

1 **MINUTES OF MEETING**
2 **HARMONY COMMUNITY DEVELOPMENT DISTRICT**
3

4 The regular meeting of the Board of Supervisors of the Harmony Community Development
5 District (“CDD” or “District”) was held Thursday, January 25, 2024, at 6:00 p.m. at the Jones
6 Model Home, 3285 Songbird Circle, Saint Cloud, FL 34773.

7
8 Present and constituting a quorum were:

9 Mark LeMenager	Chairman
10 Daniel Leet (<i>via Zoom</i>)	Vice Chairman
11 Kerul Kassel	Supervisor
12 Joellyn Phillips	Supervisor

13
14 Also present, either in person or via Zoom Video Communications, were:

15 Angel Montagna	District Manager, Inframark
16 Jennifer Goldyn	District Manager, Inframark
17 Yari Villarrubia	District Manager, Inframark
18 Michael Eckert (<i>via Zoom</i>)	District Legal Counsel, Kutak Rock
19 David Hamstra	District Engineer, Pegasus Engineering
20 Jorge Baez	Field Services Supervisor, Inframark
21 Nick Lomasney	Benchmark Landscaping
22 Victor Morrell	Field Services, Inframark
23 Kerry Satterwhite	Area Field Manager, Inframark
24 Residents and Members of the Public	

25
26 *This is not a certified or verbatim transcript but rather represents a recap of the discussions and*
27 *actions taken at the meeting. The full meeting recording is available in audio format upon request.*
28 *Contact the District Office for any related costs for an audio copy.*
29

30 **FIRST ORDER OF BUSINESS** **Call to Order and Roll Call**

31 Mr. LeMenager called the meeting to order at 6:01 p.m.

32 Mr. LeMenager called the roll and indicated a quorum was present for the meeting.

33
34 **SECOND ORDER OF BUSINESS** **Audience Comments**

35 Mr. LeMenager indicated a three-minute time limit for comments. It is not a question-and-
36 answer period. Residents may email Board members with questions.

37 Ms. Mary Jane Sledz spoke on behalf of a few residents and commented on the tower with
38 missing signs and two different colors, issues in the ponds behind Sagebrush that are overgrown,
39 and requested updates on the traffic study and the netting from Toho Water Authority on Billy’s
40 Trail where people fell.

41 Mr. Kevin Shea commented on the Blazing Star Lane alley, the pedestal has been buried, and
42 requested an update for the paving, which will be considered under the engineer’s report.

43
44

45 **THIRD ORDER OF BUSINESS** **Staff Reports**

46 **A. Landscaping: Benchmark Landscaping/United Land Services (“Benchmark”)**

47 **i. Monthly Report**

48 Mr. Lomasney reviewed the landscaping report and discussed with the Board the following:
49 parks delayed to end of February or beginning of March due to frost, rain sensors installed, clocks
50 programmed correctly, started tree trimming in the Estates and on Cat Brier Trail which will take
51 another 15 to 20 days to complete, branches will be chipped to use for the garden, irrigation repairs
52 complete including new breaks on Dark Sky, irrigation at 3330 Cat Brier Trail was checked and
53 runs twice a week, and suggested St. Augustine sod be put in that location to be consistent with
54 other locations.

55 **ii. Verges**

56 Discussion ensued regarding the request from HOA related to enforcement of verges turned
57 over to the residents that were in bad condition. The Board intended to re-sod those areas but
58 proposals were tabled because the landscape RFP was issued at the same time. Irrigation in those
59 areas has been checked and is functional. Letters were sent October 2022 to residents on Cat Brier
60 Trail, Schoolhouse Road, Five Oaks Drive, and Indiangrass Road to turn the verges over to the
61 residents. Estimate to install St. Augustine is \$9,840. Nothing needs to be replaced on Oak Glen
62 Trail but needs to be fertilized, as well as Schoolhouse Road. Five Oaks Drive is fine. Cat Brier
63 Trail needs 6,320 square feet of sod, fertilizer can be applied to additional addresses, and work
64 will be done after leaves are done dropping. The District maintains irrigation. Some areas are
65 shaded and nothing may grow. If residents cannot control irrigation, should they be held
66 responsible for maintenance? Does the District want to take back these areas, or consider the
67 proposals? Board members were uncomfortable turning over the areas in poor condition. History
68 of the District owning and maintaining the verges was discussed. Two Board members live on
69 these streets and receive a benefit from this maintenance. Assessments are based on linear feet.
70 Preference was stated for the District maintaining the verges as originally designed by the
71 developer. Savings of maintenance was \$17,000 but will cost more now to correct its current
72 condition. These verges were not included in the RFP and will be an amendment to the contract,
73 with the optional pricing included in the bid. Turnover should have been with the verges in good
74 condition. Support for turning over the verge in good condition with the District controlling
75 irrigation but the residents maintaining the verges. Then assessments will be the same for
76 everyone. Converting the irrigation system to homeowner control would be very costly. Areas that
77 do not need sod should be fertilized by the District and then turned over to the residents for
78 maintenance. If mulch is installed where grass will not grow, it will continually be washed out.

79 Tree roots and foot traffic on the verge cause damage. Estimate for fertilizer was not provided but
80 sod installation will not exceed \$10,000 and fertilizer will not exceed \$2,000. Fertilizer can weaken
81 or burn turf, but Mr. Lomasney will find out what product will be used. Leaves have coated the
82 verges, which are being blown and hauled out. Tree trimming should alleviate the volume of
83 leaves. Sod installation and fertilizer should not be done until after leaf fall season. Previous
84 proposal from Servello & Sons was \$1,700 on the verge streets on the homeowner side. Proposal
85 for leaf blowing will be provided with a fertilizer proposal, estimated total not to exceed \$14,000
86 for all three. Questions were asked and answered why to blow leaves on the verges, HOA
87 enforcement, suggestion to minimize foot traffic on the verges, and informational letter sent to the
88 residents regarding the District making these repairs and then the residents being responsible.

89
90 Ms. Kassel made a MOTION to approve Benchmark/United Land
91 Service installing sod, applying fertilizer, and blowing leaves on
92 verges previously turned over to residents, locations as discussed
93 and provided in the proposal, in an amount not to exceed \$14,000.
94 Ms. Phillips seconded the motion.

95
96
97 Upon VOICE VOTE, with all in favor, unanimous approval was
98 given to Benchmark/United Land Service installing sod, applying
99 fertilizer, and blowing leaves on verges previously turned over to
100 residents, locations as discussed and provided in the proposal, in an
101 amount not to exceed \$14,000.

102
103 Discussion ensued regarding paying this cost from other landscaping line item or perhaps
104 reserves.

105 **iii. Proposal #72487 for Tree Removals**

106 Mr. Lomasney reviewed proposal #72487 for removing three trees and their locations, stump
107 grinding two and flush cutting the third.

108
109 Mr. LeMenager made a MOTION to approve proposal #72487
110 from Benchmark/United Land Service to remove two trees and
111 grind the stumps, and remove and flush cut a third tree, in the
112 amount of \$1,320.
113 Ms. Phillips seconded the motion.

114
115
116 Upon VOICE VOTE, with all in favor, unanimous approval was
117 given to proposal #72487 from Benchmark/United Land Service to
118 remove two trees and grind the stumps, and remove and flush cut a
119 third tree, in the amount of \$1,320.

120 **iv. Miscellaneous**

121 Discussion ensued regarding a tree branch that needs trimming near a bus stop on Schoolhouse
122 Road, which will be performed on Saturday when the school is closed. The trees across the street
123 will also be trimmed. This trimming is included in the scope of services.

124 Further discussion ensued regarding deer not bothering the geraniums, possible substitution of
125 something permanent instead of annuals, and Ms. Kassel's preference for color and annuals in
126 limited areas. Discussion ensued regarding setting a policy versus management of the contract.
127 Precedent has been set through the contract and scope of services. The Board expressed overall
128 preference for annuals but suggested perhaps selecting a different species. Ms. Kassel is willing to
129 serve as liaison with the landscaping company. Comments were made comparing the beautiful
130 entrance to Harmony West CDD.

131 **B. Field Manager: Inframark**

132 **i. Monthly Report**

133 Mr. Baez reviewed the landscaping report and discussed the following items: pressure washing
134 status and schedule, basketball court net, Buck Lake Park lights, hand dryer repair, sidewalk
135 grinding status, and training new personnel on pressure washing.

136 Further discussion ensued regarding the splash pad still not working. The motor overheated
137 and shut down, which needs to be replaced. Other parts need to be replaced due to a leak, including
138 an O-ring and the pressure gauge. The computer needs to be checked after repairs are made.
139 Discussion ensued regarding costs for an interactive fountain ranging from \$100,000 to \$200,000.
140 Professional Fountain Services was the previous vendor who replaced some items and then the
141 vault flooded, and they did not provide straight answers for the problems. A new vendor was
142 contacted which has done work for Disney. A proposal was presented, good for 15 more days. Due
143 to the temperatures, consideration can probably wait another month. Board members do not want
144 to be rushed into making a decision without further research. Staff's recommendation is to approve
145 the proposal to get it fixed. The proposal includes replacement of items that have not recently been
146 repaired. Several companies have been hired over the years, and the Board requested references
147 for this company. All contractors have to be licensed and insured, and provide a certificate of
148 insurance. Repairs at the Ashley Park pool also needs to be done sooner rather than later. The
149 proposal for the splash pad is in the amount of \$945 and for Ashley Park pool in the amount of
150 \$559.90, which are within the Chairman's spending authority limit. The vendor will check the
151 computer once repairs are made. Discussion ensued regarding cause for the motor to overheat and
152 preventing it from overheating again, which was probably by being submerged in water. Spies
153 Pool has been used previously, but the District has had issues with their service.

154 **ii. Boulders at Alley Ribbon Curbs**

155 Discussion ensued regarding previous approval for boulders, and the cost of \$8,000 was higher
156 than anticipated originally.

157 **iii. Drainage System**

158 Discussion ensued regarding cleaning of the drains in the Estates, which solved the flooding
159 issue. Residents have complained about other ponds in the Estates, which are in the process of
160 being treated and will take more than one treatment.

161 **iv. Entrance Tower**

162 Discussion ensued regarding plans to continue refurbishing the tower, which has been pressure
163 washed and cleaned, and certain signs removed at the Board's request. Staff can remove all the
164 signs, and this item will be discussed further under Business Items.

165 **v. Golf Course Maintenance Facility**

166 Discussion ensued regarding the offer provided by the golf course and emailed to the Board
167 for first right of refusal to buy the golf maintenance facility since the golf course is moving their
168 facility. It is a large building with many options. A price was not provided. This building would
169 resolve the issue of the current location being discussed and planned, as well as the garden shed
170 option, and parking for large vehicles. Meetings could be held in this facility, and other space could
171 be rented, such as to the landscaping company for a rental fee. The purchase will further block a
172 sale to another commercial entity. Funds could be borrowed if needed. The golf course wants to
173 know if the District is interested. The District would perform due diligence if the Board is
174 interested. A fair market analysis would need to be performed.

175 The Board gave consensus to reply to the golf course the District is interested in pursuing
176 discussions of acquiring the golf course maintenance facility.

177 **C. District Engineer: Pegasus**

178 **i. Blazing Star Lane Alley Turning Radii**

179 Mr. Hamstra reviewed the repairs at Blazing Star Lane alley, and discussed the area with
180 neighbors who tried to fix the issue themselves and then the trash company stopped picking up
181 their garbage. Efforts for the boulders and the alleys have to be coordinated with Waste
182 Management or they will continue to cause damage. Repairs include mill and resurface with
183 various turning radii, at an estimated cost of \$48,000 to completely redo the intersection which
184 does not include acquiring the easements.

185 A Resident commented on behalf of the area neighbors that they are all in favor of the plan.

186 Discussion ensued regarding continued disregard from Waste Management in causing damage,
187 and a smaller radius of 20 or 25 feet will reduce the cost. The Board asked about any recourse
188 against Waste Management if they continue to cause damage. Mr. Eckert discussed some remedies

189 available, including a letter to Waste Management perhaps requesting a smaller truck that can stay
190 on the pavement, and if not, the District has the option of mitigating the damage with litigation.
191 The District can request Osceola County (“County”) lean on Waste Management. Options include
192 sending a letter to Waste Management while the engineer obtains proposals for 20 and 25 feet,
193 which is below the bidding threshold pursuant to the District’s rules of procedure.

194 **ii. Maintenance Facility**

195 Mr. Hamstra reviewed the Board’s previous request to (1) extend the sidewalk to the opening
196 of the building, (2) concrete pads, and (3) a fence around the lean-to, increasing the cost from
197 \$142,000 to \$150,000.

198 **iii. Boulders**

199 Mr. Hamstra expressed concern about putting boulders at the ribbon curbs that might cause
200 Waste Management to stop picking up trash on those alleys, and suggested this item also be
201 addressed in the letter.

202 Discussion ensued regarding asking Waste Management for their suggestions or to pay for the
203 damages. Using smaller trucks will require more trips.

204 Further discussion ensued regarding the attorney drafting the letter for the Chairman to sign.

205 **iv. Estates**

206 Mr. Hamstra reviewed the flooding problem two years ago, and 13 drainage inlets behind
207 homes that flooded yards which are located in drainage easements. Field staff is now maintaining
208 them and doing a great job. Standards will be maintained at an enhanced level going into the rainy
209 season.

210 **v. Five Oaks Drive and Cat Brier Trail Pond Outlets**

211 Mr. Hamstra reviewed the direction to obtain a proposal to expose the pipe, remove the dirt,
212 and protect the ends. The quote a year ago for closed-caption television (“CCTV”) for Five Oaks
213 Drive was \$10,500 with no guarantee due to unknown conditions. Element Environmental
214 provided a proposal for Cat Brier Trail and Five Oaks Drive to pump down both ponds, remove
215 sediment and vegetation, regrade it, install riprap and sod, compact it, and let the pond back up in
216 the amount of \$10,780 for each location.

217 Discussion ensued regarding possibility of silt and debris in the pipes. CCTV work will not be
218 done yet. One pipe is 100% blocked at the end of the outlet with silt and debris. Staff will monitor
219 over the summer once cleaned out in the hopes that CCTV work will not need to be done. One
220 pond is on the golf course and the other one is hidden; both will fill up quickly with groundwater.
221 Staff will communicate with the golf course. Work is anticipated to be done in February or March.
222 Maintenance will be easier going forward.

223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241
242
243
244
245
246
247
248
249
250
251
252
253
254
255
256
257
258
259

Ms. Kassel made a MOTION to approve proposal #1056 from Element Environmental for work in the pond outlets on Five Oaks Drive and Cat Brier Trail, in the amount of \$25,010.
Ms. Phillips seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to proposal #1056 from Element Environmental for work in the pond outlets on Five Oaks Drive and Cat Brier Trail, in the amount of \$25,010.

Discussion ensued regarding funding to come from reserves.

vi. Billy’s Trail

Mr. Hamstra reviewed the areas on Billy’s Trail where Inframark will discuss with home builder or developer to remove silt fences and stakes. Inframark will do concrete driveway and sidewalk improvements off Five Oaks Drive. The contractor will relocate the pedestrian bridge over the wetland and conservation area. The netting is not on District property but previous conversation at a Board meeting was for staff to reach out to Toho Water Authority (“Toho”) to remove the netting that is a tripping hazard, now that work is complete. Ms. Montagna will reach out to Toho.

vii. Golf Course Driving Range

Mr. Hamstra reviewed communication with the golf course, and they agreed there is landscape debris. Staff can indicate property lines, or it might need to be staked by a surveyor for the golf course to know where they can stockpile material on their property.

viii. Buck Lake Control Structures

Mr. Hamstra reviewed the three control structures identified. One is complete and one is underway. The last one on Dark Sky Drive needs a survey proposal, but three of the four are working perfectly now. Staff still needs to reach out to South Florida Water Management District to give permission for grading on Dark Sky Drive.

ix. Annual Pond Inspection

Mr. Hamstra indicated the inspection will be coming up in the spring.

x. Golf Course Ponds

Mr. Hamstra indicated staff is confirming the operation and maintenance entity for the golf course ponds, and is looking at plats and permits to determine the appropriate entity.

D. District Counsel: Kutak Rock

i. Resolution 2024-06, Spending Authorization and Procurement Policy

Mr. LeMenager read Resolution 2024-06 into the record by title.

260 Mr. Eckert reviewed the policy and procedures and indicated changes were made as discussed
261 at the last meeting.

262
263 Ms. Kassel made a MOTION to approve Resolution 2024-06,
264 spending authorization and procurement policy.
265 Ms. Phillips seconded the motion.

266
267 Upon VOICE VOTE, with all in favor, unanimous approval was
268 given to Resolution 2024-06, spending authorization and
269 procurement policy.

270
271 **ii. Direction to Prepare License Agreement with Hartizen Homes for Use of the**
272 **Easement**

273 Mr. Eckert reviewed a request from a developer to put a four-foot by eight-foot sign on District
274 property. Counsel recommends preparing a license agreement, which will specify where the sign
275 will be located and other details regarding the sign, including its removal. Options include denying
276 the request, approving the request for the sign to be put anywhere, and approving the request
277 subject to a license agreement with the builder.

278 Discussion ensued regarding other signs installed over the years that may or may not have been
279 with permission. This is a standard license agreement. The District can request a deposit in the
280 event the sign is not removed, which will not be necessary having a license agreement.

281 The Board gave consensus to direct counsel to prepare a license agreement with Hartizen
282 Homes for use of the District's easement for a sign.

283 **iii. Resignations of City and County Officials**

284 Mr. Eckert reviewed recent resignations by city councilmembers and county commissioners
285 due to the financial disclosure law that was effective January 1, 2024. The new form requires
286 disclosure of net worth and also information people thought was confidential between themselves
287 as the employee and the employer. The new form does not apply to special districts. Supervisors
288 will still fill out the Form 1 financial disclosure, which only asks for sources of income.

289 **iv. Ethics Training**

290 This information was provided to Board members via email.

291 **v. Miscellaneous**

292 Mr. LeMenager indicated he had not received a Form 1 to file, which staff will forward.

293 Ms. Kassel requested an update on the payment for VC-1, which should have been released
294 but Ms. Montagna will confirm the payment with an email.

295 **E. District Manager: Inframark**

296 Ms. Montagna provided updates on the following items:

297 **i. Traffic Study**

298 Ms. Montagna reached out to the County and was told to contact the County Commissioner,
299 which will be done, and also to reach out to Harmony West CDD, but they have not done anything.
300 They had a speed trailer after a request to the sheriff's department, but no study was done. Ms.
301 Montagna will meet with the County Commissioner and find out about getting a speed trailer. Due
302 to multiple HOAs in the community, the County indicated the District has to submit the
303 application.

304 **ii. Rules**

305 The rules were last amended in 2019. Ms. Montagna highlighted some sections, and some legal
306 language needs to be updated. The main section where the Board requested changes was the event
307 policy, to allow events to happen as approved by the manager with attendance of 50 or more. That
308 requirement is not in the rules. The manager can approve any event, regardless of attendance levels,
309 as long as all paperwork is provided. No events should come before the Board unless it is
310 questionable or outside the District's purview. Mr. Lynn Hayes put together a snapshot of the
311 policy that the District was following informally and posted it on the website, but it is not in line
312 with the current rules. The forms on the website are fine and match the rules.

313 Discussion ensued regarding history of event applications coming before the Board. Anything
314 outside the norm, such as a band festival, will be brought to the Board. Events are a privilege, not
315 a right. Any events that the manager wants to deny will be brought to the Board or consulted with
316 the Chairman. The former Chair, Ms. Teresa Kramer, felt event organizers needed to let the County
317 know when streets were being shut down, which is not within the District's purview.

318 The Board gave consensus to remove the event process from the website.

319 **iii. Public Records Requests**

320 Ms. Montagna reviewed a public records request from Mr. George Schiro sent to the manager.
321 Ms. Kramer as former Chair was apparently not answering his emails, and the request was for all
322 emails he ever sent to the Chair. They were pulled from Microsoft and sent to him, but some were
323 not there. He suggested emails were being deleted, which was not the case. He posted his
324 comments on social media and sent them to the Board members on January 6. He requested
325 confirmation if all Board members received his email and also Board member phone numbers. Ms.
326 Montagna noted that sending an email to a Supervisor does not obligate the Supervisor to respond.
327 Mr. Schiro requested notification be turned on for read receipt of emails, which staff cannot do,
328 only recommend. The suggestion was made to include language in the email asking confirmation
329 of receipt, which Supervisors are not obligated to respond.

330 Discussion ensued regarding the history of these types of requests from Mr. Schiro. A resident
331 commented he is autistic or is neuro-diverse with no social skills. Staff cannot turn on read receipts
332 but is responsive to his emails. Ms. Kassel did not receive any emails but did see the link he posted
333 on Next Door that did not have any request to individual Supervisors for information. Ms. Phillips
334 received an email in her junk folder, as did Ms. Kassel. Mr. Leet also received the email that
335 included the link from his original email when Ms. Kramer was Chair. Because some emails go to
336 a junk folder, Mr. Schiro thought someone was blocking him, which is not the case. Microsoft said
337 it is nothing on the Supervisor email accounts but is coming from the sender that automatically
338 sends his emails to the junk folder, probably because of the unusual email address. Emails are in
339 the cloud, but Mr. Leet still does not have his archived emails prior to March 2023. Ms. Montagna
340 will provide that archive on a flash drive.

341
342 **FOURTH ORDER OF BUSINESS** **Business Items**

343 **A. Garden Shed Option**

344 Discussion ensued regarding tabling this item until a decision is made on purchase of the golf
345 maintenance facility. The estimated cost of the garden shed was \$10,000. The current location
346 makes it hard for residents to put their tools back in the shed. Instead of a 12-foot by 20-foot shed,
347 Ms. Marylin Ash-Mower recommended to replace it with a 12-foot by 12-foot shed. Quotes were
348 provided in the agenda package. With the District having a separate maintenance facility, the
349 garden club would request a smaller building, 12 feet by 12 feet, on a cement slab, at an estimated
350 cost of \$4,500 from Cooks. It does not need a wooden floor. A metal building would be fine. Ms.
351 Kassel has one at the ranch if anyone wants to look at it, and she will contact vendors for new
352 proposals for a 10-foot by 12-foot shed or 12-foot by 12-foot shed. The cost of a 12-foot by 24-
353 foot metal structure is \$6,045, with a big garage door. Metal buildings are generally larger.

354 **B. Maintenance Facility**

355 This item was discussed under the engineer's report.

356 **C. Discussion of Pond Maintenance**

357 This discussion related to golf course ponds was discussed under the engineer's report.

358 **D. Discussion of Policy for Businesses Advertising on the Entrance Tower**

359 Discussion ensued regarding whether or not to allow business advertising on the entrance
360 tower. Ms. Phillips pointed out Harmony is a residential neighborhood, not a business-oriented
361 neighborhood. Advertisements were placed by the developer at one time. The suggestion was made
362 to simply paint the tower white. Temporary signs in the easement for a new business grand opening
363 might be considered, which is different than permanent signs on the tower. Other communities
364 have monument signs at the entrance listing businesses, examples of Eagle Creek, Viera, and

365 Tradition. Ms. Kassel suggested seeing what other communities do that is tasteful that could be
366 entertained. The tower is located within the commercial part of Harmony. Other communities
367 permit business to have a sign on an entrance which is revenue for that developer. Ms. Kassel
368 indicated the District is not in the business of leasing out advertising space.

369 Consensus of Board members was split 2-2, so no decision was made.

370

371 **FIFTH ORDER OF BUSINESS** **Consent Agenda**

372 **A. Minutes for the December 21, 2023, Regular Meeting**

373 The minutes are included in the agenda package and available for public review on the
374 District's website or in the District Office during normal business hours.

375 Ms. Kassel discussed the minutes being summary instead of verbatim. The content is still
376 included but some details are missing, which can be obtained by listening to the recording. Ms.
377 Kassel prefers almost-verbatim minutes rather than listening to a three-hour recording.

378 Discussion ensued regarding management directing summary minutes be provided. They are
379 detailed. People talk over one another, making it hard to discern what individuals are saying and
380 who is speaking. Historically, minutes for all clients were verbatim. Most management companies,
381 including Inframark, have gotten away from that for a variety of reasons, including verbatim
382 minutes can get the District into trouble, which legal counsel has mentioned. Staff does not
383 recommend verbatim minutes, but they have been provided over the years. Preparation takes 20 to
384 30 hours, and reviewing them also takes considerable time. Staff has looked into using a court
385 reporter, which costs about \$1,200 per meeting, but staff still has to put them into the correct
386 format. Inframark does not provide verbatim minutes for any other district. Other options will need
387 to be used if the Board still wants verbatim minutes. Mr. LeMenager and Ms. Phillips prefer
388 summary minutes. Many questions and comments are extraneous and not pertinent to the order of
389 business. Names of Supervisors can be included more in the summary. The video is posted on
390 YouTube, which comes with a text file that can be downloaded after the meeting. Tools might be
391 available to recognize speakers for verbatim minutes, but other tools are available. Mr. Leet does
392 not want to pay to have verbatim minutes, either to Inframark or for other service providers. The
393 lengthy 100+ pages of minutes discourage the public from reading the minutes, whereas a
394 summary makes it easier to see the decisions that were made. Ms. Kassel can accept the format of
395 the minutes; it is not her preference but it is acceptable. Ms. Montagna wants to avoid charging
396 the District money to prepare verbatim minutes. Ms. Kassel finds a value personally in verbatim
397 minutes, but Mr. LeMenager clarified the value needs to be to the District. Mr. Leet indicated
398 Zoom also offers verbatim text that is searchable, and having that in conjunction with the recording

399 might be a better approach. If the verbatim text from Zoom or YouTube is sent to the manager, it
400 becomes a public record, filed in the District's records. Staff has tried to prepare minutes from
401 these text transcripts, which do not identify who is speaking and is just a blob of text, so it still
402 takes 20 to 30 hours to prepare for verbatim. Board members can review the text download with
403 the recording, separate from the summary minutes provided.

404 **B. Financial Statements** (*December 2023*)

405 The financial statements are included in the agenda package and available for public review
406 on the District's website or in the District Office during normal business hours.

407 **C. Check Register #284** (*December 2023*)

408 The check register is included in the agenda package and available for public review on the
409 District's website or in the District Office during normal business hours.

410
411 Ms. Kassel made a MOTION to approve the consent agenda, as
412 presented.
413 Mr. Leet seconded the motion.

414
415 Mr. LeMenager pointed out an error in the check register. The last item has two items for the
416 engineer, but the arithmetic is incorrect for the total.

417
418 Ms. Kassel AMENDED the motion to approve the consent
419 agenda, with the check register being corrected as discussed.
420 Mr. Leet seconded the amendment.

421
422 Mr. LeMenager asked about the payment to Harmony West CDD, which is for the District's
423 cost-share agreement for Buck Lake treatment. The former Chair used to sit on the Buck Lake
424 committee held by Harmony West CDD, and included the manager, counsel, and the Chair, either
425 by phone or in person. The committee discusses treatment of Buck Lake and things of that nature.
426 Minutes are produced and provided to the Board. Mr. LeMenager offered to attend those meetings.

427
428 Upon VOICE VOTE, with all in favor, unanimous approval was
429 given to the consent agenda, with the check register being corrected
430 as discussed.

431 **SIXTH ORDER OF BUSINESS** **Supervisor Requests**

432
433 Ms. Kassel commented on a proposal for stones at the garden for the road. The \$29 cost is per
434 ton, and each truck can carry 20 tons of stones, at a cost of \$1,160 for each truck having one load.
435 The cost includes delivery and dumping the stones. Staff can spread it. Discussion ensued

436 regarding compacting the stones so the same thing does not happen and cars do not get stuck in
437 the rock. Mr. Satterwhite confirmed staff has the ability to compact it.

438 The total cost is within the Chairman's spending authority, and staff will move forward with
439 getting the stones.

440 Ms. Phillips asked how many miles of sidewalks going back to perhaps 2015 compared to how
441 many miles now, and how many more ponds now than back then. The engineer confirmed the
442 number of ponds is the same. Irrigation was installed when new sidewalks were installed. The
443 engineer has a list of linear feet of sidewalks but not the irrigation system. Expenses should
444 increase because of increased responsibilities. The District currently has five staff members,
445 compared to one before. All facilities are getting increased usage. During the budget cycle, in
446 looking at all these things, the recommendation will be to increase staff. Ms. Phillips requested a
447 price estimate for new doors at the restrooms that were just painted, which took six to eight hours
448 per door to sand and paint. Sometimes it is more cost effective to purchase a new item than to
449 continue to repair the old items.

450 Ms. Kassel commented on the tower and suggested all signs be removed or painted over, and
451 the tower repainted so it looks more presentable. Mr. LeMenager reiterated his comment from the
452 last meeting that the tower should be torn down, to which Ms. Phillips would not object. Staff will
453 investigate the best way to make the tower look more presentable, either removing the signs or
454 painting them over.

455 Mr. Hamstra asked if he should submit the completed plans for the maintenance facility to the
456 County while the Board considers the golf maintenance facility. The application fee is minimal, a
457 couple hundred dollars, but the process is long. The golf course is not vacating the facility until
458 theirs is built, which will give the District time to decide. The District might be able to negotiate
459 having access to the golf facility in the meantime.

460 The Board gave consensus for the plans to be submitted.

461
462 **SEVENTH ORDER OF BUSINESS** **Adjournment**
463

464

On MOTION by Mr. Leet, seconded by Ms. Phillips, with all in 465 favor, the meeting adjourned at 8:26 p.m.

466
467
468

469 _____
470 Secretary/Assistant Secretary Chairman/Vice Chairman
471