

# (Harmony CDD)

## MEETING RECAP

<b>Regular Board Meeting</b>	Start Time
February 25, 2021	6:00 PM

### Board Members Present:

Teresa Kramer	X	Chairman
Dan Leet	X	Vice Chairman
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	District Engineer
Gerhard van der Snel	Field Services Manager

### ***-Shade Meeting to be Held at Onset of the March 25, 2021 Regular Meeting (Davey Litigation)***

**Approval Authorizing District Counsel to Counter Offer Settlement Brownies Septic & Plumbing in Amount of \$37,359.00:** Motion by Supervisor Scarborough and Second by Supervisor Kassel. Approved 5-0

**Approval of Meeting Minutes for January 28, 2021 Regular Meeting as Amended:** Motion by Supervisor Kassel and Second by Supervisor Scarborough. Approved 5-0

### ***-Request for RFP's for District Engineering Services***

**Approval of Amended Procurement Policy:** Motion by Supervisor Kassel and Second by Supervisor Leet. Approved 3-2 with Supervisor Scarborough and Supervisor Berube Opposed

**Approval of District Counsel Billing District at Flat Fee \$4,000.00 monthly (Litigation Related Matters Billed Separately at Hourly Rate \$200.00 Senior Attorney & \$125.00 Associate Attorney:** Motion by Supervisor Berube and Second by Supervisor Scarborough. Approved 5-0

**Approval of Chair to Serve as Representative for Buck Lake Committee:** Motion by Supervisor Kassel and Second by Supervisor Leet. Approved 5-0

**Approval of Financial Statement and #250 Invoices, Check Register and Credit Card Purchases:** Motion by Supervisor Kassel and second by Supervisor Berube. Approved 5-0

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**Approval of Harmony Facility Usage Application- Harmony Community Church 2-28-21, Noon to 4pm Buck Lake Park Pavilion, 60 Participants:** Motion by Supervisor Berube and second by Supervisor Leet. Approved 5-0

**Approval of Adding Sidewalk/ Crosswalk at Intersection of Five Oak Drive & Dark Sky Drive/ Milkweed Lane without Removing Existing Sidewalk:** Motion by Supervisor Kassel and second by Supervisor Leet. Approved 5-0

**Approval of Accepting Quit Claim Deeds:** Motion by Supervisor Leet and second by Supervisor Berube. Approved 4-1 with Supervisor Kramer Opposed

**30-26-32-2877-0001-00E0 (0.61 acres)**  
**30-26-32-2877-0001-00G0 (0.10 acres)**  
**30-26-32-2877-0001-00F0 (0.10 acres)**

**Approval of Field Services to Implement Tracking System for Jobs Performed/ Hours, Equip. & Expendables:** Motion by Supervisor Kramer and second by Supervisor Kassel. Approved 4-1 with Supervisor Berube Opposed

**Adjournment:** Motion by Supervisor Leet and Second by Supervisor Scarborough. Approved 5-0

### Action Items / Follow Up

Item	Due Date	Assigned to
Advertise Shade Meeting for Onset of March 25th Board Meeting (Davey Litigation)	<b>ASAP</b>	-Recording Dept.
<b>March 25<sup>th</sup> Meeting Agenda</b>		
Servello Contract Discussions	<b>3/15/21</b>	-Tim Qualls -Tristan LaNasa
District Counsel- Advise on Contract Extension		
<b>March 25<sup>th</sup> Meeting Agenda</b>		-Recording Dept.
Advertise Request for RFP's for District Engineering Services	<b>3/18/21 (Ad Notice Date)</b>	-Recording Dept.
Include RFP's in April Agenda		
<b>April 29<sup>th</sup> Meeting Agenda</b>		
Supervisor Leet Obtain Proposals for Live Streaming Per Discussion at Feb. 25 <sup>th</sup> Board Meeting	<b>3/15/21</b>	-Dan Leet -Recording Dept.
<b>March 25<sup>th</sup> Meeting Agenda</b>		
ADD to March Agenda (Items Tabled at Feb. Meeting & New	<b>3/15/21</b>	-Recording Dept.

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<p>Items Provided in Advance of Meeting):</p> <ul style="list-style-type: none"> <li>-Status of VC-1 Survey Monkey (Updated Chart)</li> <li>-Consideration of Reserve Study</li> <li>-Inframark Field Services Proposal</li> </ul> <p><b>March 25<sup>th</sup> Meeting Agenda</b></p>		
<p>District Engineer Provide Scope of Work for Rehabbing the Footbridges</p> <p><b>March 25<sup>th</sup> Meeting Agenda</b></p>	<b>3/15/21</b>	-Steve Boyd -Recording Dept.
<p>District Engineer to design a stabilization of the Garden Road for submittal to FGT</p> <p><b>March 25<sup>th</sup> Meeting Agenda</b></p>	<b>3/15/21</b>	-Steve Boyd -Recording Dept.
<p>Field Manager- Implement Tracking System Per Board Discussion and Approval at Feb. 25<sup>th</sup> meeting.</p>	<b>In Progress/TBD (Date to be Included in Agenda)</b>	-Gerhard van der Snel
<p>Accountant Use FY21 Budget Line Item, "Reserves Sidewalks" for Sidewalk Repairs Expenditures Incurred in FY21</p>	<b>ON GOING</b>	-Accounting Dept.
<p>Invoices, Credit Card receipts etc. Include on the agenda page itself, "Approval of Check # Credit Card &amp; Debt Card Purchases ADDING, "<b>AVAILABLE UPON REQUEST</b>". 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>	<b>ON GOING</b>	-Recording Dept. -Accounting Dept.