

## MINUTES OF WORKSHOP HARMONY COMMUNITY DEVELOPMENT DISTRICT

The workshop meeting of the Board of Supervisors of the Harmony Community Development District was held Wednesday, December 8, 2021, at 6:00 p.m. via virtual teleconferencing.

Present were:

Teresa Kramer	Chair
Dan Leet	Vice Chairman
Steve Berube	Assistant Secretary
Kerul Kassel	Assistant Secretary
Mike Scarborough	Assistant Secretary

Also present were:

Angel Montagna	District Manager: Inframark District
Tim Qualls	Attorney: Young Qualls, P.A District
David Hamstra	Engineer: Pegasus
Brett Perez	Area Field Director
Steve Schwartz	Reserve Study Adv

Residents and Members of the Public

### FIRST ITEM

### Call to Order

Supv Kramer called the meeting to order. We are here for a workshop meeting for the Harmony CDD Board. Our main items on this workshop agenda is the Reserve Study and the Tree Trimming Policy that we are fine tuning.

### SECOND ITEM

### Roll Call

Supv Kramer called the roll. All Supervisors were present.

Supv Kramer thanked Mr. Schwartz for attending. Supv. Kramer: asked if there was anyone else on the call, Tim Qualls confirmed his attendance. Supv. Kramer: asked if there were any members of the public present that would like to speak as this would be the time for audience comments and you would have three minutes to speak.

There were no audience comments.

### THIRD ITEM

### Discussion Items

The following topics were then discussed by the Supervisors.

#### A. Reserve Study

Supv Kramer stated that we had requested a Reserve Study be done and Mr. Steve Schwartz is here tonight. He has been involved in conducting that Reserve Study. I am

going to turn this over to him so that he can walk us through the Reserve Study and help us understand all that Harmony has to be responsible for. Mr. Schwartz.

**Mr. Schwartz:** He thanked Supv. Kramer:. Before I get into this, I will briefly go over what a Reserve Study is and what the intent of it is. A Reserve Study is a long-term funding plan that projects all of your capital expenses over thirty (30) years and the funding necessary to meet those expenses. The intent of the Reserve Study is to give the CDD a road map with projections on funding so that they have the necessary amount of money at the proper time to make the repairs and replacements as necessary to their capital items. A few examples of some items included in the Reserve Study were things like resurfacing your pools, replacing roofs on pool cabanas, repaving the alleys of the CDD, repairing storm water drainage structures, replacing docks and pedestrian bridges. Those are the types of items that are included in a Reserve Study that you need to budget for long term.

**Supv. Kramer::** Asked if she could interject? Whomever is managing the ZOOM, can we put Steve up on the screen so we can focus on him and what he is saying?

**Supv. Leet:** Steve, I am not sure if you have anything to present and or I can scroll through the Study PDF that you gave us. If I stop sharing, then whoever is talking will take over. Ok Steve.

**Supv. Kramer::** Alright Steve, you are back on.

**Mr. Schwartz:** A Reserve Study, like in your own personal situation, think of your own reserves you have in your house. Things like putting a new roof on your house, painting your house, replacing gutters, replacing your HVAC unit and things like that. For the CDD, it is usually bigger items. So that is the gist of what a Reserve Study is. You want to be able to have the proper amount of money at the proper time to make the repairs and replacements that are needed.

Now that I have given that little introduction, I can get into more specifics of the Study. The site was visited by myself and a colleague on August 20<sup>th</sup>. We submitted the first draft of the report on October 29<sup>th</sup>. We submitted a revised version on December 7<sup>th</sup>. The specific areas stated in the report were:

- Alleyways
- Ashley Park Pool Area and Cabana
- Monuments
- Fencing
- Pavilions
- Stormwater Drainage
- Garden Road
- RV Parking Area
- Lake Recreation Area
  - Docks
  - Boardwalks
  - Boats
- Playgrounds
- Basketball Courts

- Parks
- Swim Club
  - Pool Area
  - Cabana
- Maintenance Vehicles

So, we found that you have 155 Reserve items. That is quite a few. That is a big Community and a lot of the items are of totally different ages and built at different times. It is a pretty complicated place overall. The Reserve Study will be effective as of October 1, 2022. Right now, we are in the FY 21/22 so this would go into effect or at least some variation of it, next October. So essentially, the FY 22/23.

**Supv. Kramer:** Is there any reason we did not start this year? I know we are a little past the start of our Fiscal Year but can you explain what the rationale was because that means we have to make a lot of assumptions on what we may do this year.

**Mr. Schwartz:** I was just getting to that too. So, in your Reserve Study, the starting point, is your projected balance as of October 1<sup>st</sup> of 2022, so the latest financial we have is from October 31<sup>st</sup> of 2021 so there is an eleven (11) month gap there from where we are now and the start of the next year. The assumptions that went into the report are as follows; October 31<sup>st</sup> you had \$926,835.00 in your Reserves. For the 21/22 you have \$66,540.00 for Reserve funding, so to get to the October 1<sup>st</sup> of 2022, so we have to include the projects that would be included over this 11 month period. The projects that I am aware of and if there are more, then you guys can jump in and let me know. There is a pool project estimated to cost about \$100,000.00, asphalt mill and overlay of neighborhoods C1 and C2 for about \$130,000.00 and the footbridges, which I believe has already been paid for, which was about \$38,000.00 and also the stabilization of the Garden Road, which the cost isn't fixed yet but projected to be about \$150,000.00. So, with those projects being deducted from the starting point of \$926,000.00, that leaves you \$574,917.00. Are there any projects that you guys are planning on over this next year that should be included in that list or is that a pretty accurate reflection of it?

**Supv. Kramer:** The only thing I can think of in addition to those might be and I do not know since this is not an actual hard infrastructure, it is more of our responsibility to the Water Management District, is our mitigation and care of the Conservation Areas which every time we look at it, it is becoming more and more of a big ticket item. So, if we were to go in and have to do a large mitigation, the last estimate we had was about \$365,000.00 if we went in and hit it hard and fast once.

**Supv. Berube:** It was \$263,000.00 for the five transects that were initially identified and we have since found out that those may not be too applicable. Whatever it is, it is a significant amount of money when you go in and do that. The whole area has grown significantly as we found out.

**Supv. Kramer:** I am not sure if we can add this to consider.

**Mr. Schwartz:** When you are talking about mitigation, are you talking about intrusive plants or..

**Supv. Kramer:** Yes, invasive plants in our Conservation Areas that were required to be set aside and preserved by the Water Management District.

**Supv. Berube:** What about our interior tree project that is coming up here as we have a tree management decision to make after this. If we are going to get into trees hot and heavy, which it appears we need to, that can get pretty pricey.

**Supv. Kramer:** That is correct. Aside from the hard infrastructure, we have the natural infrastructure. Being that it is in the Community, we have a responsibility to maintain it and it can get rather expensive.

**Mr. Schwartz:** Are these are items that you have budgeted for outside of Reserves or should be accounted for in Reserves?

**Supv. Berube:** To a limited degree, they are in the budget but any massive undertaking, like the tree project, is certainly outside of budget.

**Supv. Kramer:** That is correct, we have not budgeted for that large scale project . We have done tree trimming in the past but not to the extent that we are looking at currently. This may be something we look at. If we choose to go forward with tree trimming, it will most likely end up being part of our operations and maintenance budget. We would place this on a four-year cycle. The Old World Climbing Fern, invasive plant issue will also be an ongoing O&M cost but there may be a time where we will need to do a large mitigation up front in order to catch up with it so we can do it as on-going O&M.

**Mr. Schwartz:** From what you are saying, this would be more like maintenance but if you did a one time hit, it could be reserves. My thought tends to be that if you are planning to pay for that out of operations budget then it is probably just easier to pay for it out of operating. To keep with consistency. With where that money is coming from.

**Supv. Kramer:** Go ahead Steve.

**David Hamstra:** There is one more thing. I just got a proposal today to do some pipe cleaning and CCTV inspection for the Estates. I am headed to the office now to look at that pricing, which I can share with you tomorrow. That was something that was unplanned by the CDD, whether that is maintenance or reserve item, I do not know.

**Supv. Leet:** That goes under storm water, right?

**David Hamstra:** yes.

**Supv. Leet:** Yes, I cannot remember if I say that in the report for the Reserve Study or not.

**Mr. Schwartz:** In the report we do have stormwater drainage in it. It is meant to be large scale repairs. To me, cleaning and inspecting the pipes is more operation and maintenance. But repairing and replacing as in if a stormwater structure breaks or a pipe cracks or something like that is what I think of in terms of reserves.

**Supv. Kramer:** Ok that is good. I think you have most of our projects unless we find we need to go do the big hit so right now, we are on good grounds.

**Supv. Leet:** Most other projects we tabled until after this study was done. I think that is everything.

**Mr. Schwartz:** Ok, back to the report and what we were discussing. So, the projected balance is about \$575,000.00, so that is your starting point. Kerul, is your hand up?

**Supv. Kassel:** Yes, I did. There is something very important on page 6 regarding you stating that we are currently 24% funded, how did you get to that number?

**Mr. Schwartz:** So, from the starting point of \$575,000, you take the current cost of expenses and the inflation factor of 2.5% per year over the 30 years. All the expenses are projected out with inflation. So how you get to the number of what you need, you have to figure out what the adequate amount of money per year that will offset these expenses. There are different ways to do this. One number flat straight through but I do not like to do it that way. You can do it where it increases some amount like 2% or 2.5%, so that is the route we went with. On page 58, it's projected year by year, the annual reserve assessment, and then the annual expenses per year, and then the interest, then your year-end balance. All these things considered, then you have to come up with a number that's enough to offset these expenses and come up with a reasonable balance. So, the way the report stands right now is that in 2028 for instance, that's when you have a lot of expenses projected, so we need a number that's going to be sufficient to offset that. So, in 2028, starting with assessments of \$317,900.00 with slight increases, you can get to the point where you have enough money to pay for all of those expenses. That is the general framework of how this is calculated.

**Supv. Kramer:** So that means that our percent funded goes up and down based on the year that major expenses come due?

**Mr. Schwartz:** Yes, especially in years that you are forecasting to have over a million in expenses, that is when your Reserves take a hit in a big way but that also shows why it is important to plot these things out over the long term. Right now you have about \$900,000 and next year, you will have about \$575,000.00, which, on the surface, that may seem like a reasonable amount of money but you really need to compare it to what is coming down the pipe for those future years. As it goes on down the road to 30 years, that is more difficult to pinpoint but the first 8-10 years is more significant to get through the major projects.

**Supv. Kramer:** So right now, we are not in horrible shape especially since we have big projects coming up this year.

**Mr. Schwartz:** The best thing you can do with Reserves is give yourself time. If you had an \$400K or \$800K project next year, that would deplete your Reserves. Or even worse, if you had a \$1.5 million project, you would say, how are we going to pay for that, the difference. Are we going to have delay and or modify the project. Those things will happen too. You will find a project that is scheduled and you find that it is not in bad shape and can push it off a couple of years or the opposite could happen where it is projected out 5 years and at year 3 or 4, it needs to be done. The important thing is to try

to forecast your major expenses and make sure there is enough money there to meet those obligations.

**Supv. Kramer:** So we use this to communicate with our residents and explain to them what the future looks like and if we want to avoid a major assessment for a big ticket repair or replacement, then we would slowly start asking the residents for a little more so we could put it in the bank and save it up for that, like we would if we need to replace our roof in 5 years.

**Mr. Schwartz:** Right, this is your justification to set the assessments where they need to be, whether that is higher or lower. I hear in some Communities, well that is the way the dues have always been but that is not a good enough answer. It is not a matter of, we do not want to raise dues, no one wants to but that is why you need to do some long range planning to know that you are on the right track or at least getting close to those targets. Your community is around 20 years old and usually when you get to 10 years old, a lot of things need to be repaired and or replaced. If you are not getting ahead, there comes a time that you will have a lot of expenses at once.

**Supv. Kramer:** Are there any other questions for Steve. No, okay Steve.

**Mr. Schwartz:** Sure, I went through the background and if you all want me to go through some specifics like each of the sections, I am willing to do that or if it is more of an overview, that is fine too.

**Supv. Kramer:** Does anyone have a specific area that, Kerul?

**Supv. Kassel:** I am assuming that everyone has pretty much everyone has taken a look at the Reserve Study and the revisions so I just have some questions about some of the items in the Reserve study. Just two things that came up for me. On page 9, plan for 2400 sq.ft. of sidewalk repairs every three years. Brett and Mr. Hamstra may be able to speak to this, but it seems like we have done a lot more than that in the last couple of years. Now with tree roots and things, it seems like it would considerably more than that.

**Supv. Berube:** That 2400 sq. ft. is nowhere near enough.

**Supv. Kramer::** Yes, it is sq.ft. Steve Berube, do you remember how many sq. ft. this last repair we did was?

**Supv. Berube:** We did 800 sq.ft. at \$9600. We have done that 5 times over 2 years, which is 4000 sq.ft. and we really have not put a dent in it yet. 2400 sq.ft. every three years is really low. Brett, I believe you have some number's on this. Did you do a survey of sidewalks as to where we are in regards to quantity or you haven't gotten that far yet?

**Area Field Director:** I think we are working on that. David has provided maps of what is currently owned by the District. We are currently going through and identifying what grinds we need to make and what pads need to be replaced. Most of the pads are 5 foot in width and on average 6 foot pads. So that is close to a 30 sq. ft. pad. So, by this, that would mean only 80 pads being replaced every three years. That is not enough.

**Supv. Kassel:** What do you suggest that number be? Mr. Hamstra?

**David Hamstra:** Last month, we did a Community wide sidewalk inventory and then we broke it into 4 quadrants. We have the total linear foot of each quadrant so I can share that with Steve and we can bump up that number so it is more in line with trees and the age of the area. Steve, I will provide you a final number now that we have that completed.

**Supv. Leet:** Most of those sidewalks have Oak trees right next to them.

**Mr. Schwartz:** Understood. Yes, you are in that stage where your trees get to the age where you start seeing those issues. With the root systems, you start seeing major problems.

**Supv. Leet:** We currently budget \$15K a year so that is roughly 1000 sq. ft. a year. It is in line with the study but we can all agree, we need more.

**Supv. Berube:** We are currently behind the curve. I think once we get caught up, then that number may hold out.

**Supv. Kramer:** Ok, we can move on.

**Supv. Kassel:** I do have another question. On page 30, you have the dock and boardwalk. I am confused as to which is which. You have boards and railing versus frame and structure. Life is 4 years for docks and railings but frames and structures you have 23 or 24 years. I am just thinking about what we just went through with our pedestrian bridges. Didn't we have frame and structure issues we had to address? I am asking because the pedestrian bridges are the same age as the boardwalks and docks. I just want to be sure we have evaluated them properly. I just wanted to bring it up.

**Mr. Schwartz:** Yes, in the first version, during the site visit, I looked at all the docks and boardwalks but for whatever reason, I did not put one of them in there. In this latest version, all docks are in there.

**Supv. Kramer:** The work we just had done were on the sidewalk leading to the bridges due to washout from erosion. The actual wooden support was in good shape. The East Dock is the actual boat dock and fishing pier decked with composite materials. I think your estimations are pretty accurate. Anyone else have any questions?

**Mr. Schwartz:** I can take all feedback and revise as needed.

**Supv. Kramer:** Any other questions for Steve? Mr. Scarborough, do you have any items of concern?

**Supv. Leet:** He has signed off. I have nothing specific.

**Supv. Kramer:** Mr. Berube, any questions?

**Supv. Berube:** All good.

**Supv. Kramer:** Anything from the staff?

**Tim Qualls:** I saw the terms amenities and common areas and dues, but Districts have infrastructure, systems and facilities and no dues, but assessments. That can be confusing, so the terms can be corrected.

**Mr. Schwartz:** Ok, I can make those changes.

**Supv. Kramer:** Any other questions or comments for Steve?

**Mr. Schwartz:** The main take away here is you are 24% funded, which is not a great position to be in but you do have about \$600K so that does help, but the funding will need to go up. On page 72 there is an expense summary by year. It will help explain to residents how much will need to be spent in future years.

**Supv. Kramer:** Thank you so much, Steve.

## **B. Tree Trimming**

**Supv. Kramer:** So, at this time, we will move on and again remind anyone that has tuned in that this is a workshop and no decisions will be made. We will move on to the next item of the agenda. On to you Brett.

**Area Field Director Brett Perez:** We have been working closely at the direction of the Board with Matthew Pippin with Bee & Bee Tree Services to develop a scope of service for pruning of the street trees. He recently came out and did a test tree, which came out very good. The discussion that needs to take place here is how we want to proceed. There has been a discussion in regards to retaining an Arborist full time with the District. In that discussion, Mr. Pippin made a strong suggestion that we also need a tree inventory for these trees. This will be helpful in obtaining apples to apples quotes and how many trees we do in fact have. He provided two documents for us to review and discuss as we cannot vote on anything today. The first is the tree care plan. These items will be in the agenda packet for your Board meeting.

## **Tree care for the Community of Harmony CDD**

*Prepared by: Matt Pippin, ISA® Cer5fied Arborist, TRAQ- Cert ID: FL-9531A*

### **Safety:**

Firstly, the most important aspect is the safety of people and property in the community. Therefore, all tree care operations in the community will be guided by ANSI Z133 standards. These safety standards should be strictly followed to provide workers and bystanders a safe environment. These standards will be followed when conducting approved work within the community of Harmony.

*Note:* When conducting work in high traffic areas of foot or vehicle traffic, partial closures may be necessary to conduct work safely. This will be necessary when doing any and all aerial lift operations.



## **Tree pruning standards and operations:**

Tree pruning standards will be conducted according to ANSI A300 Part 1-Best Management Practices (BMP). This is a standard guide for proper care of trees and should be followed when possible. It should be noted when doing clearance cuts for vegetation management i.e. trimming over roads and sidewalks where clearance is required, care will be taken to not cause any undo harm to the tree.

When it is required to trim, or remove hazardous trees/limbs over private property. These operations will be conducted with due care not to use private property for these operations without written consent from the property owner. If there is a conflict between workers and property owners, all work will cease until the matter is resolved.

When homeowners take it upon themselves to trim limbs over their property line, or cut roots within their property line of a Harmony CDD owned tree, suggest that the homeowner get professional guidance to mitigate any possible issues that might arise from improper trimming or root damage. If the homeowner persists on doing the work, it should be documented that they were offered professional assistance in the event it causes detrimental harm to the tree. It should be implied that there can be legal ramifications if due care is not taken to care for the tree.

I believe the best remedy to avoiding confrontations is educating the homeowners about the true value of the trees in the community. Based on real estate studies trees can add an average of 2% of the value of the house and property. In some instances trees are the focal point of the property.

## **Underground operations:**

- Trenching
- Replanting/planting
- Stump grinding
- Staking/guying

Prior to performing any underground operations, a person certified by their company needs to request under ground locates, via <https://www.sunshine811.com>, by all listed companies that have underground utilities in the specified area of work. The company doing the underground operations will not start work until their underground utilities are cleared and marked. The company performing the work will receive confirmation when the utilities have been marked. If the company performing the work follows the guidelines of Sunshine 811, the company shall not be liable for damage to utility.

When a street tree has to be removed or replaced for any reason, there is the possibility of damage to sidewalks and any unmarked utilities. These issues will be handled on a case by case basis and extra care will be taken to minimize extra cost due to these operations.

### **Lightning protection and Tree support systems:**

These operations are specialized in nature and are not common for street trees. These operations are for saving rare species, or historic trees. Tree support systems may be recommended in areas where a large tree with a codominant stem is within a target area that is commonly occupied. Risk assessment would be recommended prior to these operations to see if it is necessary.

Lightening protection can be helpful in certain settings, same as tree support systems it is a specialized operation. It can be taken into consideration in areas like parks, open fields, or large tall standalone trees. The purpose of lightening protection in the tree is to mitigate damage to the tree, ground a strike to mitigate side flash (lightening jumping from one tree to another object or structure), and safely ground the voltage. Both of these operations are covered in the ANSI A300 Part 3 BMP's as well.

### **Tree Risk Assessments:**

Tree risk assessment is an ongoing operation due to weather events, biotic/abiotic events, and unforeseen events. When a particular tree needs assessing it should be completed by a certified assessor or TRAQ. A written report should be provided to the client and is commonly valid for one year of the assessment date. The risk assessor routinely provides mitigation strategies, but it is ultimately up to the tree manager/owners.

*Note:* Most certified arborist conduct risk assessment when providing maintenance to trees. If something is found to be dangerous during these operations, the maintenance manager will be notified of these findings.

### **Tree inventory:**

A tree inventory is helpful for maintaining and budgeting resources for trees. The main purpose of a tree inventory is to track tree maintenance, risk assessments, and creation of tree care budget. Listed in a tree inventory will be tree species, estimated canopy size, caliper size of main stem, outward observation of overall tree health and estimated cost for tree replacement. According to the Council of Tree and Landscape Appraisers, there are two methods of tree appraisals and is determined based on the client's needs.

- ∞ First method: the trunk formula method, this approach is for trees that may be too large to replace. It would also be based on species and health at the time.

- ∞ Second method: is for replacement cost, this based on a point system accounting tree size, species, condition, and location.

The tree inventory is commonly documented on special software. A report would be completed for the client and would be customized to suit the needs of the client. Based on the information provided, we prioritize the scope of work that should be completed first. After the priority work is completed, it will be easier to budget for appropriate maintenance cost.

## Projected Tree Maintenance Cost

### **Oak species:**

Maintenance trimming cost;

8" through 15" caliper size - \$45.00 per tree

15" through 60" caliper size- \$65.00 per tree

60" and up caliper size estimate given prior to work.

### **Magnolia species:**

Maintenance trimming cost;

8" through 15" caliper size - \$30.00 per tree

15" through 60" caliper size \$50.00 per tree

60" and up caliper size estimate give prior to work

### **Drake Elm species:**

Maintenance trimming cost;

8" through 15" caliper size - \$45.00 per tree

15" through 60" caliper size - \$60.00 per tree

60" and up caliper size estimate give prior to work

### **Sycamore species:**

Maintenance trimming cost;

8" through 15" caliper size - \$45.00 per tree

15" through 60" caliper size -\$65.00 per tree

60" and up caliper size estimate give prior to work

### **Pine Tree species:**

Maintenance trimming cost;

8" through 15" caliper size - \$35.00

15" through 60" caliper size - \$45.00

60" and up caliper size estimate give prior to work

### **Maple species:**

Maintenance trimming cost;

8" through 15" caliper size - \$45.00 per tree

15" through 60" caliper size - \$60.00 per tree

60" and up caliper size estimate give prior to work

*Note:* All cost estimates above include debris removal. When specialized equipment is required i.e. Crane, the estimate will be approved prior to the work being performed. The cost above, are the approximate maintenance cost only. The initial cost to get the trees up to maintenance par, would be adjusted based on case by case.

### **Stump grinding operations:**

8" through 15" caliper size – minimum cost \$75.00

Stump grinding cost is based on measurement of area to be ground, cost ranges is between \$3.00- \$4.50 per square inch in diameter and varies depending on species of tree and type of ground cover. Unless otherwise noted, stump grinding does not include the grinding of any surface roots. Mechanical grinding does not remove the stump completely, it only grinds the tree stump below grade.

*Note:* When stump grinding is complete, there will be saw dust debris and the removal of debris is an extra cost. All stump grinding work will be bid prior to execution, and follow underground operation standards.

### **Stump removal when tree replacement is required:**

The cost of digging out a stump will vary by species and location. The minimum cost for a complete stump removal (dug out) is \$1000.00. In instances where perceived damage to sidewalks is imminent, those cost will be added to the bid. The bid shall also include replacement dirt, tree replacement if applicable, and debris removal.

### **Root excavations:**

Root excavations are a specialized operation used when there are compaction issues from construction or traffic around trees. It is also used when the root system needs to be examined for tree risk assessment investigations. These are done on a case by case basis and based on size of the root system and/or if replacement dirt is needed.

## **Pest management and Disease control:**

Integrated pest management is the goal to mitigate using chemical means. If chemical means are necessary, it will be sub-contracted to a licensed professional. In the event there is an infestation of any kind, it is in the best interest to use all resources available. This includes identifying insects, blights, fungus etc. County Extension services provide a great resource for identification and mitigation. Early detection is the key to stopping an outbreak of pests.

In the event of a root grafting outbreak, trenching root systems may be required to stop the spread. This is a specialized underground operation and costs would be assessed on a case by case basis.

*These guidelines are exclusive to Harmony CDD.*

Prepared by:

A handwritten signature in black ink, appearing to be the initials 'AS' or similar, written in a cursive style.



ISA® Certified Arborist, TRAQ  
**Tree Inventory Proposal**  
*Harmony CDD*

The purpose of a tree inventory is to map and categorize the trees in the Community of Harmony. The trees would be documented on specialized software which would be broken down by location, species, size, and overall health. The data gathered would be governed by Tree Inventory Best Management Practices. This would assist the CDD in budgeting annual maintenance cost, prioritizing work that needs to be completed, and providing monetary value of the tree scape.

Prioritizing the work for hazardous trees and dead hangers over high occupancy, or high value targets, should be considered first. The maintenance priorities, will then be based on the needs of the CDD. Any maintenance work completed will be documented on the inventory and will keep the Tree Inventory updated.

The cost breakdown for the Tree Inventory is as follows:

\$2,500.00 annually to maintain the software agreement.

\$1.75 per tree for the following data: *(street/park trees that CDD maintains)*

- Location
- Size
- Species
- Level two limited risk assessment\* inclusive of the information listed below:

Poor Structure, Crown Dieback, Improperly Pruned, Cavity Decay, Poor Root System, Remove Hardware, Hardscape Damage, Mechanical Damage, Poor Location, Serious Decline, Vines, and Canker. These inspections would be assessed from ground level only.

\$.50 per tree for the following data: *(alley trees not maintained by CDD/other trees within the perimeter of CDD that do not pose a risk to any targets, but should be documented for the purpose of the neighborhood's canopy scape)*

- Location
- Size
- Species

The software would be retained by the vendor and all data would be available to the client at any time, upon request. The initial cost would be for the inventory itself, and the documentation of the trees desired. After the inventory is finalized, any costs incurred after would be solely for tree maintenance purposes and to maintain the software agreement mentioned above.

## Tree Maintenance

The Tree Inventory software allows the maintenance to be tracked and documented. There are different types of tree maintenance, so it would be documented in one of the following ways: Crown Cleaning, Prune-Clearance, Sidewalk Damage, Remove Hardware, Raise, Monitor, Prune-Structural, Restoration Prune, or Removal.

Based on the information provided, FY Budget can be allocated for future maintenance needs. Benefits of the inventory are to increase efficiency, preventative response to significant weather events, justifying budget, and documented maintenance.

*\* Risk rating excluded. However, mitigation strategies would be provided for any documented concerns.*

*Proposal By:*

*Matt Pippin*



*ISA® Certified Arborist, TRAQ*

*Cert ID: FL-9531A*

**Supv. Kramer:** I was lucky enough to be able to see this work being done. It was a true pleasure to watch a professional do this work. It was a vast difference from watching Servello do this work. He has equipment you cannot even imagine. He was able to position the lift to be on the sidewalk and the street. He was very careful in extending the lift to the branches that needed to be trimmed and these branches were actually brushing up against the resident's house. He was very careful in the removal and only dropped a couple already dead Oak leaves onto the resident's property. Safety gear and coordination was phenomenal. His wife is his assistant. I was very proud to see them operating here in Harmony. As he worked, he explained how the branches would continue to grow upward. He was able to prune this tree in a way that you could not even tell the tree had been pruned. It looked so nice. If anyone wants to go out and look, the address is 3322 Catbrier. It was really impressive, and I look forward to seeing either him or someone of his caliber doing the work here in Harmony. It is also nice to know that he is so close. That is all I have to say. Brett, Mr. Pippin and I worked closely on this and provided some verbiage to Tim. Tim, do you want to go over the tree policy that you put together for us to consider at this month's meeting?

**Tim Qualls:** I am happy to Madam Chair. It is pretty self explanatory. It sounds like the main things are the standards by which you will prune the trees letting the citizens know that the District is going to have a comprehensive plan and discourage the residents from taking matters into their own hands. You wanted it shorter from that 80 page one so this is a 3 page one. It does not sound like you are going to have much of an issue with having to get homeowner consent due to Mr. Pippin being very thorough and can do this. You just notify people when the tree trimming is being done. I think the consent form only needs to be used in the case that the tree may present a challenge. If you send it to everyone, you will just freak people out. Any questions?

**A discussion ensued regarding grammatical errors and word meaning.**

**Supv. Kramer:** Any other comments on the policy.

**Supv. Leet:** Some neighborhoods, there are questions about the ownership of trees in F, H-2 and O.

**Supv. Kramer:** The County owns those trees and we need to reach out to the County to see what needs to happen to get those trees addressed. Brett, can you call the County. Any other questions and or comments? Supv. Scarborough, any questions?

**Supv. Kassel:** Are we getting multiple bids on this?

**Area Field Director Brett Perez:** Yes, I will reach out to the County and yes, we can get multiple bids.

**Supv. Kramer:** Anything else? Hearing nothing. Let's adjourn

*Teresa Kramer*