

Harmony CDD

MEETING RECAP

Regular Board Meeting	Start Time
March 25, 2021	6:00 PM

Board Members Present:

Teresa Kramer	Yes	Chairman
Dan Leet	Yes	Vice Chairman
Kerul Kassel	Yes	Assistant Secretary
Steve Berube	Yes	Assistant Secretary
Mike Scarborough	No	Assistant Secretary

Staff Members Present:

Kristen Suit	District Manager
Steve Boyd	District Engineer
Tim Qualls (Via Conference Call)	District Counsel
Tristan LaNasa	District Counsel Staff
Gerhard van der Snel	Field Services Manager

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Regular Board Meeting

Approval of Meeting Minutes for February 25, 2021 Regular Meeting:

Motion by Supervisor Kassel and Second by Supervisor Leet;

Approved 4-0

Approval of Servello Proposal to Lift & Thin All Hardwood Trees in Amount of \$22,400.00:

Motion by Supervisor Berube and Second by Supervisor Leet;

Approved 4-0

Approval of Servello Proposal Adding Irrigation Service in Amount of \$2,200.00 Monthly, in Total Amount of \$13,200.00 for the Remaining (6) Months of 2020-2021 Landscape Maintenance Agreement, Subject to District Counsel Drafting Addendum:

Motion by Supervisor Kassel and Second by Supervisor Leet;

Approved 4-0

Approval to Conduct Shade Meeting to be held at April 29th Regular Meeting:

Motion by Supervisor Kassel and Second by Supervisor Leet;

Approved 4-0

Approval of Financial Statement and #251 Invoices, Check Register and Credit Card Purchases:

Motion by Supervisor Kassel and Second by Supervisor Leet;

Approved 4-0

Approval to Transfer \$26,600.01 from General Fund to Series 2015 Debt Service Fund for Parcel VC1:

Motion by Supervisor Kassel and Second by Supervisor Berube;

Approved 4-0

Approval of Harmony Facility Usage Applications

(1) Harmony ROA, Easter Egg Hunt 03-28-21, Town Square, 250 Participants

(2) Harmony Community Church, Easter Sunday Service 04-04-21, Town Square, 150 Participants:

Motion by Supervisor Berube and Second by Supervisor Leet;

Approved 4-0

Adjournment:

Motion by Supervisor Kassel and Second by Supervisor Berube;

Approved 4-0

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Action Items / Follow Up

Item	Due Date	Assigned to
Advertise Shade Meeting (Davey Litigation) for April 29, 2021 April 29th Meeting Agenda	ASAP	- Recording Dept.
District Counsel - Draft Addendum to Servello Agreement to Include Irrigation Service & Maint in Amount of \$2,200.00 Monthly, in Total of \$13,200.00 for the Remaining (6) Months of 2020-2021 Servello Landscape Maintenance Agreement. (Include Info Per Boards Discussion and Request) Board to Reaffirm 2020-2021 Servello Agreement w/ Inclusion of Irrigation Addendum by Way of Motion at April Meeting. April 29th Meeting Agenda	4/14/2021	- Tim Qualls - Tristan LaNasa - Recording Dept.
District Counsel - Provide Servello Agreement – Year 4 (2021-2022) to be Included in April Agenda for Board Consideration. April 29th Meeting Agenda	4/14/2021	- Tim Qualls - Tristan LaNasa - Recording Dept.
RFP's for District Engineering Services April 29th Meeting Agenda	4/14/2021	- Recording Dept.
District Engineer Provide Proposals for Rehabbing Footbridges April 29th Meeting Agenda	4/14/2021	- Steve Boyd - Recording Dept.
District Engineer - Design Stabilization of Garden Road for FGT submittal; then Obtain/Generate Site Plan April 29th Meeting Agenda	4/14/2021	- Steve Boyd - Recording Dept.
April Agenda Items (Tabled at March Meeting): - InfraMark Field Services Proposal (Conservation Area Maintenance Per Discussion at March Meeting) - Cost to Provide Near Verbatim/Verbatim Meeting Mins. - Video Recording Equipment & Cost - District Purchase of Computer - Status of VC-1 Survey Monkey (Updated Chart) - Consideration of Reserve Study April 29th Meeting Agenda	4/14/2021	- Chris Tarase - Kristen Suit - Recording Dept.
Request Proposals for Pond Maintenance Services - Chair to Obtain Proposal from Bio-Tech April 29th Meeting Agenda	4/14/2021	- Kristen Suit - Teresa Kramer - Recording Dept.
Buck Lake Committee Schedule April 6 th Meeting - Report Findings for Board Review April 29th Meeting Agenda	4/14/2021	- Kristen Suit - Teresa Kramer - Recording Dept.
Field Manager - Obtain Proposals for Dog Park Fence (Adhering to Procurement Policy) April 29th Meeting Agenda	4/14/2021	- Gerhard van der Snel - Recording Dept.
Field Manager - Implement Tracking System Per Board Discussion and Approval at Feb. 25 th meeting.	In Progress (Agenda Item)	- Gerhard van der Snel
Accountant: - Add Note to Financials - Irrigation Checks - Servello \$2,200 Monthly Plus Cost of Repairs & Maintenance (Per Irrigation Addendum to Landscape Agreement) - Add a New Line Item to FY22 Budget for Irrigation Check, Maintenance & Repairs	ASAP	- Accounting Dept.
Accountant Use FY21 Budget Line Item, "Reserves Sidewalks" for Sidewalk Repairs Expenditures Incurred in FY21	ON GOING	- Accounting Dept.
Invoices, Credit Card receipts etc. Include on agenda page, "Approval of Check # Credit Card & Debt Card Purchases ADDING, " AVAILABLE UPON REQUEST ". Those invoices, receipts, etc. are to be sent as a separate email along with the invoices that are sent each month as a separate email.	ON GOING	- Recording Dept. - Accounting Dept.