

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 Harbour Isles Community Development District regular meeting of the Board of Supervisors was held on **Tuesday, September 27, 2016, 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:

Gregg Letizia	Board Supervisor, Chairman
Betty Fantauzzi	Board Supervisor, Vice Chairman
Bob Nesbitt	Board Supervisor, Assistant Secretary
Bryce Bowden	Board Supervisor, Assistant Secretary
Glenn Clavio	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; PWCWP, LLC
Jordan Caviggia	District Engineer; JMT, Inc.
Paul Ramsewak	Property Manager; RASI
Stephen Berletti	District Engineer; JMT, Inc.
Grant Phillips	District Manager; Rizzetta & Co., Inc.

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

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

No audience members were present.

THIRD ORDER OF BUSINESS

Consideration of the Consent Agenda Items

Mr. Cox presented the Consent Agenda items which included; Minutes of the Board of Supervisors' Regular Meeting held August 23, 2016 and the August 2016 Operation and Maintenance expenditures report totaling \$52,144.03.

On a Motion by Mr. Letizia, seconded by Mr. Clavio, with all in favor, the Board approved the Consent Agenda Items as presented, for the Harbour Isles Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of EGIS Insurance
Proposal for FY 16-17**

Mr. Cox presented the EGIS Insurance proposal to the Board and explained its contents.

On a Motion by Ms. Fantauzzi, seconded by Mr. Bowden, with all in favor, the Board of Supervisors approved the EGIS Insurance Proposal for Fiscal Year 2016-2017, for the Harbour Isles Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2016-10,
Redesignating Treasurer**

Mr. Cox presented Resolution 2016-10 and explained its contents and purpose.

On a Motion by Mr. Letizia, seconded by Mr. Nesbitt, with all in favor, the Board of Supervisors approved Resolution 2016-10, Redesignating the Treasurer, for the Harbour Isles Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports and Updates

A. Property Management

Mr. Ramsewak provided an update from the County and advised that a work order had been issued to dredge approximately 50 to 100 linear feet of vegetation from branch canal by the bridge. He advised that he is waiting for a start date from the County.

Mr. Ramsewak advised that the entrance sidewalk repair work, as well as, the Brazilian pepper tree trimming is pending. A Board discussion ensued regarding the County's availability to fix the sidewalk or if the CDD should proceed with the repair. The Board requested Mr. Caviggia to obtain a permit to repair the sidewalk.

Mr. Ramsewak advised the Board that Mr. Edwin Weaver has not been paying the fees to store his RV and is currently past due five (5) months, totaling \$190.00

On a Motion by Mr. Letizia, seconded by Ms. Fantauzzi, with all in favor, the Board moved to suspend access to the RV lot for Mr. Edwin Weaver, for the Harbour Isles Community Development District.

Mr. Ramsewak advised the Board that Ms. Tracey Duffy is currently four (4) months past due in paying for the storage fees for her trailer.

On a Motion by Mr. Letizia, seconded by Mr. Bowden, with all in favor, the Board moved to suspend access to the RV lot for Ms. Tracey Duffy, for the Harbour Isles Community Development District.

Mr. Ramsewak presented the Board with a proposal from Sitemasters for the sidewalk panel repair totaling \$450.00.

On a Motion by Mr. Letizia, seconded by Mr. Bowden, with all in favor, the Board approved the Sitemasters proposal for the sidewalk panel repair, totaling \$450.00, for the Harbour Isles Community Development District.

Mr. Ramsewak presented another proposal from Sitemasters for the repairs to the asphalt trail totaling \$6,160.00. A discussion ensued regarding the scope of work included in the proposal amount as well as the need for a root barrier to prevent further damage. The Board decided to table this topic until the next meeting and have Mr. Caviggia to coordinate with Sitemasters and get a further clarification from Sitemasters as to the scope of work.

1. Consideration of Playground Surfacing Top Off Quote

Mr. Ramsewak presented a proposal from GameTime to mulch both playground areas for \$4,446.95. The Board discussed the proposal and inquired as to who provided the mulch before. A discussion ensued regarding the condition of the playground mulch levels and the process of installation. The Board requested staff to obtain another proposal from Big Earth for price comparison.

On a Motion by Mr. Bowden, seconded by Mr. Clavio, with all in favor, the Board authorized the Chairman to execute a proposal with a not-to-exceed amount of \$4,500.00, for the Harbour Isles Community Development District.

2. Consideration of the Boat Storage Fence and Dock Railing Repair Quote

A discussion ensued regarding the proposal amount for the dock railing. The Board decided to table this topic until the next meeting. The Board discussed the fence repairs needed and the possibility of having Witt or a RASI employee to perform the repairs. The Board requested a quote for the railing repair.

B. Landscape & Irrigation

Mr. Fletcher Adams, Account Manager with Girard Environmental Services, provided an update on the irrigation work that was completed. He advised the Board that system is operational; however, there are still experiencing issues with the old decoder and locating the irrigation valve.

Mr. Adams advised that the County will inspect the trees on Butterfly Shell to see if they can be replaced.

1. Consideration of the Brazilian Pepper Tree Removal Quote

Mr. Adams addressed an area of concern near the corner of 12th street and Moonshell (Pond Number 5) which had not been mowed because of the presence of the Brazilian peppertrees. He presented a proposal to the Board for \$2,300.00 to cut and remove the peppertrees and spray the area with garland to prevent future growth.

On a Motion by Mr. Letizia, seconded by Ms. Fantauzzi, with all in favor, the Board approved the Girard Environmental Services Inc. proposal for \$2,300.00 to remove the Brazilian pepper trees, for the Harbour Isles Community Development District.

2. Consideration of the Palm Installation Quote

Mr. Adams then presented a proposal for the removal of declining Magnolia trees and replacement with Washingtonian Palm trees. The Board discussed the credit that the CDD has for the installation of the sixteen extra palm trees and a possible relocation of eight of them to the Royal Bonnet site. The Board decided to table the discussion until Staff can obtain further clarification on the quantity needed for replacement.

Mr. Adams updated the Board on the sod replacement. He advised that there had been some scheduling delays but the sod will be replaced within the next two weeks.

Mr. Glenn Clavio inquired as to whether the water is being cut off at the end of the month. Mr. Adams advised that there is no water coming off of the system and that that particular zone has no water flow to it, so cutting it off would create a moot point. He also advised that the defective water head next to the playground had been replaced and the water that had accumulated has since dried up.

Ms. Fantauzzi advised that the Oleanders on Spindle Shell need to be cut back.

C. District Engineer

Mr. Jordan Caviggia, of JMT, Inc., updated the Board and advised that the 12th street foot bridge is completely within CDD property. He advised that they updated the map with the right-of-way survey. Mr. Cox inquired about the sidewalk that runs across the drainage ditch and along the hedges and whether it was CDD property or not. Mr. Caviggia advised that everything outside of the paved roadway is CDD property. He advised he will provide an updated sketch of everything included within CDD property.

A discussion ensued regarding other sidewalks that would be considered CDD property and the bridge that is in need of repair. Mr. Caviggia advised the Board that he performed an inspection of the bridge, pond and playground and that they all appear to be in good condition.

Mr. Caviggia provided an update on the roof repairs. A discussion ensued regarding the roof repair quote and the anticipated date of completion for the work. He presented a quote from TRW totaling \$793.00 for roof repairs.

On a Motion by Mr. Letizia, seconded by Mr. Nesbitt, with all in favor, the Board approved the proposal from TRW for \$793.00 for the roof repairs, for the Harbour Isles Community Development District.

A discussion ensued regarding the bridge and sidewalks on CDD property and the safety concerns for residents.

D. Aquatic Service Report

Mr. Josh McGarry, Account Representative of Aquatic Systems, provided an update on their monthly pond maintenance. He reported that there has been some alligator weed growth that has been treated in conjunction with the treatment of torpedo grass. Mr. McGarry instructed his staff to perform a reduced rate of application to the torpedo grass as previously discussed. He also reported that they will have the selective herbicide available for treatment within the next couple of months.

Mr. McGarry informed the Board that there have been delays in loading the airboat into the ponds due to the wet conditions, but they will perform as much as the inspection as possible by wading through the ponds this Friday.

Mr. McGarry provided a report on canal 20 and advised that there were residents who expressed concerns about Thalia plants obstructing their pond view. He advised that the Thalia needs to remain to maintain a healthy pond. Mr. Letizia suggested removing non-native plants from the canal. Mr. McGarry advised that he has treated these non-native plants so they die off naturally. He also suggested performing a bi-annual drive-through during the October and April months to generate an action item list going into the winter months.

Mr. McGarry advised that the midge fly treatment that was recently performed has led to a decrease in the amount of midge flies.

A discussion ensued regarding the Brazilian peppertrees. He advised that Aquatic Systems could treat them for removal and prevention of regrowth and that this service could be added to their current maintenance contract. The Board requested Mr. Ramsewak and Mr. McGarry to perform a drive-through to locate the spots where the pepper trees are and put together a quote for consideration.

E. Security Update

Mr. Cox presented the security report and advised there was no activity in the month of August.

F. District Counsel

Mr. Biff Craine was present and expressed his concerns with the CDD's involvement in regards to advertising for financial seminars.

G. District Manager

Mr. Cox advised the Board that the next monthly meeting is to be held on Tuesday, October 25, 2016 at 11:00 a.m. and that this will be the first meeting of the new Fiscal Year.

Mr. Cox presented Resolution 2016-11 and explained its contents and purpose.

On a Motion by Ms. Fantauzzi, seconded by Mr. Clavio, with all in favor, the Board adopted Resolution 2016-11, Redesignating the District's Records Location, for the Harbour Isles Community Development District.

Mr. Letizia suggested moving forward that Staff update all records with the new Riverview Office address.

Mr. Cox presented a summary of the August 2016 unaudited financials for the District.

Mr. Cox reviewed the current action item list. He advised that he will be adding the sidewalk repair, the bridge renovations and the Aquatic Systems property walk-throughs to the action item list.

SEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Nesbitt requested a discussion be opened about swings for the children of the Harbour Isles CDD. A discussion ensued regarding the liabilities and requirements of installing a swing set on CDD property. Mr. Cox advised that he will check with EGIS, who is the current insurance agent, on any liabilities. Mr. Craine advised that he will check into ADA compliance and any legal trends regarding liabilities for swing sets on a CDD playground.

Mr. Gregg Letizia requested sending letters to residents who have had their access suspended.

Mr. Bryce Bowden advised that he has received numerous compliments in regards to the installation of the Palms. He advised that he received a question regarding the lack of palm trees installed on Butterfly Shell and Star Shell. A discussion ensued regarding the approval from the County to remove the additional place trees and place them on other CDD property to create a more balanced look.

Mr. Bowden also suggested looking into the motor vehicle speeding that has been taking place in the community and having an officer temporarily stationed to pass out tickets to detour speeders.

Mr. Clavio advised that Halloween is coming next month and expressed concerns regarding parking issues. A discussion ensued regarding signage.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Letizia, seconded by Mr. Clavio, with all in favor, the Board adjourned the meeting at 12:43 p.m. for the Harbour Isles Community Development District.


Secretary (Asst. Secretary)


Chairman / Vice Chairman