

**HARBOUR ISLES
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

Tuesday, March 26, 2024



2654 Cypress Ridge Boulevard
Wesley Chapel, Florida 33544
(407) 566-1935

Agenda

Harbour Isles Community Development District

Board of Supervisors

Betty Fantauzzi, Chairman
 Bryce Bowden, Vice Chairman
 Glenn Clavio, Assistant Secretary
 Gregg Letizia, Assistant Secretary
 Bob Nesbitt, Assistant Secretary

Staff:

Angel Montagna, District Manager
 Vivek Babbar, District Counsel
 Stephen Brletic, District Engineer
 Paul Ramsewak, Onsite Manager

Meeting Agenda

Tuesday, March 26, 2024 – 11:00 a.m.

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance**
- 3. Audience Comments on Agenda Items – Three- (3) Minute Time Limit**
- 4. Staff Reports and Updates**
 - A. SŌlitude Lake Management
 - B. Benchmark Landscaping/United Land Services
 - i. Regular Report..... Page 6
 - ii. Proposal #86313 to Renovate Clubhouse Entrance Beds Page 14
 - iii. Proposal #86329 for Enhancements at the Sign..... Page 20
 - iv. Proposal #86338 to Tie into New Meter and Install Three New Zones..... Page 25
 - v. Proposal #86359 to Replace Dead Viburnum Odo..... Page 30
 - vi. Proposal #86840 for Conservation Areas Cutback Page 35
 - vii. Proposal #87157 to Install a Spigot Page 39
 - C. District Counsel
 - D. District Engineer
 - E. Onsite Property Manager
 - i. Regular Report..... Page 45
 - ii. Proposal #2165 from Hurricane Clean for Fitness Equipment Repairs Page 51
 - iii. Proposal #1076 from Oasis Palm for Sod Replacement Page 53
 - F. Homeowners Association
 - G. District Manager
 - i. Authorization to Solicit Proposals for Auditing Services Page 56
 - ii. Egis Site Visit Notes Page 60
 - iii. Egis Handout Regarding Playground Safety Page 67
- 5. Consent Agenda**
 - A. Minutes from the February 27, 2024, Meeting..... Page 71
 - B. Financial Statements (*February 2024*)..... Page 76
 - C. Ratification of Proposal #15230 from FitRev for Equipment Repairs Page 94
 - D. Ratification of Proposal #67048 from United Land Service to Remove a Tree..... Page 96
- 6. Discussion Items**
- 7. Supervisor Requests**
- 8. Audience Comments – Three- (3) Minute Time Limit**
- 9. Adjournment**

The next meeting is scheduled for Tuesday, April 23, 2024

Section 4

Staff Reports

Subsection 4B

Benchmark Landscaping/ United Land Services

Subsection 4B(i)

Regular Report

Cristi Cochran
United Land Services

HARBOUR MARCH 2024 LANDSCAPE INSPECTION

Wednesday, March 13, 2024

Board Of Supervisors

22 Identified



ITEM 1

Ant mounds will be treated next visit



ITEM 2

We will continue to monitor new palms



ITEM 3

Crew will hand prune overgrowth next visit



ITEM 4

Dead frond will be removed



ITEM 5

New confederate jasmine is filling in nicely



ITEM 6

Dead fronds will be clipped off next visit



ITEM 8

Over the top selective herbicide will be scheduled for weed control



ITEM 9

Crew will spray weeds next visit



ITEM 10

Pine tree has declined. ULS to submit quote



ITEM 11

Grasses are flushing out



ITEM 12

ULS to submit quote to replace dead Viburnum



ITEM 13

Crew will prune White Orchid Tree from roof



ITEM 15

Another dead pine tree- ULS will send quote for removal



ITEM 16

Lower limbs will be elevated next visit



ITEM 19

Irrigation tech will assess this concern



ITEM 20

Crew will continue to monitor and raise low tree limbs



ITEM 21

Crew will tip podocarpus hedge



ITEM 22

Crew will continue to remove vines from trees



ITEM 23

Half of this tree has declined. Should we remove the entire tree?



ITEM 24

Grass is healthy



ITEM 25

Mow crew will string trim here moving forward



ITEM 26

Crew sprayed perimeter strip with roundup

Subsection 4B(ii)

Proposal #86313



Proposal #86313

Date: 3/14/2024

PO #

Customer:

Angel Montagna
Inframark
313 Campus Street
Celebration, FL 34747

Property:

Harbour Isles CDD
121 Spindle Shell Way
Apollo Beach, FL 33572

2024 Clubhouse Entrance Enhancement

Provide Labor and Material to Renovate Clubhouse Entrance Front Beds;

Entry Right: Remove Crotons, Jasmine Minima, Bouganvillea, Jatropha, Gold Mound Duranta, Podocarpus, Star Jasmine & Pine Bark. Grade Bed & Install Sod, Keep Existing Fan Palm; Expand Existing Bed Around Oak Tree to Add Pine Bark to Cover Tree Roots.

Entry Left: Remove Crotons, Jasmine Minima, Bouganvillea, Jatropha, Gold Mound Duranta, Volunteer Palm; Keep Existing Fan Palm & Podocarpus. Grade Bed & Install Sod.

Convert Existing Spray Heads to Rotors for New Turf; Haul Debris.







Services Billed Upon Completion

Description of Services	Total cost
Property Improvements	\$5,033.12

By _____

Cristi Cochran

Date 3/14/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Property Improvements

Terms & Conditions

Subsection 4B(iii)

Proposal #86329



Proposal #86329

Date: 3/14/2024

PO #

Customer:

Angel Montagna
Inframark
313 Campus Street
Celebration, FL 34747

Property:

Harbour Isles CDD
121 Spindle Shell Way
Apollo Beach, FL 33572

2024 Harbour Sign Enhancement

Provide Labor and Material to Remove Existing Juniper and Miscellaneous Plant Material From Top Tier; Replace Juniper with 2600 SF of Sod; Add 66 Peach Knock Out Roses to Top Tier Bed. Replace Existing Spray Heads with Rotors For New Turf; Haul Debris





Services Billed Upon Completion

Description of Services	Total cost
Property Improvements	\$9,482.61

By _____

Cristi Cochran

Date 3/14/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Property Improvements

Terms & Conditions

Subsection 4B(iv)

Proposal #86338



Proposal #86338

Date: 3/14/2024

PO #

Customer:

Angel Montagna
Inframark
313 Campus Street
Celebration, FL 34747

Property:

Harbour Isles CDD
121 Spindle Shell Way
Apollo Beach, FL 33572

2024 Tie In To New Meter & Install 3 Zones

Provide Labor and Material to Tie Into Water Meter; Install 3 New Zones; Install 4 x 4 Post With Concrete for New Solar Power Controller, Add 3 - 1" DC Commercial Grade Solenoids, Add 3 Valve Boxes; Trench and Install New Lateral Lines & Sprays & Rotors



Services Billed Upon Completion

Description of Services	Total cost
Irrigation Repair	\$3,720.00

By _____

Cristi Cochran

Date 3/14/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Irrigation Repair

Terms & Conditions

Subsection 4B(v)

Proposal #86359



Proposal #86359

Date: 3/14/2024

PO #

Customer:

Angel Montagna
 Inframark
 313 Campus Street
 Celebration, FL 34747

Property:

Harbour Isles CDD
 121 Spindle Shell Way
 Apollo Beach, FL 33572

2024 Replace Dead Viburnum Odo

Provide Labor and Material to Remove Dead Viburnum Odoratissimum, Deliver & Install 30 - 15 Gallon Replacements, Add Soil For New Plants, Check and Adjust Irrigation for Proper Coverage. New Shrubs Spec 3.5" H x 3.5" W



Services Billed Upon Completion

Description of Services	Total cost
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Property Improvements	\$5,450.04
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By _____

Cristi Cochran

Date 3/14/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Property Improvements

Terms & Conditions

Subsection 4B(vi)

Proposal #86840



Proposal #86840

Date: 3/18/2024

PO #

Customer:
 Angel Montagna
 Inframark
 313 Campus Street
 Celebration, FL 34747

Property:
 Harbour Isles CDD
 121 Spindle Shell Way
 Apollo Beach, FL 33572

2024 Conservation Areas Cutback

Provide Labor and Equipment to Hard Prune Overgrowth From Perimeter of Conservation Areas Throughout the Community. Goal is To Prune Back 6 - 10' From Edge & 4 - 6" Diameter of Trees/Brush. Estimate 3 - 4 Days to Complete.

Services Billed Upon Completion

Description of Services	Total cost
Property Improvements	\$10,714.29

By _____

Cristi Cochran

Date 3/18/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Property Improvements

Terms & Conditions

Subsection 4B(vii)

Proposal #87157



Proposal #87157

Date: 3/19/2024

PO #

Customer:

Angel Montagna
Inframark
313 Campus Street
Celebration, FL 34747

Property:

Harbour Isles CDD
121 Spindle Shell Way
Apollo Beach, FL 33572

2024 Install In-Ground Spigot

Provide Labor and Material to Install New Spigot for Pressure Washing Along Walking Trail. This Will Be Inside A Valve Box.



Services Billed Upon Completion

Description of Services	Total cost
Irrigation Repair	\$795.00

By _____

Cristi Cochran

Date 3/19/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Irrigation Repair

Terms & Conditions

Subsection 4E

Property Manager

Subsection 4E(i)

Regular Report

PROPERTY MANAGER

**121 Spindle Shell Way
Apollo Beach, Florida 33572
Office Phone: (813) 593-3464
propmgt@harbourislesfl.com**



February 27th to March 26th, 2024 Clubhouse Operations/Maintenance Updates:

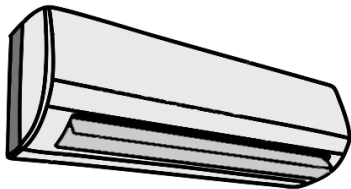
VENDORS:

- **SOLITUDE LAKE MANAGEMENT/VERTEX INC:**



- Treating Alligator weeds, Hydrilla, duckweeds and Azolla in all ponds.
- Doing bi-weekly treatments in all ponds.
- **PENDING:** Fountain in pond#2-needs bulb for light.

- **ABM AIR CONDITIONING:**



. **COMPLETED:** Service on all units.

- **BENCHMARK/UNITED LANDSCAPE.**

- Mowed areas on Common Property, weekly.
- **PENDING:** Mulch for two kiddies playgrounds.
- **PENDING:** Top Choice treatments for ants mounds.
- **PENDING:** Cutbacks on the edge of mowing: Train track, Royal Bonnet Dr.
- **PENDING:** Re mulching in common areas.



- **CONSTRUCTION MANAGEMENT SERVICES:**



PENDING: To enhance concrete fixture around the flag pole.

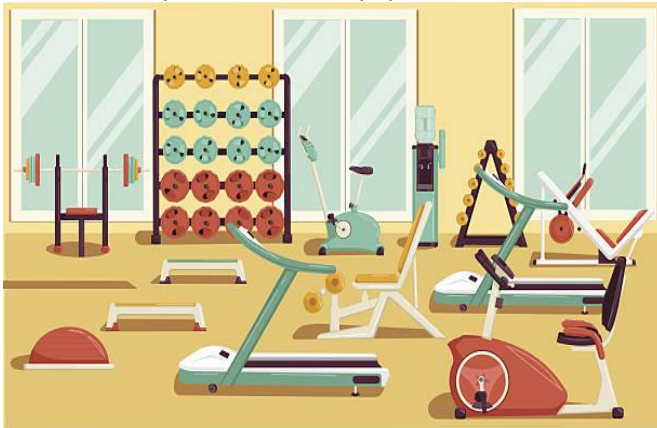
PROPERTY MANAGER
121 Spindle Shell Way
Apollo Beach, Florida 33572
Office Phone: (813) 593-3464
propmgt@harbourislesfl.com



• OASIS PALMS AND LANDSCAPING:

• PENDING: Proposal to resod area by Basketball Courts.

- **FITNESS REV: COMPLETED:** Routine PM checks for 2024.
- **PENDING:** Repairs on some Equipment.

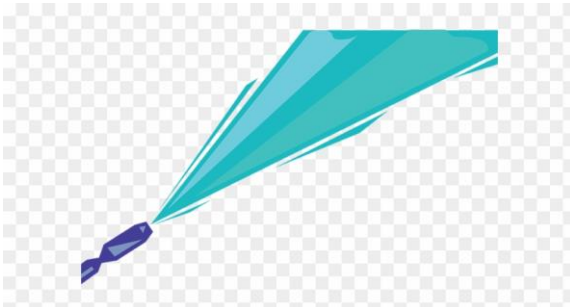


- **HAWKINS ELECTRIC: PENDING TABLED:** Proposal to install two ground lights on Spindle Shell Way Island, and replace existing junction box with neutral wiring, to accommodate lights.



- **HURRICANE PRESSURE WASH: PROPOSAL:** To pressure wash both kiddie playgrounds.

- **BIG AND LITTLE WINDOWS WASHING SERVICES LLC.**



PROPERTY MANAGER

121 Spindle Shell Way

Apollo Beach, Florida 33572

Office Phone: (813) 593-3464

propmgt@harbourislesfl.com



- **KAY LIAN CLEANING SERVICES:**



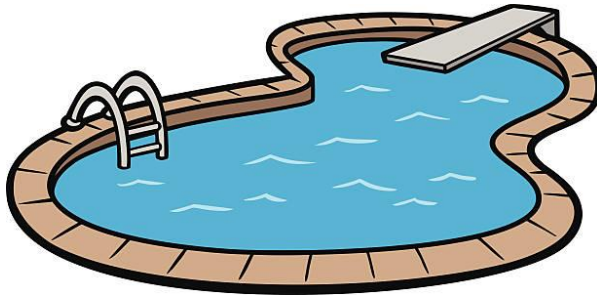
- Cleaned restrooms, pool deck and gym twice weekly.

11. NVIROTECT:

- **COMPLETED:** March 2024.. Sprayed for rodents and insects around Clubhouse. Baited stations inside RV/Boat Storage Facility and around Clubhouse.



12. SUNCOAST POOLS: Cleaned and check chlorine levels in both pools, three times a week.



13. SECURITEAM:



.Rapid Response: Monitoring cameras by pool deck and gym.

PROPERTY MANAGER

121 Spindle Shell Way

Apollo Beach, Florida 33572

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propmgt@harbourislesfl.com

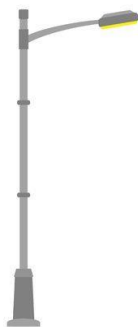


14. HILLSBOROUGH COUNTY:



- **PENDING: Revised-**Two sidewalk bumps on Hammock View Lane and Slipper Key Rd. Case# SR# 583177 . NEW request- 2/13/24.
- **PENDING:** schedule to get all streets striping. Renewed request, February, 2024.. Case# 420677
- **SUBCONTRACTOR: PENDING:** Will contact Property Management, when work is schedule.
- **PENDING:** Request for cutting back bushes behind fence, by RV/Boat Storage Facility.
- **PENDING:** Request for repairing street in front of 312, 314 and 316 Royal Bonnet Dr.
- **PENDING:** Request to replace bump pads on Spindle Shell Way, Cockle Shell Loop and corner of Sandy Shell Dr. and Royal Bonnet Dr.

15. TECO: Reported one Street light out in Community.



16. PROPERTY MANAGEMENT STAFF:

- Cleaned pool deck furniture and gym.
- Cobweb walls and ceilings around Clubhouse, Gym and Guard house.
- Completed pressure washing all the piers behind the Clubhouse.
- Started Pressure washing Lanai area of pool deck.
- Blow sidewalks behind Clubhouse and Parking lot, rake Volleyball court.

PROPERTY MANAGER
121 Spindle Shell Way
Apollo Beach, Florida 33572
Office Phone: (813) 593-3464
propmgt@harbourislesfl.com



17. Green Works Inc:



18. Site Masters:

19. FINN OUTDOOR:

20. Florida Wild Life:



21. FDOT:



Incident Report

. No Incident Report.

Resident Relations

Rentals/ Events

. No rental this month.

Security/ Emergencies

None.

Improvements/ Ongoing

Subsection 4E(ii)

Proposal #2165 from Hurricane Clean

Hurricane Clean
 28837 Bennington Drive
 Wesley Chapel, FL 33544 US
 (813) 967-6088
 josh@hurricaneclean.com
 http://www.HurricaneClean.com



Estimate

ADDRESS
 Harbour Isles

ESTIMATE # 2165
DATE 03/13/2024

ACTIVITY	QTY	RATE	AMOUNT
Services Pressure Washing both sets of playground equipment next to the clubhouse also including cleaning of the canopies overhead for both. A chlorine solution will be used. This will achieve a sanitizing and cleaning effect.	1	950.00	950.00
TOTAL			\$950.00

Accepted By

Accepted Date

Subsection 4E(iii)

Proposal #1076 for Sod Replacement

Oasis Palms and Landscaping, llc
6210 Camino Dr
Apollo Beach, FL 33572

taylor@oasispalmsandlandscaping.com
(813) 433-3376
www.oasispalmsandlandscaping.com



Harbour Isles Cdd

Bill to
Harbour Isles Cdd

Estimate details

Estimate no.: 1076
Estimate date: 02/12/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Sod 1600 sqft of sod replacement by basket ball court — spray area prior with herbicide - remove dead sod with sod cutter -rake finish -apply milorganite -install new sod		1600	\$1.15	\$1,840.00
					Total	\$1,840.00

Subsection 4G

District Manager

Subsection 4G(i)

Authorization to Solicit Auditing Proposals

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT**REQUEST FOR PROPOSALS****District Auditing Services for Fiscal Year Ending September 30, 2024**

Hillsborough County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than **Friday, April 12, 2024**, at 2:00 p.m., at the offices of District Manager, located at 313 Campus Street, Celebration, Florida 34747, with one copy sent electronically as identified below in Section 5. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) electronic copy to angel.montagna@inframark.com and eight (8) hard copies of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – Harbour Isles Community Development District” on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal, plus the lump sum cost of four (4) annual renewals.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

AUDITOR SELECTION EVALUATION CRITERIA

1. *Ability of Personnel.* (30 Points)

(e.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(e.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

3. *Understanding of Scope of Work.* (10 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.* (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required. (e.g., the existence of any natural disaster plan for business operations)

5. *Price.* (20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

Subsection 4G(ii)

Egis Site Visit Notes



FLORIDA INSURANCE ALLIANCE



Harbour Isles Community Development District

Date of Visit: Thursday, February 1, 2024, at 10:00 AM
District Manager: Angel Montagna, Angel.Montagna@Inframark.com
Property Manager: Paul Ramsewak, propmgt@harbourislesfl.com
Address: 121 Spindle Shell Way, Apollo Beach, FL 33572
Egis Attendees: Brett Crecco, Loss Control Consultant



Visit Overview & District Summary

The purpose of the visit on the above referenced date was to allow our team to gain a better understanding of the Harbour Isles Community Development District which consists of approximately 765 acres and includes 23 ponds. District owned amenities include a clubhouse with restrooms, kids pool, playground with shade structure, fitness center, basketball court and adult pool. Additional district owned property includes entry gatehouse (inactive), entry features, pool equipment, pavilions, piers, pedestrian bridges, storage yard, pond fountains, pond aerators, and lighting.

The visit also allowed us to support the district's loss control efforts by identifying any hazards that could lead to accidents and claims and discuss recommendations to remediate any loss producing conditions. Those recommendations are included in this letter. While we did not have the opportunity to observe all areas owned and/or maintained by the district, we feel that the areas we were able to observe are representative of the general condition of the property.

Strengths

Strengths highlight some of the existing risk mitigation strategies in place. Consistent application is important to the District's overall risk management program.

- CCTV camera system monitors areas in and around the pool area.
- Playground has appropriate signage for age groups, warnings, rules, etc.
- Pool pump equipment and chemicals are only accessible through a locked gate.
- Staff has diligently addressed prior recommendations to improve district liability.

Critical Recommendations



Critical recommendations are associated with exposures and hazards that can represent a significant danger or risk warranting immediate attention. While follow-up for all recommendations is encouraged, items in the critical category may require documented resolution (i.e. photos) and review by FIA's Risk Services team if indicated in the recommendation description.



- No critical recommendations at this time.

Important Recommendations

Important recommendations are provided to address exposures that if not corrected, have the potential to result in moderate injury or property/liability losses. Some of these recommendations have been proposed from prior visits.

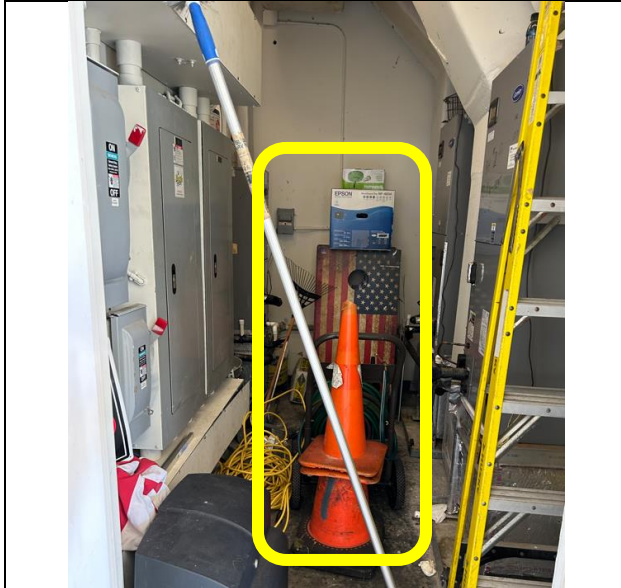
- Access to Chemicals
- Fire Extinguishers
- Blocked Electrical Panels
- Panel Opening
- Playground Maintenance
- Piers and Boardwalks
- Trail Trips/Falls
- Basketball Goals

<p>Access to Chemicals – The chemicals stored under the sink in the facility rental area could be accessed by children, possibly resulting in chemical burns or ingestion of hazardous materials.</p>	<p>Please consider locking this cabinet with key locks, childproof locks, or storing all chemicals in a locked closet to prevent access by a child during facility rental.</p>
	

<p>Fire Extinguishers – Fire extinguisher in the clubhouse has not been inspected by a contractor since May 2021. Having up-to-date equipment is a first line of defense to mitigate injury or property damage should a fire occur.</p>	<p>Please inspect all fire extinguishers to verify they have been inspected by a licensed contractor within the last 12 months. In between annual inspections, please consider monthly self-inspections and document on a tag or log sheet.</p>
	

Blocked Electrical Panels – Items stored in the electrical panel room block quick and easy access to the electrical panels in the event of emergency, when a circuit might need to be de-energized.

OSHA and NEC standards require at least 36" of clearance in front of all electrical panels. Please store items elsewhere to effectuate this access. Consider decals on the panels and/or on the floor to remind staff of these requirements.



Panel Opening – The electrical panel, above the Main Shutoff, is open and may allow contact with eh bus bar or electrical contacts.

Please install a panel breaker filler plate to prevent inadvertent contact with a live bus bar or electrical contacts.



<p>Playground Maintenance – Playground surfacing may not be at required depths to help mitigate fall injuries from heights.</p>	<p>Please review the attached playground handout for tips and techniques for playground maintenance including recommended depths of surfacing to mitigate fall injuries.</p>
	

<p>Piers and Boardwalks – No signage was observed warning users of piers or boardwalks that the walking surfaces may become slippery when wet.</p>	<p>A best practice is to notify patrons and users of piers and boardwalks that the walking surface may become slippery when wet. Examples below.</p>
	

<p>Trail Trips/Falls -Areas of the trail have already been identified as having tree roots protruding, creating trip hazards. These areas are scheduled to be repaired however warning pedestrians and bicyclists is not apparent.</p>	<p>It is generally a good idea to mark areas with brightly colored spray paint or other method to warn patrons that the area may contain a trip hazard and to proceed with caution (until the area can be repaired). This helps avoid an allegation of failure to warn.</p>

<p>Basketball Goals – As the basketball courts appear to get a significant amount of use, players can become injured if they collide with the goal poles.</p>	<p>A best practice to help mitigate injuries is to consider wrapping the goal poles with padding. Example below.</p>

Advisory Recommendations

Advisory recommendations are provided to address exposures that while having the potential for loss, would not normally result in a significant or severe loss. These recommendations are typically provided to share best practices.

- No advisory recommendations at this time.

Subsection 4G(iii)

Egis Handout for Playground Safety

Playground Safety Guide

Playgrounds are an asset to any community and present an opportunity for children to have fun, exercise, while supporting physical, social, and intellectual development. Playgrounds can also present significant injury hazards if safety guidelines and best practices are not followed. The U.S. Center for Disease Control and Prevention (CDC) data shows that over 200,000 children head to emergency rooms annually due to playground related injuries. This reference note highlights the areas to consider when providing safe playgrounds for communities and includes a checklist developed by the Consumer Product Safety Commission (CPSC) that can be used as an assessment tool.

AGE SUITABILITY

The needs and abilities of children will vary along with their ages and stages of development. Therefore, it is important for playground equipment to be in line with the size, ability, and developmental needs of the children who will be playing there. These traits vary greatly from the ages of 2 to 12. The equipment manufacturer will designate equipment age groups based on a number of factors including fall height, guardrail height, and overall complexity of the structure. The two most common age groups are 2-5 and 5-12.

FALL SURFACING

Falls are one of the most common playground hazards. The installation and maintenance of the proper protective surfacing under and around equipment is critical in protecting children from severe injuries, especially head injuries. The proper surfacing should provide sufficient shock absorption based on the fall height of the play structure. Surfacing should extend 6 feet in all direction from play structures. For swing sets, the surfacing should extend twice the height of the top bar. Appropriate surfacing includes any material tested to ASTM F1292 Standards. Check regularly that levels meet minimum surfacing depth

guidelines. Please see the reference table below from the Public Playground Safety Handbook.

INCHES OF	MATERIAL TYPE	PROTECTS TO FALL HEIGHT
9"	Shredded Rubber	10'
9"	Sand	4'
9"	Pea Gravel	5'
9"	Wood Mulch	7'
9"	Wood Chips	10'

Inappropriate surfacing materials are asphalt, carpet, concrete, dirt, and grass. Keep in mind that loose-fill materials will compress at least 25 percent over time due to use and weathering, so frequent maintenance and inspection is important.

SUPERVISION

Playgrounds can present special challenges as children may use the equipment in unintended and unanticipated ways, making adult supervision imperative. Play areas should be designed so that caregivers and parents can easily oversee their children.

INSPECTION AND MAINTENANCE

Regularly inspecting playground equipment is an important way to support a safe play environment. Documented inspection should be carried out at least monthly, using a checklist like the one included below. During higher use periods, such as the summer, it is recommended that inspections be conducted more frequently. Daily visual inspections are also a great best practice. Identified deficiencies should be repaired promptly according to manufacturer guidelines. Areas in need of repair should be marked with caution tape, temporary fencing, or cones to ensure that children are not exposed to the area until the repair can be completed.

Playground Safety Checklist

SURFACING

- Adequate protective surfacing under and around the equipment.
- Surfacing materials have not deteriorated.
- Loose-fill surfacing have no foreign objects or debris.
- Loose-fill surfacing materials are not compacted.
- Loose-fill surfacing materials have not been displaced under heavy use areas such as under swings or at slide exits.

DRAINAGE

- The entire play area has satisfactory drainage, especially in heavy use areas such as under swings and at slide exits.

GENERAL HAZARDS

- There are no sharp points, corners, or edges on the equipment.
- There are no missing or damaged protective caps or plugs.
- There are no hazardous protrusions.
- There are no potential clothing entanglement hazards such as open S-hooks or protruding bolts.
- There are no crush and shearing points on exposed moving parts.
- There are no trip hazards, such as exposed footings or anchoring devices and rocks, roots, or any other obstacles in the play zone.

SIGNAGE

- Signage should be in good condition and clearly visible as users enter the play area.

- Signage should indicate the appropriate age group(s) for equipment, reminder of adult supervision, and warning of potential hot surfaces.

SECURITY OF HARDWARE

- There are no loose fastening devices or worn connections.
- Moving parts, such as swing hangers, merry-go-round bearings, track rides, are not worn.

DURABILITY OF EQUIPMENT

- There are no rust, rot, cracks, or splinters on any equipment. Pay close attention to where the equipment comes in contact with the ground.
- There are no broken or missing components on the equipment. This includes handrails, guardrails, steps, rungs, etc.
- There are no damaged fences, benches, or signs on the playground.
- All equipment is securely anchored.

GENERAL UPKEEP OF PLAYGROUNDS

- There are no user modifications to the equipment, such as strings and ropes tied to equipment, swings looped over top rails, etc.
- The entire playground is free from debris or litter such as tree branches, soda cans, bottles, glass, etc.
- There are no missing trash receptacles.

INSPECTION BY:

DATE OF INSPECTION:

Section 5

Consent Agenda

Subsection 5A

Minutes

**MINUTES OF MEETING
HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harbour Isles Community Development District was held Tuesday, February 27, 2024, at 11:00 a.m., at 121 Spindle Shell Way, Apollo Beach, Florida 33572.

Present and constituting a quorum were the following:

- | | |
|-----------------|---------------------|
| Betty Fantauzzi | Chairman |
| Bryce Bowden | Vice Chairman |
| Glenn Clavio | Assistant Secretary |
| Gregg Letizia | Assistant Secretary |
| Bob Nesbitt | Assistant Secretary |

Also present, either in person or via communication media technology, were the following:

- | | |
|-------------------------------------|--------------------------|
| Angel Montagna | District Manager |
| Vivek Babbar | District Counsel |
| Cristi Cochran | Benchmark Landscaping |
| Mitchell Hartwig | SOLitude Lake Management |
| Brett Perez | Benchmark Landscaping |
| Paul Ramsewak | Onsite Manager |
| Residents and Members of the Public | |

This is not a certified or verbatim transcript, but rather represents the context and summary of the meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Montagna called the meeting to order at 11:00 a.m.

Ms. Montagna called the roll and indicated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The *Pledge of Allegiance* was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no audience comments, the next order of business followed.

FOURTH ORDER OF BUSINESS

Staff Reports and Updates

A. SOLitude Lake Management ("SOLitude"): Regular Report

The regular report was included in the agenda package.

B. Benchmark Landscaping/United Land Services ("Benchmark")

i. Monthly Report

Mr. Perez and Ms. Cochran reviewed the regular report included in the agenda package.

Everything is progressing nicely. The quarterly pushbacks will be scheduled at the same time each year, in contract pushbacks.

Benchmark will provide proposals (1) for enhancements, (2) for irrigation installation and connection to a new meter that will be done by a plumber Benchmark will coordinate, and (3) for Brazilian pepper pushback to eight to ten feet.

ii. Proposal #77537 for Ant Control

Discussion ensued regarding proposal #77537 for ant control.

On MOTION by Mr. Clavio, seconded by Mr. Nesbitt, with all in favor, unanimous approval was given to proposal #77537 from Benchmark Landscaping/United Land Services for Top Choice ant control, in the amount of \$2,263.10.

iii. Proposal #78988 for Hibiscus in Riprap Beds

Discussion ensued regarding proposal #78988 for hibiscus in riprap beds.

On MOTION by Ms. Fantauzzi, seconded by Mr. Letizia, with all in favor, unanimous approval was given to proposal #78988 from Benchmark Landscaping/United Land Services for hibiscus in riprap beds, in the amount of \$906.41.

iv. Proposal #80866 for Irrigation Repairs

Discussion ensued regarding proposal #80866 for irrigation repairs.

On MOTION by Ms. Fantauzzi, seconded by Mr. Bowden, with all in favor, unanimous approval was given to proposal #80866 from Benchmark Landscaping/United Land Services for irrigation repairs, in the amount of \$1,414.80.

C. District Counsel

i. Engagement Letter Regarding Eminent Domain

Mr. Babbar reviewed the engagement letter with Eric T. Taylor, P.A., to represent the District in eminent domain proceedings, and reviewed other eminent domain issues and legislative updates.

ii. Proposals for Aquatic Maintenance and Wetland Mitigation

Mr. Babbar reviewed the proposals received for aquatic maintenance and wetland mitigation.

On MOTION by Mr. Nesbitt, seconded by Mr. Clavio, with Mr. Nesbitt, Mr. Clavio, and Ms. Fantauzzi in favor, and Mr. Letizia and Mr. Bowden opposed, approval was given (by a margin of 3-2) to award a contract for aerator and fountain maintenance, aquatic maintenance, and wetland mitigation to Sitex Aquatics in the following amounts: \$2,400 for aerator and fountain maintenance; \$47,040 for aquatic maintenance; and \$12,800 for wetland mitigation. Contract term to start April 1, 2024, and counsel to draft the agreement.

D. District Engineer

Mr. Brletic provided an update on the neighboring developments.

E. Onsite Property Manager's Report

i. Regular Report

Mr. Ramsewak reviewed the regular report included in the agenda package.

ii. Proposals for Playground Mulch

Discussion ensued regarding proposals for playground mulch.

On MOTION by Mr. Letizia, seconded by Mr. Clavio, with all in favor, unanimous approval was given to proposal #77520 from Benchmark Landscaping/United Land Service for playground mulch, in the amount of \$3,485.60.
--

iii. Proposals for Sod by the Basketball Court

Discussion ensued regarding the proposals for sod by the basketball court.

The proposals were tabled to obtain more proposals.

iv. Proposal #1085 from Construction Management Services for Brick Pavers

Discussion ensued regarding the proposal for brick pavers, and a credit owed to the District from Construction Management Services ("CMS"). CMS will place a concrete ring around the flag pole, with Benchmark to place flowers or mulch around the ring.

v. Proposal from Hawkins Electric for Extra Landscape Lights

Discussion ensued regarding the proposal for extra landscape lights.

This proposal was tabled.

F. Homeowners Association Report

There being nothing to report, the next item followed.

G. District Manager

H. There being nothing to report, the next order of business followed.

FIFTH ORDER OF BUSINESS

Consent Agenda

A. Acceptance of the January 23, 2024, Meeting Minutes

B. Acceptance of the January 2024 Financials

C. Ratification of Proposal #372961 from Red Rhino for Kiddie Pool

D. Ratification of Proposal #12939798 from Stanley Steemer for Cleaning

Ms. Montagna reviewed the consent agenda items included in the agenda package.

The minutes will reflect a correction to Mr. Joe Weaver's name on page 3 for the homeowners association report.

On MOTION by Mr. Bowden, seconded by Mr. Letizia, with all in favor, unanimous approval was given to the consent agenda, minutes as amended.
--

SIXTH ORDER OF BUSINESS

Discussion Items

There being none, the next order of business followed.

SEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Letizia will not be available for the March meeting.

EIGHTH ORDER OF BUSINESS

Audience Comments

There being none, the next order of business followed.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Fantauzzi, seconded by Mr. Letizia, with all in favor, the meeting was adjourned at 2:19 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Subsection 5B

Financials

HARBOUR ISLES
Community Development District

Financial Report

February 29, 2024

Prepared By



HARBOUR ISLES

Community Development District

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HARBOUR ISLES
Community Development District

Financial Statements

(Unaudited)

February 29, 2024

HARBOUR ISLES

Community Development District

Governmental Funds

Balance Sheet
February 29, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	RESERVE FUND	DEBT SERVICE FUND - SERIES 2021	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 870,398	\$ -	\$ -	\$ 870,398
Due From Other Funds	-	115,889	-	115,889
Investments:				
Money Market Account	217,304	-	-	217,304
Prepayment Account	-	-	344	344
Revenue Fund	-	-	344,345	344,345
Utility Deposits - TECO	18,687	-	-	18,687
TOTAL ASSETS	\$ 1,106,389	\$ 115,889	\$ 344,689	\$ 1,566,967
<u>LIABILITIES</u>				
Accounts Payable	\$ 1,111	\$ -	\$ -	\$ 1,111
Accrued Expenses	14,000	-	-	14,000
Due To Other Funds	115,889	-	-	115,889
TOTAL LIABILITIES	131,000	-	-	131,000
<u>FUND BALANCES</u>				
Nonspendable:				
Deposits	18,687	-	-	18,687
Restricted for:				
Debt Service	-	-	344,689	344,689
Assigned to:				
Operating Reserves	248,073	-	-	248,073
Unassigned:	708,629	115,889	-	824,518
TOTAL FUND BALANCES	\$ 975,389	\$ 115,889	\$ 344,689	\$ 1,435,967
TOTAL LIABILITIES & FUND BALANCES	\$ 1,106,389	\$ 115,889	\$ 344,689	\$ 1,566,967

HARBOUR ISLES

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
Interest - Investments	\$ 5,000	\$ 4,147	\$ (853)	82.94%
Interest - Tax Collector	-	1,353	1,353	0.00%
Rental Income	16,000	14,111	(1,889)	88.19%
Special Assmnts- Tax Collector	1,011,034	976,467	(34,567)	96.58%
Special Assmnts- Discounts	(40,441)	(38,711)	1,730	95.72%
Other Miscellaneous Revenues	500	14	(486)	2.80%
Facility Revenue	200	130	(70)	65.00%
TOTAL REVENUES	992,293	957,511	(34,782)	96.49%
EXPENDITURES				
Administration				
P/R-Board of Supervisors	12,000	4,000	8,000	33.33%
FICA Taxes	918	245	673	26.69%
ProfServ-Arbitrage Rebate	600	-	600	0.00%
ProfServ-Engineering	20,000	4,030	15,970	20.15%
ProfServ-Legal Services	20,000	8,310	11,690	41.55%
ProfServ-Mgmt Consulting	51,504	21,460	30,044	41.67%
ProfServ-Special Assessment	5,000	5,000	-	100.00%
ProfServ-Trustee Fees	3,500	4,041	(541)	115.46%
Auditing Services	3,700	-	3,700	0.00%
Website Hosting/Email services	4,000	1,538	2,462	38.45%
Postage and Freight	500	294	206	58.80%
Insurance - General Liability	7,000	7,000	-	100.00%
Public Officials Insurance	3,620	3,620	-	100.00%
Legal Advertising	1,000	-	1,000	0.00%
Misc-Assessment Collection Cost	20,221	18,755	1,466	92.75%
Bank Fees	1,000	261	739	26.10%
Misc-Web Hosting	900	-	900	0.00%
Miscellaneous Expenses	1,600	139	1,461	8.69%
Annual District Filing Fee	175	175	-	100.00%
Total Administration	157,238	78,868	78,370	50.16%

HARBOUR ISLES

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<u>Electric Utility Services</u>				
Electricity - Streetlights	132,000	60,252	71,748	45.65%
Utility Services	25,000	9,756	15,244	39.02%
Total Electric Utility Services	157,000	70,008	86,992	44.59%
<u>Garbage/Solid Waste Services</u>				
Garbage - Recreation Facility	4,000	1,504	2,496	37.60%
Total Garbage/Solid Waste Services	4,000	1,504	2,496	37.60%
<u>Water-Sewer Comb Services</u>				
Utility Services	6,000	1,416	4,584	23.60%
Total Water-Sewer Comb Services	6,000	1,416	4,584	23.60%
<u>Stormwater Control</u>				
Midge Fly Treatment	8,000	-	8,000	0.00%
R&M-Stormwater System	500	-	500	0.00%
R&M-Wetland Monitoring	8,700	3,625	5,075	41.67%
R&M Lake & Pond Bank	75,000	63,750	11,250	85.00%
Fountain Maintenance	2,700	3,401	(701)	125.96%
Aquatic Maintenance	25,704	10,710	14,994	41.67%
Aquatic Plant Replacement	2,500	-	2,500	0.00%
Total Stormwater Control	123,104	81,486	41,618	66.19%
<u>Other Physical Environment</u>				
Insurance - Property	28,262	29,742	(1,480)	105.24%
Insurance - Flood	3,000	3,000	-	100.00%
R&M-Irrigation	30,000	-	30,000	0.00%
Landscape Maintenance	147,000	36,750	110,250	25.00%
Landscape Replacement	33,800	18,095	15,705	53.54%
Annual Mulching	20,000	-	20,000	0.00%
Entry & Walls Maintenance	4,000	-	4,000	0.00%
Holiday Lighting & Decorations	2,000	371	1,629	18.55%
Total Other Physical Environment	268,062	87,958	180,104	32.81%
<u>Security Operations</u>				
Contracts-Security Services	30,636	7,697	22,939	25.12%
R&M-Security Cameras	1,500	301	1,199	20.07%
Guard & Gate Facility Maintenance	3,000	-	3,000	0.00%
Total Security Operations	35,136	7,998	27,138	22.76%

HARBOUR ISLES

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>Contingency</u>				
Miscellaneous Expenses	15,871	-	15,871	0.00%
Total Contingency	15,871	-	15,871	0.00%
<u>Parks and Recreation</u>				
ProfServ-Pool Maintenance	14,000	5,900	8,100	42.14%
Clubhouse - Facility Janitorial Service	9,000	4,075	4,925	45.28%
Lighting Replacement	6,000	2,730	3,270	45.50%
Contracts-Mgmt Services	125,272	49,704	75,568	39.68%
Contracts-Pest Control	2,000	790	1,210	39.50%
Telephone/Fax/Internet Services	5,109	2,751	2,358	53.85%
R&M-Pools	1,500	1,810	(310)	120.67%
R&M-Fitness Equipment	2,500	2,538	(38)	101.52%
Maintenance & Repairs	50,000	14,335	35,665	28.67%
Furniture Repair/Replacement	5,000	-	5,000	0.00%
Access Control	1,000	-	1,000	0.00%
Office Supplies	2,500	1,555	945	62.20%
Dog Waste Station Supplies	2,000	985	1,015	49.25%
Total Parks and Recreation	225,881	87,173	138,708	38.59%
TOTAL EXPENDITURES	992,292	416,411	575,881	41.96%
Excess (deficiency) of revenues				
Over (under) expenditures	-	541,100	541,099	0.00%
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	-	-	-	0.00%
TOTAL FINANCING SOURCES (USES)	-	-	-	0.00%
Net change in fund balance	\$ -	\$ 541,100	\$ 541,099	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)	434,289	434,289		
FUND BALANCE, ENDING	\$ 434,289	\$ 975,389		

HARBOUR ISLES

Community Development District

Reserve Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
Interest - Investments	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES	-	-	-	0.00%
EXPENDITURES				
Contingency				
Capital Outlay	-	3,995	(3,995)	0.00%
Total Contingency	-	3,995	(3,995)	0.00%
TOTAL EXPENDITURES	-	3,995	(3,995)	0.00%
Excess (deficiency) of revenues				
Over (under) expenditures	-	(3,995)	(3,995)	0.00%
Net change in fund balance	\$ -	\$ (3,995)	\$ (3,995)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)	-	119,884		
FUND BALANCE, ENDING	\$ -	\$ 115,889		

HARBOUR ISLES

Community Development District

Debt Service Fund - Series 2021

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
Interest - Investments	\$ -	\$ 1,296	\$ 1,296	0.00%
Special Assmnts- Tax Collector	312,608	301,920	(10,688)	96.58%
Special Assmnts- Prepayment	-	5,313	5,313	0.00%
Special Assmnts- Discounts	(12,504)	(11,969)	535	95.72%
TOTAL REVENUES	300,104	296,560	(3,544)	98.82%
EXPENDITURES				
Administration				
Misc-Assessment Collection Cost	6,252	5,799	453	92.75%
Total Administration	6,252	5,799	453	92.75%
Debt Service				
Principal Debt Retirement	229,000	-	229,000	0.00%
Interest Expense	65,848	32,923	32,925	50.00%
Total Debt Service	294,848	32,923	261,925	11.17%
TOTAL EXPENDITURES	301,100	38,722	262,378	12.86%
Excess (deficiency) of revenues Over (under) expenditures	(996)	257,838	258,834	0.00%
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	(996)	-	996	0.00%
TOTAL FINANCING SOURCES (USES)	(996)	-	996	0.00%
Net change in fund balance	\$ (996)	\$ 257,838	\$ 260,826	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)	90,700	90,700		
FUND BALANCE, ENDING	\$ 89,704	\$ 348,538		

HARBOUR ISLES
Community Development District

Supporting Schedules

February 29, 2024

**HARBOUR ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**Non-Ad Valorem Special Assessments - Hillsborough County Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2024**

					ALLOCATION BY FUND	
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Debt Service Fund
Assessments Levied FY24				\$ 1,323,642	\$ 1,011,034	\$ 312,608
Allocation %				100.00%	76.38%	23.62%
11/07/23	\$ 17,980	\$ 940	\$ 367	\$ 19,286	\$ 14,731	\$ 4,555
11/16/23	\$ 79,965	\$ 3,400	\$ 1,632	\$ 84,997	\$ 64,923	\$ 20,074
11/21/23	\$ 53,768	\$ 2,286	\$ 1,097	\$ 57,151	\$ 43,654	\$ 13,498
12/06/23	\$ 891,773	\$ 37,915	\$ 18,199	\$ 947,887	\$ 724,022	\$ 223,865
12/06/23	\$ 97,042	\$ 4,126	\$ 1,980	\$ 103,149	\$ 78,788	\$ 24,361
12/15/23	\$ 25,947	\$ 967	\$ 530	\$ 27,444	\$ 20,962	\$ 6,482
01/05/24	\$ 26,430	\$ 834	\$ 539	\$ 27,804	\$ 21,237	\$ 6,567
02/05/24	\$ 10,246	\$ 213	\$ 209	\$ 10,669	\$ 8,149	\$ 2,520
TOTAL	\$ 1,203,152	\$ 50,681	\$ 24,554	\$ 1,278,387	\$ 976,467	\$ 301,920
% COLLECTED				97%	97%	97%
TOTAL OUTSTANDING				\$ 45,254	\$ 34,566	\$ 10,688

HARBOUR ISLES

Community Development District

All Funds

**Cash and Investment
February 29, 2024**

GENERAL FUND					
<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	Hancock Whitney	Checking account	n/a	0.00%	\$ 870,398
Money Market Account	Valley National	Money Market	n/a	5.38%	\$ 217,304
				<i>Subtotal</i>	\$ 1,087,702
DEBT SERVICE FUNDS					
Series 2021 Prepayment Account	US Bank	Open-Ended Comm. Paper	n/a	5.25%	\$ 344
Series 2021 Revenue Account	US Bank	Open-Ended Comm. Paper	n/a	5.25%	\$ 344,345
				<i>Subtotal</i>	\$ 344,689
				Total	<u>\$ 1,432,391</u>

Harbour Isles CDD

Bank Reconciliation

Bank Account No. 6870 Hancock Whitney Bank GF CHECKING
 Statement No. 2/24
 Statement Date 2/29/2024

G/L Balance (LCY)	870,398.03	Statement Balance	881,924.32
G/L Balance	870,398.03	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	881,924.32
Subtotal	870,398.03	Outstanding Checks	11,526.29
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	870,398.03	Ending Balance	870,398.03
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
6/6/2023	Payment	DD446	Payment of Invoice 001853	178.14	0.00	178.14
1/1/2024	Payment	DD541	Payment of Invoice 002267	13.94	0.00	13.94
1/1/2024	Payment	DD542	Payment of Invoice 002268	19.53	0.00	19.53
1/1/2024	Payment	DD543	Payment of Invoice 002282	180.04	0.00	180.04
1/1/2024	Payment	DD544	Payment of Invoice 002286	5.62	0.00	5.62
1/10/2024	Payment	DD538	Payment of Invoice 002265	9.07	0.00	9.07
2/22/2024	Payment	3815	FITREV	2,261.47	0.00	2,261.47
2/22/2024	Payment	3818	RED RHINO OF FL INC	1,810.00	0.00	1,810.00
2/26/2024	Payment	DD560	Payment of Invoice 002381	296.12	0.00	296.12
2/27/2024	Payment	3823	CONLEY'S DRINKING FOUNTAINS LLC	193.98	0.00	193.98
2/27/2024	Payment	3824	QFC SUPPLY COMPANY INC	294.64	0.00	294.64
2/27/2024	Payment	3825	SECURITEAM, INC	3,396.74	0.00	3,396.74
2/27/2024	Payment	3826	SOLITUDE LAKE MANAGEMENT	2,867.00	0.00	2,867.00
Total Outstanding Checks.....				11,526.29		11,526.29

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 2/1/24 to 2/29/24

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
HANCOCK WHITNEY BANK GF CHECKING - (ACCT#XXXXX6870)							
CHECK # 3805							
02/07/24	Vendor	GREGG LETIZIA	012324	BOARD MEETING 01/23/24	P/R-Board of Supervisors	001-511001-51101	\$200.00
							Check Total <u>\$200.00</u>
CHECK # 3806							
02/07/24	Vendor	HAWKINS SERVICE COMPANY LLC	246932	REPLACE WR GFCI OUTLET	Maintenance & Repairs	001-546920-57201	\$1,561.00
							Check Total <u>\$1,561.00</u>
CHECK # 3807							
02/07/24	Vendor	INFRAMARK, LLC.	108666	ADM FEES /JAN 2024	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,292.00
02/07/24	Vendor	INFRAMARK, LLC.	109137	SERVICES PROV JANUARY 2024	Postage and Freight	001-541006-51301	\$11.97
							Check Total <u>\$4,303.97</u>
CHECK # 3808							
02/07/24	Vendor	NVIROTECT PEST CONTROL SERVICES, INC	316123	PEST CONTROL	Contracts-Pest Control	001-534125-57201	\$158.00
							Check Total <u>\$158.00</u>
CHECK # 3809							
02/07/24	Vendor	QFC SUPPLY COMPANY INC	15-15822	GALLONS OF SURFACE CLEANER/ PURREL SURFACE CLEANER	Office Supplies	001-551002-57201	\$98.82
							Check Total <u>\$98.82</u>
CHECK # 3810							
02/07/24	Vendor	VESTA PROPERTY SERVICES, INC.	417041	JAN 24 AMENITY MGMNT SVCS	Contracts-Mgmt Services	001-534001-57201	\$10,135.25
							Check Total <u>\$10,135.25</u>
CHECK # 3811							
02/12/24	Vendor	ABM INDUSTRIES INC	18882668	MAINTENANCE BILLING JAN 24	Maintenance & Repairs	001-546920-57201	\$356.42
							Check Total <u>\$356.42</u>
CHECK # 3812							
02/12/24	Vendor	BRLETIC DVORAK, INC	1368	ENGINEER SERV 01/11/2024	ProfServ-Engineering	001-531013-51501	\$200.00
							Check Total <u>\$200.00</u>
CHECK # 3813							
02/12/24	Vendor	INFRAMARK, LLC.	110041	MONTH OF FEBRUARY 2024	ProfServ-Mgmt Consulting Serv	001-531027-51201	\$4,292.00
							Check Total <u>\$4,292.00</u>
CHECK # 3814							
02/22/24	Vendor	BUCCANEER LANDSCAPE	65056	FLUSH CUT DEAD TREES	Landscape Replacement	001-546338-53908	\$1,100.00
02/22/24	Vendor	BUCCANEER LANDSCAPE	65317	Job #73040 - 2024 Guard Shack Quote	R&M-Other Landscape	001-546036-53908	\$2,044.44
02/22/24	Vendor	BUCCANEER LANDSCAPE	65319	Job #73533 - 2024 Grind Stumps for 11 Dead Trees	R&M-Other Landscape	001-546036-53908	\$877.50
							Check Total <u>\$4,021.94</u>

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 2/1/24 to 2/29/24

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 3815							
02/22/24	Vendor	FITREV	30449	GYM EQUIPMENT REPAIRS ESTIMATE	QUARTERLY MAINT	001-546115-57201	\$2,261.47
							Check Total <u>\$2,261.47</u>
CHECK # 3816							
02/22/24	Vendor	FLORIDA ULS OPERATING, LLC	66826	LANDSCAPE MAINT FEB 2024	Landscape Maintenance	001-546300-53908	\$12,250.00
							Check Total <u>\$12,250.00</u>
CHECK # 3817							
02/22/24	Vendor	OASIS PALMS & LANDSCAPING LLC	1679	ASPHALT PATCH PLACED IN BOAT STORAGE FACILITY	Landscape Replacement	001-546338-53908	\$3,100.00
							Check Total <u>\$3,100.00</u>
CHECK # 3818							
02/22/24	Vendor	RED RHINO OF FL INC	372961D	50% deposit POOL MAINT	R&M-Pools	001-546074-57201	\$1,810.00
							Check Total <u>\$1,810.00</u>
CHECK # 3819							
02/22/24	Vendor	STRALEY ROBIN VERICKER , P.A.	24180	ENGINEERING SERVICES FOR 12/12/23-1/23/24	ProfServ-Legal Services	001-531023-51401	\$3,233.00
							Check Total <u>\$3,233.00</u>
CHECK # 3820							
02/22/24	Vendor	SUNCOAST POOL SERVICE	10042	POOL MAINTENANCE	ProfServ-Pool Maintenance	001-531034-57201	\$1,180.00
							Check Total <u>\$1,180.00</u>
CHECK # 3821							
02/22/24	Vendor	US BANK C/O HARBOUR ISLES CDD	021224-21000	TRSF 2021 DS ASSESSMENTS	Due From Other Funds	131000	\$8,662.02
							Check Total <u>\$8,662.02</u>
CHECK # 3822							
02/22/24	Vendor	VESTA PROPERTY SERVICES, INC.	417042	FEB 24 AMENITY MGMNT SVCS	Contracts-Mgmt Services	001-534001-57201	\$10,135.25
							Check Total <u>\$10,135.25</u>
CHECK # 3823							
02/27/24	Vendor	CONLEY'S DRINKING FOUNTAINS LLC	4444	DRINKING FOUNTAIN MAINTENANCE	Maintenance & Repairs	001-546920-53805	\$193.98
							Check Total <u>\$193.98</u>
CHECK # 3824							
02/27/24	Vendor	QFC SUPPLY COMPANY INC	15-15908	DOG WASTE BAGS (2000)	Dog Waste Station Supplies	001-552160-57201	\$294.64
							Check Total <u>\$294.64</u>
CHECK # 3825							
02/27/24	Vendor	SECURITEAM, INC	14217020124	POLE INSTALLATION	Maintenance & Repairs	001-546920-57201	\$843.74
02/27/24	Vendor	SECURITEAM, INC	17899	QTRY 02/24 REMOTE VIDEO MONITORING	Contracts-Security Services	001-534037-53935	\$2,553.00
							Check Total <u>\$3,396.74</u>

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 2/1/24 to 2/29/24

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 3826							
02/27/24	Vendor	SOLITUDE LAKE MANAGEMENT	PSI046534	FEB 2024 LAKE ALL MAINT	Aquatic Maintenance	001-546995-53805	\$2,142.00
02/27/24	Vendor	SOLITUDE LAKE MANAGEMENT	PSI046532	FEB 2024 LAKE ALL MAINT	R&M-Wetland Monitoring	001-546108-53805	\$725.00
Check Total							<u>\$2,867.00</u>
ACH #DD554							
02/09/24	Vendor	DIANNE MARTINEZ URSO - EFT	123123 ACH	COMMERCIAL CLEANING DEC 2023	Clubhouse - Facility Janitorial Service	001-531131-57201	\$795.00
ACH Total							<u>\$795.00</u>
ACH #DD555							
02/09/24	Vendor	DIANNE MARTINEZ URSO - EFT	013124	COMMERCIAL CLEANING JAN 2024	Clubhouse - Facility Janitorial Service	001-531131-57201	\$795.00
ACH Total							<u>\$795.00</u>
ACH #DD559							
02/26/24	Vendor	BRIGHT HOUSE NETWORKS-ACH	011724-8408 ACH	SERV PRD 1/17-2/16/24	Telephone/Fax/Internet Services	001-541009-57201	\$200.15
ACH Total							<u>\$200.15</u>
ACH #DD560							
02/26/24	Vendor	BRIGHT HOUSE NETWORKS-ACH	41826-021124	SERV PRD 02/11-03/10/24	TELEPHONE/FAX	001-541009-57201	\$296.12
ACH Total							<u>\$296.12</u>
ACH #DD561							
02/26/24	Vendor	REPUBLIC SERVICES - ACH	15809-011724	02/01/24 - 02/29/24 WASTE REMOVAL	Garbage - Recreation Facility	001-531133-53401	\$280.47
ACH Total							<u>\$280.47</u>
ACH #DD562							
02/26/24	Vendor	T-MOBILE ACH	012024-81124	SERV PRD 01/21-02/20/24	Telephone/Fax/Internet Services	001-541009-57201	\$70.00
ACH Total							<u>\$70.00</u>
ACH #DD563							
02/19/24	Vendor	VALLEY NATIONAL BANK - ACH	012224-5409 ACH	Purchases from 01/03-01/19	Cellgate	001-554020-51301	\$29.95
02/19/24	Vendor	VALLEY NATIONAL BANK - ACH	012224-5409 ACH	Purchases from 01/03-01/19	Mailchimp	001-554020-51301	\$13.00
02/19/24	Vendor	VALLEY NATIONAL BANK - ACH	012224-5409 ACH	Purchases from 01/03-01/19	AMAZON	001-551002-57201	\$112.75
02/19/24	Vendor	VALLEY NATIONAL BANK - ACH	012224-5409 ACH	Purchases from 01/03-01/19	POST OFFICE - 200 ROLL STAMPS	001-541006-51301	\$132.00
02/19/24	Vendor	VALLEY NATIONAL BANK - ACH	012224-5409 ACH	Purchases from 01/03-01/19	THE HOME DEPOT	001-546920-57201	\$202.29
02/19/24	Vendor	VALLEY NATIONAL BANK - ACH	012224-5409 ACH	Purchases from 01/03-01/19	SAMS CLUB	001-551002-57201	\$184.84
ACH Total							<u>\$674.83</u>

HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT

Payment Register by Bank Account

For the Period from 2/1/24 to 2/29/24

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH #DD567							
02/29/24	Vendor	BOCC - ACH	20000-020524 ACH	SERV PRD 1/2-2/1/24	Utility Services	001-543063-53601	\$153.40
							ACH Total
							<u>\$153.40</u>
ACH #DD568							
02/29/24	Vendor	BOCC - ACH	88063-020524 ACH	SERV PRD 1/2-2/5/24	Utility Services	001-543063-53601	\$64.42
							ACH Total
							<u>\$64.42</u>
ACH #DD569							
02/29/24	Vendor	TAMPA ELECTRIC CO. ACH	02052024 ACH	SRVC PRD 12/30-1/30/23	Utility Services	001-543063-53100	\$1,819.31
02/29/24	Vendor	TAMPA ELECTRIC CO. ACH	02052024 ACH	SRVC PRD 12/30-1/30/23	Electricity - Streetlighting	001-543013-53100	\$12,315.17
							ACH Total
							<u>\$14,134.48</u>
							Account Total
							<u><u>\$92,175.37</u></u>

Subsection 5C

Ratification of Proposal #15230 from FitRev



7823 N Dale Mabry Hwy STE 107

Quote

Date	Quote #
3/11/2024	15230
Phone #	Fax #
813-870-2966	813-870-2896

Name / Address
Harbour Isles Paul Ramsewak 121 Spindle Shell Way Apollo Beach, FL 33572

Rep
KM

Item	Description	Qty	Cost	Total
Parts	matrix RBK SN- RB307140602106 and UBK SN-SN-CB92140601910 BATTERY	2	65.00	130.00T
Parts	Matrix EFX SN-EP304140711845 HR GRIP	1	68.00	68.00T
Parts	Inflight multi bicep/tricep SN-28462 PAD	1	195.00	195.00T
Parts	WEIGHT PINS	3	42.00	126.00T
Labor	Labor	2	80.00	160.00
Freight Sales (INV)	Freight Charges are subject to change		55.00	55.00

Subtotal		\$734.00
Sales Tax (0.0%)		\$0.00
Total		\$734.00

This quote becomes an order with signature approval and returned to service@fitrev.com

Subsection 5D

Ratification of Proposal #67048 from United Land



Proposal #67048

Date: 3/7/2024

PO #

Customer:

Angel Montagna
 Inframark
 313 Campus Street
 Celebration, FL 34747

Property:

Harbour Isles CDD
 121 Spindle Shell Way
 Apollo Beach, FL 33572

Remove Fallen Tree 209 Royal Bonnet

Provide Labor and Equipment to Remove Fallen Tree From Overflow Behind 209 Royal Bonnet, Drag Debris Away From Area, Haul Debris to Landfill

Services Billed Upon Completion

Description of Services	Total cost
Property Improvements	\$440.00

By _____

Cristi Cochran

Date 3/7/2024

United Land Services

By _____

Date _____

Harbour Isles CDD

Services

Property Improvements

Terms & Conditions