

**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.

**HARBOUR ISLES  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harbour Isles Community Development District was held on **Tuesday, May 20, 2014, at 11:00 a.m.** at the Harbour Isles Clubhouse located at 121 Spindle Shell Way, Apollo Beach, Florida 33572.

Present and constituting a quorum:

Larry Fazzari	<b>Board Supervisor, Chairman</b>
Gregg Letizia	<b>Board Supervisor, Vice Chairman</b>
Betty Fantauzzi	<b>Board Supervisor, Assistant Secretary</b>
Bob Nesbitt	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager; Rizzetta &amp; Co., Inc.</b>
Biff Craine	<b>District Counsel; PWCWP, LLC</b>
Jordan Caviggia	<b>District Engineer; Bayside Engineering</b>
Lori Flemens	<b>Asst. Property Manager; T3 Property Mgmt.</b>
Paul Ramsewak	<b>Asst. Property Manager; T3 Property Mgmt.</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order and read the roll call. All present stood and recited the Pledge of Allegiance.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Tom Gorzenski of 326 Cockle Shell Loop expressed concern regarding maintenance of the common area behind his house.

John McEneaney of 332 Cockle Shell Loop had questions regarding the wetland areas behind his house and voiced concerns about cars parking on the streets. The Board discussed the need to measure the areas behind residences to more accurately determine where the wetland and wetland buffer areas actually lie.

Michele Gill-Romeo questioned the availability of A Quality Plants to provide service to the

community and discussed the policy of replacing street oaks with palm trees.

Diane Schmidt advised that garbage trucks are going too fast and causing a mess from trash flying out of cans being emptied during pickup. The Board asked for a letter to be sent to the garbage collection company.

**THIRD ORDER OF BUSINESS**

**Business Administration – Part I**

**A. Consent Agenda Items**

Mr. Cox presented two consent agenda items to the Board for consideration:

- i. Consideration of Minutes of the Board of Supervisors' Meeting held April 15, 2014
- ii. Consideration of April 2014 O&M Expenditures

Mr. Fazzari expressed his concern about the invoice being paid to LMP for fertilizer and discussed the discrepancy between the amounts of fertilizer actually used and what the company is charging the District for.

On a Motion by Mr. Fazzari, seconded by Ms. Fantauzzi, with all in favor, the Board approved Consent Agenda Items A.i and A.ii for the Harbour Isles Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposals for Fitness Equipment**

The Board took up discussion of fitness center equipment proposals from Commercial Fitness Products and FITREV. Lori Main of Commercial Fitness was present and addressed questions from the Board regarding her company's proposal. At the Board's request Ms. Main agreed to reduce the preventive maintenance quoted price to \$125.00 per quarter and remove some unrequested items, such as the medicine ball, from the list. After discussion the Board accepted the amended proposal from Commercial Fitness and also requested flooring quotes.

On a Motion by Mr. Letizia, seconded by Ms. Fantauzzi, with all in favor, the Board approved fitness equipment proposal #L130336 AM from Commercial Fitness as amended for the Harbour Isles Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports and Updates – Part I**

**A. Property Management Update**

Mr. Ramsewak of T3 Management Services presented the latest property management report of recent events and maintenance taking place in the District. He discussed the status of ponds #13, #14, #17 and #18 with regard to algae; indicated that some vendors are not keeping

him in the loop on work being done; noted that Girard had missed two areas for cutting and mentioned a sod repair needed by K.Hovnanian Homes; and advised that the builder had damaged a pine tree.

At Mr. Ramsewak's request the Board discussed a potential policy change allowing certain expenditures to be approved by Mr. Ramsewak in order to speed up the work process. The Board also discussed two proposals for conversion of landscape lights to LED lighting but chose to table a decision on the project until the landscape redesign issue is resolved.

**B. Aquatic Services Update**

Josh McGarry of Aquatic Systems presented his latest pond maintenance reports to the Board for review and provided an update on recent events and maintenance performed in the District. He discussed the algae issue mentioned by Mr. Ramsewak and explained that a clam kill had apparently taken place on pond #14 which was causing some unpleasant odors. Mr. McGarry also discussed the potential need for additional midge fly treatment on pond #14 in the near future.

Mr. Cox distributed flyers to the Board members and invited them to attend a pond management workshop being presented by Rizzetta & Company, Inc. and SWFWMD on June 25<sup>th</sup> at Rizzetta's corporate office.

**C. Landscape & Irrigation Update**

Jeremy O'Neal of Girard Environmental provided the Board with an update on recent services and tasks that had been accomplished. Mr. Fazzari asked that Girard provide maintenance to the seed pods on the palms; shared his concern that the Trugreen fertilizer report noted spraying the back area near the clubhouse but not elsewhere in the community; and advised that Girard has not yet produced a landscape design for the entrance and medians as requested nearly a month earlier. Ms. Fantauzzi commented on the fishing pier. She also noted that A Quality Plants could submit a landscape design proposal. Mr. Letizia expressed that he "had a problem with" A Quality plants he has seen previously in the community.

The Board decided at this point that they need to continue the meeting to June 3, 2014 for the purpose of continued discussion of landscape issues including the demand letter sent by District Counsel to former landscape company LMP.

**i. Consideration of Landscaping Proposals**

Landscaping proposals were presented to the Board for consideration. The Board took no action with regard to Girard's proposal for work on the pool planters or for a proposal to remove lantana on the bridge and replace it with bougainvillea.

Regarding the proposal to spray for sand burrs on Hope Bay Loop and to resod the Bahia grass, the Board asked that Girard first seek out the irrigation system in that area and tabled a decision on the proposal until the June 3<sup>rd</sup> continued meeting. The

Board also tabled consideration of the proposal for installation of annuals at the entrances until the June 3<sup>rd</sup> meeting. Mr. Cox asked about the proposal for mulch. Mr. O'Neal said he had composed one as per the contract and would bring it to the continued meeting on June 3<sup>rd</sup>.

**D. District Engineer Update**

Mr. Caviggia reviewed his engineer's report (Exhibit A) for the Board and provided an update on the progress of the fitness center building construction. He explained an issue with shop drawings and recommended that utilizing Steve Henry's services at \$75.00 per hour would be more cost effective than utilizing his engineering firm's staff. Mr. Caviggia also discussed a variety of topics including materials delivery and procedures to be followed.

Mr. Caviggia then presented the map his staff had been preparing. The Board examined the map and provided some guidance for additional information needed.

Mr. Caviggia presented information requested regarding the feasibility and costs associated with the use of solar energy to power the heat pumps for the pool. The Board reviewed and discussed the various options and costs but did not take any formal action.

**E. District Counsel Update**

Mr. Craine provided the Board with information regarding the demand letter he had prepared and mailed to Landscape Maintenance Professionals ("LMP") requesting a refund for the hydro-seeding work that failed. The Board discussed the need for procedures in the future to prevent paying for work that has not been completed.

Mr. Craine then discussed the fatal traffic accident that occurred at the entrance to the community and the status of installing a traffic light at that location. After discussion the Board decided that District Counsel and the District Engineer should work together to bring more information on the topic to the continued meeting on June 3<sup>rd</sup>.

**F. Property Management Update**

Mr. Cox announced that the next regularly scheduled Board meeting will be held on June 17, 2014 at 11:00 a.m. and that the proposed budget would be presented at that meeting.

**i. Unaudited Monthly Financial Summary**

Mr. Cox then presented the monthly summary of unaudited District financial statements as of April 30, 2014 to the Board for review.

**SIXTH ORDER OF BUSINESS**

**Action Items Review**

Mr. Cox reviewed the current list of action items for the Board. He noted that the tasks of

landscape designs and surveying of common areas on Cockle Shell Loop would be added.

**SEVENTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2014/2015  
Proposed Budget**

Mr. Cox presented the proposed budget for Fiscal Year 2014/2015 to the Board for consideration. He reviewed each line item and explained the increases and decreases, none of which resulted in a change in Operations & Maintenance assessments for the District.

Included in the changes was a request for a 3% increase in Rizzetta & Company, Inc. management related services (District management, administrative services, accounting service, financial consulting, and web site management). Mr. Cox explained that Rizzetta & Company has not requested an increase in over four years. After discussion regarding the merits of the 3% increase, the Board requested that the increase be removed from those line items and the allotted funds be placed elsewhere in the budget. Mr. Cox informed the Board that he would pass that request on to William Rizzetta.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-01,  
Approving the Proposed Budget and  
Setting a Public Hearing**

Mr. Cox presented Resolution 2014-01 to the Board for consideration.

On a Motion by Mr. Fazzari, seconded by Mr. Nesbitt, with all in favor, the Board adopted Resolution 2014-01, Approving the Proposed Budget and Setting a Public Hearing, for the Harbour Isles Community Development District.

**NINTH ORDER OF BUSINESS**

**Announcement of Registered Voter Count**

Mr. Cox announced that the number of registered voters in the District as of April 15, 2014 was 699, according to the county Supervisor of Elections office. He also reminded the Board that seats #1 and #2 are up for election in November and the qualifying period to run for those seats is from noon on June 16<sup>th</sup> to noon on June 20<sup>th</sup>.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Fantuazzi asked for consideration of a smoking section near the pool area. After discussion the Board requested that staff work to create one.

Mr. Letizia asked if staff could turn on the irrigation in areas that are dry.

Mr. Fazzari expressed his concerns about Securiteam's recent performance with regard to the cameras and requested that District management send a letter informing them of his concerns.

Ms. Fantuazzi announced that she will be starting up "Story Time" again in June.

**ELEVENTH ORDER OF BUSINESS**

**Continuance**

On a Motion by Ms. Fantauzzi, seconded by Mr. Letizia, with all in favor, at 3:03 p.m. the Board continued the meeting to June 3, 2014 at 11:00 a.m. for the Harbour Isles Community Development District.

  
Secretary Assistant Secretary

  
Chairman/Vice Chairman

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# **Exhibit A**

## Abstract

This task evaluated the feasibility of installing solar panel systems to power or supplement power to facilities owned and maintained by the Harbour Isles Community Development District (CDD), in the Harbour Isles community located in Apollo Beach, Florida. These systems were evaluated based on the existing facilities use, and estimated on proposed facilities use, as well as weather data and economic payback periods. This analysis facilitated the creation of a model that could predict the value of said facilities as an economic investment. This analysis resulted in a payback period of approximately 15-20 years.

## Executive Summary

At the request of residents, The Harbour Isles Community Development District, which manages common properties within Harbour Isles, is investigating the potential use of solar panel systems to replace or supplement electric energy use associated with operating existing and proposed facilities managed by the District. The District incurs a costly electric bill for the existing Club House facility which currently houses the community's fitness center, and swimming pool facilities. The District also has a 1200 square foot fitness center under construction adjacent to the existing club house. This fitness center will replace the existing fitness center in the club house. In addition, the District would also like to install heat pumps to heat the swimming pool and extend the swimming season by a month or two in the spring and fall.

Bayside Engineering has prepared the following study evaluating the feasibility of installing solar energy equipment to power and or supplement electrical power for existing and proposed facilities owned and operated by the CDD. The overall goal of the study was to create an economic model that would predict the economic value, if any, of installing solar energy facilities. At the request of the District, Bayside has evaluated three scenarios for consideration:

1. Solar facilities to power heat pumps to maintain the pool water temperature at 78 degrees during the described times of year;
2. Solar facilities to power or supplement electrical power to operate the existing club house facility (excluding pool pump heaters for comparison);
3. Solar facilities to power or supplement electrical power to operate the proposed fitness center currently under construction.

Bayside solicited quotes from 3 different solar power panel installation companies to provide estimates for the solar panels that would be required for each scenario. Florida Power Services Inc., Sunbelt Solar Energy and MGA Engineering Corporation provided quotes for solar power facilities independent of each other to show full cost/value for each improvement. Cost/value for each improvement was based on upfront material and installation costs, average annual savings post installation, payback period, and present to future cost values. Not that items such as available areas for panels on existing roofs versus new structures was not evaluated in this study so that all three scenarios could be evaluated independently as it is unlikely that available roof space would be able to house the needed panels to power all three scenarios without additional structures.



## Introduction

The need for renewable energy is an increasingly pressing issue as many individuals and organizations have become concerned about the depletion of natural resources as well as the rising cost of these resources as their demand increases. With finite amounts of natural resources such as oil, coal, and natural gas, it is critical that we explore alternative sources of energy for environmental and economic advantages.

## Scope

This report details research done regarding heating the existing pool using heat pumps powered by solar energy, and using solar energy to power the existing clubhouse and the proposed fitness center. The analysis includes cost and selection of heat pumps, size and cost of the solar system's installation in each scenario, and rate of return realized by installing a solar system.

## Scenario 1: Pool Heating

An analysis of the existing pool was done to find the most efficient pumps to use to heat the pool in order to extend the swimming season. Three heat pumps are recommended to heat the 2,334 square foot pool to a desired water temperature of 78 degrees during the coldest months. One heat pump would be needed to maintain that temperature during colder months. We would recommend the use of the Gulfstream HE150RA or the AquCal SQ175 to adequately heat the pool. Table 1 below shows the specifications of the heat pumps.

Table 1: Heat Pump Specifications

	AquCal SQ175	Gulfstream HE150RA
<b>BTUs</b>		
80/80/80	143,000	136,000
80/80/63	134,000	124,000
<b>Coefficient of Performance (4-7)</b>		
80/80/80	6.5	6
80/80/63	6.1	5.4
<b>Electrical</b>		
Heat or Heat & Cool	H	H
kW Input	6.4	5.5
Minimum Circuit Ampacity	41.4	37
<b>Water Flow</b>		
Minimum/Maximum (gpm)	30/70	20/70
<b>Physical</b>		
Weight (lbs)	328	257
Size (length x width x height)	37" x 34" x 45"	32" x 32" x 40"
Sound Level Decibels at 10 ft.	55 dB	56 dB
<b>Cost</b>		
Pump Cost (Each)	\$4,389.00	\$3,795.00

Table 2: Heat Pump Warranty Information

AquCal SQ175	Gulfstream HE150RA
Florida: Seven (7) Years Parts. Seven (7) Years Compressor. Two (2) Years Labor.	The 2/10 Warranty is for domestic United States installations installation only. Two (2) years parts and labor. Year three (3) through ten (10) limited 30% MSRP prorated parts only (No Labor). The owner is responsible for all labor charges after year two. Titanium tube portion heat exchanger has limited lifetime warranty. (Corrosive water conditions)

Based upon the kilowatt input required by the three heat pumps to run, it is estimated a 90kWh/day solar system would be required to accommodate this power demand. During the months in which a heated pool is needed to lengthen the swimming season and for possible night swimming, three heat pumps are required to raise the temperature of the pool to the desired 78 degrees. Once the desired temperature has been reached, one heat pump would run to maintain that temperature. The 90 kWh/day solar system would provide enough power to run all three pumps with no help from conventional electric power. In the condition that one heat pump is running to maintain the temperature, the heat pump would only require a portion of the maximum power output that the solar system could provide and the excess power would push back on the conventional electric meter providing a credit. The excess power could also be used by the existing clubhouse building. In addition, during the months that no heating of the pool is needed, the full amount of power provided by the solar system would push back on the meter and provide even more of a credit. A breakdown of the possible electricity cost to run the heat pumps is shown below in Table 3.

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Table 3: Estimated Electricity Costs

State:	FL			Desired Pool Temp.:	78°
City:	Apollo Beach - Tampa International Airport			Heatpump Max Runtime:	14h/day
Pool Area:	2,334			Pool Location:	Outdoors
Pool Depth:	4.5			Solar Blanket:	Solar Blanket at Night
Total Gallons:	78,562			Gas/Therm:	1.06
Solar Exposure:	99% Sun/ shade			Electric/kwh:	12
Wind Speed:	1.5 MPH			Propane/gal.:	2.56

  

Month	Avg. Air Temp (°)	Avg. Water Temp (°)	Temp. Rise/hr (°)	Electric (\$)
January	60	78	0.4	443
February	62	78	0.4	281
March	67	78	0.5	158
April	72	78	0.5	1
May	78	78	off	0
June	81	78	off	0
July	82	78	off	0
August	83	78	off	0
September	81	78	off	0
October	75	78	0.2	115
November	68	78	0.4	225
December	62	78	0.4	278

Annual Savings: \$ 1,619.00

The table above indicates an estimated \$1,619 would be spent annually on electricity to power the heat pumps and that this value would be saved with the installation of a solar system. Additionally, the table also shows that for 5 months of the year, no heating is required. This allows the solar system to supplement the additional facilities saving an additional estimated \$250 - \$350 on the monthly clubhouse electric bill or approximately \$1,800 a year. This is based on the cost per kwh that the solar panels will be supplementing the club house electrical power per month (approx. 90 kwh per day).

The cost to install panels capable of generating the required 90kWh/day is estimated to be \$60,000 – \$90,000. Additional cost may be occurred based on line of sight, available roof space for mounting, and shaded conditions as a free standing structure would be needed to mount panels. A more detailed design would need to be performed in order to give a more accurate cost analysis.

**Rate of Return:**

Based upon construction/installation cost of a solar system to offset the electrical demand of the heat pumps, it is estimated that it would take 12-15 years to recoup the initial investment. Factors such as inflation on electricity cost or maintenance costs cause this rate of return to fluctuate.

**Scenario 2: Clubhouse Solar Power**

Based upon the past year’s electric bills for the existing clubhouse, a 375 kWh/day solar system would need to be installed to accommodate 100% of the existing club house power demand. Based on provided estimates, a 375 kwh/day system ranged from \$250,000 to \$325,000. This range may be

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attributed to site and construction details not know for the purpose of this estimate, and these details would be needed for a more accurate estimate.

**Rate of return:**

Installation of a solar system for the clubhouse or fitness center would save on average approximately \$1000/month (\$12,000/year) for the clubhouse. Based on the assumed savings and the cost of the system, the estimated rate of return is 20 years. Other factors such as inflation on electricity cost or maintenance costs may cause the rate of return to vary.

**Scenario 3: Proposed fitness Center (Currently Under Construction)**

Several details were shared with all three companies to help compare bids of similar scope and scale. It was estimated that the proposed fitness center would have 75% of the demand that the existing clubhouse currently has. The size of the system is proportional to the cost of the system. Therefore, the cost of a system to accommodate the fitness center would be 75% of the existing clubhouse system (\$187,500 – \$250,000).

**Rate of return:**

Installation of a solar system for the clubhouse or fitness center would save approximately on average \$750/month (\$9,000/year) for the fitness center. Based on the assumed savings and the cost of the system, the estimated rate of return is also 20 years. Other factors such as inflation on electricity cost or maintenance costs cause the rate of return to vary.

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References:

Asa Strong, poolheatpumps.com (personal communication, April 29, 2014)

Greg Minadeo, Green Planet Solar Systems Corp./MGA Engineering (personal communication/email correspondence, May 16, 2014)

Joe Forest, Florida Power Services (personal communication, May 13, 2014)

Shawn Lorenz, Sunbelt Solar Energy (personal communication, May 13, 2014)

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