposal for
Replacement of Pool Pump**

On a motion by Mr. Benton, seconded by Mr. Cordes, with all in favor, the Board of Supervisors ratified the S&G Pools LLC for the 10 HP Pump and Lower Pool Level to Pressure Wash in the amount of \$2,293.50 for the Harrison Ranch Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Payment Plan for
Light Pole Damage**

On a motion by Mr. Benton, seconded by Mr. Cordes, with all in favor, the Board of Supervisors approved the proposal for repayment to the CDD for light pole damage at \$200.00 per month until paid in full, Ms. Gentry will provide a Memorandum of Understanding for execution, for the Harrison Ranch Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Sign Proposal

On a motion by Mr. Cordes, seconded by Ms. Giella, with all in favor, the Board of Supervisors approved the Signarama Sign proposal in the amount of \$7,527.00, for the Harrison Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposals for A/C
Unit Repair/Replacement**

On a motion by Mr. Cordes, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved the Parrish Heating & Cooling proposal in the amount of \$4,100.00, for the Harrison Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held on
May 9, 2022**

On a motion by Mr. Cordes, seconded by Ms. Walterick, with all in favor, the Board of Supervisors approved the meeting minutes from the Board of Supervisors' regular meeting held on May 9, 2022 for the Harrison Ranch Community Development District.

NINTH ORDER OF BUSINESS

**Ratification of O&M Board
Expenditures for April 2022**

On a motion by Ms. Giella, seconded by Mr. Benton, with all in favor, the Board of Supervisors ratified the O&M Board expenditures for April 2022 (\$136,221.86) for the Harrison Ranch Community Development District.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Benton inquired if Ms. McEvoy has an update on the monument sign.

Ms. Giella inquired if there was an update on the bathroom vandalism.

Mr. Schappacher stated the Nature Trail work is scheduled for Thursday, June 21, 2022.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Giella, seconded by Mr. Cordes, with all in favor, the Board of Supervisors adjourned the regular Board meeting at 7:43 p.m. for the Harrison Ranch Community Development District.

Asst. Secretary

Chair / Vice Chair

Tab 14

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures May 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2022 through May 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$118,681.41**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bright House Networks	4793	88053901051922	0050880539-01 - Gym 05/22	\$ 152.78
Chuck Drager	4778	Drager 050922	Singer For Music on Lawn Event 05/22	\$ 350.00
Countryside Plumbing, Inc.	4777	211217	Service Call - 05/22	\$ 115.00
David Cope	4794	6192022	Trap and Remove Wild Hogs 04/22 to 06/22	\$ 3,000.00
Fitrev, Inc	4779	25503	Preventative Maintenance 05/22	\$ 175.00
Florida Department of Revenue	4773	Sales Tax 04/22	Sales Tax 04/22	\$ 143.15
FPL	4780	FPL #2 Summary 05/22	FPL #2 Summary 05/22	\$ 174.83
Frontier Florida LLC dba Frontier Communications of Florida	4766	090719-5 05/22	941-776-3095-090719-5 05/22	\$ 493.17
Gulf Business Systems	4795	306848	Monthly Billing Copy Machine 05/21/22-06/20/22	\$ 92.43
Harrison Ranch CDD	CD0361	CD0361	Debit Card Replenishment	\$ 1,293.91

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Jan-Pro of Manasota	4782	71372	Janitorial Services 04/22	\$ 850.00
Julianne Giella	4781	JG042622	Board of Supervisors Meeting 04/22	\$ 200.00
Julianne Giella	4781	JG050922	Board of Supervisors' Meeting 05/09/22	\$ 200.00
KE Law Group, PLLC	4783	2146	Legal Services 04/22	\$ 1,637.15
Landscape Maintenance Professionals, Inc.	4768	167230	Irrigation Repairs 04/22	\$ 530.00
Landscape Maintenance Professionals, Inc.	4768	167231	Tree Removal 04/22	\$ 660.00
Landscape Maintenance Professionals, Inc.	4768	167232	Plants 04/22	\$ 243.00
Landscape Maintenance Professionals, Inc.	4768	167233	Plants 04/22	\$ 150.00
Landscape Maintenance Professionals, Inc.	4768	167234	Irrigation Repairs 04/22	\$ 2,684.00
Landscape Maintenance Professionals, Inc.	4802	167237	Irrigation Repairs 04/22	\$ 3,805.00
Landscape Maintenance Professionals, Inc.	4802	167345	Monthly Maintenance 05/22	\$ 30,123.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	4768	167517	Irrigation Repairs 04/22	\$ 2,978.68
Landscape Maintenance Professionals, Inc.	4768	167518	Irrigation Repairs 04/22	\$ 40.00
Landscape Maintenance Professionals, Inc.	4784	167579	Fertilization 04/22	\$ 3,665.00
Landscape Maintenance Professionals, Inc.	4768	167580	Pest Control 04/22	\$ 725.00
Landscape Maintenance Professionals, Inc.	4784	167635	Fuel Surcharge 05/2022	\$ 451.84
Landscape Maintenance Professionals, Inc.	4768	167649	Irrigation Repairs 04/22	\$ 625.00
Landscape Maintenance Professionals, Inc.	4801	167732	Irrigation Repairs 05/22	\$ 370.60
Marlin Business Bank	4785	19816625	Copystar Copier - Account # 1613410 04/22	\$ 711.63
MCUD	4797	Water Summary Bill 05/22	MCUD Water Summary 05/22	\$ 2,975.42
Motion Picture Licensing Corporation	4798	504390548	MPLC Umbrella License 03/30/22-03/30/23	\$ 1,436.46
RB Owens Electric Inc	4786	2022 5209	Install New Service deposit 05/22	\$ 4,470.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
RB Owens Electric Inc	4786	2022 5227	Install New Service deposit 05/22	\$ 7,387.50
RB Owens Electric Inc	4769	20225909	Service Call 04/22	\$ 130.00
RB Owens Electric Inc	4769	20225915	Monthly Inspection 04/22	\$ 390.00
RB Owens Electric Inc	4799	20226087	Service Call Irrigation 05/22	\$ 264.00
Rizzetta & Company, Inc.	4763	INV0000067851	District Management Fees 05/22	\$ 6,243.75
Rizzetta & Company, Inc.	4770	INV0000068098	Personnel Reimbursement 05/06/2022	\$ 4,615.91
Rizzetta & Company, Inc.	4800	INV0000068428	Personnel Reimbursement 05/22	\$ 4,037.21
S & G Pools, LLC	4787	5222	Monthly Pool Service - Three Times Weekly 05/22	\$ 1,633.00
S & G Pools, LLC	4765	DI51722	Motor Replacement Deposit - 05/22	\$ 1,534.00
Schappacher Engineering, LLC	4788	2140	Engineering Services 04/22	\$ 787.50
Securiteam	4771	12139042022	Service Call 04/22	\$ 782.01

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Securiteam	4789	12165042722	Service Call 05/22	\$ 318.91
Securiteam	4789	15412	Remote Video Monitoring 06/22-08/22	\$ 2,515.00
Sign A Rama	4790	INV-3401	3 Custom High Pressure Laminate Signs 04/22	\$ 2,155.35
Solitude Lake Management	4791	PI-A00809330	Monthly Lake and Wetland Services 05/22	\$ 3,865.92
Solitude Lake Management	4791	PI-A00809331	Preserves Management Services 05/01/22- 07/31/22	\$ 12,732.92
Solitude Lake Management	4791	PI-A00809332	Monthly Midgefly Treatment 05/22	\$ 2,214.00
Susan Walterick	4792	SW042622	Board of Supervisors Meeting 04/22	\$ 200.00
Susan Walterick	4792	SW050922	Board of Supervisors Meeting 05/22	\$ 200.00
The Villas of Harrison Ranch Homeowners	4772	050322 Villas	Cost Share - 30% Irrigation 01/22-03/22	\$ 352.38
Thomas Benton	4774	TB042622	Board of Supervisors Meeting 04/22	\$ 200.00
Thomas Benton	4774	TB050922	Board of Supervisors Meeting 05/22	\$ 200.00
Victor G Colombo	4775	VC042622	Board of Supervisors Meeting 04/22	\$ 200.00
Victor G Colombo	4775	VC050922	Board of Supervisors Meeting 05/22	<u>\$ 200.00</u>

Report Total

\$ 118,681.41