

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS MEETING
APRIL 8, 2013**

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT AGENDA

April 8, 2013 at 1:30 p.m.

Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, FL 34219

District Board of Supervisors	Adam Smith Parker Hirons Allen Converse John Moneyheffer David Gude	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Molly Syvret	Rizzetta & Company, Inc.
District Counsel	Jere Earlywine	Hopping Green & Sams, P.A.
District Engineer	Jeb Mulock	ZNS Engineering, L.C.

All Cellular phones and pagers must be turned off while in the meeting room.

The District Agenda is comprised of four different sections:

The meeting will begin promptly at **1:30 p.m.** with the first section which is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (239) 936-0913 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The third section is called **Staff Reports**. This section allows the District Manager, Engineer, and Counsel to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three **(3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (239) 936-0913, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9530 MARKETPLACE ROAD, SUITE 206, FORT MYERS, FLORIDA 33912

April 1, 2013

Board of Supervisors
**Harrison Ranch Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District will be held on **Monday, April 8, 2013 at 1:30 p.m.** at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, FL 34219. The following is the advance agenda for the meeting.

- 1. CALL TO ORDER**
- 2. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on February 11, 2013 Tab 1
 - B. Consideration the of Operations and Maintenance Expenditures For the Months of January and February 2103 Tab 2
- 3. BUSINESS ITEMS**
 - A. Consideration of Request by Pulte to Run Additional Data Lines Relating to the Lease of Office Space
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Activities Director
 - D. District Manager
- 5. SUPERVISOR REQUESTS AND AUDIENCE COMMENT**
- 6. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (239) 936-0913.

Very truly yours,


Molly Syvret
District Manager

cc: Jere Earlywine, Hopping Green & Sams, P.A.
Jeb Mulock, ZNS Engineering, L.C.

Tab 1

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.

**HARRISON RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District was held on **Monday, February 11, 2013, at 1:32 p.m.**, at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, Florida 34219.

Present and constituting a quorum were:

Adam Smith	Board Supervisor, Chairman
Allen Converse	Board Supervisor, Assistant Secretary
John Moneyheffer	Board Supervisor, Assistant Secretary

Also present were:

Molly Syvret	District Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, P.A.
Jeb Mulock	District Engineer, ZNS Engineering, L.C.
Keith Puente	Lifestyle Director, Access Residential Management
Kathy Pinto	Lifestyle Assistant, Access Residential Management
Michelle Murray	Access Residential Management
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Ms. Syvret called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

**Consideration of the Minutes of the
Landowner Meeting held on November
12, 2012**

Ms. Syvret presented the minutes of the Landowner meeting held on November 12, 2012. She asked if there were any revisions to the minutes. Mr. Smith advised the name "Pulte Home Group" should be revised to "Pulte Group".

<p>On a Motion by Mr. Smith, seconded by Mr. Converse, with all in favor, the Board approved the Minutes of the Landowner meeting held on November 12, subject to the revision noted on the record, for the Harrison Ranch Community Development District.</p>
--

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors Meeting held on November 12, 2012

Ms. Syvret presented the minutes of the Board of Supervisors meeting held on November 12, 2012. She asked if there were any revisions to the minutes. There were none.

On a Motion by Mr. Converse, seconded by Mr. Moneyheffer, with all in favor, the Board approved the Minutes of the Board of Supervisors Meeting held on November 12, 2012, for the Harrison Ranch Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Operations and Maintenance Expenditures for the Months of November and December 2012

Ms. Syvret presented the operations and maintenance expenditures for the period of November 1-30, 2012, which totaled \$141,977.73 and for the period of December 1-31, 2012, which totaled \$72,513.57. She asked if there were any questions relating to the expenditures. Discussion ensued regarding various items of expenditure.

On a Motion by Mr. Moneyheffer, seconded by Mr. Converse, with all in favor, the Board approved the Operation and Maintenance Expenditures for the Month of November 2012, which totaled \$141,977.73 and the Month of December 2012, which totaled \$72,513.57, for the Harrison Ranch Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Earlywine advised there is new infrastructure to be conveyed to the District and he is currently putting the conveyance documents together, which he anticipates to have completed for the next meeting.

B. District Engineer

Mr. Mulock discussed the geothermal pool heating system and whether the pond depth is adequate to support the system, or whether the pond needs to be augmented with a well. He advised he has been out several times to check the water levels and so far it seems to be holding a sufficient level, but sometimes is borderline. He advised he wanted to open the item for discussion with the Board and receive feedback. Discussion ensued. The Board directed Mr. Mulock to provide an estimate of costs for permitting and drilling wells for the next meeting. Further discussion ensued.

Mr. Mulock further advised the electrician that is handling the boulevard lighting is working on updating proposals and the project should be moving forward soon.

- C. Activities Director
 Mr. Puente reviewed the events held in December and January, as well as upcoming events for February.

- D. District Manager
 Ms. Syvret provided updates regarding insurance for volunteers and the Board; whether or not to budget for Christmas decorations; hog damage; and completion of the walking trail renovations. She further advised the May meeting would be the proposed budget meeting.

Ms. Syvret announced the next meeting of the Board of Supervisors is scheduled for March 11, 2013 at 1:30 pm.

SIXTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Ms. Syvret opened the floor to audience request and comments. Questions and comments from the audience were entertained.

Ms. Syvret opened the floor to supervisor requests and comments. There were none.

SEVENTH ORDER OF BUSINESS

Adjournment

<p>On a Motion by Mr. Converse, seconded by Mr. Smith, with all in favor, the Board adjourned the meeting at 3:28 p.m. for Harrison Ranch Community Development District.</p>

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures January 2013 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2013 through January 31, 2013. This does not include expenditures previously approved by the Board.

The total items being presented: **\$110,540.28**

Approval of Expenditures:

_____ Chairman

_____ Vice Chairman

_____ Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenses

January 1, 2013 Through January 31, 2013

10101 - Cash--Operating Account

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Access Residential Management LLC	1644	HRCDD010113	Management Fee and Payroll 12/12	\$ 7,818.31
American Ecosystems, Inc.	1675	13010171	Lake Maintenance 01/13	\$ 2,529.00
Answer Excellence, Inc	1645	470501022013	Amenity Center Answering Service 12/12	\$ 31.95
Dynamark Systems Inc	1655	224786	Install New Access Card Reader	\$ 358.50
Fitrev, Inc	1646	7030	Preventative Maintenance 11/12	\$ 110.00
Fitrev, Inc	1668	7088	Preventative Maintenance 12/12	\$ 110.00
Fitrev, Inc	1668	7136	Service Call	\$ 355.00
Florida Department of Revenue	1656	010813 FDOR	51-8015668220-6 Sales Tax 12/12	\$ 50.45
Florida Power & Light Company	1669	Electric Summary 01/13	FPL Electric Summary Billing 01/13	\$ 8,050.75
Furniture Medic	1670	190503282	Repairs to 2 Game Tables & Chairs	\$ 608.00
Goodson Electric Inc	1634	985084	Service Call- Streetlights	\$ 85.00
Goodson Electric Inc	1671	985156	Service Call- Streetlights	\$ 765.48
Goodson Electric Inc	1671	985197	Service Call- Streetlights	\$ 74.96
Hawkins Service Company	1635	147940C	Pool Maintenance 11/12 (1/2 month)	\$ 650.00
Hawkins Service Company	1647	148292C	Pool Maintenance 12/12	\$ 1,300.00
Hoover Pumping Systems Inc	1657	97362	Semi-Annual Irrigation Pump Maintenance	\$ 871.00
Hopping Green & Sams	1636	68503	General/Monthly Legal Services 11/12	\$ 1,339.12
Jan-Pro of Manasota	1677	29189	Janitorial Services 01/13	\$ 543.00
Jan-Pro of Manasota	1677	29353	Pressure Washing	\$ 620.00
Jim Casey Entertainment	1637	20110545	Game Show Trivolution	\$ 199.00
Kelly Ward	1658	011213 Tennis	Tennis Clinics	\$ 30.00
Kelly Ward	1678	012713 Tennis	Tennis Clinics	\$ 200.00

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenses

January 1, 2013 Through January 31, 2013

10101 - Cash--Operating Account

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Manatee County Sheriff Department	1648	154021	False Alarm	\$ 25.00
Massey Services, Inc.	1659	15644673	Pest Prevention 01/13	\$ 50.00
MCUD	1649	183054-131498 12/12	Fire Hydrant 5755 Harrison Ranch Blvd	\$ 24.30
MCUD	1649	Water Summary Bill 12/12	MCUD Water Summary 12/12	\$ 2,055.82
Michelle Maruca Moss	1638	122812 Reimb	Reimburse Programming	\$ 411.50
Patrick F. Brown	1660	011513 Mr Bones	Pirate Magic Show- Deposit	\$ 150.00
Piper Fire Protection, Inc.	1639	134917	Annual Fire Sprinkler and Backflow Inspections 2012	\$ 350.00
Piper Fire Protection, Inc.	1639	134918	Annual Fire Alarm Inspection 2012	\$ 225.00
Piper Fire Protection, Inc.	1661	135488	Annual Alarm Monitoring	\$ 300.00
Prager & Co., LLC	1672	4600	Annual Dissemination Agent Fee FY 2012- 2013	\$ 5,000.00
Pyramid II Inc.	1663	712498	Paper Products, Lotion, Liners	\$ 172.42
Rizzetta & Company, Inc.	1650	14734	District Management Fees 01/13	\$ 4,270.84
Ruska Mihaylova	1640	122912 Yoga	Yoga Classes	\$ 40.00
Ruska Mihaylova	1664	011013 Yoga	Yoga Classes	\$ 40.00
Ruska Mihaylova	1679	012613 Yoga	Yoga Classes	\$ 80.00
Sally A. Hackle	1641	122912 Zumba	Zumba Classes	\$ 55.00
Sally A. Hackle	1665	011013 Zumba	Zumba Classes	\$ 115.00
Sally A. Hackle	1680	012613 Zumba	Zumba Classes	\$ 125.00
Sign A Rama	1651	11102	Signage	\$ 414.00
SSF Owners Association	1666	SSF 123112-001	Copier Usage	\$ 63.75
Steven Hicks	1676	012313 Cater	Catering for Tacos & Trivolution	\$ 431.80
Valley Crest Landscape Maintenance	1642	4149079	Replace Controller for Irrigation	\$ 3,283.49

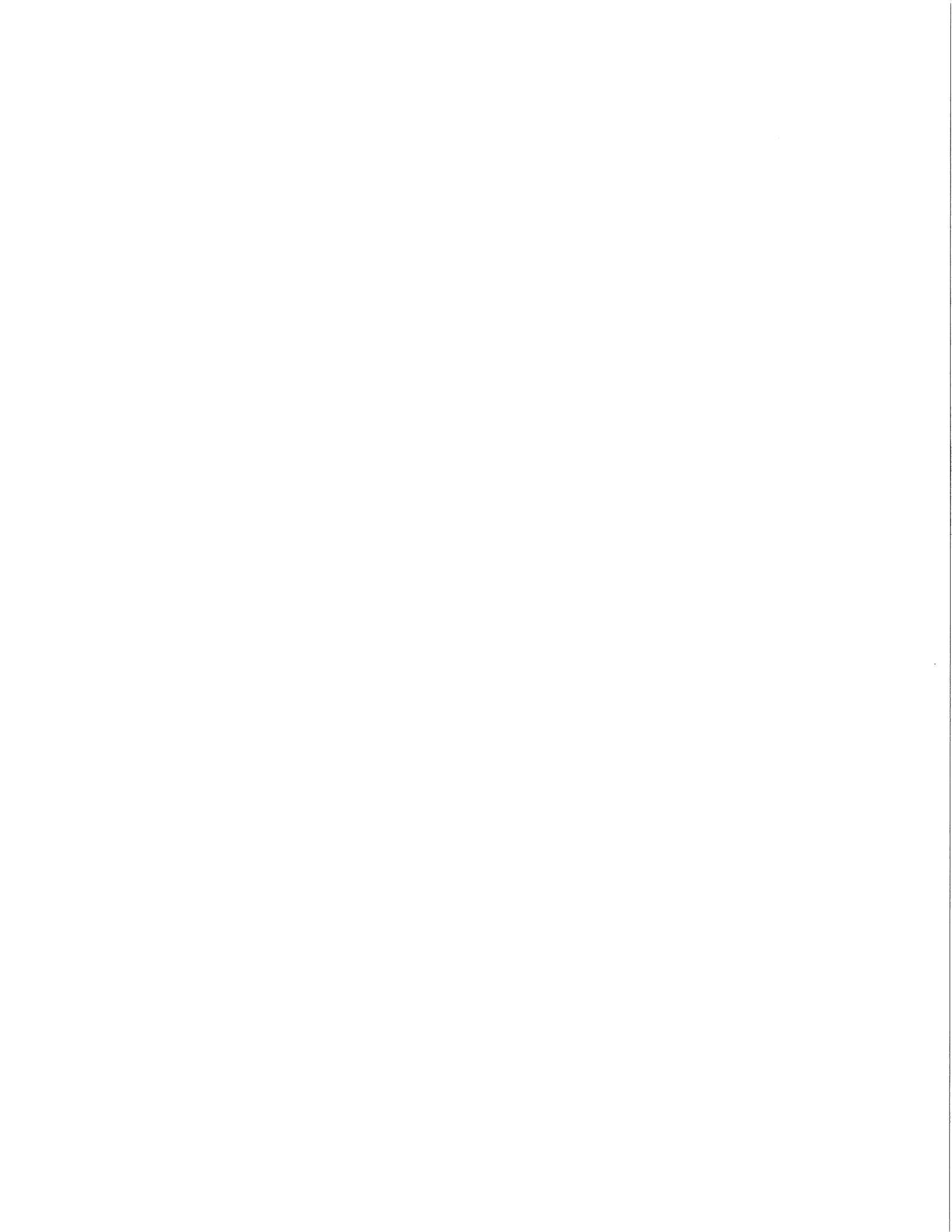
Harrison Ranch Community Development District

Paid Operation & Maintenance Expenses

January 1, 2013 Through January 31, 2013

10101 - Cash--Operating Account

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Valley Crest Landscape Maintenance	1642	4149080	Remove & Replace Broken Plastic Fence	\$ 71.00
Valley Crest Landscape Maintenance	1642	4149081	Repair Turf Damage From Hogs	\$ 1,900.00
Valley Crest Landscape Maintenance	1652	4150544	Irrigation Repairs	\$ 105.00
Valley Crest Landscape Maintenance	1652	4150545	Irrigation Repairs	\$ 150.00
Valley Crest Landscape Maintenance	1673	4151984	Mulching	\$ 38,150.00
Valley Crest Landscape Maintenance	1681	4158165	Landscape Maintenance 01/13	\$ 21,073.00
Valley Crest Landscape Maintenance	1667	4162782	Irrigation Repairs	\$ 150.00
Valley Crest Landscape Maintenance	1673	4165422	Remove Oak Tree	\$ 185.00
Verizon Florida LLC	1674	941 776-8083 100615 01/13	Pool Emergency Telephone 01/13	\$ 47.91
Verizon Florida LLC	1653	941-776-9949 150339 01/13	Clubhouse/Office Telephone 01/13	\$ 235.29
Waste Pro of Florida Inc	1654	0000044893	Commercial Recycling 01/13	\$ 35.12
Waste Pro of Florida Inc	1682	0000046449	Commercial Recycling 02/13	\$ 34.95
ZNS Engineering, L.C.	1643	118298	Engineering Services- 11/12	\$ 2,430.00
ZNS Engineering, L.C.	1643	118299	Engineering Services- 11/12 WUP	\$ 290.00
ZNS Engineering, L.C.	1683	118388	Engineering Services- 12/12	\$ 1,010.57
ZNS Engineering, L.C.	1683	118389	Engineering Services- 12/12 WUP	\$ 290.00
Report Total				<u>\$ 110,540.28</u>



HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures February 2013 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2013 through February 28, 2013. This does not include expenditures previously approved by the Board.

The total items being presented: **\$96,866.66**

Approval of Expenditures:

_____ Chairman

_____ Vice Chairman

_____ Assistant Secretary

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenses

February 1, 2013 Through February 28, 2013

10101 - Cash--Operating Account

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Access Residential Management LLC	1709	HRCDD020113	Management Fee and Payroll 01/13	\$ 6,748.05
Allen P Converse	1705	AC021113	Board of Supervisors Meeting 02/11/13	\$ 200.00
American Ecosystems, Inc.	1710	13020172	Lake Maintenance 02/13	\$ 2,529.00
Answer Excellence, Inc	1684	470501302013	Amenity Center Answering Service 01/13	\$ 31.95
Conway & Sons Construction LLC	1685	1123	Toilet Partition Repair	\$ 1,579.20
Fitrev, Inc	1686	7166	Preventative Maintenance 01/13	\$ 110.00
Florida Department of Revenue	1695	021113 FDOR	51-8015668220-6 Sales Tax 01/13	\$ 81.80
Florida Power & Light Company	1711	Electric Summary 02/13	FPL Electric Summary Billing 02/13	\$ 4,776.25
Goodson Electric Inc	1687	985287	Service Call- Streetlights	\$ 843.63
Hawkins Service Company	1688	148654C	Pool Maintenance 01/13	\$ 1,300.00
Hopping Green & Sams	1713	69128	General/Monthly Legal Services 01/13	\$ 462.50
Jan-Pro of Manasota	1714	29522	Janitorial Services 02/13	\$ 543.00
John Moneyheffer Jr	1706	JM021113	Board of Supervisors Meeting 02/11/13	\$ 200.00
Kelly Ward	1715	022413 Tennis	Tennis Clinics	\$ 50.00
Manatee County Sheriff Department	1696	155823	False Alarm	\$ 50.00
Manatee County Sheriff Department	1716	156272	False Alarm	\$ 50.00
Massey Services, Inc.	1689	15846020	Pest Prevention 02/13	\$ 50.00
Massey Services, Inc.	1689	15926230	Pest Prevention 02/13	\$ 36.00
MCUD	1690	183054-131498	Fire Hydrant 5755 Harrison Ranch Blvd 01/13	\$ 24.30
MCUD	1690	Water Summary Bill 01/13	MCUD Water Summary 01/13	\$ 4,382.67
Motion Picture Licensing Corporation	1697	503818099	MPLC Umbrella License- 3/13 - 03/14	\$ 1,140.66

Harrison Ranch Community Development District

Paid Operation & Maintenance Expenses

February 1, 2013 Through February 28, 2013

10101 - Cash--Operating Account

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Obies Party Rentals LLC	1698	020813 Movie	Mega Movie Package	\$ 250.00
Parrish Plumbing, LLC	1699	4295	Water Cooler Repairs	\$ 168.00
Pyramid II Inc.	1700	715472	Paper Products, Gym Wipes, Soap	\$ 181.78
Ridgewood Lake Gardens, Inc.	1707	4555	Trail/Bike Path Maintenance	\$ 29,970.00
Ridgewood Lake Gardens, Inc.	1707	4556	Lake/Pond Repair	\$ 2,350.00
Rizzetta & Company, Inc.	1691	14827	District Management Fees 02/13	\$ 4,270.84
Ruska Mihaylova	1701	021013 Yoga	Yoga Classes	\$ 80.00
Ruska Mihaylova	1717	022413 Yoga	Yoga Classes	\$ 80.00
Sally A. Hackle	1702	021013 Zumba	Zumba Classes	\$ 180.00
Sally A. Hackle	1718	022413 Zumba	Zumba Classes	\$ 80.00
Steven Hicks	1694	021213 Catering Specialties	Deposit for St. Patrick's Day Dinner	\$ 100.00
Valley Crest Landscape Maintenance	1692	4171008	Repairs at 301 Entrance from Car Accident	\$ 2,350.00
Valley Crest Landscape Maintenance	1703	4174307	Irrigation Repairs	\$ 471.62
Valley Crest Landscape Maintenance	1703	4174308	Irrigation Repairs	\$ 263.20
Valley Crest Landscape Maintenance	1719	4178343	Landscape Maintenance 02/13	\$ 21,073.00
Valley Crest Landscape Maintenance	1719	4187822	Reset 3 Fallen Oak Trees	\$ 645.00
Valley Crest Landscape Maintenance	1719	4188857	Annual Color Rotation	\$ 7,668.75
Verizon Florida LLC	1708	941 776-8083 100615 02/13	Pool Emergency Telephone 02/13	\$ 47.91
Verizon Florida LLC	1693	941-776-9949 150339 02/13	Clubhouse/Office Telephone 02/13	\$ 227.55
ZNS Engineering, L.C.	1704	118433	Engineering Services- 01/13	\$ 930.00
ZNS Engineering, L.C.	1704	118434	Engineering Services- 01/13 WUP	\$ 290.00
Report Total				<u>\$ 96,866.66</u>