

# **HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT**

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DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FORT MYERS, FLORIDA 33912

**HARRISON RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS MEETING  
JUNE 10, 2013**

**HARRISON RANCH COMMUNITY  
DEVELOPMENT DISTRICT AGENDA  
June 10, 2013 at 1:30 p.m.**

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

<b>District Board of Supervisors</b>	Parker Hirons Allen Converse John Moneyheffer David Gude Chris Fisher	Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary Board Supervisor
<b>District Manager</b>	Molly Syvret	Rizzetta & Company, Inc.
<b>District Counsel</b>	Jere Earlywine	Hopping Green & Sams, P.A.
<b>District Engineer</b>	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**

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June 3, 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, June 10, 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 May 13, 2013 ..... Tab 1
  - B. Consideration the of Operations and Maintenance Expenditures For the Months of April and May 2103 ..... Tab 2
- 3. BUSINESS ITEMS**
  - A. Consideration of Resolution 2013-04, Reappointing the Board of Supervisors ..... Tab 3
  - B. Consideration of LLS Tax Solutions, Inc. Engagement Letter For Arbitrage Services Related to Series 2007 Capital Improvement Revenue Bonds..... Tab 4
  - C. Consideration of Audit for Fiscal Year End September 30, 2012, as Prepared by McDirmit Davis & Company
- 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, May 13, 2013, at 6:34 p.m.**, at the Harrison Ranch Clubhouse, located at 5755 Harrison Ranch Boulevard, Parrish, Florida 34219.

Present and constituting a quorum were:

Parker Hirons	<b>Board Supervisor, Vice Chairman</b>
Allen Converse	<b>Board Supervisor, Assistant Secretary</b>
David Gude	<b>Board Supervisor, Assistant Secretary</b>
John Moneyheffer	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Molly Syvret	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jere Earlywine	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b>
Jeb Mulock	<b>District Engineer, ZNS Engineering, L.C.</b>
Michelle Moss	<b>Lifestyle Director</b>
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  
Board of Supervisors Meeting held on  
February 11, 2013**

Ms. Syvret presented the minutes of the Board of Supervisors meeting held on February 11, 2013. She asked if there were any revisions to the minutes. There were none.

On a Motion by Mr. Gude, seconded by Mr. Hirons, with all in favor, the Board approved the Minutes of the Board of Supervisors Meeting held on February 11, 2013, for the Harrison Ranch Community Development District.

**THIRD ORDER OF BUSINESS**

**Consideration of the Operations and Maintenance Expenditures for the Months of January, February, and March 2013**

Ms. Syvret presented the operations and maintenance expenditures for the period of January 1-31, 2013, which totaled \$110,540.28, the period of February 1-28, 2013 which totaled \$96,866.66, and for the period of March 1-31, 2013, which totaled \$73,339.07. 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 January 2013, which totaled \$110,540.28, the Month of February 2013, which totaled \$96,866.66, and the Month of March 2013, which totaled \$73,339.07, for the Harrison Ranch Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resignation of Board Supervisor Adam Smith**

Ms. Syvret presented a letter of resignation received from Mr. Smith and asked for a motion to accept the resignation.

On a Motion by Mr. Hirons, seconded by Mr. Converse, with all in favor, the Board accepted the resignation of Mr. Adam Smith, for the Harrison Ranch Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Replacement Supervisor to Fill Seat #2 With a Term to Expire November 2014**

Ms. Syvret advised the Board now has one vacant seat, seat #2, and she asked if the Board had an individual that they would like to appoint to fill the vacant seat. Mr. Hirons nominated Mr. Chris Fisher, a land development manager with Pulte.

On a Motion by Mr. Hirons, seconded by Mr. Gude, with all in favor, the Board appointed Mr. Chris Fisher to Seat #2, with a Term to expire in November 2014, for the Harrison Ranch Community Development District.

Ms. Syvret administered the Oath of Office to Mr. Fisher and asked if he wished to accept or waive supervisor compensation. Mr. Fisher waived supervisor compensation.

Mr. Earlywine provided an overview of the Sunshine Laws and ethics considerations as they relate to his appointment to the Board.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2013-04,  
Reappointing the Board of Supervisors**

The Board tabled this item to the next meeting.

**SEVENTH ORDER OF BUSINESS**

**Presentation of the Proposed Budget for  
Fiscal Year 2013/2014**

Ms. Syvret presented the proposed budget for fiscal year 2013/2014, identifying each line item experiencing a change from the current year budget. Discussion ensued regarding various line items.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2013-05,  
Approving a Proposed Budget for Fiscal  
Year 2013/2014 and Setting a Public  
Hearing Thereon**

Ms. Syvret provided an overview of Resolution 2013-05, which serves to approve the proposed budget and sets a public hearing for consideration of the final budget for fiscal year 2013/2014. Ms. Syvret advised the Board, upon adoption of the fiscal year 2012/2013 meeting scheduled, had intended to hold the public hearing on August 12. The Board confirmed that was correct.

On a Motion by Mr. Converse, seconded by Mr. Gude, with all in favor, the Board adopted Resolution 2013-05, Approving a Proposed Budget for Fiscal Year 2013/2014 and Setting a Public Hearing Thereon for Monday, August 12, 2013 at 6:30 p.m., to be held at the Harrison Ranch Club House, located at 5575 Harrison Ranch Boulevard, Parrish, Florida 34219, for the Harrison Ranch Community Development District.

**NINTH ORDER OF BUSINESS**

**Discussion Concerning Property  
Acquisition, Phase 2B-4**

Mr. Earlywine provided an overview of common areas and facilities anticipated to be competed in the near future, which include drainage ponds landscaped areas. He also reviewed the proposed warranty deed, bill of sale, and certificate of the District Engineer. Discussion ensued.

On a Motion by Mr. Hirons, seconded by Mr. Gude, with all in favor, the Board approved acquisition of phase 2B-4, subject to final certification by the County and authorized the Chairman or Vice Chairman to execute the necessary documentation, for the Harrison Ranch Community Development District.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
Mr. Earlywine advised he had no report.
  
- B. District Engineer  
Mr. Mulock provided follow up on a question regarding pond water level in connection with the pool heating system, and the need and feasibility for a secondary well. He reviewed a variety of options for additional pump and well installations which costs ranging up to \$67,000. Discussion ensued. Mr. Mulock was asked to obtain information regarding County permitting process and timeframes should they wish to move forward. In the meantime, it was determined the District would continue monitoring the water levels.
  
- C. Activities Director  
Ms. Moss provided an update on events and ongoing maintenance.
  
- D. District Manager  
Ms. Syvret announced the next meeting of the Board of Supervisors is scheduled for June 10, 2013 at 1:30 pm.

Ms. Syvret advised that per Florida Statutes she is required, prior to June 1 of each year, to announce the number of registered voters residing within the District as of April 15 of that year. Ms. Syvret announced that as of April 15, 2013 there are currently 623 persons registered to vote residing within the Harrison Ranch Community Development District.

Ms. Syvret advised that in the course of proceeding with reinstalling the hydrolic chair lift for the swimming pool, it was determined that the pump was damaged and would require replacement. It was also determined that the cost of replacing the pump was going to be quite expensive in relation to the overall cost/value of the chair itself, plus it was questionable whether the hydrolic lift meets the requirements in terms of ability to be operated by a handicapped individual without additional assistance. As such, she advised that she contacted a company that has been used by several other Districts to install ADA compliant chair lifts to provide a proposal for purchase and installation of a new chair lift. Ms. Syvret advised that the vendor inspected and measured the facilities and concluded that the District would need to install two chair lifts. Discussion ensued.

<p>On a Motion by Mr. Hirons, seconded by Mr. Gude, with all in favor, the Board approved a Not To Exceed amount of \$11,490, subject to review of the requirement of two chairs, for the Harrison Ranch Community Development District.</p>
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**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Ms. Syvret opened the floor to supervisor requests and comments.

Mr. Moneyheffer addressed the age requirement for use of the pool for children without an adult. Discussion ensued.

On a Motion by Mr. Converse, seconded by Mr. Gude, with all in favor, the Board approved changing the aged limit to 14 years of age for use of the community pool without an adult, for the Harrison Ranch Community Development District.

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

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Hirons, seconded by Mr. Moneyheffer, with all in favor, the Board adjourned the meeting at 9:41 p.m. for Harrison Ranch Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# Tab 2

# HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FORT MYERS, FLORIDA 33912

## **Operation and Maintenance Expenditures April 2013 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2013 through April 30, 2013. This does not include expenditures previously approved by the Board.

The total items being presented: **\$59,727.81**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

\_\_\_\_\_ Assistant Secretary

# Harrison Ranch Community Development District

## Paid Operation & Maintenance Expenses

April 1, 2013 Through April 30, 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>
	042513 DR		Debit Card Replenshment	\$ 843.43
	040913 DR		Debit Card Replenishment	\$ 854.51
Access Residential Management LLC	1758	HRCDD030113	Management Fee and Payroll 02/13	\$ 6,708.33
Access Residential Management LLC	1758	HRCDD040113	Management Fee and Payroll 03/13	\$ 7,153.26
Air Comfort Services, LLC	1769	53183	Preventative Maintenance	\$ 169.50
Air Comfort Services, LLC	1769	CM52634	Expansion Valve Replace Under Warranty	\$ (162.60)
American Ecosystems, Inc.	1782	1304167	Lake Maintenance 04/13	\$ 2,529.00
Answer Excellence, Inc	1759	470503272013	Amenity Center Answering Service 03/13	\$ 19.95
Childlike Productions	1783	4962	Professional Glitter Tattoo Artist	\$ 340.00
Fitrev, Inc	1760	7359	Preventative Maintenance 03/13	\$ 110.00
Florida Department of Revenue	1779	041513 FDOR	51-8015668220-6 Sales Tax 03/13	\$ 75.79
Florida Power & Light Company	1784	Electric Summary 04/13	FPL Electric Summary Billing 04/13	\$ 4,852.44
FPL	1785	73725-36180 04/13	Street Lights # Harrison Rnc 04/13	\$ 997.40
FPL	1770	77678-60393 03/13	Street Lights # Harrison Rnc 03/13	\$ 20.71
FPL	1785	77678-60393 04/13	Street Lights # Harrison Rnc 04/13	\$ 20.71
Goodson Electric Inc	1761	985546	Service Call- 2 Fuses	\$ 79.88
Goodson Electric Inc	1771	985571	Service Call- Street Lights	\$ 223.89
Goodson Electric Inc	1771	985583	Service Call- 2 Exit Signs	\$ 491.13
Hawkins Service Company	1762	149501C	Pool Maintenance 03/13	\$ 1,300.00
Jan-Pro of Manasota	1786	30171	Janitorial Services 04/13	\$ 543.00
Jan-Pro of Manasota	1786	30351	Pressure Washing	\$ 250.00
Kelly Ward	1787	042213 Tennis	Tennis Clinics	\$ 75.00

# Harrison Ranch Community Development District

## Paid Operation & Maintenance Expenses

April 1, 2013 Through April 30, 2013

10101 - Cash--Operating Account

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Knightsix, LLC dba Party Jumpers	1775	20756	Bounce Houses & Sno Cone Machine Rental	\$ 470.00
Manatee County Sheriff Department	1772	158745	False Alarm	\$ 100.00
Massey Services, Inc.	1763	16017185	Pest Prevention 03/13	\$ 50.00
MCUD	1773	183054-131498	Fire Hydrant 5755 Harrison Ranch Blvd 03/13	\$ 24.30
MCUD	1773	183054-142107	5305 105th Terr E- Deposit Deposit	\$ 50.00
MCUD	1764	Water Summary Bill 03/13	MCUD Water Summary 03/13	\$ 3,713.86
Parrish Plumbing, LLC	1788	4840	Restroom Repair	\$ 88.00
Patrick F. Brown	1774	042013	Pirate Magic Show	\$ 200.00
Piper Fire Protection, Inc.	1789	140260	Annual Fire Extinguisher Inspection	\$ 247.10
Pyramid II Inc.	1790	724052	Clubhouse/Gym Supplies	\$ 191.88
Rizzetta & Company, Inc.	1765	15022	District Management Fees 04/13	\$ 4,270.84
Ruska Mihaylova	1776	040813 Yoga	Yoga Classes	\$ 80.00
Ruska Mihaylova	1791	042213 Yoga	Yoga Classes	\$ 80.00
Sally A. Hackle	1777	040813 Zumba	Zumba Classes	\$ 115.00
Sally A. Hackle	1792	042213 Zumba	Zumba Classes	\$ 80.00
SSF Owners Association	1793	SSF 022813-001	Copier Usage for Newsletter & Flyers	\$ 83.25
SSF Owners Association	1793	SSF 033113-001	Copier Usage for Newsletter & Flyers	\$ 60.75
Taylor Rental	1766	110720	Table & Music Rental	\$ 228.70
Valley Crest Landscape Maintenance	1780	1907223	Irrigation Repairs	\$ 170.00
Valley Crest Landscape Maintenance	1767	4210756	Irrigation Repairs	\$ 300.00
Valley Crest Landscape Maintenance	1794	4220839	Landscape Maintenance 04/13	\$ 21,073.00
Valley Crest Landscape Maintenance	1780	4227597	Replace Sod	\$ 105.00
Valley Crest Landscape Maintenance	1780	4227598	Replace Caps on Fence Posts	\$ 124.00

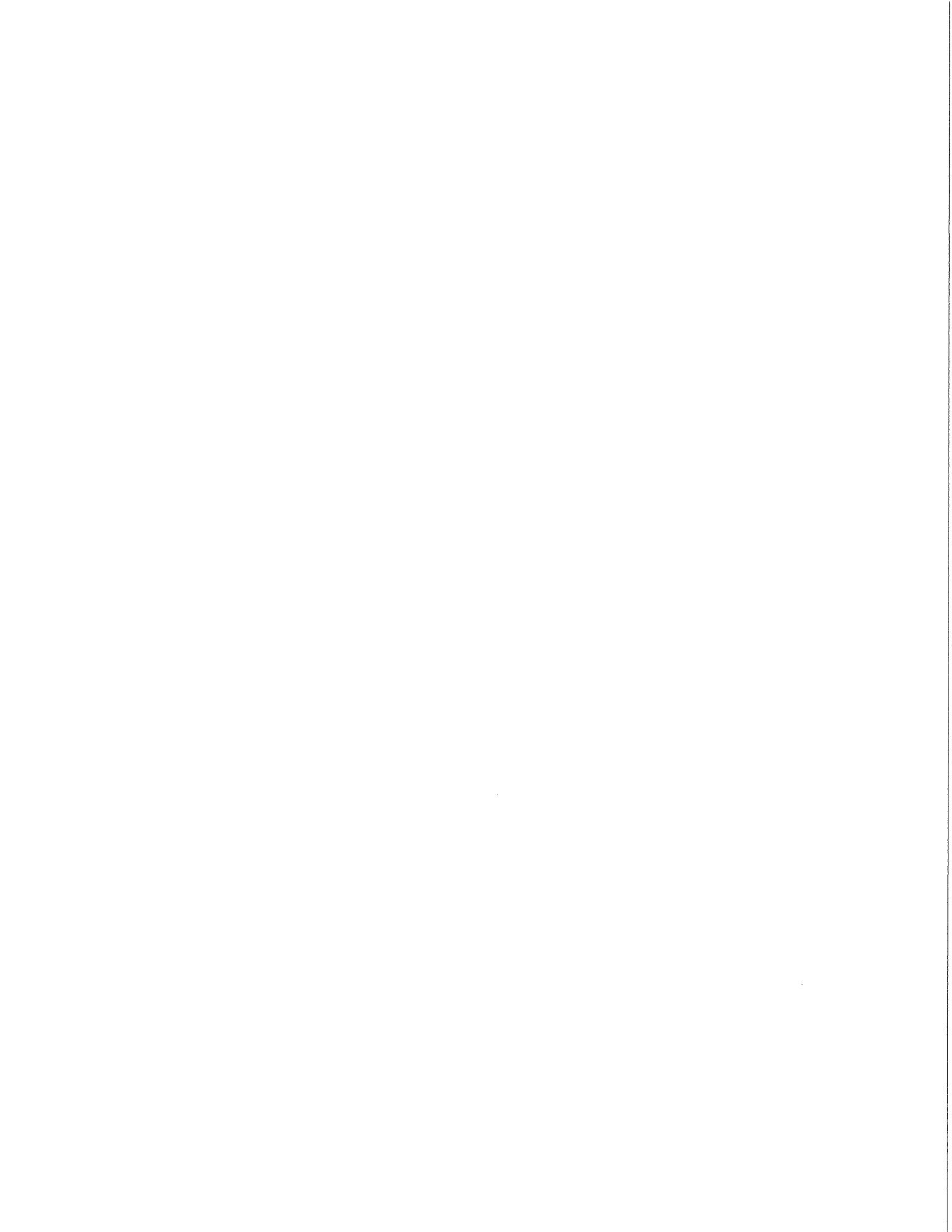
# Harrison Ranch Community Development District

## Paid Operation & Maintenance Expenses

April 1, 2013 Through April 30, 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>
Verizon Florida LLC	1781	941 776-8083 100615 04/13	Pool Emergency Telephone 04/13	\$ 47.87
Verizon Florida LLC	1778	941-776-9949 150339 04/13	Clubhouse/Office Telephone 04/13	\$ 243.77
Waste Pro of Florida Inc	1768	0000049652	Commercial Recycling 04/13	\$ 35.16
<b>Report Total</b>				<b><u>\$ 59,727.81</u></b>



# HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9530 MARKETPLACE ROAD · SUITE 206 · FORT MYERS, FLORIDA 33912

## Operation and Maintenance Expenditures May 2013 For Board Approval

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

The total items being presented: **\$59,529.16**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

\_\_\_\_\_ Assistant Secretary



# Harrison Ranch Community Development District

## Paid Operation & Maintenance Expenses

May 1, 2013 Through May 31, 2013

10101 - Cash--Operating Account

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
	051513 Debit		Debit Card Replenishment	\$ 493.75
	052313 Debit		Debit Card Replenishment	\$ 672.74
Access Residential Management LLC	1800	HRCDD050113	Management Fee and Payroll 04/13	\$ 8,545.76
Air Comfort Services, LLC	1814	53428	Service Call	\$ 110.08
Allen P Converse	1815	AC051313	Board of Supervisors Meeting 05/13/13	\$ 200.00
American Ecosystems, Inc.	1823	1305168	Lake Maintenance 05/13	\$ 2,529.00
Answer Excellence, Inc	1795	470504242013	Amenity Center Answering Service 04/13	\$ 32.92
Answer Excellence, Inc	1824	470505222013	Amenity Center Answering Service 05/13	\$ 19.95
Bradenton Herald	1809	T052128474	Acct #000523600 Legal Advertising 04/13	\$ 156.24
Dynamark Systems Inc	1816	090064	Monitor Electronic Security System 05/13	\$ 24.95
Dynamark Systems Inc	1816	091413	Monitor Electronic Security System 06/13	\$ 24.95
Dynamark Systems Inc	1801	227340	Service Call- Card Reader	\$ 495.00
Florida Department of Revenue	1810	051413 FDOR	51-8015668220-6 Sales Tax 04/13	\$ 55.10
Florida Power & Light Company	1825	Electric Summary 05/13	FPL Electric Summary Billing 05/13	\$ 5,127.60
Goodson Electric Inc	1796	985635	Service Call- Street Lights	\$ 136.16
Goodson Electric Inc	1796	985663	Service Call- Street Lights	\$ 192.62
Goodson Electric Inc	1802	985679	Service Call- Street Lights	\$ 228.84
Goodson Electric Inc	1802	985687	Service Call- Street, Landscape & Misc Lights	\$ 883.86
Goodson Electric Inc	1817	985731	Lightbulbs for Clubhouse	\$ 114.75
Goodson Electric Inc	1817	985732	Service Call- Clubhouse Lighting	\$ 239.25
Goodson Electric Inc	1826	985757	Service Call- Clubhouse Gym	\$ 314.62
Goodson Electric Inc	1826	985771	Service Call- Street, Landscape & Misc Lights	\$ 579.06

# Harrison Ranch Community Development District

## Paid Operation & Maintenance Expenses

May 1, 2013 Through May 31, 2013

10101 - Cash--Operating Account

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Hawkins Service Company	1803	149949C	Pool Maintenance 04/13	\$ 1,300.00
Jan-Pro of Manasota	1827	30495	Janitorial Services 05/13	\$ 543.00
Jan-Pro of Manasota	1827	30637	Pressure Washing	\$ 370.00
Jan-Pro of Manasota	1827	30686	Pressure Washing	\$ 1,285.00
John Moneyheffer Jr	1819	JM051313	Board of Supervisors Meeting 05/13/13	\$ 200.00
Kelly Ward	1818	051913	Tennis Clinics	\$ 125.00
Massey Services, Inc.	1811	16342810	Pest Prevention 04/13	\$ 50.00
MCUD	1804	183054-131498	Fire Hydrant 5755 Harrison Ranch Blvd 04/13	\$ 24.30
MCUD	1804	Water Summary Bill 04/13	MCUD Water Summary 04/13	\$ 4,138.07
Rizzetta & Company, Inc.	1797	15120	District Management Fees 05/13	\$ 4,270.84
Ruska Mihaylova	1805	050513 Yoga	Yoga Classes	\$ 80.00
Ruska Mihaylova	1820	051913 Yoga	Yoga Classes	\$ 40.00
Sally A. Hackle	1806	050513 Zumba	Zumba Classes	\$ 130.00
Sally A. Hackle	1821	051913 Zumba	Zumba Classes	\$ 115.00
Sign A Rama	1822	11559	Signage	\$ 390.00
Valley Crest Landscape Maintenance	1798	4230365	Irrigation Repairs	\$ 480.00
Valley Crest Landscape Maintenance	1798	4230909	Repair Rut Damage Caused By Traffic	\$ 150.00
Valley Crest Landscape Maintenance	1798	4231784	Stake Leaning Oak Trees	\$ 115.00
Valley Crest Landscape Maintenance	1798	4231785	Repost Downed Sign	\$ 105.00
Valley Crest Landscape Maintenance	1807	4236817	Irrigation Repairs	\$ 325.00
Valley Crest Landscape Maintenance	1828	4242532	Landscape Maintenance 05/13	\$ 21,073.00
Valley Crest Landscape Maintenance	1828	4250181	Install Plants at Pembroke Entrance	\$ 120.00

# Harrison Ranch Community Development District

## Paid Operation & Maintenance Expenses

May 1, 2013 Through May 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	1828	4252708	Irrigation Repairs	\$ 450.00
Valley Crest Landscape Maintenance	1828	4252709	Irrigation Repairs	\$ 200.00
Verizon Florida LLC	1812	941 776-8083 100615 05/13	Pool Emergency Telephone 05/13	\$ 47.87
Verizon Florida LLC	1808	941-776-9949 150339 05/13	Clubhouse/Office Telephone 05/13	\$ 239.88
Waste Pro of Florida Inc	1799	0000051068	Commercial Recycling 05/13	\$ 35.00
ZNS Engineering, L.C.	1813	118757	Engineering Services- 04/13	\$ 1,660.00
ZNS Engineering, L.C.	1813	118758	Engineering Services- 04/13 WUP	\$ 290.00
<b>Report Total</b>				<b><u>\$ 59,529.16</u></b>

# Tab 3

**RESOLUTION 2013-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT RE-APPOINTING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

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

WHEREAS, the Board of Supervisors of the District desires to appoint the Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. \_\_\_\_\_ is appointed Chairman.

Section 2. \_\_\_\_\_ is appointed Vice Chairman.

Section 3. \_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

Molly Syvret is appointed Assistant Secretary.

Kari Hardwick is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 10<sup>TH</sup> DAY OF JUNE, 2013.**

**HARRISON RANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**CHAIRMAN/VICE CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY/ASST. SECRETARY**

**Tab 4**



**LLS Tax Solutions Inc.**  
2172 W. Nine Mile Rd.  
#352  
Pensacola, FL 32534  
Telephone: 850-754-0311  
Fax: 480-247-5939  
Email: liscott@llstax.com

May 8, 2013

Harrison Ranch Community Development District  
c/o Rizzetta & Company, Inc.  
3434 Colwell Avenue, Suite 200  
Tampa, Florida 33614-8390

Thank you for choosing LLS Tax Solutions Inc. ("LLS Tax") to provide arbitrage services to Harrison Ranch Community Development District ("Client") for the following bond issues. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- \$12,720,000 Harrison Ranch Community Development District (Manatee County, Florida) Capital Improvement Revenue Bonds, Series 2007

#### **SCOPE OF SERVICES**

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determination of the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service ("IRS") forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

#### **TAX POSITIONS AND REPORTABLE TRANSACTIONS**

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that

the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated "tax shelter" rules that require taxpayers to disclose their participation in "reportable transactions" by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all "reportable transactions" and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client's participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state "tax shelter" reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client's failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

## **PROFESSIONAL FEES AND EXPENSES**

Our professional fees for services listed above for the bond year ended April 30, 2013 is \$650, which includes reasonable out-of-pocket expenses. We will bill you upon completion of our services or on a monthly basis. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.



**ACCEPTANCE**

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,  
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:  
Harrison Ranch Community Development District

By: Linda L. Scott  
Linda L. Scott, CPA

By: \_\_\_\_\_  
Print Name \_\_\_\_\_  
Title \_\_\_\_\_  
Date: \_\_\_\_\_