

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 **Thursday, September 2, 2016, at 1:34 p.m.**, at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, Florida 34219.

Present and constituting a quorum were:

Debora Hudrlik	Board Supervisor, Chair
Allen Converse	Board Supervisor, Vice Chairman
John Moneyheffer	Board Supervisor, Assistant Secretary
Judy Lammers	Board Supervisor, Assistant Secretary
Carlos Gregory	Board Supervisor, Assistant Secretary

Also present were:

Joseph Roethke	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams
Jeb Mulock	District Engineer, ZNS Engineering, L.C.
Michelle Moss	Lifestyle Director
Tracy Hecht	Community Manager
John Cornelius	ValleyCrest
Albert Armas	ValleyCrest

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

A resident asked questions of the Board about sign lights and landscaping issues.

A resident inquired of the Board about street lights, boars & landscaping.

A resident asked questions of the Board about event pricing & midge flies.

A resident inquired of the Board about the front entry maintenance.

A resident asked questions of the Board in regards to lawn maintenance.

A resident inquired of the Board about the CDD budget.

A resident asked questions of the Board about pool maintenance.

A resident inquired of the Board about street lights.

THIRD ORDER OF BUSINESS

**Administer Oath of Office to
Newly Appointed Officer**

Mr. Roethke administered the oath to Mr. Gregory and Mr. Gregory replied in the affirmative. Mr. Roethke informed Mr. Gregory that as a Board Supervisor he is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800 per year.

Mr. Gregory declined compensation.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board of
Supervisors' Regular Meeting held on August 8, 2016**

Mr. Roethke presented the minutes for the regular meeting held on August 8, 2016 to the Board.

On a Motion by Ms. Hudrlik, seconded by Ms. Lammers, with all in favor, the Board approved the minutes for the regular meeting held on August 8, 2016. for Harrison Ranch Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration the of Operations and
Maintenance Expenditures for the Month of July
2016**

Mr. Roethke presented the Operations and Maintenance Expenditures for the Month of July 2016.

On a Motion by Ms. Hudrlik, seconded by Ms. Lammers, with all in favor, the Board approved the Operations and Maintenance Expenditures for the Month of July 2016 (\$109,868.95) for Harrison Ranch Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Moneyheffer asked a question about using community volunteers to do maintenance in the District. Mr. Earlywine recommended that the District do not use volunteers from the community for maintenance work.

B. District Engineer

Mr. Mulock discussed drainage issues and mowing practices on swales throughout the community.

A discussion ensued regarding repairs to stop the current clubhouse leak issue.

On a Motion by Mr. Converse, seconded by Mr. Moneyheffer, with all in favor, the Board approved a not-to-exceed amount of \$3,500.00 for grading repairs to front, clubhouse, landscape bed for Harrison Ranch Community Development District.

On a Motion by Ms. Hudrlik, seconded by Ms. Lammers, with all in favor, the Board approved a not-to-exceed amount of \$793.00 for gutter installation to the clubhouse for Harrison Ranch Community Development District.

B. Clubhouse Staff

Ms. Moss and Ms. Hecht reviewed the Activities/Community Report with the Board. Ms. Moss introduced a new Lifestyles Assistant to the Board. Ms. Hecht answered some questions on invoices from last month.

D. District Manager

Mr. Roethke announced the next Regular Meeting of the Board of Supervisors is scheduled for Monday, October 10, 2016 @ 1:30pm at the Harrison Ranch Clubhouse.

E. Landscape Maintenance Update

Mr. Cornelius reviewed the landscape maintenance report with the Board. A discussion ensued regarding several landscape issues. Mr. Cornelius entertained various questions from the Board. Ms. Hudrlik suggested that the Board members and management walk the property with the landscaper. Mr. Converse requested an operations manager review of the property.

On a Motion by Ms. Converse, seconded by Ms. Hudrlik, with all in favor, the Board approved a not-to-exceed amount of \$750.00 for a one-time field manager review of the property for Harrison Ranch Community Development District.

Mr. Roethke presented several proposals from Brightview for Landscape Enhancements to the Board. A discussion ensued regarding the details of each proposal. These proposals cover some plant replacements and removals.

On a Motion by Mr. Gregory, seconded by Ms. Lammers, with all in favor, the Board approved one proposal from Brightview for Harrison Ranch Blvd plantings at a total cost of \$12,672 for Harrison Ranch Community Development District.

Mr. Cornelius and Mr. Armas left the meeting at 3:17 p.m.

F. Pond Maintenance Update

Mr. Roethke reviewed the pond maintenance inspection report with the Board.

Mr. Roethke reviewed the Quarterly mitigation report with the Board.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposal for
Dissemination Agent**

Mr. Roethke presented a proposal for Dissemination Agent to the Board. Mr. Roethke informed the Board that Prager & Co. no longer provides dissemination agent services for CDDs.

On a Motion by Mr. Gregory, seconded by Ms. Lammers, with all in favor, the Board approved the proposal from Rizzetta & Co. for dissemination agent services at a cost of \$1,000.00 annually for Harrison Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Proposal for Amenity
Center Expansion Project**

Mr. Roethke presented a proposal for Amenity Center Expansion Project to the Board. A discussion ensued regarding the details of each proposal and Mr. Roethke entertained various questions from the Board. The Board did not approve any of the proposals at this time, and they would like to wait until after the survey is sent out to residents and bonds are refinanced before moving forward with this project.

NINTH ORDER OF BUSINESS

**Consideration of Proposal for Holiday
Décor**

Mr. Roethke presented a proposal for Holiday Décor to the Board.

On a Motion by Mr. Gregory, seconded by Mr. Converse, with all in favor, the Board approved the proposal from Decorating Elves for Holiday Décor at a total cost of \$4,740.00 for Harrison Ranch Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Proposals for Pool
Maintenance Vendor**

Mr. Roethke presented proposals for Pool Maintenance Vendor to the Board. A discussion ensued regarding the details of each proposal.

On a Motion by Mr. Converse, seconded by Mr. Moneyheffer, with all in favor, the Board approved the proposal from KBR Pools for pool service at a cost of \$14,700.00 annually for Harrison Ranch Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Janitorial Services Price
Increase**

Mr. Roethke presented Janitorial Services Price Increase to the Board.

On a Motion by Mr. Converse, seconded by Mr. Moneyheffer, with all in favor, the Board approved the price increase from Southwest Maintenance Services from \$850.00/month to \$900.00/month as of January 1, 2017 for Harrison Ranch Community Development District.

TWELFTH ORDER OF BUSINESS **Presentation of Roof Inspection Report**

Mr. Roethke presented a roof inspection report to the Board.

THIRTEENTH ORDER OF BUSINESS **Consideration of Proposal for Roof Repair**

Mr. Roethke presented a proposal for roof repair to the Board.

On a Motion by Ms. Hudrlik, seconded by Mr. Gregory, with all in favor, the Board approved the proposal from Florida Southern Roofing for roof repairs at a cost of \$1,575.00 for Harrison Ranch Community Development District.

FOURTEENTH ORDER OF BUSINESS **Ratification of Amendment to Maintenance Agreement for ROW Areas**

Mr. Roethke presented an Amendment to Maintenance Agreement for ROW Areas to the Board that was already approved and needs to be ratified. Mr. Earlywine reviewed the details of the agreement with the Board.

On a Motion by Mr. Converse, seconded by Mr. Moneyheffer, with all in favor, the Board approved to ratify the amendment to the maintenance agreement for ROW areas for Harrison Ranch Community Development District.

FIFTEENTH ORDER OF BUSINESS **Presentation of Monthly Unaudited Financial Statement**

Mr. Roethke presented the monthly Unaudited Financial Statement to the Board. No formal Board action was taken.

SIXTEENTH ORDER OF BUSINESS **Consideration of Wish List Survey**

Mr. Roethke presented the Wish List survey to the Board. The board discussed the details of this survey. The Board would like to make some changes to the survey. Ms. Hecht will make these adjustments and will send the survey out to the residents pending District Council review.

Mr. Moneyheffer left the meeting at 4:06 p.m.

SEVENTEENTH ORDER OF BUSINESS **Presentation of Resignation Letter from Allen Converse**

Mr. Roethke presented a resignation letter from Board Supervisor, Allen Converse, to the Board.

On a Motion by Ms. Lammers, seconded by Ms. Hudrlik, with all in favor, the Board accepted the resignation letter from Allen Converse for Harrison Ranch Community Development District.

EIGHTEENTH ORDER OF BUSINESS

Consideration of Appointment to Vacant Board Supervisor Seat

The Board appointed Dennis Zlosel to the vacant Board of Supervisor Seat in Seat #5.

On a Motion by Ms. Lammers, seconded by Ms. Hudrlik, with all in favor, the Board appointed Dennis Zlosel to the vacant Board of Supervisor Seat in Seat #5 for Harrison Ranch Community Development District.

NINETEENTH ORDER OF BUSINESS

Administer Oath of Office to Newly Appointed Office

Mr. Roethke administered the oath to Mr. Zlosel and Mr. Zlosel replied in the affirmative. Mr. Roethke informed Mr. Zlosel that as a Board Supervisor he/she is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800 per year. Mr. Zlosel accepted compensation.

Mr. Earlywine discussed Sunshine Laws and Public Record Laws with Mr. Zlosel.

TWENTIETH ORDER OF BUSINESS

Supervisor Requests

Mr. Gregory recommended installing a bench in Allen Converse's name on CDD property.


On a Motion by Mr. Gregory, seconded by Ms. Hudrlik, with all in favor, the Board approved installing a bench in Allen Converse's name on CDD property for Harrison Ranch Community Development District.

TWENTIFIRST ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Hudrlik, seconded by Ms. Lammers, with all in favor, the Board adjourned the meeting at 4:33 p.m. for Harrison Ranch Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman