

Summit at Fern Hill Community Development District

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Lisa Castoria, District Manager
Kathryn Hopkinson, District Counsel
Tonja Stewart, District Engineer

WORKSHOP AGENDA

Monday, February 17, 2025, at 6:00 p.m.

All cellular phones and pagers must be turned off during the meeting.

- 1. Call to order/Roll Call**
- 2. Discussion on Proposal for Wetland Monitoring**
- 3. Discussion on Yellowstone Proposals**
- 4. Discussion on Supervisor Surveillance Sharing Schedule**
- 5. Discussion on Clubhouse Furniture**
- 6. Discussion on Insurance Walkthrough Report**
- 7. Discussion on Bathroom Ventilation**
- 8. Audience Comments**
- 9. Adjournment**

Sincerely,
Lisa Castoria
District Manager

The next regular meeting will be held on Monday, March 3, 2025, at 6:00 pm.

District Office:
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

Meeting Location:
Summit at Fern Hill Clubhouse
10340 Boggy Moss Drive
Riverview, FL 33578



FLORIDA INSURANCE ALLIANCE



Summit At Fern Hill Community Development District

Date of Visit: Tuesday, September 3, 2024, at 1:00 PM
District Manager: Lisa Castoria, Lisa.Castoria@Inframark.com
Address: 10340 Boggy Moss Dr., Riverview, FL 33578
Egis Attendees: Brett Crecco, Loss Control Consultant

Visit Overview & District Summary

The purpose of the visit on the above referenced date was to allow our team to gain a better understanding of the Summit at Fern Hill Community Development District which consists of approximately 83 acres and includes 8 ponds. District owned amenities include a pool house with restrooms and pool. Additional district owned property includes entry features, pool equipment, mail kiosks, well, sidewalks and fencing.

The visit also allowed us to support the district's loss control efforts by identifying any hazards that could lead to accidents and claims and discuss recommendations to remediate any loss producing conditions. Those recommendations are included in this letter. While we did not have the opportunity to observe all areas owned and/or maintained by the district, we feel that the areas we were able to observe are representative of the general condition of the property.

Strengths

Strengths highlight some of the existing risk mitigation strategies in place. Consistent application is important to the District's overall risk management program.

- CCTV camera system monitors areas in and around the pool area.
- Lifesaving equipment sets (life buoy & shepherd's hook) are present at pool.
- At least one pond (adjacent to playground) has wildlife warning signage.

Critical Recommendations





Critical recommendations are associated with exposures and hazards that can represent a significant danger or risk warranting immediate attention. While follow-up for all recommendations is encouraged, items in the critical category may require documented resolution (i.e. photos) and review by FIA's Risk Services team if indicated in the recommendation description.

- No critical recommendations at this time.

Important Recommendations

Important recommendations are provided to address exposures that if not corrected, have the potential to result in moderate injury or property/liability losses. Some of these recommendations have been proposed from prior visits.

- **Pool Pavers**
 - **Access to Pool Chemicals**
 - **Pool Signage**
 - **Pond Signage**
- **Dog Park**
 - **Playground**
 - **Trail**
 - **Clubhouse Rental Agreement**

<p>Pool Pavers – Some areas of pool pavers appear to be sunken at least ¼” from the rest of the pavers and may present trip hazards. Gaps or holes over ½” near the pool ladders may allow toes to get caught and incur injury.</p>	<p>Please have a thorough inspection done of all areas of sunken or raised pavers and have them reset or repaired to be flush with the rest of paver surface to help reduce trip hazards. Gaps greater than ½” should be filled.</p>
	
	

Access to Pool Chemicals – The gated area containing the pool pump equipment and chemical tanks was unlocked at the time of the site visit and may allow children to access hazardous chemicals and equipment enclosure entrapment hazards.

If the lock is broken on the gate, then consider adding a padlock or bike lock to this gate to prevent unauthorized access. If the gate is in working order but not locked by the vendor, please coordinate with the vendor closely to ensure the gate is always locked.



Pool Signage – The entry gates into the pool area lack ‘no lifeguard on duty’ signage to warn parents and guardians that children will not be monitored or supervised.

Although the ‘children under 16 must be accompanied by an adult’ is a helpful sign, having ‘no lifeguard on duty’ signage will enhance the awareness that children must be monitored and supervised in the pool area and is considered a best practice.



Example signage often seen at districts.



Pond Signage – Although the pond at the playground did have adequate signage warning of wildlife hazards, the other pond near the dog park had no signage.



As a best practice, consider reviewing all the ponds in the district for signage. If ponds are along well-traveled sidewalks, trails, or amenities then signage is recommended.

Example signage seen at other districts.



Dog Park – The district has adopted rules for community dog parks including age restrictions for children however there is no signage at the dog park reminding residents of the rules, policies, and warnings. There is no signage advising dog owners to use the amenity at their own risk. Areas of the fencing have some gaps that should be closed to prevent escapes. Holes dug should be filled in to prevent trips and falls.



Consider posting signage at the dog park reminding residents of guests of the rules for continued safe use of the parks. An example is included below. Also consider updating the Recreation Facilities Policies to include language in the dog park section reminding residents that dog park use is at their own risk. Include this verbiage on signage as well. Please review the attached handout for more comprehensive guidance on this amenity.



Playground – The playground has no observable rules, policies or guidance signage nor any decals noting specific age limits or warnings (hot surfaces, etc.). Landscape fabric is exposed, and possibly may cause a trip and fall. Fall surfacing does not appear to meet recommended depths.

Please review the attached handout regarding playground maintenance and inspections. Increase mulch depths as needed where falls from heights are probable. Consider adding signage that covers age appropriateness of the equipment and warnings.



Inches Of	Material Type	Protects To Fall Height
9"	Shredded Rubber	10'
9"	Sand	4'
9"	Pea Gravel	5'
9"	Wood Mulch	7'
9"	Wood Chips	10'



Trail – The crushed-shell trail that starts at the playground and winds out to the pond has exposed landscape fabric that could be a trip hazard for patrons.

Please review the attached trails handout for best practices in maintaining trails. Consider adding more crushed shell after burying the landscape fabric to help reduce falls.



Clubhouse Rental Agreement – The current Clubhouse Rental Agreement posted to the CDD website may be out of date as it references multiple parties that may no longer be part of the CDD.	Consider reviewing the attached handout on facility rental agreements as it has guidance to help strengthen the district’s agreement. Always have district legal counsel review any agreement to verify it helps reduce district liability.
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Advisory Recommendations

Advisory recommendations are provided to address exposures that while having the potential for loss, would not normally result in a significant or severe loss. These recommendations are typically provided to share best practices.

- No advisory recommendations at this time.