

Harmony CDD

MEETING RECAP

Regular Board Meeting VIA CONFERENCE CALL	Start Time
April 30, 2020	6:00 PM

Board Members Present [VIA CONFERENCE CALL]

Steve Berube	X	Chairman
Bill Bokunic	X	Vice Chairman
Kerul Kassel	X	Assistant Secretary
David Farnsworth	X	Assistant Secretary
Mike Scarborough	X	Assistant Secretary

Also, Present [VIA CONFERENCE CALL]

Kristen Suit	District Manager
Tim Qualls	District Attorney
Tristan LaNasa	District Attorney Staff
Steve Boyd	District Engineer
Gerhard van der Snel	Field Services Manager

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Regular Board Meeting

Chairman:

Opening Remarks - Set forth the legal parameter for the meeting, citing the Governor's two Executive Orders 20-52 and 20-69.

District Manager:

Opening Remarks - Noted that meeting was noticed 7 days in advance as required by statute; and cited Counsel's recommendation that all actions be ratified at the next face-to-face meeting.

Approval of Meeting Minutes for March 26, 2020:

Motion by Supervisor Kassel and Second by Supervisor Bokunic; Approved 5-0

Approval of Purchase of Stump Grinder in Amount of \$1,899.00:

Motion by Supervisor Berube and Second by Supervisor Bokunic; Approved 5-0

Approval of Arrow Pavement Services Sidewalk Proposal in Amount of \$9,600:

Motion by Supervisor Berube and Second by Supervisor Kassel; Approved 5-0

Approval of Financial Statement and #240 Invoices, Check Register, and Debt Purchases:

Motion by Supervisor Kassel and second by Supervisor Bokunic; Approved 5-0

Acceptance of FY 2019 Audit:

Motion by Supervisor Kassel and second by Supervisor Farnsworth; Approved 5-0

Approval of HROA Management Fee Rate Increase from \$200 to \$250 monthly for FY21 Management of User Supported Facilities:

Motion by Supervisor Berube and second by Supervisor Bokunic; 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
<ul style="list-style-type: none"> - District Engineer Revise Reserve Study per discussion at the April 30th board meeting and provide by the Due Date to insure it is included in the May meeting agenda package. - Add Updated Reserve to May Agenda 	5/11/2020	<ul style="list-style-type: none"> - Steve Boyd - Recording Dept.
<ul style="list-style-type: none"> - District Engineer Review Alleyway Conditions & Advise Board - Add to May Agenda for Boards Discussion 	5/11/2020	<ul style="list-style-type: none"> - Steve Boyd - Recording Dept.
<ul style="list-style-type: none"> - Discussion of VC1 Parcel Usage/Community Center - Supervisor Kassel work w/ Teresa Cramer on Survey Monkey Questionnaire provided to Board at the March & April Meetings -Add to May Agenda, “Discussion of Survey Monkey Questionnaire” 	5/11/2020	<ul style="list-style-type: none"> - Kerul Kassel - Recording Dept.
<ul style="list-style-type: none"> - US192 Median Maintenance. - District Counsel to Contact DOT Works Per Boards Discussion -Add to May Agenda for Boards Discussion 	5/11/2020	<ul style="list-style-type: none"> - Tim Qualls - Recording Dept.
<ul style="list-style-type: none"> - No longer include in the agenda packages those invoices, debt card receipts etc. that are currently included in each of the agenda packages. Still include on the agenda page itself, “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	<ul style="list-style-type: none"> - Recording Dept. - Accounting Dept.