

**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, November 9, 2015, at 1:32 p.m.**, at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, Florida 34219.

Present and constituting a quorum were:

Carlos Gregory	<b>Board Supervisor, Chairman</b>
Allen Converse	<b>Board Supervisor, Vice Chairman</b>
John Moneyheffer	<b>Board Supervisor, Assistant Secretary</b>
Justin Leech	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Joseph Roethke	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jere Earlywine	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b>
Jeb Mulock	<b>District Engineer, ZNS Engineering, L.C.</b>
Dave Walter	<b>Access Residential Management</b>
John Cornelius	<b>Valley Crest Landscape</b>
Albert Armas	<b>Valley Crest Landscape</b>
Josh McGarry	<b>Aquatic Systems</b>
Courtney Lynch	<b>Lifestyles Assistant</b>
Tracy Hecht	<b>Operations Manager</b>

Audience	<b>Present</b>
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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**

Audience members made the following questions and/or comments below:

- Asked about status of moving "No Trespassing" signs. This is on the agenda for today.
- Asked a question about the hog damage. Staff will alert the hog trapper.
- Asked a question about fishing and landscaping issues.

**THIRD ORDER OF BUSINESS**

**Presentation of Resignation Letter from Rob Barber**

Mr. Roethke presented a resignation letter from Board Supervisor, Rob Barber.

On a Motion by Mr. Gregory, seconded by Mr. Converse, with all in favor, the Board accepted the resignation letter from Rob Barber for Harrison Ranch Community Development District.

**Consideration of Appointment to Vacant Board Supervisor Seat**

On a Motion by Mr. Gregory, seconded by Mr. Converse, with all in favor, the Board appointed Justin Leech to vacant Board Supervisor seat for Harrison Ranch Community Development District.

**FOURTH ORDER OF BUSINESS**

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

Mr. Roethke administered the oath of office to Mr. Leech and Mr. Leech responded in the affirmative. Mr. Roethke informed Mr. Leech that as a CDD Board Supervisor he is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800.00 per year. Mr. Leech declined compensation.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-01, Re-Designating Officers**

Mr. Roethke presented Resolution 2016-01 to the Board, which will re-designate the officers of the District.

On a Motion by Mr. Converse, seconded by Mr. Gregory, with all in favor, the Board adopted Resolution 2016-01 for Harrison Ranch Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on October 12, 2015**

On a Motion by Mr. Gregory, seconded by Mr. Moneyheffer, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held on October 12, 2015 for Harrison Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for the Month  
of September 2015**

On a Motion by Mr. Converse, seconded by Mr. Gregory, with all in favor, the Board ratified the operation and maintenance expenditures for September 2015 totaling (\$70,590.18) for Harrison Ranch Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Earlywine discussed the acquisition of Phase 2A3, which is scheduled to take place within the next month.

B. District Engineer

Mr. Mulock distributed a revised Public Facilities Report to the Board, which had some revised numbers in the lot counts.

Mr. Mulock also discussed adding a potential buffer to the border of 46<sup>th</sup> Ct. E and the neighboring property to the west. ValleyCrest will provide a proposal to add a landscape buffer in this area.

C. Clubhouse Staff

Ms. Hecht reviewed the clubhouse management report with the Board.

Ms. Hecht requested a new computer for the Lifestyles staff.

On a Motion by Mr. Gregory, seconded by Mr. Converse, with all in favor, the Board approved the purchase of a new computer for the Lifestyles staff at a not-to-exceed amount of (\$1,000.00) for Harrison Ranch Community Development District.

Ms. Hecht presented a proposal for shelving units to be added to the utility closet at the clubhouse.

On a Motion by Mr. Gregory, seconded by Mr. Moneyheffer, with all in favor, the Board approved the proposal from Conway & Sons for shelving installation at a cost of (\$1,629.37) for Harrison Ranch Community Development District.

Ms. Lynch discussed the addition of a rack of medicine balls to be added to the fitness center.

On a Motion by Mr. Converse, seconded by Mr. Moneyheffer, with all in favor, the Board approved a not-to-exceed amount of (\$200.00) for the purchase of a rack of medicine balls for Harrison Ranch Community Development District.

- D. District Manager  
Mr. Roethke announced the next regular meeting of the Board of Supervisors is scheduled for Monday, December 14, 2015 at 1:30 pm 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.
- F. Pond Maintenance Update  
Mr. McGarry reviewed the pond maintenance inspection report with the Board, as well as, the quarterly mitigation report. Mr. McGarry entertained questions from the Board.

*(Mr. McGarry left while the meeting was in progress at 2:19 p.m.)*

**NINTH ORDER OF BUSINESS**

**Consideration of Proposal for Sod Replacement Due to Hog Damage**

Mr. Roethke presented a proposal from ValleyCrest for sod replacement due to hog damage. The Board took no action on this proposal at this time.

*(Mr. Cornelius and Mr. Armas left while the meeting was in progress at 2:23 p.m.)*

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal for "No Trespassing Signs"**

Mr. Roethke presented a proposal for "No Trespassing" Signs to the Board. This proposal will cover the updates that ValleyCrest had presented to the Board at the previous meeting.

On a Motion by Mr. Gregory, seconded by Mr. Converse, with all in favor, the Board approved the proposal from Sign-A-Rama for "No Trespassing" Signs at a cost of (\$725.00) for Harrison Ranch Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Lighting Repairs**

Mr. Roethke presented a proposal from Goodson Electric for landscape lighting repairs. A discussion ensued regarding the details of this proposal.

On a Motion by Mr. Converse, seconded by Mr. Gregory, with all in favor, the Board approved the proposal from Goodson Electric for landscape lighting repairs at a cost of (\$6,990.00) for Harrison Ranch Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Proposal for Light Fixture**

Mr. Roethke presented a proposal from Conway and Sons for a new light fixture over the pool table. The Board took no action on this proposal.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Proposal for Janitorial Services**

Mr. Roethke presented several proposals for janitorial services to the Board. A discussion ensued regarding the details of each proposal.

On a Motion by Mr. Gregory, seconded by Mr. Converse, with all in favor, the Board approved the proposal from Southwest Maintenance Services for janitorial services at a cost of \$850.00 per month for Harrison Ranch Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Proposal for Trail Refurbishments**

Mr. Roethke presented a proposal from Ridgewood Lake Gardens for trail refurbishments. A discussion ensued regarding the details of this proposal.

On a Motion by Mr. Moneyheffer, seconded by Mr. Converse, with all in favor, the Board approved the proposal from Ridgewood Lake Gardens for trail refurbishments at a cost of (\$15,000.00) for Harrison Ranch Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Amendments to Amenity Rules**

Mr. Roethke presented a draft of the amended Amenity Rules and Rates. A discussion ensued regarding these potential changes.

On a Motion by Mr. Gregory seconded by Mr. Converse, with all in favor, the Board set a public hearing for the amended Amenity Rules and Rates on January 11, 2016 at 6:30pm for Harrison Ranch Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Presentation of Monthly Unaudited Financial Statement**

Mr. Roethke presented the unaudited financial statement to the Board. No formal Board action was taken.

**SEVENTEENTH ORDER OF BUSINESS**

**Presentation of 2015 Wish List**

Mr. Roethke presented the 2015 Wish List to the Board. A discussion ensued regarding several items on the wish list, including the tennis court key entry and bench installation.

**EIGHTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Gregory asked about the status of the security system install.

Mr. Gregory asked how Ms. Hecht is adjusting to her new role. Mr. Moneyheffer has received a lot of positive feedback regarding Mr. Hecht's performance.

**NINETEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Converse, seconded by Mr. Gregory, with all in favor, the Board adjourned the meeting at 3:06 p.m. for Harrison Ranch Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman