

**MINUTES OF MEETING
ARBOR GREENE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Arbor Greene Community Development District was held on Monday, August 19, 2013 at 6:30 p.m. in the Gathering Room, Arbor Greene Community Center, 18000 Arbor Greene Drive, Tampa, Florida.

Present and constituting a quorum were:

Adam Tanenbaum	Chairman
Toby P. Thomson	Vice Chairman
Steven Eckhardt	Supervisor
Michael S. Candella	Supervisor
Nathaniel Clawson	Supervisor

Also present were:

John Ricciardi	District Manager
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1 Resident

The following is a summary of the minutes and actions taken at the August 19, 2013 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

Mr. Tanenbaum called the meeting to order and all Supervisors were in attendance.

B. Approval of Agenda

The agenda was approved by consensus of the Board as presented.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Maria Bradlen of the Estuary reported she previously sent an email to the Board regarding there being no speed limit sign in front of the playground and she has not seen the police patrolling by the playground. She is very concerned and would like to see a speed limit sign posted by the playground and more police patrolling in that area and suggested speed bumps be installed.

The Board discussed directing the TPD to patrol the villages including Estuary Drive in addition to patrolling the main collector roads. Also, the District Engineer will be asked about putting in a new speed limit sign/children playing on playground sign and provide the cost.

THIRD ORDER OF BUSINESS

Reports

A. District Engineer's Report

i. Karins Engineering Group Bid Summary Letter

This item will be discussed at a later meeting.

B. District Counsel's Report

i. Severn Trent Services Contract

ii. Parking/Towing Issue

These items will be discussed under the District Manager's Report

C. District Manager's Report

Severn Trent Services Contract

Mr. Ricciardi discussed the contract and an email from District Counsel regarding additional language to protect the District.

On MOTION by Mr. Thomson with all in favor the contract with Severn Trent Environmental Services for a period of two years was approved.

i. Follow Up Items

- Legislation regarding the no shssing law; the District Counsel recommended adding it as a rule. A discussion ensued regarding whether a CDD in 2013 must comply with the requirements of Chapter 120 when something is done that in some way constitutes a rule or a policy that affects the community. The position of Mr. Tanenbaum is that the CDD is exempt from the advertising policy of Chapter 120.
- The document titled Proposed Amendments to Existing Rules of Procedure including the Public Comment Rule and Parking Policy was discussed. Changes were made by the Board and the following motion was made:

On MOTION by Mr. Tanenbaum with all in favor authorization was approved for the District Manager to publicize the proposed “Public Comment Rule” and “Parking Policy” through the newsletter, website or letter to residents and obtain feedback. A draft of both will be sent to the Chairman for approval prior to distribution.

- The master list of motions will be distributed to the Board.
- Jason von Merveldt requested information about his job responsibilities, which was forwarded to him by Claudia Mayo. He will meet with the District Manager on September 3, 2013 at 8 a.m.
- The tree that was taken down in the Alcove was discussed. The DM will find out how much it will cost to replace the tree.

Estuary Gate

On MOTION by Mr. Thomson with all in favor replacing the Estuary gate telephone entry unit at a cost of not to exceed \$4,283 and retain existing unit by the Arbor Greene CDD was approved.

Mr. Ricciardi updated the Board on the sanitary sewer issue.

ii. Review and Approval of the Minutes of the July 18, 2013 Workshop Meeting and the July 22, 2013 Regular Meeting

Changes were requested and will be made part of the public record.

On MOTION by Mr. Thomson with all in favor the minutes of the July 18, 2013 workshop and the July 22, 2013 regular meeting were approved as amended.

iii. Review and Approval of the July 2013 Financial Statements

The financial statements were discussed at the August 15th workshop meeting.

On MOTION by Mr. Candella with all in favor the financial statements of July 31, 2013 were approved.

iv. Public Hearing to Consider the Adoption of the Budget for Fiscal Year 2014 (Resolution 2013-5) and Levy of Non-Ad Valorem Assessments (Resolution 2013-6)

The public hearing was declared open.

Mr. Ricciardi noted the following;

- o The Board has been working on the proposed budget since March.
- o At the last workshop meeting the Board requested two changes, which are included in the budget presented today.
- o The actuals have been updated through July 31, 2013.
- o Changes to the budget can still be made by the Board as long as the assessment amount does not increase.

Mr. Thomson proposed to reduce common area refuse removal from \$4,100 down to \$3,240 and increase Capital Outlay by \$840; there was Board consensus for these changes.

The public hearing on the fiscal year 2014 budget was closed.

On MOTION by Mr. Tanenbaum with all in favor Resolution 2013-5 relating to the annual appropriations of the District and adopting the budget for fiscal year beginning October 1, 2013 and ending September 31, 2014 and referencing the maintenance and benefit special assessments to be levied by the District for said fiscal year was adopted as completed by Severn Trent Services.

On MOTION by Mr. Tanenbaum with all in favor Resolution 2013-6 levying and imposing a non-ad valorem maintenance special assessment for the District for fiscal year 2014 was adopted as completed by Severn Trent Services.

D. Meeting Schedule for Fiscal Year 2014

Three meeting schedule options were presented to the Board; Option 2 was chosen; 2 Monday meetings, 2 weeks apart.

The requested changes were made and a copy of the agreement, Version 1.1, was forwarded to the District Manager.

On MOTION by Mr. Thomson with all in favor the web development service agreement, Version 1.1, with Netix Solutions at a cost of not to exceed \$1,350 was approved.

The consensus of the Board was to designate Mr. Eckhardt as the point of contact on the Netix Solutions contract.

FOURTH ORDER OF BUSINESS

Old Business

A. Manager/Personnel Reform

Mr. Ricciardi proposed that the Board approve a motion to ratify the Community Manager spending authorization for up to \$2,500.

On MOTION by Mr. Thomson with all in favor authorizing a spending authority for the Community Manager in the amount of \$3,000 with any expenditure of over \$1,000 to first be communicated to the District Manager was approved.

On MOTION by Mr. Clawson with all in favor authorizing a spending authority limit of \$1,500 for the Administrative Manager, with consent and sign off by the Community Manager for any expenditure over \$1,000 was approved.

On MOTION by Mr. Tanenbaum with all in favor authorizing the District Manager to authorize emergency expenditures as necessary to resolve the emergency after consultation with the Community Manager and or the Chairman was approved.

B. Revised Post Orders

The current Post Orders were provided to the Board. Section G of the Post Orders was deleted.

On MOTION by Mr. Thomson with all in favor the Post Orders as amended at the August 19, 2013 meeting were approved.

FIFTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Supervisor Requests and Motions

Mr. Thomson requested the following:

- Ask Gary Smith to obtain updated quote to trim the verge trees (except Devonshire)
- Ask Jim Hayford to look at the gatehouse doors.
- Ask Mike Candella to get quotes for two security cameras at the tennis courts.

Mr. Clawson provided a handout and Service Agreement on the VOIP system from SoTel Systems.

On MOTION by Mr. Clawson with all in favor the agreement with SoTel Systems with the additional 911 listing at the gatehouse was approved.
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Mr. Eckhardt reported for informational purposes, he is meeting with the General Contractors, John Ricciardi and Jim Hayford to look at the clubhouse on Friday at 10 a.m.

Mr. Tanenbaum asked Mr. Ricciardi to make sure Gary Smith contacts Cross Creek Plumbing and Cooling regarding a one-time call cost; Bob at 813 486-4398. Also, ask Gary Smith to go around and check the street light globes where trees are not trimmed around the globes; was it done right the first time?

The record will reflect Mr. Candella left the meeting.

Fountains – Mr. Tanenbaum proposed the main fountain operate from 6 – 10 a.m. and 5 – 10 P.M. on Monday thru Friday.

Mr. Tanenbaum indicated Mr. Robin would like Arbor Greene to reactivate the Rules of Procedure, which the Board suspended. The Rules of Procedure govern how the Board operates; not to be confused with the Policy Manual which governs how the District operates.

Mr. Thomson requested a copy of the latest Rules of Procedure and the Policy Manual; Mr. Tanenbaum will forward these to the Board.

Mr. Clawson inquired about painting the lamp posts.

Mr. Tanenbaum asked to indicate, for the record, that there is a consensus of the Board that the Chairman has the authority to sign contracts approved by the Board.

B. Announcements

There not being any, the next item followed.

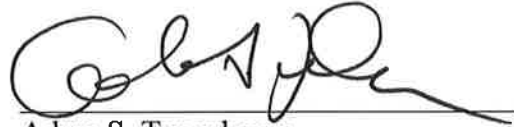
SIXTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Thomson with all in favor the meeting was adjourned at 9:45 P.M.



John Ricciardi
Secretary



Adam S. Tanenbaum
Chairman