

Board of Supervisors
Harbour Isles Community
Development District

July 20, 2020

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harbour Isles Community Development District will be held on **Tuesday, July 28, 2020 at 11:00 a.m.** to be conducted by means of communications media technology telephone pursuant to Executive Orders issued by Governor DeSantis pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS AND UPDATES**
 - A.** Landscape & Irrigation Update
 - B.** Aquatics Update
 - i. Presentation of Waterway Inspection Report..... Tab 1
 - ii. Consideration of Aeration Proposals Tab 2
 - iii. Consideration of Midge Fly Proposal Tab 3
 - iv. Consideration of Fish Stocking Proposal Tab 4
 - C.** District Engineer
 - i. Discussion of Bank Restoration Phase 2 Tab 5
 - D.** District Counsel
 - E.** Property Manager Report..... Tab 6
 - F.** District Manager
 - i. Presentation of Monthly Financials Tab 7
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on June 23, 2020 Tab 8
 - B.** Consideration of Operations & Maintenance Expenditures for June 2020 Tab 9
- 5. BUSINESS ITEMS**
 - A.** Consideration of Fishing Pier Repair Proposals..... Tab 10
 - B.** Consideration of Cleaning Proposal of Pole Lenses Tab 11
 - C.** Consideration of Camera Proposals at Cabana Tab 12
 - D.** Consideration of Internet Proposal at Cabana Tab 13
 - E.** Consideration of Flooring Proposals Tab 14
 - F.** Consideration of Resolution 2020-06;
Re-Designating Assistant Secretary..... Tab 15
- 6. 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 us at (813) 533-2950.

Respectfully,

Greg Cox

Greg Cox
District Manager

Tab 8

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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, June 23, 2020 at 11:01 AM** conducted by means of communications media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Betty Fantauzzi	Board Supervisor, Chair
Gregg Letizia	Board Supervisor, Vice Chair
Glenn Clavio	Board Supervisor, Asst. Secretary
Bob Nesbitt	Board Supervisor, Asst. Secretary
Bryce Bowden	Board Supervisor, Asst. Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Co., Inc.
Michael Rodriguez	District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; Brooks, Sheppard & Rocha, PLLC
Paul Ramsewak	On Site Manager; RASI
Jason Jaszak	Solitude Lake Management
Juan Nova	Capital Land Management
Jason Chambrot	Capital Land Management

FIRST ORDER OF BUSINESS

Call to Order & Pledge of Allegiance

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

Staff Reports and Updates

A. Landscape & Irrigation Update

Mr. Nova presented the landscape update. Mr. Nova also discussed an irrigation issue next to the clubhouse and stated he would provide a proposal for repair.

52 Ms. Fantauzzi expressed concern about overgrown shrubs at the end of
53 Sandy Shell and Spindle Shell. Mr. Nova will address these issues.
54

On a Motion by Ms. Fantauzzi, seconded by Mr. Bowden, with all in favor, the Board of Supervisors approved a proposal from Capital Land Management for pine tree removal at a cost of \$555.96, for the Harbour Isles Community Development District.

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On a Motion by Ms. Fantauzzi, seconded by Mr. Clavio, with all in favor, the Board of Supervisors approved a proposal from Capital Land Management for debris removal at a cost of \$1,920.00, for the Harbour Isles Community Development District.

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57 **B. Aquatics Update**

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59 **i. Presentation of Waterway Inspection Report**

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61 Mr. Jaszczak presented the latest Waterway Inspection Report to the Board.
62 A discussion ensued. Mr. Jaszczak also presented the Midge Fly
63 Assessment and Water Column Profile. A discussion ensued. The Board
64 requested proposals from Solitude for fish stocking in ponds 4, 5, 12 ,18;
65 proposal for larvicide treatment in ponds 14 and 18; and a proposal for
66 aeration in ponds 11 and 14.

67
68 **ii. Consideration of Aerator Maintenance Contract**

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70 Mr. Rodriguez presented the Aerator Maintenance Contract to the Board.
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On a Motion by Mr. Letizia, seconded by Mr. Nesbitt, with all in favor, the Board of Supervisors approved the Aerator Maintenance Contract from Solitude at a cost of \$1,404.00, for the Harbour Isles Community Development District.

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73 **C. District Engineer**

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75 No report provided.

76
77 **D. District Counsel**

78
79 Mr. Craine discussed the Hillsborough mask order and clubhouse room rentals.
80

On a Motion by Ms. Fantauzzi, seconded by Mr. Letizia, with all in favor, the Board of Supervisors approved to suspend clubhouse rentals until the next CDD meeting on July 28th, 2020, for the Harbour Isles Community Development District.

81
82 **E. Property Manager Report**

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84 Mr. Ramsewak presented the Property Manager's Report to the Board.
85

86 Board and staff discussed the opening of the basketball court and it was
87 agreed that the states remain unchanged, closed.
88

89 **F. District Manager**

90
91 Mr. Rodriguez announced to the Board that the next regular meeting will be
92 held on Tuesday, July 28th, 2020 at 11:00 a.m.
93

94 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on May 27, 2020**

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98 Mr. Rodriguez presented the minutes of the Board of Supervisors' regular meeting
99 held on May 27, 2020 to the Board.
100

On a Motion by Ms. Fantauzzi, seconded by Mr. Bowden, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held on May 27, 2020, for the Harbour Isles Community Development District.

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102 **FIFTH ORDER OF BUSINESS**

**Ratification of Operations &
Maintenance Expenditures for May
2020**

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106 Mr. Rodriguez presented the Operations & Maintenance Expenditures for May
107 2020 to the Board for ratification.
108

On a Motion by Mr. Letizia, seconded by Mr. Clavio, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for May 2020 (\$49,026.69), for the Harbour Isles Community Development District.

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110 **SIXTH ORDER OF BUSINESS**

**Consideration of Clubhouse
Flooring Replacement Proposal**

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113 Mr. Rodriguez presented a proposal for clubhouse flooring replacement to the Board.
114 The Board discussed various other options and directed staff to seek additional proposals.
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116 **SEVENTH ORDER OF BUSINESS**

**Consideration of Fishing Pier
Repair Proposals**

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119 Mr. Rodriguez presented a proposal for fishing pier repairs to the Board. The Board
120 discussed other repair options and directed staff to seek additional proposals.
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122 **EIGHTH ORDER OF BUSINESS**

Supervisor Requests

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124 Ms. Fantauzzi discussed lights around the walking path and directed staff to seek
125 options to resolve issues.
126

127 Mr. Bowden also discussed lights around the walking path and looking into installing
128 security cameras in that area.
129

130 **NINTH ORDER OF BUSINESS**

Adjournment

131

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

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Asst. Secretary

Chair / Vice Chair

DRAFT

Tab 9

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures June 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2020 through June 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$43,468.53**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Harbour Isles Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	002110	7759220000 05/20	121 Spindle Shell Way 05/20	\$ 195.72
Bright House Networks	002116	086415102061220	121 Spindle Shell Way - Clubhouse 06/20	\$ 179.09
Bryce Bowden	002092	BB052720	Board of Supervisors Meeting 05/27/20	\$ 200.00
Capital Land Management Corporation	002103	208276	Fertilization 05/20	\$ 1,875.00
Capital Land Management Corporation	002117	208384	Landscape Maintenance 06/20	\$ 7,350.00
Capital Land Management Corporation	002117	208411	Fertilization 06/20	\$ 2,000.00
Construction Management Services LLC	002102	2029	Pier Railing Repair 06/20	\$ 691.00
Elizabeth Fantauzzi	002094	BF052720	Board of Supervisors Meeting 05/27/20	\$ 200.00
Florida Department of Health in Hillsborough County	002095	29-BID-4699019	Wading Pool Permit #29-60-02526 20/21	\$ 150.00
Florida Department of Health in Hillsborough County	002096	29-BID-4698227	Public Pool Permit #29-60-02525 20/21	\$ 275.00
Florida Department of Revenue	002109	Sales Tax 05/20	Sales Tax 05/20	\$ 104.23
Glenn Anthony Clavio	002093	GC052720	Board of Supervisors Meeting 05/27/20	\$ 200.00

Harbour Isles Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Gregg M. Letizia	002097	GL052720	Board of Supervisors Meeting 05/27/20	\$ 200.00
Harbour Isles CDD	CD2979	Debit Card Replenishment	Debit Card Replenishment	\$ 247.55
Harbour Isles CDD	CD2980	Debit Card Replenishment	Debit Card Replenishment	\$ 179.49
Hurricane Clean Inc.	002111	2972	Pressure Washing 06/20	\$ 800.00
Internet Networx Inc	002120	IN-443497-2020	Annual Renewal Website Listing 07/08/20- 07/08/21	\$ 194.00
Nvirotect Pest Control Services, Inc.	002112	206997	Acct #6310 - Commercial General Pests 06/20	\$ 158.00
Pye-Barker Fire & Safety, LLC	002108	PSI249049	Annual Fire Inspection	\$ 105.00
QFC Supply Company	002113	15-11489	Dog Waste Station Supplies 06/20	\$ 108.00
Republic Services of FL LP	002099	0696-000874927 0520	121 Spindle Shell Way 05/20	\$ 118.41
Republic Services of FL LP	002122	0696-000880975 0620	121 Spindle Shell Way 07/20	\$ 142.66
Rizzetta & Company, Inc.	002105	INV0000050184	District Management Fees 06/20	\$ 4,882.49
Rizzetta Amenity Services, Inc.	002106	INV00000000007561	Amenity Management Services 05/20	\$ 3,129.06

Harbour Isles Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	002114	INV00000000007592	Auto Mileage & Travel 05/20	\$ 154.55
Rizzetta Amenity Services, Inc.	002114	INV00000000007622	Amenity Management Services 06/20	\$ 3,983.64
Rizzetta Technology Services, LLC	002100	INV0000005927	Website Hosting 06/20	\$ 175.00
Robert Nesbitt	002098	BN052720	Board of Supervisors Meeting 05/27/20	\$ 200.00
Securiteam Inc.	002123	8200060920	Boat Storage Gate Repair 06/20	\$ 560.00
Solitude Lake Management	002124	PI-A00420523	Fountain Maintenance Services 06/01/20-08/31/20	\$ 231.00
Solitude Lake Management	002124	PI-A00420524	Wetland Maintenance SVR47806 06/20	\$ 460.00
Solitude Lake Management	002124	PI-A00420525	Wetland Maintenance SVR47807 06/20	\$ 265.00
Solitude Lake Management	002124	PI-A00420526	Lake & Pond Management Services 06/20	\$ 2,081.00
Suncoast Pool Service	002118	6299	Swimming Pool Service 06/20	\$ 900.00
T Mobile	002107	900630793 05/20	Cell Phone Services 05/20	\$ 73.29
Tampa Electric	002115	Summary 05/20	Electric Summary 05/20	\$ 9,458.35

Harbour Isles Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	002101	0000083048 05/20/20	Legal Advertising 05/20/20	\$ 301.50
Times Publishing Company	002101	0000083541 05/17/20	Legal Advertising 05/17/20	\$ 590.50
TKOT Enterprises, LLC	002121	158229	Janitorial Services 06/20	<u>\$ 350.00</u>
Report Total				<u>\$ 43,468.53</u>

Tab 15

RESOLUTION 2020-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING AN ASSISTANT SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Harbour Isles Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board now desires to re-designate the Assistant Secretary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Greg Cox is appointed as Assistant Secretary.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 28th DAY OF JULY 2020.

ATTEST:

**HARBOUR ISLES COMMUNITY
DEVELOPMENT DISTRICT**

SECRETARY

CHAIRMAN