

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614

**HARBOUR ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS' MEETING
JANUARY 3, 2013**

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT AGENDA JANUARY 3, 2013 at 6:00 p.m.

To be held at the Harbour Isles Clubhouse, located at 121 Spindle Shell Way, Apollo Beach, Florida 33572.

District Board of Supervisors	Larry Fazzari Gregg Letizia Janet Allison Don Hancock Elizabeth Fantauzzi	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Greg Cox	Rizzetta & Company, Inc.
District Attorney	Biff Craine	Petitt Wolfe Craine Worrell Porter, LLC
District Engineer	Tonja Stewart	Stantec WilsonMiller

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

The District Agenda is comprised of four different sections:

The meeting will begin promptly at **6:00 p.m.** with the first section which is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 933-5571 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The third section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 the appeal is to be based.

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FL 33614

December 19, 2012

Board of Supervisors
Harbour Isles Community
Development District

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harbour Isles Community Development District will be held on **Thursday, January 3, 2013 at 6:00 p.m.**, at the Harbour Isles Clubhouse located at 121 Spindle Shell Way, Apollo Beach, Florida 33572. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. OATH OF OFFICE FOR NEWLY ELECTED SUPERVISORS**
- 3. BUSINESS ADMINISTRATION – PART I**
 - A. Consent Agenda Items
 - i. Consideration of Minutes of the Board of Supervisors' Meeting held December 6, 2012.....*under separate cover*
 - ii. Consideration of Operation & Maintenance Expenditures for December 2012*under separate cover*
- 4. STAFF REPORTS AND UPDATES**
 - A. Landscape and Irrigation Update
 - i. Consideration of Landscape ProposalsTab 1
 - ii. Aquatic Service Update
 - B. Security Update
 - C. District Engineer
 - D. District Counsel
 - E. Discussion of Tennis Court
 - F. Action Items Review
 - G. Property Management Update
 - H. District Manager Update
- 5. BUSINESS ADMINISTRATION – PART II**
 - A. Consideration of Electrical Work Proposals.....Tab 2
 - B. Presentation of Unaudited Financial Summary
- 6. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Sincerely,



Greg Cox, District Manager

Tab 1

LMP Landscape Maintenance Professionals, Inc.

P.O. BOX 267
SEFFNER, FL 33583

813-757-6500

FAX 813-757-6501

SUBMITTED TO
HARBOUR ISLES, CDD c/o Rizzetta & Company, Inc. 3434 Colwell Avenue, Ste 200 Tampa, FL 33614 Attn: John Toborg

ESTIMATE

DATE	9/26/2012
PROPOSAL #	10396
LMP REPRESENTATIVE	
DCF	

Harbour Isles, CDD - Clubhouse.

DESCRIPTION	QTY	COST	UNIT PRICE	MARKUP	
Entrance:					
Pine Bark Mulch by the yard.	4	37.50	150.00		150.00
Dwarf Allamanda 3 g.	68	12.50	850.00		850.00
Maui Red Ixora 3 g.	18	12.50	225.00		225.00
Tri-Color Oyster.	40	6.00	240.00		240.00
Flax Lilly.	40	6.00	240.00		240.00

TERMS AND CONDITIONS:

TOTAL	\$1,705.00
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LMP, Inc. reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing and as a separate proposal or change order to this proposal. A down payment of \$0 is required to initiate contract. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to a finance charge on the balance of the work from the invoice date at a periodic rate of 1 1/2% per month (18% annually) until paid and LMP, Inc. shall have the right to stop work under this Contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest previously billed invoices first to the most recent

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.

OWNER / AGENT



11/27/2012



11/27/2012

LMP Landscape Maintenance Professionals, Inc.
P.O. BOX 267
SEFFNER, FL 33583
813-757-6500 FAX 813-757-6501

SUBMITTED TO
HARBOUR ISLES, CDD c/o Rizzetta & Company, Inc. 3434 Colwell Avenue, Ste 200 Tampa, FL 33614 Attn: John Toborg

ESTIMATE

DATE	10/1/2012
PROPOSAL #	10520
LMP REPRESENTATIVE	
DCF	

Harbour Isles, CDD					
DESCRIPTION	QTY	COST	UNIT PRICE	MARKUP	
Pool Area Palm Planters:					
Mammy Croton 3 g.	40	12.50	500.00		500.00
Pine Bark Mulch by the yard.	0.5	37.50	18.75		18.75

TERMS AND CONDITIONS:

TOTAL	\$518.75
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OWNER / AGENT

LMP Landscape Maintenance Professionals, Inc.
P.O. BOX 267
SEFFNER, FL 33583
813-757-6500 FAX 813-757-6501

SUBMITTED TO
HARBOUR ISLES, CDD
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Ste 200
Tampa, FL 33614
Attn: Tyree Brown

ESTIMATE

DATE	11/9/2012
PROPOSAL #	11492
LMP REPRESENTATIVE	
JD	

Harbour Isles, CDD

ITEM	DESCRIPTION	QTY	COST	Total
Lantana	Lantana-Confetti 1 gallon	45	4.50	202.50

TERMS AND CONDITIONS:

TOTAL Tax Included \$202.50

LMP, Inc. reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing and as a separate proposal or change order to this proposal. A down payment of \$0 is required to initiate contract. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to a finance charge on the balance of the work from the invoice date at a periodic rate of 1 1/2% per month (18% annually) until paid and LMP, Inc. shall have the right to stop work under this Contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest previously billed invoices first to the most recent

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OWNER / AGENT

Tab 2

M.C. Building Services

917 Virginia Avenue
Tampa, FL 33603

Estimate

Date	Estimate #
11/29/2012	563

Name / Address
Harbor Isles CDD 3434 Colwell Avenue Suite 200 Tampa Fl 33614

Ship To
Harbor Isles Hwy 41 Appolo Beach

Project
Harbor Isles

Description	Qty	Rate	Total
Jogging trail lights		0.00	
175 Watt MH small envelope	1	28.00	28.00
175 Watt MH open core ballast	1	85.00	85.00
Labor: Rate based on 2 men.	1	100.00	100.00
Lift Rental: Per day rate	1	300.00	300.00
Clean and adjust pole light fixtures around pool area.	13	25.00	325.00
remove and replace two ceiling fans with customer supplied fans	2	87.50	175.00
Provide and install GFCI duplex outlet at Main Center Pavilion.	1	220.00	220.00
Replace existing outlet cover with new at pavilions	6	48.09667	288.58
provide and install blank cover at center of pavilion	1	12.00	12.00
Provide and install wire access enclosures around Junction boxes damaged by lawn mower	1	214.00	214.00
Mobilization Fee: pick up and return delivery of lift, material accumulation, rags, cleaning solution and fuel charges	1	225.00	225.00
		Subtotal	\$1,972.58
		Sales Tax (7.0%)	\$0.00
		Total	\$1,972.58



Doyle Electric Services, Inc.

TAMPA • SARASOTA • FT. MYERS

August 29, 2012

Customer

Harbor Isles

121 Spindle Shell Way

Apollo Beach, FL 33572

Location

Same

Attn: Darel Singh

Re: Electrical Quote

Reference: WO#37514

Doyle Electric Services, Inc. is pleased to offer this proposal for your consideration providing labor, materials and supervision for the terms listed below:

Work Completed: Completed site survey.

Proposed Work: See page 2 for description.

• Service labor misc. work 8 hrs @ \$79 per hour	\$632.00
• Materials	\$635.75
• Service labor re-lamping 15 hrs @ \$79 per hour	\$1,185.00
• Materials	\$860.00
• Lift Rental (2 days)	<u>\$650.00</u>

Total: **\$3,962.75**

Total Amount Proposed: **\$3,962.75**

Please note that the quote amount may fluctuate but will not exceed the total amount proposed. The invoice will reflect only what was required and used during service.

Notes:

1. Proposal valid for 30 days from quote date.
2. Work to be done during normal business hours.
3. Excludes permit.
4. This proposal is based on insurance limits presently in effect at Doyle Electric Services, Inc. Any additional insurance requirements may add additional cost to this proposal.
5. This proposal can be withdrawn at any time without notification.
6. Excludes remedial repair/code corrections to existing conditions.



Doyle Electric Services, Inc.

TAMPA • SARASOTA • FT. MYERS

DESCRIPTION OF MISC. WORK:

- INSTALL 2 ROUND COVERS (WHITE) FOR OCTAGON BOX'S IN CABANA'S
- REPLACE 4-6" RECESS TRIMS IN CABANA'S (R-13P)
- REPLACE 2-6" RECESS TRIMS IN POOL AREA (V66F)
- REPLACE 2 OUTDOOR FANS (SUPPLIED BY OTHER) IN POOL AREA
- ADD WEATHER PROOF QUAD SUPPLIED BY 2-20A CIRCUITS AND 2-20A GFCI'S UNDER SUB PANEL IN MAIN CABANA

DISCRIPTION OF WORK FOR RELAMPING/CLEANING POLE LIGHT

- CHANGE OUT 6- 100W M.H. BALLAST KITS
- RELAMP 6- 100W M.H. BULBS
- CLEAN THE LENS OF 24 POLE LIGHT'S

We appreciate the opportunity to quote this project. If you have any questions or require additional information, please feel free to contact me at your convenience.

Sincerely,

Dennis W. Fliess

Dennis W. Fliess, Service Manager