

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**

August 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, August 8, 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 321-754-9488, and enter the ID# 796178958#. 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. Presentation of Historical Status ReportTab 3
 - iv. Review of Pond 19.....Tab 4
 - B.** Landscape Maintenance Updates
 - i. Presentation of MQI ReportTab 5
 - ii. Ratification of Approved Irrigation Proposals.....Tab 6
 - iii. Consideration of Landscape ProposalsTab 7
 - C.** District Counsel
 - D.** District Engineer
 - E.** District Manager/Staff Reports
 - i. Management ReportTab 8
 - ii. Action Items ListTab 9
- 4. BUSINESS ITEMS**
 - A.** Public Hearing on Adopting FY 2022-2023 Budget
 - i. Consideration of Resolution 2022-11; Adopting Fiscal Year 2022-2023 Budget.....Tab 10
 - B.** Public Hearing on Adopting Levying of Assessments for Fiscal Year 2022-2023
 - i. Consideration of Resolution 2022-12 Levy of Assessments.....Tab 11
 - C.** Consideration of Resolution 2022-13; Setting Fiscal Year 2022-2023 Meeting ScheduleTab 12
 - D.** Review of Resolution 2007-21; Emergency Spending Authority..... Tab 13
 - E.** Consideration of Clubhouse Vandalism Issues (under separate cover)
 - F.** Review of Tennis Court Surface IssuesTab 14
 - G.** Review of May 30, 2017 Engineers Study Regarding Pool SystemsTab 15

5. BUSINESS ADMINISTRATION

- A. Consideration of Minutes of Board of Supervisors'
Regular Meeting held on July 11, 2022.....Tab 16
- B. Ratification of Operations & Maintenance
Expenditures for June 2022Tab 17

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 10

RESOLUTION 2022-11

THE ANNUAL APPROPRIATION RESOLUTION OF THE HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2022, submitted to the Board of Supervisors (“**Board**”) of the Harrison Ranch Community Development District (“**District**”) proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022, and ending September 30, 2023 (“**Fiscal Year 2022/2023**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two (2) days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, has considered any proposed amendments thereto, and approves the appropriations reflected in the Proposed Budget, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, if applicable, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.

- c. The Adopted Budget, as amended (if applicable), shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Harrison Ranch Community Development District for the Fiscal Year Ending September 30, 2023."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of \$ _____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL RESERVE FUND	\$ _____
DEBT SERVICE FUND (Series 2017)	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023 or within sixty (60) days following the end of the Fiscal Year 2022/2023 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 8TH DAY OF AUGUST, 2022.

ATTEST:

**HARRISON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Fiscal Year 2022/2023 Budget



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Harrison Ranch Community Development District

www.harrisonranchcdd.org

Proposed Budget for Fiscal Year 2022/2023

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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.



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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.



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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.



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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.



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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.



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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.



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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.



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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.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2022/2023 O&M Budget		\$1,714,959.00
Manatee County Collection Costs @ 3%		\$55,321.26
Early Payment Discount @ 4%		\$73,761.68
2022/2023 Total:		<u>\$1,844,041.94</u>

2021/2022 O&M Budget	\$1,474,037.00
2022/2023 O&M Budget	\$1,714,959.00
Total Difference:	<u>\$240,922.00</u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2021/2022	2022/2023	\$	%
Series 2017 Debt Service - Attached Villas	\$618.00	\$618.00	\$0.00	0.00%
Operations/Maintenance - Attached Villas	\$1,223.69	\$1,399.17	\$175.48	14.34%
Total	\$1,841.69	\$2,017.17	\$175.48	9.53%
Series 2017 Debt Service - Attached Villas (Series 2007A Prepaid)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Attached Villas	\$1,223.69	\$1,399.17	\$175.48	14.34%
Total	\$1,223.69	\$1,399.17	\$175.48	14.34%
Series 2017 Debt Service - Single Family 55/60	\$706.00	\$706.00	\$0.00	0.00%
Operations/Maintenance - Single Family 55/60	\$1,407.25	\$1,609.05	\$201.80	14.34%
Total	\$2,113.25	\$2,315.05	\$201.80	9.55%
Seris 2017 Debt Service - Single Family 55/60 (Series 2007A Prepaid)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Single Family 55/60	\$1,407.25	\$1,609.05	\$201.80	14.34%
Total	\$1,407.25	\$1,609.05	\$201.80	14.34%
Series 2017 Debt Service - Single Family 70	\$794.00	\$794.00	\$0.00	0.00%
Operations/Maintenance - Single Family 70	\$1,590.80	\$1,818.93	\$228.13	14.34%
Total	\$2,384.80	\$2,612.93	\$228.13	9.57%
Series 2017 Debt Service - Single Family 70 (Series 2007A Prepaid)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Single Family 70	\$1,590.80	\$1,818.93	\$228.13	14.34%
Total	\$1,590.80	\$1,818.93	\$228.13	14.34%
Series 2017 Debt Service - Single Family 80	\$882.00	\$882.00	\$0.00	0.00%
Operations/Maintenance - Single Family 80	\$1,713.17	\$1,958.84	\$245.67	14.34%
Total	\$2,595.17	\$2,840.84	\$245.67	9.47%
Series 2017 Debt Service - Single Family 80 (Series 2007A Prepaid)	\$0.00	\$0.00	\$0.00	0.00%
Operations/Maintenance - Single Family 80	\$1,713.17	\$1,958.84	\$245.67	14.34%
Total	\$1,713.17	\$1,958.84	\$245.67	14.34%

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,714,959.00
COLLECTION COST @	3.0%	\$55,321.26
EARLY PAYMENT DISCOUNT @	4.0%	\$73,761.68
O&M ASSESSMENT		<u>\$1,844,041.94</u>

<u>LOT SIZE</u> <u>PLATTED PARCELS</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&M ASSESSMENT</u>				<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&M</u>	<u>SERIES 2017</u>	<u>EAU FACTOR</u>	<u>TOTAL</u>	<u>% TOTAL</u>	<u>TOTAL</u>	<u>O&M</u>	<u>SERIES 2017</u>	<u>TOTAL</u> ⁽⁴⁾
		<u>DEBT SERVICE</u> ^{(1) (2)}		<u>EAU's</u>	<u>EAU's</u>	<u>O&M BUDGET</u>		<u>DEBT SERVICE</u> ⁽³⁾	
ATTACHED VILLAS	26	26	1.00	26.00	1.97%	\$36,378.54	\$1,399.17	\$618.00	\$2,017.17
ATTACHED VILLAS (2007A Prepaid)	4	0	1.00	4.00	0.30%	\$5,596.70	\$1,399.17	\$0.00	\$1,399.17
SINGLE FAMILY 55/60	313	313	1.15	359.95	27.31%	\$503,632.83	\$1,609.05	\$706.00	\$2,315.05
SINGLE FAMILY 55/60 (2007A Prepaid)	472	0	1.15	542.80	41.19%	\$759,471.88	\$1,609.05	\$0.00	\$1,609.05
SINGLE FAMILY 70	80	80	1.30	104.00	7.89%	\$145,514.14	\$1,818.93	\$794.00	\$2,612.93
SINGLE FAMILY 70 (2007A Prepaid)	184	0	1.30	239.20	18.15%	\$334,682.52	\$1,818.93	\$0.00	\$1,818.93
SINGLE FAMILY 80	4	4	1.40	5.60	0.42%	\$7,835.38	\$1,958.84	\$882.00	\$2,840.84
SINGLE FAMILY 80 (2007A Prepaid)	26	0	1.40	36.40	2.76%	\$50,929.95	\$1,958.84	\$0.00	\$1,958.84
TOTAL PLATTED	1109	423		1317.95	100.00%	\$1,844,041.94			
LESS: Manatee County Collection Costs (3%) and Early Payment Discounts (4%):						(\$129,082.94)			
Net Revenue to be Collected:						\$1,714,959.00			

(1) Reflects 685 (six hundred eighty-five) previous Series 2007A prepayments and 1 (one) prepayment for Series 2017.

(2) Reflects the number of lots with Series 2017 debt outstanding.

(3) Annual debt service assessment per lot adopted in connection with the Series 2017 bond issue. Annual assessment includes principal, interest, Manatee County collection costs (3%) and early payment discounts (4%).

(4) Annual assessment that will appear on November 2022 Manatee County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if

Tab 11

RESOLUTION 2022-12

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Harrison Ranch Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Manatee County, Florida (“**County**”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”), attached hereto as **Exhibit “A”** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2022/2023; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Harrison Ranch Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B”** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll

to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits “A” and “B”**, is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits “A” and “B”**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits “A” and “B”**. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 8TH DAY OF AUGUST, 2022.

ATTEST:

**HARRISON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By:_____

Its:_____

Exhibit A: Budget
Exhibit B: Assessment Roll

Exhibit A

Exhibit B

Assessment Roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, Florida Statutes.

Tab 12

RESOLUTION 2022-13

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT
SETTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR
2022/2023; AND PROVIDING FOR AN EFFECTIVE DATE**

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

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the district now desires to set an annual meeting and workshop schedule for the Fiscal Year beginning October 1, 2021, and ending September 30, 2022 (“Fiscal Year 2021/2022”), which is attached as **Exhibit A**.

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

1. The Fiscal Year 2022/2023 annual meeting and workshop schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved, and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this ____ day of August, 2022.

ATTEST:

**HARRISON RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2022/2023 Annual Meeting Schedule

EXHIBIT “A”

BOARD OF SUPERVISORS MEETING AND WORKSHOP DATES HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2022/2023

The Board of Supervisors of the Harrison Ranch Community Development District (“District”) will hold their regular meetings for Fiscal Year 2022/2023 (beginning October 1, 2022, and ending September 30, 2023) at Harrison Ranch Clubhouse, 5755 Harrison Ranch Boulevard, Parrish, Florida 34219 at the below indicated times, for the purpose of considering any business that may come before the Board on the following dates:

October 10, 2022	1:30 PM
November 14, 2022	6:30 PM
December 12, 2022	1:30 PM
January 9, 2023	6:30 PM
February 13, 2023	6:30 PM
March 13, 2023	6:30 PM
April 10, 2023	6:30 PM
May 8, 2023	6:30 PM
June 12, 2023	6:30 PM
July 10, 2023	6:30 PM
August 14, 2023	6:30 PM
September 11, 2023	6:30 PM

Additionally, the Board of Supervisors for the District will hold workshops for the purpose of reviewing items on the agenda for the next scheduled meeting of the Board, and discussing other District business. No decisions will be made, and no Board action will be taken, at the workshops. Each workshop will take place at the Harrison Ranch Clubhouse, 5755 Harrison Ranch Boulevard, Parrish, Florida 34219, at the below indicated times, on the following dates:

The meetings and workshops are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings and workshops may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings and workshops may be obtained by contacting the District Office, Rizzetta & Company, Inc., by mail at 9428 Camden Field Parkway, Riverview, FL 33578, or by phone at 813-533-2950, or by visiting the District’s website: <https://www.harrisonranchcdd.org/>.

There may be occasions when one or more Board supervisors or staff will participate by speaker telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at any meeting or workshop because of a disability or physical impairment should contact the District Office at 813-533-2950 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at a meeting with respect to any matter considered at the meeting 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 such appeal is to be based.

Barbara McEvoy
District Manager

Tab 16

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, July 11, 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
Victor Colombo	Board Supervisor, Asst. Secretary
Geoffrey Cordes	Board Supervisor, Asst. Secretary
Tom Benton	Board Supervisor, Asst. Secretary

Also present were:

Barbara McEvoy	General Manager, Rizzetta & Company
Lauren Gentry	KE Law Group, PLLC (via zoom)
Rick Schappacher	District Engineer
Jason Jaszczak	Representative, Solitude (via zoom)
Ryan Eberly	Representative, LMP

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

FIRST ORDER OF BUSINESS

Call to Order

SECOND ORDER OF BUSINESS

Audience Comments

Davis Miller reported hog damage around Pond #37.

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 Jason reported as follows:

Solitude is monitoring algae blooms due to the high temperatures.
Grass clippings in Pond 21.

50
51 **ii. Presentation of Service History Report**
52

53 Mr. Cordes inquired about the historical report on all ponds, which the Board
54 has requested for several months. Jason will follow up.
55

56 Ms. Giella requested that a representative from Solitude attend meetings in
57 person going forward.
58

59 **iii. Consideration of Revised 2022 Water Quality Assessment**
60 **Agreement**
61

62 This matter was tabled by the Board and instructed that all additional funding
63 other than normal maintenance contracts is on hold pending receipt of
64 historical report.
65

66 **B. Landscape Maintenance Update**
67

68 **i. Presentation of MQI Report**
69

70 Mr. Eberly presented the MQI report to the Board and reported as follows:
71

- 72 • Property is in great shape overall
- 73 • Palm trimming will begin 7/21/22 and will take approximately 1-2 weeks
74 to complete
- 75 • Irrigation team has inspected every irrigation timer
- 76 • Irrigation on Harrison Ranch Blvd will run from 9pm – 5:30am
77

78 **ii. Consideration of Landscape Enhancement Proposals**
79

80 On a motion by Mr. Cordes, seconded by Mr. Colombo, with all in favor, the Board of
81 Supervisors approved the LMP proposal #77907 in the amount of \$1,606.00 for palm
82 replacement, and the following irrigation proposals: #78162, #77863, #77705, #78088,
83 totaling \$3,855.00, for the Harrison Ranch Community Development District.

84 The Board also authorized the District Manager to approve irrigation proposals
85 less than \$1,000.00, to be ratified at the next meeting.
86

87 **C. District Counsel**
88

89 Nothing specific to report.
90
91

92 **D. District Engineer**
93

Mr. Schappacher reported that the clubhouse drainage project would begin this week. He is addressing punchlist items on the parking lot paving work.

E. District Manager/ Staff

i. Management Report

The next CDD meeting will be August 8, 2022 at 6:30 p.m. and the next Board Workshop is scheduled for August 23, 2022 at 10:00 a.m.

ii. Action Items List

Ms. McEvoy reported the following:

- We are currently \$276,075 under budget
- The signs for various locations around the property have been ordered; awaiting delivery.
- We will re-submit for the Manatee County Community Enhancement Grant for benches on Harrison Ranch Boulevard in October, after the new fiscal year for the County.
- The HOA has agreed to provide the funding for the additional playground enhancements (toddler play area, fence replacement and extension) as well as additional trash cans and benches at the amenity center, at a cost of \$27,875.00.
- The HOA has also agreed to provide the funding for additional security cameras and monitors for the clubhouse. Ms. McEvoy is obtaining a proposal for same.
- The owner of the commercial property at 301 is working with his engineering and legal team to attempt to accommodate our request to keep the marquee sign in its current location; will be in touch in a couple weeks.
- At the request of the Board, Ms. McEvoy will review the procedure for the event sign-in sheet.

iii. Presentation of 2nd Quarter Website Audit Report

Ms. McEvoy reported that the website is in compliance.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2022-10;
Re-Designating Officers of the District**

On a motion by Ms. Giella, seconded by Mr. Cordes, with all in favor, the Board of Supervisors approved the Resolution adding Matthew Huber as Asst. Secretary, for the Harrison Ranch Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of Pool Pump & Motor

On a motion by Mr. Benton, seconded by Mr. Cordes, with all in favor, the Board of Supervisors ratified the proposal of Pitch A Penny for the purchase and installation of a 10hp Pump & Motor in the amount of \$8,059.00, for the Harrison Ranch Community Development District.

SIXTH ORDER OF BUSINESS

**Review of Approved Proposed Budget
for FY 2022/2023**

Mr. Benton requested clarification on the line items for reserves and salaries.

SEVENTH ORDER OF BUSINESS

**Review of Landscape Maintenance
Requirement for 9623 58th Street East**

The Board directed LMP to mow up to and including the back side of the berm bordering CDD property.

EIGHTH ORDER OF BUSINESS

Consideration of Damage to Gym Wall

Ms. McEvoy advised the Board that a resident had damaged the gym wall and reported that there was no response from the resident regarding the damage. The Board directed that the resident be held responsible for the costs of the necessary repairs. Follow up letter with quote for repairs will be sent by Ms. Gentry. Ms. McEvoy will install signage regarding proper use of gym equipment.

NINTH ORDER OF BUSINESS

Consideration of Pool Issue

Ms. McEvoy reported the details of the glass in the pool as a result of shattered swim goggles. Ms. McEvoy consulted with pool and Health Department staff, who determined that the pool did not need to be shut down, and coordinated clean-up of the glass. The Board directed that the resident be held responsible for the costs of removing the glass from the pool. Ms. Gentry will send a letter to the resident requiring reimbursement to the District for the remediation expenses.

On a motion by Ms. Giella, seconded by Mr. Colombo, with all in favor, the Board of Supervisors approved Ms. Gentry to send a letter to the responsible resident requiring reimbursement to the District for the remediation expenses for the Harrison Ranch Community Development District.

TENTH ORDER OF BUSINESS

Review of Insurance Site Visit Report

Ms. McEvoy reported that the representatives from Egis were very impressed with the Amenity Center from an insurance and liability perspective. There are some minor recommendations included in the report, all of which will be addressed.

ELEVENTH ORDER OF BUSINESS

Grand Oaks Encroachment Update

Mr. Schappacher reviewed the results of his inspection of the Grand Oaks property encroachments onto CDD land. Mr. Schappacher reported that the native vegetation will fill in naturally. The area should not be replanted with trees as there is no irrigation. Mr. Schappacher recommended that the hog trap structure installed by the Grand Oaks HOA be permitted to stay given the ongoing issues with wild hogs in the area. There are no known additional encroachments since the last Board meeting

TWELFTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Regular Meeting Held on June 13, 2022

On a motion by Ms. Walterick, seconded by Mr. Benton, with all in favor, the Board of Supervisors approved the meeting minutes from the Board of Supervisors' regular meeting held on June 13, 2022 for the Harrison Ranch Community Development District.

THIRTEENTH ORDER OF BUSINESS

Ratification of O&M Board Expenditures for May 2022

On a motion by Ms. Walterick, seconded by Ms. Giella, with all in favor, the Board of Supervisors ratified the O&M Board expenditures for May 2022 (\$118,681.41) for the Harrison Ranch Community Development District.

Mr. Benton questioned the FPL invoices for the pool & clubhouse, which were not included in the O&M package and the ongoing charge for field services in the amount of \$750.00.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Benton discussed the 2017 engineer's inspection report, specifically regarding the pool equipment and requested that it be included as a discussion item in the August agenda.

Mr. Benton requested a review the spending authority resolution, and revisions as needed. Mr. Benton requested a review of the terms of the current spending authority resolution and a revision to allow additional emergency spending authority for the Chair and District Manager if needed.

Ms. Giella requested additional detail be included in future meeting minutes.

Mr. Cordes recommended sending an eblast of community updates after each meeting.

Ms. Walterick questioned the procedure for RFP for pond maintenance. Ms. Gentry advised that no RFP is needed, it would be an informal bid process. The Board directed staff to begin preparing informal RFP documents for pond maintenance.

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FIFTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Cordes, seconded by Ms. Giella, with all in favor, the Board of Supervisors adjourned the regular Board meeting at 8:17 p.m. for the Harrison Ranch Community Development District.

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Asst. Secretary

Chair / Vice Chair

Tab 17

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures June 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2022 through June 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$165,243.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
A N J Excavation LLC	4823	29	Structure Repairs 06/22	\$ 5,525.00
Air Clean of Florida and Countryside Plumbing	4824	9329351898	BF Test	\$ 150.00
Construction Management Services LLC	4825	1030	Handyman Repairs 05/22	\$ 800.77
Florida Department of Revenue	4821	Sales Tax 05/22	Sales Tax 05/22	\$ 117.21
Frontier Florida LLC dba Frontier Communications of Florida	4806	090719-5 06/22	941-776-3095-090719-5 06/22	\$ 493.17
Frontier Florida LLC dba Frontier Communications of Florida	4812	090719-5 07/22	941-776-3095-090719-5 06/22	\$ 493.17
Geoffery Cordes	4811	GC051022	Board of Supervisors Meeting 05/22	\$ 200.00
Gulf Business Systems	4826	308352	Toner 06/22	\$ 8.00
Gulf Business Systems	4826	308413	Monthly Billing Copy Machine 06/21/22- 07/20/22	\$ 22.00
Harrison Ranch CDD	CD0362	CD0362	Debit Card Replenishment	\$ 1,697.60

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
James R. Parent dba All That Productions	4834	061622 All that Productions	CDD 21/22	\$ 400.00
Jan-Pro of Manasota	4828	71820	Janitorial Services 06/22	\$ 850.00
Julianne Giella	4813	JG051022	Board of Supervisors Meeting 05/22	\$ 200.00
Landscape Maintenance Professionals, Inc.	4796	167237	Irrigation Repairs 04/22	\$ 3,805.00
Landscape Maintenance Professionals, Inc.	4796	167345	Monthly Maintenance 05/22	\$ 30,123.00
Landscape Maintenance Professionals, Inc.	4796	167732	Irrigation Repairs 05/22	\$ 370.00
Landscape Maintenance Professionals, Inc.	4803	167838	Irrigation Repairs 05/22	\$ 602.00
Landscape Maintenance Professionals, Inc.	4803	167845	Irrigation Repairs 05/22	\$ 1,700.00
Landscape Maintenance Professionals, Inc.	4803	167846	Irrigation Repairs 05/22	\$ 850.00
Landscape Maintenance Professionals, Inc.	4803	167847	Maintnance 05/22	\$ 175.00
Landscape Maintenance Professionals, Inc.	4804	167848	Irrigation Repairs 06/22	\$ 1,115.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	4803	167849	Irrigation Repairs 05/22	\$ 135.00
Landscape Maintenance Professionals, Inc.	4803	167850	Irrigation Repairs 05/22	\$ 693.00
Landscape Maintenance Professionals, Inc.	4829	167995	Monthly Maintenance 06/22	\$ 30,123.00
Landscape Maintenance Professionals, Inc.	4829	167996	Fuel Surcharge 06/2022	\$ 451.84
Landscape Maintenance Professionals, Inc.	4803	168173	Seasonal Flowers 05/22	\$ 15,691.18
Landscape Maintenance Professionals, Inc.	4804	168206	Sod 06/22	\$ 112.51
Landscape Maintenance Professionals, Inc.	4807	168208	Fertilization 05/22	\$ 9,630.00
Landscape Maintenance Professionals, Inc.	4807	168209	Pest Control 04/22	\$ 725.00
Landscape Maintenance Professionals, Inc.	4807	168255	Sod 05/22	\$ 4,200.00
Landscape Maintenance Professionals, Inc.	4829	168444	Mulch 06/22	\$ 1,065.00
Landscape Maintenance Professionals, Inc.	4829	168445	Irrigation Repairs 06/22	\$ 425.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	4829	168446	Irrigation Repairs 06/22	\$ 1,780.00
Margaret Levitsky	4814	060422 Levitsky	Reimbursement for Clubhouse Rental 07/22	\$ 75.00
Marlin Business Bank	4815	19880439	Copystar Copier - Account # 1613410 05/22	\$ 354.25
New Tampa Pools, Inc.	4822	062222 pinch a penny	CDD 21/22	\$ 8,059.00
Obies Party Rentals LLC	4816	060922 Obies	Summer Splash 7/22	\$ 945.00
RB Owens Electric Inc	4830	20226042	Monthly Inspection 05/22	\$ 390.00
RB Owens Electric Inc	4817	20226192	Service Call Electrical 05/22	\$ 4,771.80
RB Owens Electric Inc	4817	20226197	Service Call AC 05/22	\$ 594.00
RB Owens Electric Inc	4830	20226226	Monthly Repairs 05/22	\$ 4,240.40
RB Owens Electric Inc	4830	20226227	Monthly Repairs 06/22	\$ 611.00
RB Owens Electric Inc	4830	20226228	Services Call 05/25/22	\$ 137.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 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	4830	20226240	Service Call 06/01/22	\$ 460.00
RB Owens Electric Inc	4830	20226247	Service Call 06/09/22	\$ 225.00
RB Owens Electric Inc	4830	20226258	Monthly Inspection 06/22	\$ 390.00
RB Owens Electric Inc	4830	20226308	Monthly Repairs 06/22	\$ 229.00
Rizzetta & Company, Inc.	4805	INV0000068694	District Management Fees 06/22	\$ 5,493.75
Rizzetta & Company, Inc.	4808	INV0000068937	Personnel Reimbursement 06/22	\$ 4,037.21
Rizzetta & Company, Inc.	4831	INV0000069268	Personnel Reimbursement 06/22	\$ 4,037.21
S & G Pools, LLC	4809	RI6422	Pool Repair	\$ 1,600.00
Schappacher Engineering, LLC	4818	2162	Engineering Services 05/22	\$ 1,823.75
Securiteam	4819	12219051622	Service Call 06/22	\$ 275.00
Securiteam	4819	12246052022	Service Call 06/22	\$ 669.98

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2022 Through June 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Securiteam	4819	12262053122	Service Call 06/22	\$ 150.00
Sign A Rama	4835	61722	50% Deposit for #EST-3075	\$ 3,763.50
Solitude Lake Management	4832	PI-A00828038	Monthly Lake and Wetland Services 06/22	\$ 3,865.92
Solitude Lake Management	4832	PI-A00828039	Monthly Midgefly Treatment 06/22	\$ 2,214.00
Susan Walterick	4820	SW051022	Board of Supervisors Meeting 05/22	\$ 200.00
Symbiont Service Corp	4833	i28500	Pool Repairs 06/22	\$ 703.39
Thomas Benton	4810	TB051022	Board of Supervisors Meeting 05/22	<u>\$ 200.00</u>
Report Total				<u>\$ 165,243.61</u>