

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.

HARBOR BAY COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Harbor Bay Community Development District was held on **Thursday, March 26, 2015 at 5:30 p.m.** at the MiraBay Clubhouse, located at 107 Manns Harbor Drive, Apollo Beach, Florida 33752.

Present and constituting a quorum were:

Bob Cribbs	Board Supervisor, Vice Chairman
Kathryn Dukes	Board Supervisor, Assistant Secretary
Ned Carr	Board Supervisor, Assistant Secretary
Joe McNeil	Board Supervisor, Assistant Secretary

Also present were:

Bob Collins	Board Supervisor, Chairman (<i>via conf. call</i>)
Matthew Huber	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping, Green & Sams, P.A.
Jamie Scarola	District Engineer, Scarola Associates
Raul Anaya	Club Director
Ashley Adkins	Club Manager, WTS
Mindy Anderson	Activities, WTS

Audience members

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Huber called the meeting to order and Mr. Huber performed roll call confirming that a quorum was present.

Mr. Cribbs led all those present in reciting the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

An audience member commented about the seawall repair and the 2015 goals.

An audience member inquired about the Rizzetta Amenity Services Proposal for landscape inspections.

47 **THIRD ORDER OF BUSINESS**

Staff Reports

48
49 **Club Manager**

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51 Ms. Anderson & Ms. Akins provided an update on the financials, current events and
52 activities for the MiraBay Clubhouse. Ms. Dukes requested a chart of events showing
53 revenue vs. costs including the amount of staff. The Board requested Ms. Anderson to
54 provide a chart showing the return of the investment of the cost to obtain a full liquor
55 license. The chart also needs to outline in time how long until all costs are recouped.
56

57 **Club Director**

58
59 Mr. Anaya provided an update to the Board. Mr. Anaya will continue to do spot checks and
60 walks with the landscape contractor.
61

62 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes from the Board
of Supervisors' Regular Meeting held on
February 26, 2015**

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66 Based on previous discussions Mr. Huber stated the minutes from the February 26, 2015
67 meeting are above and beyond the traditional scope of minutes. Mr. Huber stated if the Board would
68 like to go with this option it would be at an additional cost. Mr. Huber asked for the Board's
69 comments. A discussion ensued. Mr. Huber presented the minutes and asked if there were any
70 additions, deletions or corrections to the minutes as presented. A change was requested on line
71 #212, change "directed" to "requested".
72

73 An audience member recommended including a summary of the motion and any direction
74 given by the Board.
75

76 An audience member requested to continue the e-blasts.
77

78 An audience member recommended making the meeting audio easier to obtain.
79

80 On a Motion by Mr. Cribbs, seconded by Mr. Carr, with all in favor, the Board of Supervisors
directed Rizzetta to continue with the minutes as they have been presented in the past and without
the additional detail for Harbor Bay Community Development District.

81 On a Motion by Mr. Cribbs, seconded by Mr. Ms. Dukes, with all in favor, the Board of
82 Supervisors approved the minutes from the Board of Supervisors' regular meeting held on
83 February 26, 2015 as amended for Harbor Bay Community Development District.
84
85

86 **FIFTH ORDER OF BUSINESS** **Consideration of Operation and**
87 **Maintenance Expenditures for February**
88 **2015**
89

90 A brief discussion ensued regarding various invoices and the services they represent.
91

On a Motion by Mr. McNeil seconded by Mr. Collins, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures paid during the period of February 1-28, 2015 (\$150,327.53) for Harbor Bay Community Development District.

92
93 **SIXTH ORDER OF BUSINESS** **Consideration of Operations and**
94 **Maintenance Expenditures for February**
95 **2015 – Mira Bay Amenity Center**
96

97 A brief discussion ensued regarding various invoices and the services they represent.
98

On a Motion by Ms. Dukes, seconded by Mr. Carr, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures paid during the period of February 1-28, 2015 (\$57,983.11) for the Mira Bay Amenity Center, for Harbor Bay Community Development District.

99
100 **SEVENTH ORDER OF BUSINESS** **Update Regarding EAC Rules and Related**
101 **Matters**
102

103 Mr. Earlywine updated the Board on the EAC Rules and presented the final form of the
104 EAC Rules, as adopted at the February meeting. In particular, and per the Board's prior direction,
105 the final form reflects certain minor technical changes, revision of language relating to fueling
106 requirements and insurance, and revision to the fee amounts to make them consistent with the
107 HOA's existing fees (i.e., an initial fee of \$750 and an annual fee of \$50). A discussion ensued.
108

On a Motion by Mr. Cribbs, seconded by Mr. Collins, with all four favor, and Mr. McNeil opposed, the Board of Supervisors ratified the EAC Rules with changes as outlined for Harbor Bay Community Development District.

109
110 **EIGHTH ORDER OF BUSINESS** **Update Regarding Developer Conveyances**
111

112 Mr. Earlywine updated the Board on the ongoing items that will be conveyed and explained
113 to the Board that this process should be completed in the next 30-60 days. A discussion ensued
114 regarding the timing of the Developer Conveyances. Mr. O'Neil had comments on items that should
115 be taken care of by the developer prior to turnover.
116
117
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121 **NINTH ORDER OF BUSINESS** **Update Regarding Seawall Peer Review**
122 **Project**
123

124 Mr. Earlywine provided an update to the Board regarding Langan’s progress and indicated
125 they are almost done with their peer review. Mr. Earlywine stated that Langan’s report should be
126 ready for the April meeting. Ms. Dukes requested the report be sent to the Board Supervisors and
127 the EAC Committee as soon as it is available. A discussion ensued.
128

129 **TENTH ORDER OF BUSINESS** **Discussion of Landscape Maintenance**
130 **Inspection Service Proposals**
131

132 Mr. Huber presented the Rizzetta Amenity Services Landscape Maintenance Inspection
133 Service proposal as requested by Mr. McNeil. A discussion ensued.
134

On a Motion by Mr. Collins, seconded by Mr. Cribbs, with four in favor, and Mr. McNeil opposed, the Board of Supervisors did not approve the Rizzetta Amenity Services Landscape Inspection Services proposal for Harbor Bay Community Development District.

135 **ELEVENTH ORDER OF BUSINESS** **Staff Reports**
136

137 **District Counsel**
138 No report.
139

140 **District Engineer**
141 Mr. Scarola gave a brief update on recent South West Florida Water Management District
142 “SWFWMD” surface water inspections that have been completed and submitted to
143 SWFWMD.
144

145 **District Manager**
146
147 Mr. Huber gave an update to the Board on the Financials. Mr. Huber will send the Monthly
148 Financial Status Report to the Board after the meeting. Mr. Huber noted the next regular
149 meeting will be on April 23, 2015 at 5:30 p.m. at the MiraBay Clubhouse located at 107
150 Manns Harbor Drive, Apollo Beach, Florida 33752.
151

152 Mr. Huber presented a proposal from Consulting Engineering Associates, Inc. to prepare a
153 scope of work for the repair of the Clubhouse HVAC System that can be used to obtain
154 proposals for the repairs.
155
156

On a Motion by Ms. Dukes, seconded by Mr. Carr, with all in favor, the Board of Supervisors approved the Consulting Engineering Associates, Inc. proposal in the amount of \$6,500.00 to provide a HVAC design services scope of work for the HVAC Clubhouse repairs for Harbor Bay Community Development District.

157
158

159 Mr. Huber explained to the Board the need to upgrade the electrical system for the
160 Clubhouse and recommended the electrical service be increased from 200 amps to 400
161 amps. The electrical upgrade proposals will be presented at the April 23, 2015 meeting.
162 Mr. Huber also will provide proposals from CFC Fire for any changes in their service due to
163 the electrical upgrade.

164
165 A discussion ensued regarding the tennis courts. The Board directed staff to obtain
166 proposals for the overhaul of the Tennis & Basketball courts plus revised lighting for each.
167 The Board also would like any ADA concerns be addressed with the new surfaces.

168
169 Mr. Huber asked the Board to send their available dates and times so staff can schedule the
170 HOA/CDD workshop.

171
172 Mr. Huber gave a brief update on the website.

173
174 **TWELFTH ORDER OF BUSINESS** **Supervisors Requests**

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176 Mr. McNeil stated he would like more efforts placed on Newland to do their required
177 maintenance.

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179 **THIRTEENTH ORDER OF BUSINESS** **Audience Comments**

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181 An audience member would like the Langan Engineering Report to specifically list
182 recommendations for all areas in Harbor Bay and is disappointed there are no clay courts and
183 would suggest better lighting at the courts.

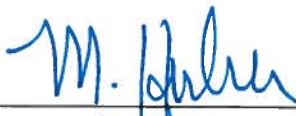
184
185 An audience member stated the Tennis Court Lights were upgraded 8 years ago.

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187 An audience member stated the limbs in area 101 need to be removed, and inquired why
188 Center Court Solutions was not considered for any potential court repairs and supports hiring a
189 skilled landscape inspector contractor to do inspections. Mr. Huber stated Center Court was
190 contacted but did not respond with a proposal.

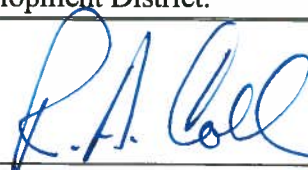
191
192 An audience member asked what the total cost was for the concierge desk. The Board
193 stated the cost was \$4,500.00.

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195 **FOURTEENTH ORDER OF BUSINESS** **Adjournment**

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197 On a Motion by Mr. McNeil, seconded by Mr. Carr, with all in favor, the Board adjourned the
198 meeting at 7:55 p.m. for Harbor Bay Community Development District.

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Secretary/Assistant Secretary



Chairman/ Vice Chairman