
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, January 27, 2015, at 11:02 a.m.** at the Harbour Isles Clubhouse located at 121 Spindle Shell Way, Apollo Beach, Florida 33572.

Present and constituting a quorum:

Larry Fazzari	Board Supervisor, Chairman
Gregg Letizia	Board Supervisor, Vice Chairman
Betty Fantauzzi	Board Supervisor, Assistant Secretary
Bryce Bowden	Board Supervisor, Assistant Secretary
Bob Nesbitt	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; PWCWP, LLC
Jordan Caviggia	District Engineer; Bayside Engineering
Paul Ramsewak	Property Manager; T3 Property Mgmt.
Josh McGarry	Account Manager; Aquatic Systems
Jim Garrison	Branch Manager; Girard Environmental
Brad Riles	Branch Manager; Girard Environmental
Jerimy O'Neal	Account Manager; Girard Environmental

Audience

Participating via speakerphone were:

Scott Brizendine	Financial Advisor; Rizzetta & Co., Inc.
Brooke DeVito	Financial Advisor; Rizzetta & Co., Inc.
Ed Bulleit	Bond Underwriter; MBS Capital Markets
Bob Gang	Bond Counsel; Greenberg Traurig, P.A.

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

There were no comments or questions from the audience.

THIRD ORDER OF BUSINESS

Discussion of Bond Refinancing

Mr. Cox introduced for discussion the potential refinancing of the District's current bond. Bob Gang of Greenberg Traurig, P.A., bond counsel for the District, discussed his position for using the reserve fund balance as a component of the refinancing. Ed Bulleit of District bond underwriter MBS Capital Markets, LLC provided an updated information chart (**Exhibit A**) and he, the Board, and District Counsel discussed the issue of the reserve fund and the viability of its use in the refinancing.

Mr. Fazzari noted that from that point forward the District would avail itself of the funds for the refinancing and indicated that he wants assurance that the District's forthcoming annual audit report will accurately reflect the status of the reserve funds.

The Board discussed the need for a letter from Mr. Gang's firm to engage them as bond counsel for the District.

On a Motion by Mr. Letizia, seconded by Mr. Nesbitt, with all in favor, the Board approved the designation of Greenberg Traurig, P.A. as bond counsel for the District's bond refinancing and authorized the Chairman to execute the letter of engagement for the Harbour Isles Community Development District.

FOURTH ORDER OF BUSINESS

Staff Reports & Updates – Part I

A. Landscape & Irrigation Update

Mr. Cox introduced Jim Garrison of Girard Environmental who was present to discuss landscape contract issues with the Board. Mr. Garrison then introduced Brad Riles, Girard branch manager. Mr. Fazzari advised them he feels the District isn't getting the service being paid for and expressed his particular displeasure with Jeremy O'Neal, the current account supervisor, citing several examples of what he felt was sub-par performance. Mr. Riles explained his position with Girard and asked the Board to allow him to keep Mr. O'Neal in place for thirty days as a probationary period. The Board agreed to do so.

The Board then discussed the topic of replanting the cul-de-sac islands and how that could best be accomplished without irrigation installed.

B. Aquatic Services Update

Aquatic Systems account manager Josh McGarry reviewed his latest inspection reports for the Board and discussed work that was being done to submerge a corrugated drain line that was not yet complete.

Mr. McGarry also presented and reviewed the semi-annual December 2014 Monitoring Report #14 which was submitted to SWFWMD. Mr. Fazzari asked that they review the plantings along the shoreline. Mr. McGarry noted that the thalia is not faring as well as desired but the bull rush is doing well. He also informed the Board that a pond muck treatment application was to be completed that week and another in February.

C. District Engineer Update

Mr. Caviggia provided a summary of his latest District Engineer's report (**Exhibit B**) for the Board. There was discussion of issues related to the status of fitness center invoices from the Kickler Group and the sharing of invoices for the irrigation system installation/repairs around the fitness center.

Mr. Fazzari asked questions regarding the conversion of 10-watt LED lighting wattage into regular incandescent lighting wattages.

D. Property Management Update – Part I

i. Consideration of Security Camera System Proposal

Bill Renfroe of TYCO presented his assessment of the District's current security system and equipment to the Board. He noted that the District has ten IP security cameras and five analog security cameras (a total of seven which are being monitored) and summarized what portions of the equipment could be incorporated into the overall system if TYCO was asked to assume responsibility of it. Mr. Renfroe indicated that his firm's charge for monitoring the seven cameras would be \$1,500.00 per year. He also reviewed the main points of a standard contract with TYCO.

After discussion the Board asked for a formal proposal from TYCO to be drawn up and placed on the February meeting's agenda for consideration.

FIFTH ORDER OF BUSINESS

Business Administration

A. Consent Agenda Items

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

- i. Consideration of Minutes of Board of Supervisors' Regular Meeting held December 30, 2014
- ii. Consideration of December 2014 O&M Expenditures

Mr. Fazzari asked to double-check two proposal figures in a motion box in the minutes and brought attention to the fact of overcharging by T3 Property Management due to miscalculations on invoices. Mr. Cox advised he would research and confirm the refund amount due the District.

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

SIXTH ORDER OF BUSINESS

Consideration of Web Site Proposal

Mr. Cox presented a proposal from Rizzetta Technology Services for the redesign and hosting of the District web site. After some discussion the Board tabled further consideration of the item until the March board meeting.

SEVENTH ORDER OF BUSINESS

Consideration of Playground Policies & Signage

Ms. Fantauzzi presented her suggested changes to the Common Area Policies and proposed signage for the playground to her fellow supervisors for consideration. The Board members discussed the items and agreed on the changes.

On a Motion by Mr. Fazzari, seconded by Ms. Fantauzzi, with all in favor, the Board approved the proposed amendments to Section V, "Playground Policies", of the Common Property Policies & Forms, for the Harbour Isles Community Development District.

EIGHTH ORDER OF BUSINESS

Discussion of Wi-Fi Services

As the party interested in providing Wi-Fi services to the District had not provided any formal information to anyone for consideration, the item was tabled until the February meeting.

NINTH ORDER OF BUSINESS

Staff Reports & Updates – Part II

E. Property Management

i. Consideration of Lighting Proposal

Mr. Ramsewak provided a review of his latest property management report and discussed the idea of adding benches to the walking trail. The Board asked for more options to be presented for consideration at the February board meeting.

The Board discussed the use of Securiteam as the vendor for security camera system maintenance and monitoring. Mr. Letizia shared a recent experience in which he purposely entered the pool area when it was closed and noted that it took six minutes for a call-down response. He also noted that the monitoring company called Excelsior Security for assistance by mistake. Discussion was held by the Board regarding individuals jumping fences and using the fitness center "Emergency Exit Only" door to get into the pool area, and also about whether or not off-duty members of the Florida Highway Patrol could be utilized to provide security for the clubhouse parking area and possibly around the walking trail to a limited degree. The Board asked that the FHP schedule be altered in February to include later shift times more oriented

toward the weekends versus speeding control in the community for the near future.

Mr. Ramsewak asked the Board to consider authorizing him to send out warning letters to residents. Discussion ensued. Mr. Craine and Mr. Cox advised against it and the Board agreed.

Mr. Ramsewak then presented a proposal from Cleary's Landscape & Lawn Service for shrubbery and sod installation and irrigation repairs to the Board for consideration. After discussion the Board moved to approve the item.

On a Motion by Mr. Fazzari, seconded by Ms. Fantauzzi, with all in favor, the Board accepted the proposal from Cleary's Landscape & Lawn Service for landscaping and irrigation repairs in an amount not to exceed \$4,000.00 and authorized Mr. Letizia to approve the details of the landscaping to be done for the Harbour Isles Community Development District.

Mr. Ramsewak presented a proposal from Electric Today for LED lighting at the front entrance and around the pool area. Discussion ensued. The Board asked to have the pool area lights removed from the proposal and the suggested "goose neck" lights changed to a less expensive style, and have the revised proposal ready for consideration at the February meeting.

Mr. Fazzari noted that at some point in time Commercial Fitness will have to be notified to begin maintenance on the fitness center equipment once it is installed. He also asked about the maintenance of and warranties for the HVAC system in the new fitness center. Mr. Cox will seek out cost information from the current HVAC maintenance provider.

Mr. Fazzari also brought up for consideration a resident's request to change the fitness center hours of operation. Brief discussion ensued. The Board declined to make a change.

Mr. Letizia asked staff to inspect the doggie bag stations for necessary maintenance.

Mr. Fazzari voiced his concern with outside persons unnecessarily having remote access to the clubhouse computer and security cameras. The Board asked staff to contact Securiteam to determine how many individuals have remote access to the cameras, when, and from where, and to bring the information to the next meeting for review.

F. District Counsel Update

Mr. Craine had no additional information to present.

G. District Management Update

Mr. Cox announced that the next regularly scheduled Board meeting will be held on February 24, 2015 at 11:00 a.m. and presented the monthly unaudited financial summary report as of December 31, 2014 to the Board.

H. Action Items List Review

Mr. Cox reviewed the latest action items list with the Board and confirmed that warning letters have been sent. It was noted that the company installing the playground equipment and shade structure would be on-site that week to inspect the area.

TENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Fantauzzi brought up sending a letter to all residents about having their access cards updated for use of the new fitness center. Discussion ensued.

Mr. Letizia asked about having T3 Property Management schedule extra staff to monitor the fitness center for the first thirty days after its opening, from 6:00 p.m. until midnight.

Mr. Letizia also expressed concern about comments Kim DeBosier of Bayside Engineering made regarding the use of tile cleaner in the fitness center.

Mr. Fazzari added that he received an email from Ms. DeBosier asking to discuss Jordan Caviggia's role as District Engineer and indicated he had not yet responded to her, as he feels any discussion of staff should include the entire Board, not just himself.

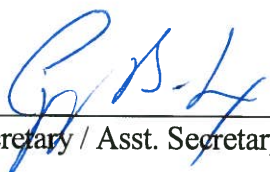
Mr. Fazzari asked that staff contact Commercial Fitness to schedule training sessions for staff and residents on basic use of the new equipment. Brief discussion ensued. The Board agreed upon February 21st and February 22nd as tentative dates to be requested.

Mr. Fazzari briefly discussed possible uses for the former fitness center and asked for ideas.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Fantauzzi, seconded by Mr. Bowden, with all in favor, the Board adjourned the meeting at 2:47 p.m. for the Harbour Isles Community Development District.


Secretary / Asst. Secretary

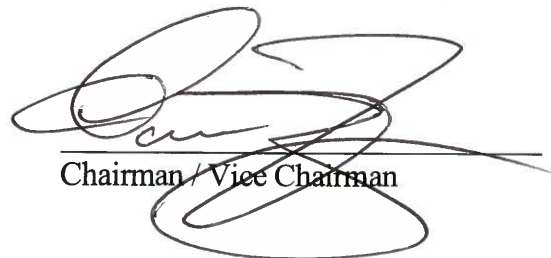

Chairman / Vice Chairman

Exhibit A

Paul Ramsewak

From: Gregory Cox <GCox@rizzetta.com>
Sent: Tuesday, January 27, 2015 11:02 AM
To: 'Paul Ramsewak'
Subject: FW: Harbour Isles

From: Edwin Bulleit [mailto:ebulleit@mbscapitalmarkets.com]
Sent: Tuesday, January 27, 2015 10:24 AM
To: Gregory Cox
Subject: Fwd: Harbour Isles

Edwin Bulleit
MBS Capital Markets, LLC

4890 W Kennedy Blvd

Suite 288

Tampa, Florida 33629

ebulleit@mbscapitalmarkets.com

Office : (813) 281-2700

Fax: (813) 281-2710

Cell: (813) 784-2945

----- Original message -----

From: Patti Garrett <pgarrett@mbscapitalmarkets.com>
Date: 01/26/2015 7:03 PM (GMT-05:00)
To: Edwin Bulleit <ebulleit@mbscapitalmarkets.com>
Subject: RE: Harbour Isles

Here is updated summary chart & homeowners chart based upon scale that Scott provided... not sure if he was conservative or aggressive....

Proposed Series 2015

"A-" Public Offering

Issue Date	3/15/2015
Par Amount	\$4,675,000
Avg Coupon	3.348%
MADs	\$322,225
DSRF 50% MADs	\$161,113
Final Maturity	5/1/2035
Rate	Fixed
Total Debt Service	\$6,494,936
NPV	20.8%
NPV Savings	\$1,050,176

PROJECTED POST REFUNDING

FY 2015

Land Use	Assessable Units	Prelim FY 2015 DS Assess
SF 70	240	\$884
SF 80	151	\$979
SF 90	104	\$1,103
Total	495	

Projected Series 2015 MADS \$ 322,225.00

Projected Annual Assessments include gross up of 8% for discount
 Estimates based on FY 2015 Assessment Roll provided by the Dist
 The % reduction in assessment is slightly higher than on page 13 a

Patti Garrett

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From: Patti Garrett

Sent: Monday, January 26, 2015 5:19 PM

To: Edwin Bulleit (ebulleit@mbscapitalmarkets.com)

Subject: Harbour Isles

Are you just calling in or do you need a couple page presentation?

Patti Garrett

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Version: 2015.0.5645 / Virus Database: 4273/9007 - Release Date: 01/27/15

Exhibit B

District Engineer's Report

Prepared by:



For the:



Harbour Isles Community
Development District (CDD)

January 27, 2015



Bayside Engineering is pleased to provide civil engineering services to the Harbour Isles' Community Development District (CDD). This report has been furnished to apprise the CDD board of trustees of active and pending engineering activities at the public meeting to be held on Tuesday January 27, 2014.

Agenda Item 4.D. Building Discussion Update:

- Fitness Center Status Update
 - A. Punch List Items: Contractor to resolve the following
 1. Roof trim
 2. Front door lock
 3. Cover for thermostat (done)
 4. Adjust water fountain
 5. Repair/Replace light fixture in bathroom
 6. Paint entire inside and outside (to be completed after sod is installed)
 7. Final cleaning
 - B. Change order items
 1. Electrical (\$800.00)
 - Floor Plugs
 - Smoke detector
 - C. Irrigation damage
 1. Contractor to split cost of irrigation repairs with district (\$1712.50 each)
 - D. Railing
 1. Scheduled to be installed in next 10-14 business days
 - E. Certificate of Occupancy
 1. Contractor visiting county today, district engineer to follow-up
 - F. Open discussion

Should you have any questions or concerns for the Engineer, please feel free to contact Jordan L Caviggia at 813-314-0295.

Sincerely,

Jordan Caviggia, P.E.

Project Manager

BAYSIDE
ENGINEERING

1104 East Twiggs Street, Suite 100

Tampa, FL 33602-3103

Certified Women-Owned DBE

Direct: (813) 314-0295

Main: (813) 314-0314, Ext. 136

Fax: (813) 314-0345

www.baysideng.com



Harbour Isles Fitness Center
Invoice Reconciliation
January 20, 2015

Original Contract Amount:	\$132,384.00
Change Order 1:	\$18,905.00
Change Order 2:	\$6,415.00
<u>Total Contract Items:</u>	<u>\$157,704.00</u>

Reimbursable fees:

Hills. County Permit Review Fee	\$242.30
Fire Marshall Permit Fee	\$45.00
Notice of Commencement	\$13.45
Hills. County Permit Fee	\$828.98
Hills. County low voltage permit review fee	\$20.40
Hills. County low voltage permit fee	\$86.00
Water line investigation	\$750.00
Electrical Change order	\$800.00
<u>Total Reimbursable:</u>	<u>\$2,786.13</u>

Billable Total: \$160,490.13

Paid to date (pay apps 1-5): \$147,961.43

Remaining to date: \$12528.70

Pay app 6 (partial approval amount) \$6,740.00 (less \$1,712.50)

Remaining to bill: \$5,788.70

Date: 1/22/2015

Project No.: 420-001-002

To: Jeremy Spuhler

Project Name: Harbour Isles Fitness Center

From: Jordan L Caviggia, PE

Subject: Resolution of Outstanding Construction Items

Remarks:

This memo serves as documentation of our verbal conversation addressing outstanding items related to the Harbour Isles Fitness Center construction. This conversation addressed resolution of the following items:

- Costs associated with the replacement of Contractor-damaged irrigation lines
- Electrical improvements – independent 20 amp breakers on each floor plug, and wired smoke detector
- Interior and exterior painting of the building
- “Punch list” items – Roof trim, front door lock, cover for thermostat, adjustment of the water pressure on water fountain

Resolution, as agreed, for the above items are as follows:

1. The Contractor (Kickler Group) will share equally with the Harbour Isles CDD in the costs to repair the damaged irrigation lines. The CDD has a quote of \$3,425.00 that has been accepted and will be split evenly between the CDD and Kickler at a cost of \$1,712.50 each. The CDD will withhold this amount from final payment.
2. The Board has approved the payment of \$800 for the installation of independent 20 amp breakers (specs to be furnished to Contractor) for the four floor plugs, and the installation of the wired smoke detector.
3. The Contractor and Board have agreed that 1 additional coat of paint will be applied to the interior and exterior of the building to provide full coverage to painted surfaces. Areas currently unpainted may require additional coats to provide full coverage.
4. The above punch list items will be completed and reviewed by a Board representative and the Engineer before retainage is released for the project.
5. Tasks 2 & 4 may begin immediately with task 3 being completed no later than 10 working days after the Contractor is noticed that sod has been placed / established on site.
6. The Board has approved partial payment of pay application 6 in the amount of \$6740.00 less the \$1712.50 for irrigation repairs. The remaining fees will be released for payment upon acceptance by the Board of the punch list and additional work.