

MINUTES OF MEETING

HARBOR BAY
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Harbor Bay Community Development District Board of Supervisors was held **Tuesday, June 18, 2002 at 9:30 a.m.** at the offices of Terrabrook, located at 3505 Frontage Road, Suite 145, Tampa, Florida 33607.

Present and constituting a quorum were:

Steve Gamm	Board Supervisor, Assistant Secretary
Kathy Jacobs	Board Supervisor, Vice Chairman
Brian Sewell	Board Supervisor, Chairman
Dean Luce	Board Supervisor, Assistant Secretary
Brenda Kunkel	Board Supervisor, Assistant Secretary (joined the meeting in progress)

Also present were:

Pete Williams	District Manager, Rizzetta & Company
Jonathan Johnson	District Counsel, Hopping Green & Sams, P.A. (via speakerphone)
Toxey Hall	District Engineer, Heidt & Associates (joined meeting in progress)

FIRST ORDER OF BUSINESS

Call to Order

Mr. Williams called the meeting to order.

SECOND ORDER OF BUSINESS

**Consideration of the Board of Supervisors'
Meeting Minutes on May 21 and May 29, 2002**

Mr. Williams stated that the first item to consider is the minutes of the Board of Supervisors' meeting held on May 21, 2002 and continuance on May 29, 2002 (located behind tab 1 in the agenda package). He asked if there were any additions, deletions or corrections to the minutes. Hearing and seeing none, Mr. Williams asked for a motion to approve.

On a MOTION by Mr. Sewell, seconded by Ms. Jacobs, with all in favor, the Board approved the minutes of the Board of Supervisors' meetings on May 21 and May 29, 2002 for Harbor Bay Community Development District.
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THIRD ORDER OF BUSINESS

**Consideration of Authorization to Disburse
District Funds 02-09**

Mr. Williams stated that the next order of business is the consideration of the Authorization to Disburse District Funds 02-09 (located behind tab 2). It consists of invoices for District Counsel and District Management. He asked if there were any questions. Hearing and seeing none, he asked for a motion to approve.

On a MOTION by Ms. Jacobs, seconded by Ms. Luce, with all in favor, the Board approved Authorization to Disburse District Funds 02-09 for Harbor Bay Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Construction Requisitions
#101-#104**

Mr. Williams stated that the next agenda item is to consider construction requisitions #101 through #104 (recap is located behind tab 3). *Toxey Hall joined the meeting.* These have been approved and certified by the District Engineer. He reviewed the requisitions for the Board and asked if there were any questions. Mr. Williams was asked to clarify what the two Woodruff & Sons invoices were for and he explained that they were for Pay Applications 9 and 10. It was also stated that the Anderson & Son Nursery invoice was for turf for the slopes. There were no further questions and Mr. Williams asked for a motion.

On a MOTION by Mr. Sewell, seconded by Mr. Gamm, with all in favor, the Board approved Construction Requisitions #101-#104 for Harbor Bay Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Construction Matters

Mr. Williams stated that the next item on the agenda is the consideration of construction matters. Mr. Johnson reminded the Board that the landscaping installation bids that had been received were rejected by the Board last month. The specifications were revised and it was put out for competitive solicitation. A set of proposed evaluation criteria was sent to the Board. It was decided to put out an RFP as opposed to an Invitation to Bid to allow the Board to take into consideration factors other than price before awarding the contract. These evaluation criteria have been used before. Mr. Gamm stated that the review panel would be established with the following members: Carol Dodds, Kathy Jacobs and Steve Gamm.

On a MOTION by Mr. Gamm, seconded by Mr. Sewell, with all in favor, the Board approved Carol Dodds, Kathy Jacobs and Steve Gamm as the landscape installation proposals review panel for Harbor Bay Community Development District.

Mr. Johnson stated that Mr. Williams' office will publish a notice of committee meeting date, time and location.

Mr. Hall stated that the plat was approved and it was recorded today.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No further report.
- B. District Engineer
No further report.
- C. District Manager
Mr. Williams stated that there was a glitch in Suntrust Bank's statement system and interest is not being credited properly. The updated financial statements will be distributed when this is remedied.

SEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Mr. Williams stated that the next item on the agenda is Supervisor Requests and Audience Comments. There was no audience in attendance other than those noted at the beginning of the meeting. He asked if there were any Supervisor requests. Mr. Sewell asked that Ms. Kunkel, who was appointed last month to fulfill the balance of Mike Dady's term, be sworn in. Mr. Williams read the oath of office to Ms. Kunkel and asked her to so swear and affirm. She so swore and affirmed to the oath. Mr. Williams is a notary for the state of Florida and thereby authorized to administer such oath. There were no further Supervisor requests or Staff comments.

EIGHTH ORDER OF BUSINESS

Adjournment

Mr. Williams stated that there were no further agenda items to come before the Board and asked for a motion to adjourn.

On a MOTION by Mr. Sewell, seconded by Ms. Jacobs, with all in favor, the Board adjourned the meeting for Harbor Bay Community Development District.



Pete Williams
Secretary



Brian Sewell
Chairman