

Harmony CDD

MEETING RECAP

Regular Board Meeting	Start Time
April 29, 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	Yes	Assistant Secretary

Staff Members Present:

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

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Regular Board Meeting

- Consent Agenda - Approval of Minutes for March 25, 2021 Regular Meeting, Financial Statements for March 31, 2021, and #252 Invoice Report, Check Register, & Purchase Receipts:**
Motion by Supervisor Berube and Second by Supervisor Kassel; Approved 5-0
- Approval of InfraMark Proposal Option #1 (5) Employees in Amount of \$338,872.00 Authorizing District Counsel, Kerul Kassel, and Chris Tarase to Update InfraMark Agreement to Include Field Services:**
Motion by Supervisor Berube and Second by Supervisor Kassel; Approved 5-0
- Approval of InfraMark to Provide Near Verbatim Minutes (Starting with April 2021 Mins.) in Amount of \$275 Per Meeting (time after 3 hours billed at \$137.00 / hour in full hour increments after a 1/4 hour):**
Motion by Supervisor Berube and Second by Supervisor Kassel; Approved 5-0
- Approval of Supervisor Leet Proposal to Purchase Dedicated Computer, Video Equipment, and District Zoom Account (\$150.00 annually) at a Total Not to Exceed Cost of \$1,500.00:**
Motion by Supervisor Kramer and Second by Supervisor Kassel; Approved 5-0
- Approval of District Engineering RFQ Rankings in Order of 1 to 3 with #1 being Highest (#1 Pegasus, #2 JMT, and #3 HWA) and Authorizing District Staff to Negotiate:**
Motion by Supervisor Leet and Second by Supervisor Kassel; Approved 5-0
- Ratification of Servello Landscape Agreement - Addendum for Irrigation Services:**
Motion by Supervisor Kassel and Second by Supervisor Leet; Approved 4-1
with Supv Berube Opposed
- Approval to put Servello Tree Trimming Agreement on Hold due to Disease Treatment Necessary to be Done Prior to Trimming:**
Motion by Supervisor Kramer and Second by Supervisor Berube; Approved 5-0
- Approval of DOCK-TERS Marine Construction, Inc. for Foot Bridge Rehab in Amount of \$35,404.00:**
Motion by Supervisor Kassel and Second by Supervisor Leet; Approved 5-0
- Approval of CEPRA Landscape Proposal for Sod Repairs in Amount of \$8,892.00:**
Motion by Supervisor Kramer and Second by Supervisor Kassel; Approved 5-0
- Approval of Arrow Paving Proposal for Sidewalk in Amount of \$7,588.00:**
Motion by Supervisor Berube and Second by Supervisor Kassel; Approved 5-0
- Approval of Buck Lake Committee Meeting Summary of Cost:**
Motion by Supervisor Berube and Second by Supervisor Scarborough; Approved 5-0
- Approval of Chair to Enter into Equitable Agreement for Buck Lake Maintenance:**
Motion by Supervisor Berube and Second by Supervisor Scarborough; Approved 5-0
- Approval of Buck Lake Management Plan in Amount of \$2,175.00:**
Motion by Supervisor Kassel and Second by Supervisor Leet; Approved 5-0
- Approval of Keeping Buck Lake Usage Policy As Is Currently Written:**
Motion by Supervisor Kramer and Second by Supervisor Kassel; Approved 5-0
- Adjournment:**
Motion by Supervisor Berube and Second by Supervisor Kassel; Approved 5-0

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Action Items / Follow Up

Item	Due Date	Assigned to
District Counsel <ul style="list-style-type: none"> - Draft Agreements & (FRM) Termination Notice - CEPRA Landscape in Amount of \$8,892.00 - DOCK-TERS Marine Construction in Amount of \$35,404.00 - Arrow Paving in Amount of \$7,588.00 - Draft and Mail Florida Resource Management (FRM) (30) Day Notice of Termination of Service 	ASAP	- Tim Qualls - Tristan LaNasa
District Manager <ul style="list-style-type: none"> - Draft & Mail District Engineering Award Notices COMPLETE	MAILED 04/30/2021	- Kristen Suit
District Counsel <ul style="list-style-type: none"> - Provide Servello Agreement – Year 4 (2021-2022) May 27th Meeting Agenda for Board Consideration	05/12/2021	- Tim Qualls - Tristan LaNasa - Recording Dept.
Pegasus District Engineering Agreement with Fees May 27th Meeting Agenda for Board Consideration	05/12/2021	- Recording Dept.
District Counsel, Kerul Kassel and Chris Tarase <ul style="list-style-type: none"> - Draft Revised Inframark Agrmnt Inclusive of Field Services (Per Approved Proposal Option #1 in Amount of \$338,872.00) May 27th Meeting Agenda for Board Consideration	05/12/2021	- Tim Qualls - Tristan LaNasa - Kerul Kassel - Chris Tarase - Recording Dept.
Field Manager <ul style="list-style-type: none"> - Obtain Proposals for Dog Park Fence (Adhering to Procurement Policy) - Tabled at April Meeting May 27th Meeting Agenda for Board Consideration	05/12/2021	- Gerhard van der Snel - Recording Dept.
VC-1 Enhancements <ul style="list-style-type: none"> - To Be Provided by Steve Berube May 27th Meeting Agenda for Board Consideration	05/12/2021	- Steve Berube - Recording Dept.
District Counsel <ul style="list-style-type: none"> - Ratification of 2019 Servello Addendum Agreement - Tabled at April Meeting May 27th Meeting Agenda for Board Consideration	05/12/2021	- Tim Qualls - Tristan LaNasa - Recording Dept.
District Counsel <ul style="list-style-type: none"> - Enclave Plat - Tabled at April Meeting May 27th Meeting Agenda for Board Consideration	05/12/2021	- Tim Qualls - Tristan LaNasa - Recording Dept.
District Counsel <ul style="list-style-type: none"> - Parcels on Tax Roll and Boundary Amendment - Tabled at April Meeting May 27th Meeting Agenda for Board Consideration	05/12/2021	- Tim Qualls - Tristan LaNasa - Recording Dept.
Billy' Trail Info. <ul style="list-style-type: none"> - To Be Provided by Dan Leet May 27th Meeting Agenda for Board Consideration	05/12/2021	- Dan Leet - Recording Dept.
Servello <ul style="list-style-type: none"> - Scottie Feliciano Contact Tom McCubin - Request Proposal to Provide Tree & Other Landscape Inspection Services on Qtr. or Bi-Annual Basis May 27th Meeting Agenda for Board Consideration	05/12/2021	- Scottie Feliciano - Recording Dept.
Advertise Shade Meeting (Davey Litigation) <ul style="list-style-type: none"> - TABLED UNTIL FURTHER NOTICE BY DISTRICT COUNSEL 	TBD	- Recording Dept.
Accountant: <ul style="list-style-type: none"> - 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 	05/12/2021	- Accounting Dept.
Accountant <ul style="list-style-type: none"> - Use FY21 Budget Line Item, "Reserves Sidewalks" for Sidewalk Repairs Expenditures Incurred in FY2021 	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.