

Harmony CDD

MEETING RECAP

Regular Board Meeting	Start Time
November 19, 2020	6:00 PM

Board Members Present:

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

Also, Present:

Kristen Suit	District Manager
Tim Qualls	District Attorney
Steve Boyd (via conference call)	District Engineer
Gerhard van der Snel	Field Services Manager

Nomination of Steve Berube to Serve as Chair: Nomination by Supervisor Scarborough and Second by Supervisor Berube. Failed 2-3 with Supervisor Kassel, Kramer and Leet Opposed

Nomination of Teresa Kramer to Serve as Chair: Nomination by Supervisor Kassel and Second by Supervisor Leet. Approved 3-2 with Supervisor Scarborough and Supervisor Berube Opposed

Nomination of Dan Leet to Serve as Vice Chair: Nomination by Supervisor Kramer and Second by Supervisor Kassel. Approved 5-0

Approval of Resolution 2021-04 Election of Officers: Motion by Supervisor Kassel and Second by Supervisor Leet. Approved 5-0

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

Approval of Meeting Minutes for October 29, 2020 Regular Meeting: Motion by Supervisor Kassel and Second by Supervisor Leet. Approved 5-0

Approval of Solicitation Policy as Presented: Motion by Supervisor Berube and Second by Supervisor Kassel. Approved 5-0

Approval to Reallocate Arrow Paving Invoices Paid out of R&M Sidewalk to Reserve- Sidewalks & Alleyways and Insurance Reimbursements to

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be Allocated to General Fund: Motion by Supervisor Kramer and Second by Supervisor Berube. Approved 5-0

Approval of Financial Statement and #247 Invoices, Check Register, and Debt Purchases: Motion by Supervisor Kassel and second by Supervisor Berube. Approved 5-0

Approval of Soccer Shots Facility Usage Application with \$200 usage Fee: Motion by Supervisor Berube and second by Supervisor Scarborough. Approved 5-0

Approval of Harmony Church Christmas Eve Facility Usage Application: Motion by Supervisor Leet and second by Supervisor Berube. Approved 5-0

Approval of Survey Monkey Mailing by HROA at Not to Exceed \$1200.00: Motion by Supervisor Kassel and second by Supervisor Leet. Approved 5-0

Approval of East Lakes Parcel (J) Berm Deed of Dedication: Motion by Supervisor Kramer and Second by Supervisor Scarborough. Approved 5-0

Approval to Hold the CDD Board Meetings Virtually if the Governor Reinstates Executive Order Which Waives the Requirement for Physical Quorum: Motion by Supervisor Kramer and Second by Supervisor Kassel. Approved 5-0

Adjournment: Motion by Supervisor Kramer and Second by Supervisor Kassel. Approved 5-0

Action Items / Follow Up

Item	Due Date	Assigned to
District Counsel Send Notice of Hearing to Brownies Septic to be held by Board (Per District Rules Ch. 1 Rule #6) at Board's Dec. Meeting at Grace Community Church *Publish Notice Hearing for Dec. Meeting *District Counsel send Board of Supervisors Confirmation of Receipt from Brownies Septic Attendance	ASAP	-Tim Qualls -Tristan LaNasa
Add to December Agenda		-Recording Dept.
Add to Dec. Agenda Under Old Business, "Discussion of District Counsel Billing the District at a Flat Fee"	12/02/2020	
Add to December Agenda		-Recording Dept.

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Field Manager Inspect Ponds with Supervisor Kramer Regarding Excessive Amounts of Torpedo Grass and Cattails	ASAP	-Gerhard van der Snel -Teresa Kramer
Supervisor Kassel Create Survey Monkey Account and Provide District Manager with Link. District Manager to Provide to HROA Mr. Halls for Mailing at Not to Exceed \$1200.00	12/02/2020	-Kerul Kassel -Kristen Suit
Dan Leets, Field Manager & District Engineer Inspect Trail/CDD Property/Wetland Area. Determine Clean Up Needs, Cost, Etc. Old Business Item: *Discussion and Consideration of Trail/CDD Property Wetland Area Cleanup Add to December Agenda	12/02/2020	-Dan Leets -Gerhard van der Snel -Steve Boyd -Recording Dept.
Old Business Item: *Discussion and Consideration of Osceola Country Traffic Operations District Engineer to Follow up with Country Per Discussion at Nov. Board Meeting Field Manager to Obtain Proposals as Discussed and Requested at Nov. Board Meeting Add to December Agenda	12/02/2020	-Steve Boyd -Gerhard van der Snel -Recording Dept.
Accountant Reallocate R&M Sidewalk, Arrow Invoices to Budget Line Item, "Reserves Sidewalks" and Insurance Reimbursements to be Allocated into General Fund	ASAP	-Accounting Dept. -Kristen Suit
New Business Items: *Discussion and Consideration of Video Recording Meetings *Procurement Procedures *Field Services- Services/Work Load Add to December Agenda	12/02/2020	-Tim Qualls -Dan Leet -Teresa Kramer -Kristen Suit -Recording Dept.
Old Business Item: *Discussion and Consideration of District Counsel Flat Base Fee Billing Add to December Agenda	12/02/2020	-Tim Qualls -Recording Dept.

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<p>Old Business Item:</p> <p>Discussion and Consideration of Installing Playground Equip. in Area Across from Board Approved New Dog Park. UPON RECEIPT OF SITE DEVELOPMENT PLAN TO BE PROVIDED BY DISTRICT ENGINEER</p> <p>Add to December Agenda</p>	<p>12/02/2020</p>	<p>-Steve Boyd</p> <p>-Recording Dept.</p>
<p>District Counsel Follow Up with Mr. Jerman, Sun Terra Communities, LLC- Informing of Boards Approval of East Lakes HROA Deed of Dedication Parcel J Berm to District</p>	<p>ASAP</p>	<p>-Tim Qualls</p>
<p>East Lakes HROA Transfer TOHO Meter # 18006898 to District</p> <p>District Transfer TOHO Meter #19004827 to the East Lakes HROA</p> <p>Gerhard to Follow up with HROA and TOHO to Complete Transfer and Provide Info. to AP Dept. Upon Completion Per Discussion as Requested at Nov. Board Meeting</p>	<p>ASAP</p>	<p>-Gerhard van der Snel</p>
<p>Supervisor Kramer Follow up on Farms Market Usage Application to be Included in Dec. Agenda Package for Boards Consideration</p> <p>Add to December Agenda</p>	<p>12/02/2020</p>	<p>-Teresa Kramer</p>
<p>District Manager Follow Up with HROA Regarding Usage Applications to be Provided for Boards Approval (Food Trucks, Events, Etc. on CDD Property) to be Included in Agenda Packages for Boards Consideration</p> <p>Add to December Agenda</p>	<p>12/02/2020</p>	<p>-Kristen Suit</p>
<p>Supervisor Leet Contact David Farnsworth Regarding Management of ADA Compliant Districts Website. Advise Board at Dec. Board Meeting</p> <p>Add to December Agenda</p>	<p>12/02/2020</p>	<p>-Dan Leet</p>
<p>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.</p>	<p>ON GOING</p>	<p>-Recording Dept. -Accounting Dept.</p>