

**MINUTES OF MEETING
HARMONY WEST
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Harmony West Community Development District held a Regular Meeting on March 21, 2024 at 10:30 a.m., at Johnston’s Surveying, Inc., 900 Cross Prairie Parkway, Kissimmee, Florida 34744.

Present were:

Shelley Kaercher	Chair
Chris Tyree	Vice Chair
Ayden Williams	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Jere Earlywine (via telephone)	District Counsel
Mark Hills	Field Operations Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 10:33 a.m. Supervisors Kaercher, Tyree and Williams were present. Supervisor Van Auker was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Pool Approval [2668 Swooping Swallow]

Mr. Rom stated, the agenda item heading incorrectly states Swooping Swallow; however, the correct street is Swooping Sparrow and the documentation reflects the correct information. He recalled that, at the last meeting, the Board considered a request to remove two sections of fence to access the homeowner’s backyard from Botanic Boulevard to install a pool and the CDD Board advised the homeowner to first seek County approval, which has now been granted.

Mr. Rom stated the HOA also granted approval. He noted that the CDD Agreement requires a \$2,000 deposit for replacement of landscape on the CDD easement. The Agreement provides for 30 days to complete the work. The consensus is that the amount of time might need to be extended. Upon completion, the CDD has the right to inspect and the CDD will be named as an additional insured.

The Board and Staff discussed the Agreement, including increasing the restoration time to 90 days, sufficiency of the deposit, sidewalk repair, landscaping and the homeowner’s responsibility for repairing curb damage.

Mr. Earlywine stated he can insert “curb” into section 3C.

Asked how the area will be secured during lulls in construction, Mr. Hills stated he advised the homeowner that caution tape will be required. It was noted that contractors install orange fencing during construction.

Mr. Tyree stated a construction schedule is needed and the License Agreement should be tied to the construction schedule so that 30 days after the pool receives the Certificate of Occupancy (CO), repairs will be 100% complete. He predicted the process will take eight to ten weeks.

On MOTION by Mr. Tyree and seconded by Ms. Kaercher, with all in favor, the request to remove portions of fence to access property to install a pool at 2668 Swooping Sparrow Drive, and the License Agreement, as amended and subject to a construction schedule and final completion date, were approved.

FOURTH ORDER OF BUSINESS

Discussion/ Consideration: Buck Lake Related Items

A. March 16, 2023 Buck Lake Committee Meeting Minutes

The following change was made:

Line 18: Change “10:36” to “10:04”

B. Bio- Tech Consulting Inc., Proposal No. 24-523 for Environmental Services

Mr. Rom stated that the Committee did not object to Bio-Tech’s increase of \$100 per month for environmental services. District Counsel will draft an Amendment to the Bio-Tech Agreement.

C. Cost Details

Mr. Rom stated that Bio-Tech sent invoices for November and December 2023; other invoices are pending and will be provided as backup. When six months of receipts have been received, a Cost Share Invoice will be sent to Harmony CDD for its portion of the expense.

On MOTION by Mr. Tyree and seconded by Mr. Williams, with all in favor, the March 16, 2023 Buck Lake Committee Meeting Minutes, as amended, were approved.

On MOTION by Mr. Tyree and seconded by Ms. Kaercher, with all in favor, Bio-Tech Consulting Inc., Proposal No. 24-523 for Environmental Services, and authorizing District Counsel to draft an Amendment to the Agreement, were approved.

FIFTH ORDER OF BUSINESS

Ratification Items

Mr. Rom presented the following:

- A. Proposal #74950 (Supply/Install Mulch in CDD Common Planting Areas (Phase One))**
- B. Lake Pros, LLC Second Amendment to Agreement for Aquatic Maintenance Services**
- C. Allsmiths, LLC Agreement for Services [Bridges]**

Mr. Rom recalled that the Board reviewed a proposal for removal of Bridge #1 and, when it was learned that three bridges need to be removed, a not-to-exceed amount of \$10,000 was approved. When the site was inspected, it was discovered that Bridges #2 and #3 are twice the size of Bridge #1, so the cost was greater than \$10,000. The cost for dismantling and removing all three bridges totaled \$15,740. The expenditure, which was within the Vice Chair and District Manager’s spending authority, was approved by the Vice Chair.

- D. United Land Services Second Amendment to Landscape & Irrigation Services Agreement**

Mr. Rom stated the Amendment to the Agreement pertains to Phase 2C, for which the additional monthly pricing is estimated at \$4,100.50; the additional yearly pricing totals \$49,206.

Mr. Tyree stated, while the ligustrums and magnolias on the first half of the Boulevard from 192 to the Amenity Center look great, he thinks the ones on the back half of the Boulevard are thinning. He wondered if the ligustrums were sheared for fullness and if some blood scale is present.

Mr. Hills stated David will do a walkthrough next week.

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, United Land Services Proposal #74950 for Supply and Installation of Mulch in Phase One CDD Common Planting Areas, in the amount of \$28,560; Lake Pros, LLC Second Amendment to Agreement for Aquatic Maintenance Services, in the monthly amount of \$225 for an annual amount of \$2,700; the Allsmiths LLC Agreement for Services for Bridges, in the amount of \$15,740; and the United Land Services Second Amendment to Landscape & Irrigation Services Agreement, at a monthly amount of \$4,100.50 for an annual amount of \$49,206, were ratified.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2024

Mr. Rom stated a \$4,375 check was received for the Buck Lake maintenance cost share. He noted that the proposed Fiscal Year 2025 budget will be discussed at the next meeting; there are some questions relating to potential new phases of construction.

Mr. Tyree stated that information regarding new phases will likely be provided at the next meeting; the majority of the next phase of construction will not be online until the Fiscal Year 2026 budget. A \$300,000 “New Phases” line item will be added to the Fiscal Year 2025 budget.

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, the Unaudited Financial Statements as of January 31, 2024, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of January 18, 2024 Regular Meeting Minutes

The minutes were approved at this time, as presented, but were reconsidered later in the meeting following Item 8C.

On MOTION by Mr. Tyree and seconded by Ms. Kaercher, with all in favor, the January 18, 2024 Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer: Poulos & Bennett, LLC

There were no District Counsel or District Engineer reports.

C. Field Operations Manager: Association Solutions of Central Florida, Inc.

Mr. Hills reported the following:

➤ Landscaping has vastly improved in recent months. Section 2C was turned over last week and cut for the first time this week.

➤ CDD playgrounds and parks have no issues.

➤ The water fountain seems to break every six weeks.

➤ The front entrance sign was pressure washed and cleaned this week.

▪ Discussion resumed: Approval of January 18, 2024 Regular Meeting Minutes

The following changes were made:

Lines 65, 71, 76 and 77: Change “Shelly” to “Shelley”

On MOTION by Mr. Tyree and seconded by Ms. Kaercher, with all in favor, the January 18, 2024 Regular Meeting Minutes, as amended, were approved.

D. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: April 18, 2024 at 10:30 AM**

- **QUORUM CHECK**

The next meeting will be on April 18, 2024, unless cancelled.

NINTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

TENTH ORDER OF BUSINESS

Public Comment

No members of the public spoke.

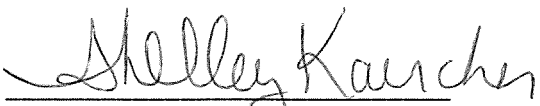
ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Kaercher and seconded by Mr. Tyree, with all in favor, the meeting adjourned at 10:52 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair