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HARMONY CDD SPECIAL TOPICS WORKSHOP

Meeting URL:

<https://us02web.zoom.us/j/89552558209?pwd=MGNSTnlBZTk2WUxEL0lKS0t6RnQ1UT09>

Call in number: (929) 436-2866

Meeting ID: 895 5255 8209

Passcode: 123456

- The Harmony Community Development District is holding a public "virtual" Special Topics Workshop on February 18, 2021 at 6pm.
- This workshop is not a regular Board of Supervisors meeting and the Board will not take any official (motioned) actions.
- At the workshop the Board will discuss and evaluate concepts which may be placed on the agenda of a future regular Board meeting where official action may be taken.
- This workshop is the tool whereby the Board can exchange ideas under the purview of the *Government in the Sunshine Law* with access by the public.
- During this workshop no voting will occur on any subject matter discussed.
- As with all District meetings, the public may be involved.
see [Rule 4.5 Harmony Rules & Procedures](#).



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Harmony Community Development District

- Teresa Kramer Chair
- Daniel Leet Vice Chair
- Steve Berube..... Assistant Secretary
- Kerul Kassel Assistant Secretary
- Mike Scarborough Assistant Secretary



- Kristen Suit District Manager
- Timothy Qualls District Counsel
- Steve Boyd District Engineer
- Gerhard van der Snel ... Field Manager

Workshop Agenda

Thursday, February 18, 2021 @ 6:00 pm via ZOOM

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1. Call to Order

2. Discussion Items

- A. Discussion of Publics Access to Meetings
- B. Discussion of Field Services
- C. Discussion of Procedures and Standards for Approving Property Turnover from Developer to the District
- D. Discussion of Procedures and Standards for Accepting Quit Claim Deeds to the District
- E. Discussion of Future Projects of the District
- F. Additional Discussion Items

NOTE:

The next regular scheduled meeting is Thursday, February 25, 2021 at 6:00 pm.

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Harmony CDD Workshop

FEBRUARY 18, 2021

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Agenda

1. Call to Order

2. Discussion Items

- A. Discussion of Publics Access to Meetings
- B. Discussion of Field Services
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Public Access

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Harmony CDD Videography Proposal

Dan Leet

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Osceola County Board of County Commissioners

Public Information Office: 407-742-2000 (Mark Pino)

BCC: Meeting

[Click here to watch the video in full screen.](#)



Documents

Click on one of the documents below to view.

- [Online Agenda](#)
- [ADA Accessible Agenda Outline](#)
- [Action Minutes \(Formerly referred to as Meeting Actions\)](#)

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Osceola County Board of County Commissioners

Public Information Office: 407-742-2000 (Mark Pino)

- ▶ Main meetings utilize expensive equipment in a control room to mix board member microphones, lectern, video sources, etc. for boardroom speakers as well as recording and streaming use
 - ▶ TriCaster video production equipment, cameras, microphones, etc. total many tens of thousands of dollars
- ▶ County uses a Mevo camera to record smaller events, such as the State of the County speech
- ▶ County PIO is happy with and recommends Mevo cameras

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Osceola County Board of County Commissioners

Public Information Office: 407-742-2000 (Mark Pino)

- ▶ Vimeo Premium service used for live streaming and archival
- ▶ Rev captioning service is used for meeting transcription
 - ▶ \$1.25 per minute, 24 hour turn time
 - ▶ Video is linked directly from YouTube, Vimeo, etc. for captioning

Legal Analysis

District Counsel - Tim Qualls

- ▶ Recording and broadcast (streaming) of CDD meetings is allowable, but ADA guidelines must be adhered to.
- ▶ Physical copies of the meeting recordings should be kept, in addition to any storage provided by video hosting services
- ▶ Comments should be disabled during broadcasts
- ▶ Data storage guidelines (1B-26.003) require consistent file names, offsite storage, and periodic checking of data.
 - Subsection 11: “If an agency cannot practicably maintain backups and preservation duplicates as required in this section, the agency shall document the reasons why it cannot do so”

Mevo Start



- ▶ Built-in SD card for recordings
- ▶ Streaming-capable (Vimeo, YouTube, Facebook, etc) with simultaneous recording
- ▶ Control via iPhone or Android app
- ▶ Built-in Wi-Fi, or can use LTE via phone's hotspot
- ▶ 6-hour battery life
- ▶ 83° field of view captures entire meeting
- ▶ "Auto pilot" mode can automatically zoom in/out

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Mevo Start (Prices updated December 2020)



- ▶ \$399 - Mevo Start live event camera
- ▶ \$430 - Mevo Start + heavy duty tripod
- ▶ \$30 - Mevo Start Case
- ▶ Includes 16GB microSD card, which holds about 100 minutes of HD video
 - ▶ \$39 - 64GB microSD
 - ▶ \$80 - 128GB microSD
- ▶ Audio connector options
 - ▶ \$11 - 50' audio cable
 - ▶ \$159 - USB audio mixer
- ▶ \$90 - External Hard Drive

PC-Based Webcam



- ▶ Quote prepared by Complete IT Solutions (via Inframark)
- ▶ Dedicated PC for Zoom streaming, recording
- ▶ PC also usable for projector use during meetings
- ▶ Video recorded with standard USB videoconferencing camera
- ▶ \$2,054.50 upfront cost includes cart, tripod, & sound system components
- ▶ \$30 per month for setup & (audio) recording collection

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Vimeo Hosting Plans

The Vimeo logo is displayed in a dark blue, lowercase, sans-serif font. The letters are bold and have a slightly rounded, friendly appearance. The 'i' has a distinct dot, and the 'o' is a simple circle. The logo is centered on the left side of the slide.

- ▶ Pro - \$240 per year
 - 20 GB / week weekly upload limit
 - About 2 hours, longer meetings may need to be uploaded across 2 weeks
 - Compression or reduced resolution may be another option
- ▶ Business - \$600 per year
 - No upload limits
 - Additional features
- ▶ Unlimited viewer bandwidth
- ▶ Video overlay support
- ▶ NO ADS for viewers

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Harmony CDD Recommendation A

- ▶ Purchase Mevo Start
 - ▶ \$650 (one-time) including case, tripod, memory card, audio cable, hard drive
- ▶ Purchase Vimeo Pro subscription
 - ▶ \$240 per year
 - ▶ 20 GB weekly upload limit should be enough for most meetings
- ▶ Purchase Dropbox account to satisfy electronic data backup requirements
 - ▶ \$199 per year for 3 TB plan (more than enough for 10 years of retention)
- ▶ Budget for Rev video captioning service
 - ▶ \$113 - \$225 per month, \$1350 - \$2700 per year depending on meeting length
- ▶ Stream meetings to YouTube (free), upload meeting videos to Vimeo for archival use and ADA compliance
- ▶ Store files on external hard drive, use Dropbox as remote backup service

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Harmony CDD Recommendation B

- ▶ Purchase Streaming PC from Complete IT
 - ▶ \$2,054.50 (one-time) including cart, tripod, camera, audio equipment
- ▶ Purchase Dropbox account to satisfy electronic data backup requirements
 - ▶ \$199 per year for 3 TB plan (more than enough for 10 years of retention)
- ▶ Budget for Rev video captioning service
 - ▶ \$113 - \$225 per month, \$1350 - \$2700 per year depending on meeting length
- ▶ Stream meetings to Zoom, upload meeting videos to YouTube following transcription
- ▶ Store files on external hard drive, use Dropbox as remote backup service

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Thank you!

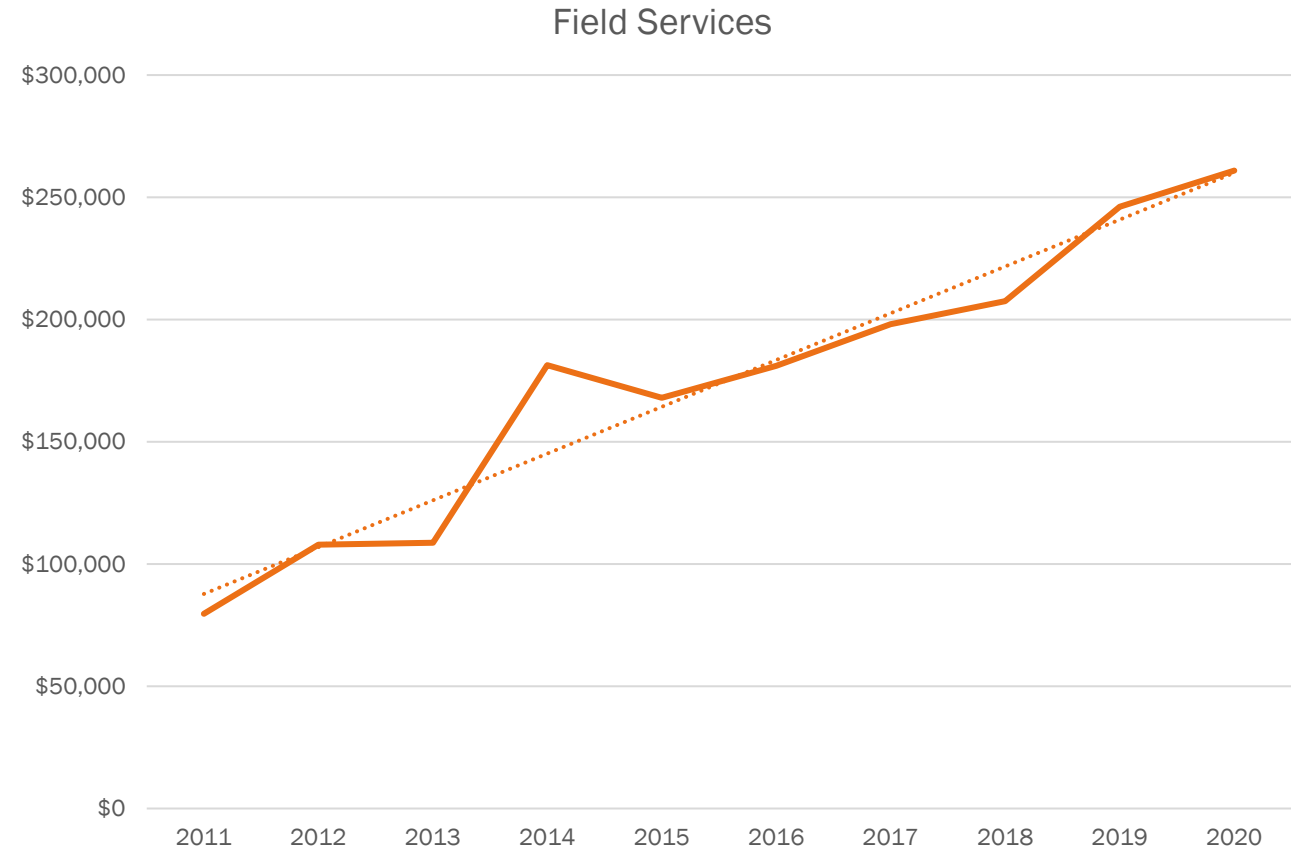
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Field Services

- Increasing budget
- Undefined scope of work
- Turnover concerns
- Safety Concerns/Hazardous Work
- Review decisions to in-house labor (metrics/proforma) vs privatizing
- Budget Tracking Review (Labor, Equipment, Materials and Project Tracking)

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Field
Services
Direct Cost
(FRM)



Field
Services
Indirect Cost

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- Phones
- Healthcare Insurance
- Vehicles
 - Carts
 - Trucks
 - Boats
- Office Space
- Utilities
- Computers
- Internet

Field Services Scope?

Oversight of Landscape Services

Reporting to District Manager/CDD Board

Monitor/Maintain Irrigation System

Monitor/Maintain Stormwater Ponds

Invasive Weed Control

Marina

- Boat prep, launch and return
- Boat cleaning and maintenance
- Securing boats for heavy weather
- Maintenance and review of security cameras
- Maintenance of docks, gates, and boat storage area
- Maintenance and replacement of auxiliary equipment, i.e., life vests, lines, paddles

Sidewalk Maintenance and Repair

- Power wash sidewalks throughout entire community
- Evaluate sidewalks quarterly for upheavals or other needed maintenance
- Grind sidewalk upheavals as needed
- Procure sidewalk replacement contractor
- Identify panels for replacement
- Oversee removal and replacement
- Remove any roots or other obstructions causing upheaval

Pools/Splash Pad

- Assess physical condition of pools
- Test chemicals levels
- Check pools pumps and filters
- Complete Health Dept reports
- Clean pools as needed
- Clean pool areas
- Address any pool related emergencies
- Clean bathhouses associated with pools and lakefront
- Observe and report any maintenance issues in pool areas
- Maintain and repair poolside furniture and deck areas
- Monitor/repair splash pad

Facility Maintenance

- Playgrounds
- Trash Receptacles
- Doggie Pots
- Alley Repairs
- Bench Install, Paint and Repair
- Equipment
- Access Road to Garden/Storage/Field Services Area
- Entry Structures and Fences
- Town Square/Pocket Parks
- Rust Abatement throughout Harmony

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Procedures and Standards for Acceptance

- Accepting property below industry standards has caused added expense to the District
- Harmony needs to develop standards and procedures for the acceptance of property
 - Minimum playground requirements
 - No invasive weeds in conservation areas
 - Properly designed and installed ponds with proper vegetation
 - Street trees that are hurricane and disease resistant, suitable in close quarters with streets and sidewalks, and that are native to reduce watering costs.
- Standards will put developers on notice of acceptance requirements

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Distressed Pond

- Too Shallow-permanent pool depth less than required 6'
- Needs to be reworked
 - A couple of options but each is difficult and impacting our residents.
 - Best options to maintain pond is to dragline it.
 - Issues with Hydrilla
- Other ponds lacking proper littoral zone plantings



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Distressed Ponds

- Other ponds lacking proper littoral zone plantings
- Causes nutrients to build up in water column
- Nutrients cause excess algae growth
- Can result in depleted dissolved oxygen, leading to fish kills



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Playgrounds

- Minimal Improvements Provided
- Residents Call for Upgrades
 - Cost to CDD is typically \$30,000 per playground structure



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Berm

- Accepted without knowing maintenance cost
 - \$7,841.04 Annually
- Accepted Berm without inspection.
 - Issues with equipment



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Berm

- Accepted without knowing maintenance cost
 - \$7,841.04 Annually
- Accepted Berm without inspection.
 - Issues with equipment
 - Issues with Trees



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Berm

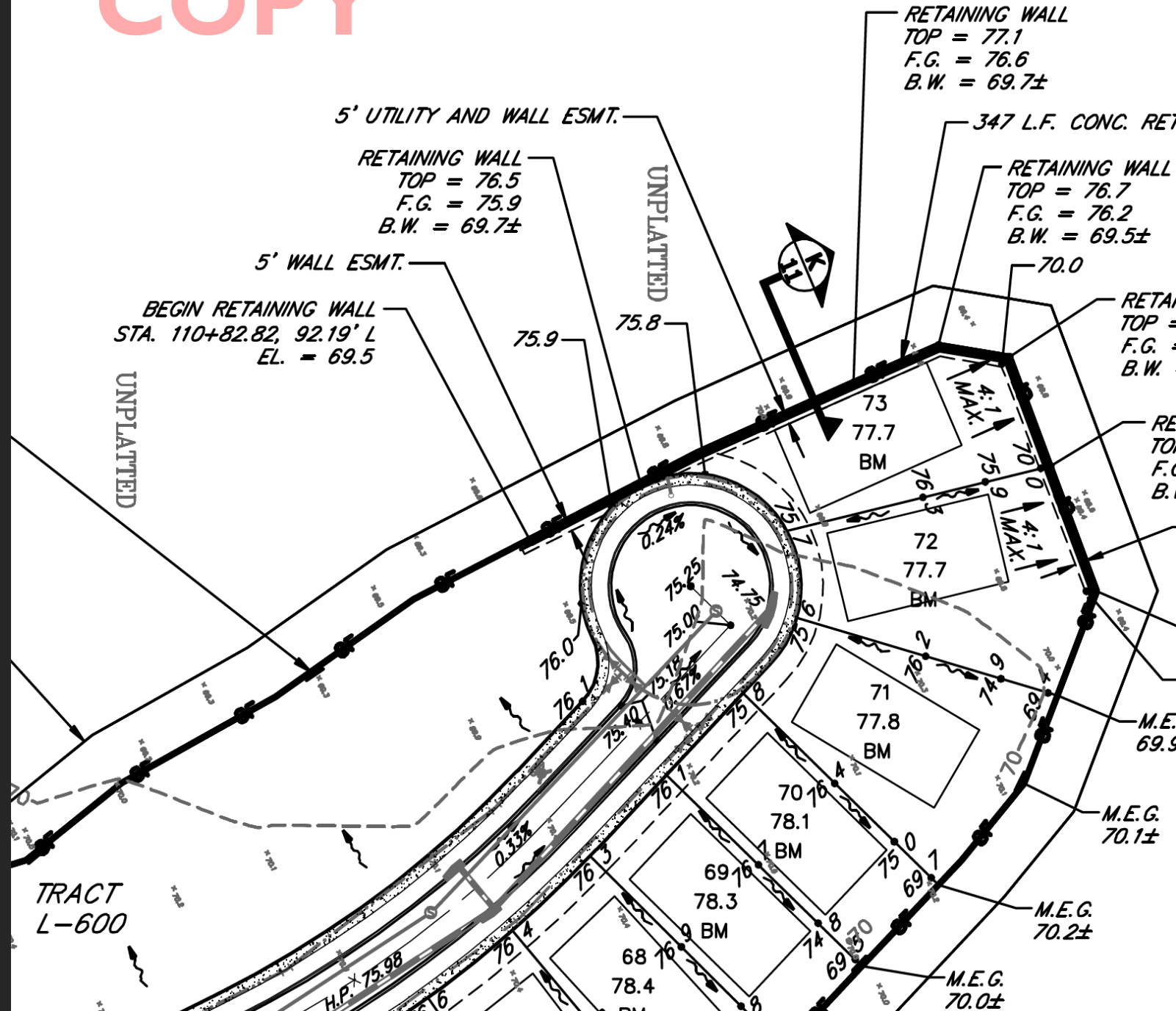
- Accepted without knowing maintenance cost
 - \$7,841.04 Annually
- Accepted Berm without inspection.
 - Issues with equipment
 - Issues with Trees



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Retaining Wall

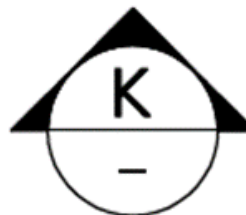
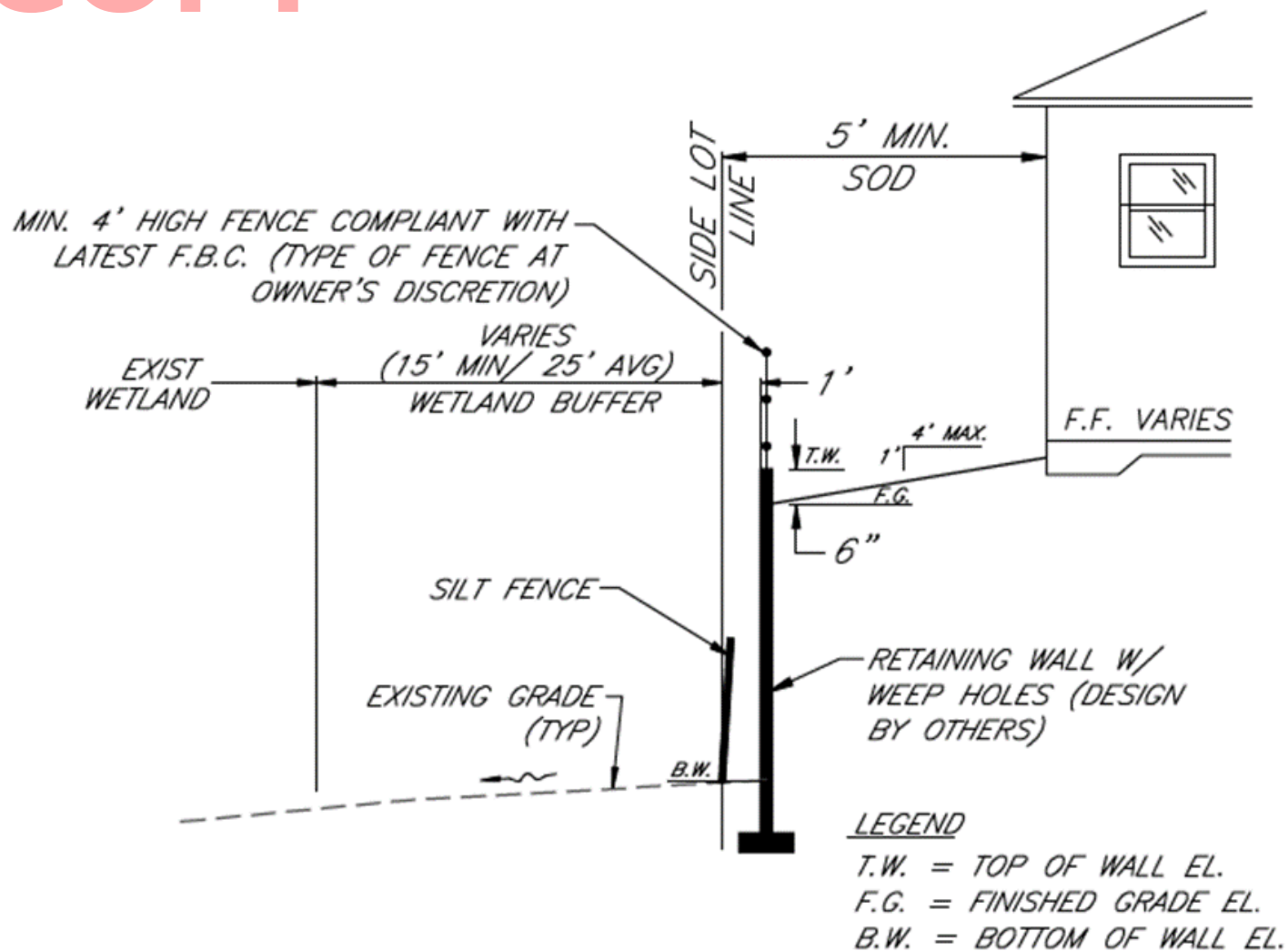
- Neighborhood L
- Height is appx. 7' at street end
- Wall will be supporting Cul-de-sac and two homes.



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Retaining Wall

- Neighborhood L
- Height appx. 7' at street end
- Only 5' from house and road
- Abutting Wetland Buffer
- Shown on Homeowner's lot, but extends past lot into common area

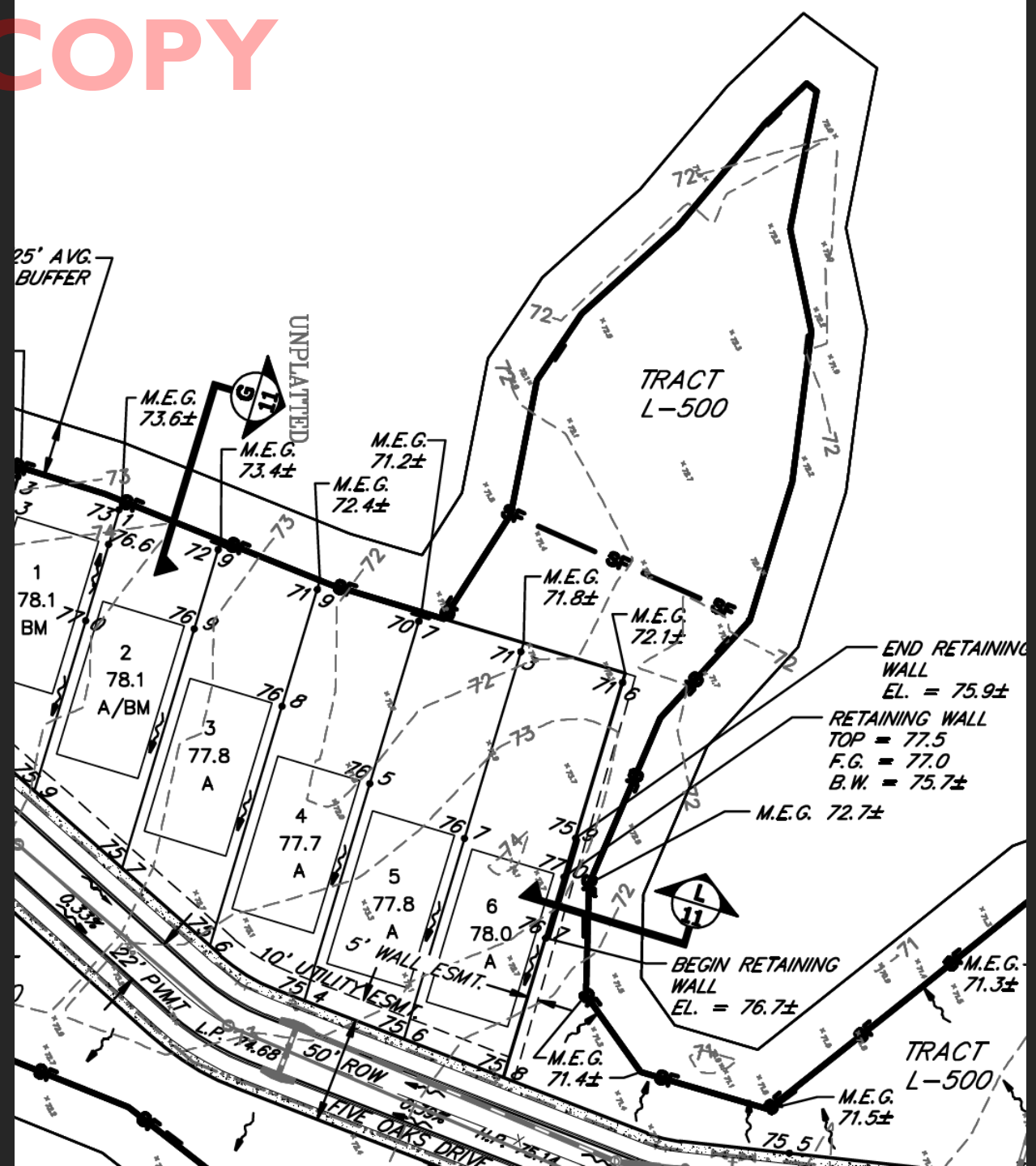


TYPICAL GRADING SECTION

NTS

Retaining Wall

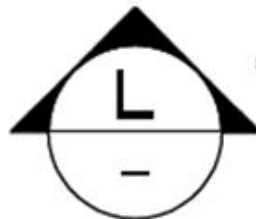
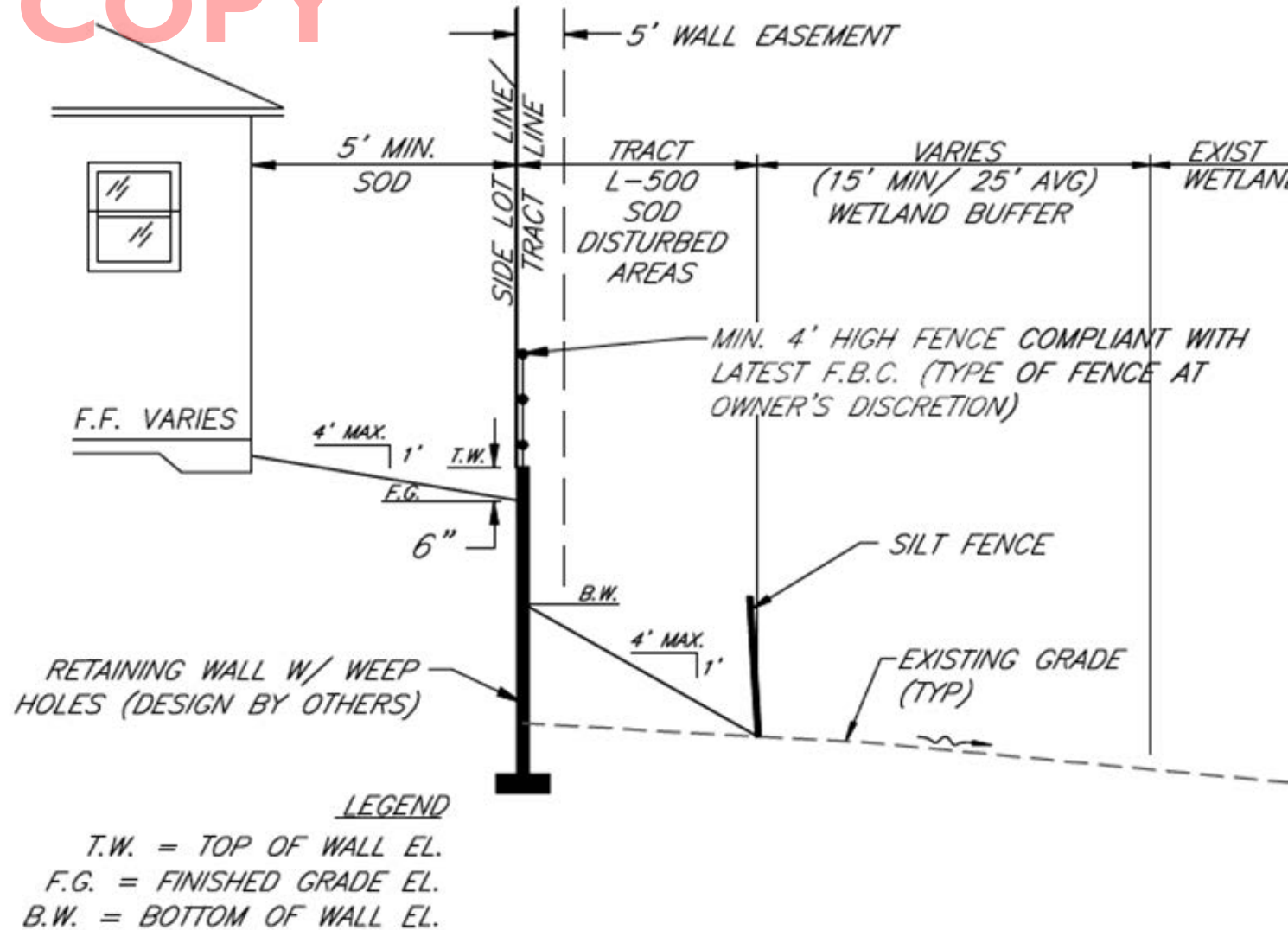
- Neighborhood L
- Less than 2' in height in this location



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Retaining Wall

- Neighborhood L
- Less than 2' in height in this location
- Shown in common area and within 5' of house



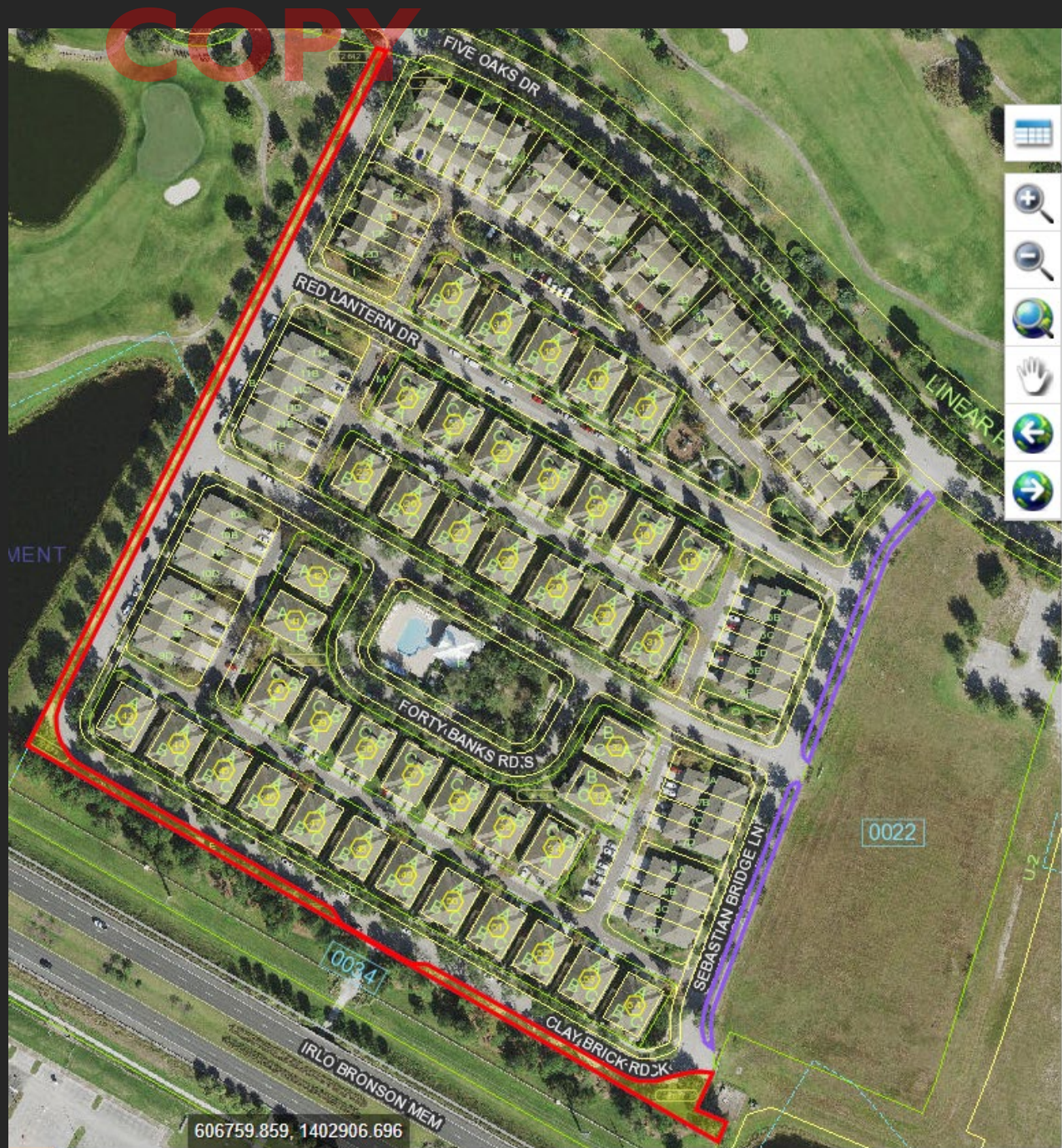
TYPICAL GRADING SECTION

NTS

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Accepting Quit Claim Deeds

Quit Claim Land



606759 859, 1402906 696

3 result



PIN	30-26-32-2877-0001
Owner	HARMONY CDD
Address	0 CLAY BRICK RD HARMONY, FL 34778
PIN	30-26-32-2877-0001
Owner	HARMONY CDD
Address	0 SEBASTIAN BRID HARMONY, FL 34778
PIN	30-26-32-2877-0001
Owner	HARMONY CDD
Address	0 SEBASTIAN BRID HARMONY, FL 34778

Export Results: [XLS](#)

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Future Projects

Lakeshore Option

- Price: \$96,197.00
 - Kissimmee obtained grant funding for \$76k of the costs.
- Site Requirement
 - Needs a densely shaded site
- Maintenance Costs: Unknown
 - Kissimmee has concerns with so many moving parts.
 - Kissimmee staffs a parks department to help reduce this risk but they are still concerned.



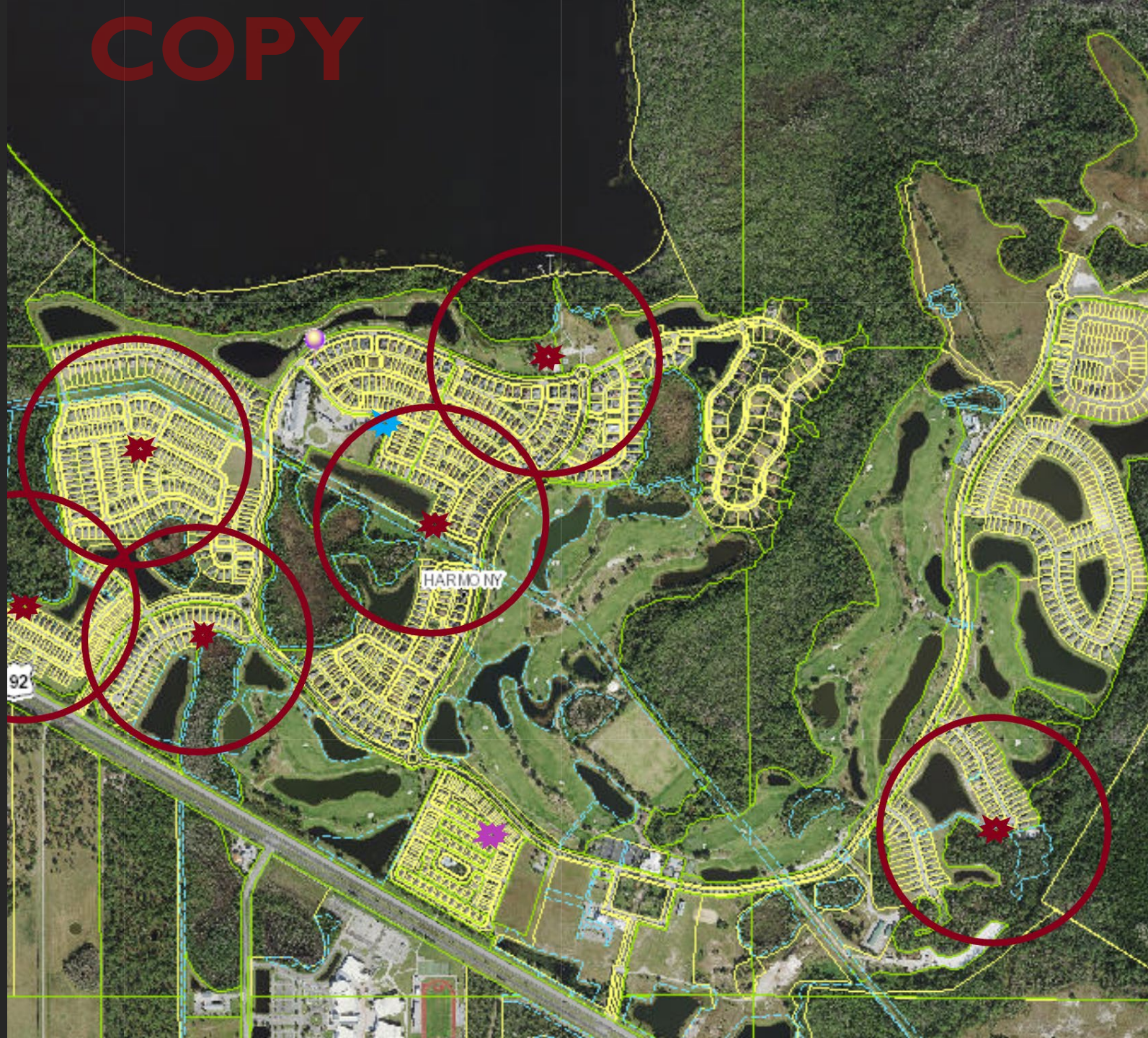
DECLINE SIT-UP BENCH

STEP-UP PLATFORM

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Playgrounds

- Image shows CDD owned playgrounds, each with service area of a 1000' radius.



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Additional Discussion Items
