

**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 **Thursday, April 4, 2013, at 6:00 p.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>
Don Hancock	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Eric Dailey	<b>Dir. of District Mgmt. Svcs.; Rizzetta &amp; Co., Inc.</b>
Tyree Brown	<b>Operations Manager; Rizzetta &amp; Company, Inc.</b>
Darryl Singh	<b>Property Manager; RASI</b>
Biff Craine	<b>District Counsel; PWCWP, LLC</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Dailey called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Business Administration – Part I**

**A. Consent Agenda Items**

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

- A. Consideration of Minutes of the Board of Supervisors' Meeting held March 7, 2013
- B. Consideration of Operation and Maintenance Expenditures for March 2013, totaling \$46,303.70

Mr. Fazzari asked Mr. Singh to follow up on missing work from MC Building Services. Mr. Fazzari also wants to make sure the payment authorization form is being used and approved by Mr. Cox.

On a Motion by Mr. Fazzari, seconded by Mr. Letizia, with all in favor, the Board approved Consent Agenda items A and B as presented for the Harbour Isles Community Development District.

**THIRD ORDER OF BUSINESS**

**Building Discussion Update**

The new District Engineer, once selected by the Board and contracted for service, will compose the Request For Proposal for the new building construction.

**FOURTH ORDER OF BUSINESS**

**Staff Reports and Updates**

**A. Landscape & Irrigation Update**

Mr. Brown distributed copies of his operations report for review. Reneé Firth of LMP reviewed comments in the report and also provided an update of recent events and maintenance in the District. She advised she will now handle the landscaping account full-time and Joe DeBusk will handle irrigation only. Mr. Fazzari asked that Mr. Cox follow up with the County on who directed plants to be cut down and what standards are, and discussed Hydro seeding or seeding the dying Bahia areas. Mr. Letizia stated the lawn next to the K. Hovnanian model home needs to be addressed because it is common area.

**i. Consideration of LMP Proposal #13697**

The Board asked LMP to remove the work previously completed from the proposal and to resubmit it at the May meeting. They also asked to change the annuals rotation dates that were currently scheduled for April and July.

**B. Aquatic Services Update**

Mr. Dailey reviewed an email from Josh McGarry of Aquatic Systems. The Board requested that Aquatic Systems review the catch basin near lake #3 which needs cleanup. Mr. Letizia suggested the re-treatment of large lake #14 by stocking it with up to 40,000 gambusia fish.

On a Motion by Mr. Letizia, seconded by Ms. Fantauzzi, with all in favor, the Board authorized Aquatic Systems to re-treat lake #14 by stocking it with up to 40,000 gambusia fish for the Harbour Isles Community Development District.

The Board also asked for copies of mitigation reports and for a status on the EPC report.

**C. Security Service Update**

Patrick Farrow of Excelsior Defense, Inc. provided a brief update to the Board of security items and events since the last meeting. He reviewed recent reports and distributed a proposal for additional staff hours. Mr. Cox will contact Envera to get access for the guards to view monitoring cameras. Mr. Singh will compile a list of plate numbers and vehicle descriptions to

post at the clubhouse, and will also draft an email regarding the zero tolerance policy on amenity access cards. Mr. Hancock will review the email before Mr. Singh sends it via "email blast" to the residents. The Board approved the guard schedule change of hours to cover 5:00 p.m. to 5:00 a.m., seven days a week, and also directed security staff to check for access cards.

On a Motion by Mr. Hancock, seconded by Mr. Letizia, with all in favor, the Board approved the proposal from Excelsior Defense changing security staff hours to cover 5:00 p.m. to 5:00 a.m., seven days a week, for the Harbour Isles Community Development District.

**D. Consideration of District Engineer Qualifications**

Mr. Dailey presented the qualifications submitted for District Engineering services. Discussion ensued. The Board ranked the four proposers in the following order from highest to lowest: Bayside Engineering, Landmark Engineering, Schappacher Engineering, and IBI Group.

On a Motion by Mr. Letizia, seconded by Mr. Fazzari, with all in favor, the Board accepted the District Engineer qualifications submitted by Bayside Engineering and authorized the Chairman and District Counsel to negotiate a contract for the Harbour Isles Community Development District.

The Board asked that Mr. Cox request proposals from all bidders for civil engineering services for the new fitness center building.

**E. District Counsel**

Mr. Craine provided an update on the 19<sup>th</sup> Avenue vacation process to the Board. He also advised a quit claim deed was signed by Brookwood. The Board asked Mr. Craine to contact the FDOT to perform a new traffic study and to ask the Mira Bay CDD District Counsel if they will send a letter to the FDOT to request a study.

**F. Action Items Review**

Mr. Brown provided an update on the weep-hole repair project.

**G. Property Management Update**

Mr. Singh gave an update of recent improvements and events in the District since the last meeting. He advised two new benches arrived and were installed with the table; Commercial Pool will be on site to go over stain cleaning; only one resident owes payment on their RV storage lot space and Mr. Singh will provide the information on that to Mr. Craine; the pavers near the kiddie pool area need to be inspected by the new District Engineer to determine why they are sinking; Mr. Singh will send an email blast to residents regarding the amenity access card "zero tolerance" policy; and advised of a request to remove the plants near the fence at the kiddie pool.

**H. District Manager Update**

Mr. Dailey announced the next regular meeting will be held May 2, 2013 at 6:00 p.m. He stated amenity RFPs will be submitted directly to Mr. Craine. Mr. Letizia gave changes and the Board agreed on a scope of work to use.

**FIFTH ORDER OF BUSINESS**

**Monthly Unaudited Financial Summary**

Mr. Dailey presented the latest unaudited monthly District financial summary to the Board. The Board requested that Mr. Singh send his log of RV fees to Mr. Cox to compare year-to-date figures and circulate the information to the Board.

**SIXTH ORDER OF BUSINESS**

**Audience Comments**

Jason Riera asked about irrigation timing, clubhouse events and ownership of landscaping at the 12<sup>th</sup> Street entrance.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no additional supervisor requests.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Fazzari, seconded by Mr. Letizia, with all in favor, at 8:23 p.m. the Board adjourned the meeting for the Harbour Isles Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman