

**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, December 17, 2007 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:

John P. Brickley	Chairman
David Bootcheck	Co-Vice Chairman
Christine Nelson	Co-Vice Chairperson
T. Dorsey Yawn	Assistant Secretary
Michael Lozicki	Assistant Secretary

Also present were:

John Ricciardi	District Manager
Harve Turner	General Manager
Gary Smith	Arbor Greene Maintenance
Adam Tanenbaum	Resident

The following is a summary of the minutes and actions taken at the December 17, 2007 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Brickley called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the November 19, 2007 Meeting and the Amended Minutes of the June 25, 2007 Meeting

Mr. Brickley stated each Board member received a copy of the minutes of the November 19, 2007 meeting and requested any additions, corrections or deletions.

- On Page 2 in the fifth bullet under the THIRD ORDER OF BUSINESS, *charging* should replace *changing*.

- On Page 5 in the first bullet under Item A of the SEVENTH ORDER OF BUSINESS, *giving more flexibility* should be deleted.
- On Page 6 under the second item, *the option of not having Counsel present at the meetings* should be inserted after *try*.
- Ms. Nelson questioned the status of the last item before the SIXTH ORDER OF BUSINESS.
 - Mr. Brickley spoke to Mr. Robin and they will send a statement indicating how much the District will be reimbursed if he does not attend meetings.
- The item described in the fifth bullet under the THIRD ORDER OF BUSINESS on Page 2 was not changed in the financial statements.
 - This must be done through a resolution, which will be discussed later in the meeting.

There being no further comments or questions,

On MOTION by Ms. Nelson seconded by Mr. Yawn with all in favor, the minutes of the November 19, 2007 meeting were approved as amended.

Mr. Brickley stated each Board member received a copy of the amended minutes of the June 25, 2007 meeting and requested any additions, corrections or deletions.

- On Page 3 in the first item, *resigned his position effective February 20, 2006* should replace *his services were terminated*.

There being no further comments or questions,

On MOTION by Mr. Yawn seconded by Mr. Bootcheck with all in favor, the amended minutes of the June 25, 2007 meeting were approved as further amended.

THIRD ORDER OF BUSINESS

Approval of the October 31, and November 30, 2007 Financial Statements

- Action was deferred on the October Financial Statements because the Board was waiting for clarification of a capital improvement figure in the amount of more than \$12,000.
 - This was for the new computer system for water distribution.

There being no further comments or questions,

On MOTION by Mr. Yawn seconded by Ms. Nelson with all in favor, the October 31, 2007 Financial Statements were approved.

- The Board deferred approval of the November 30, 2007 Financial Statements to the January meeting as they will be discussed at the December 20, 2007 Budget Workshop.

FOURTH ORDER OF BUSINESS

District Manager's Report – Consideration of Resolution 2008-3 Amending the District's General Fund Budget for Fiscal Year 2008

- This amendment moves *Electricity-Streetlighting* from the *Water-Sewer Comb. Services* line item to the *Road and Street Facilities* line item.
- There is no net change to the budget.

On MOTION by Mr. Yawn seconded by Mr. Bootcheck with all in favor, Resolution 2008-3 Amending the District's General Fund Budget for Fiscal Year 2008 was adopted.

Mr. Ricciardi discussed follow-up items with the Board.

- The District is required to submit an annual report to the National Pollution Elimination Discharge System (NPEDS) and a Notice of Intent (NOI) for the next five-year cycle in January.
 - This is a federal program administered by the state.
 - Most NPEDS requirements are applicable to municipalities monitoring commercial properties as opposed to individual Districts.

- The only CDDs managed by Severn Trent Services required to do this are Arbor Greene, Tampa Palms and Cheval West.
- The following factors may have influenced this requirement:
 - the size of the community at the time of development;
 - the interest the state was paying to the developer at the time of development.
- The District will move from Phase 1 to Phase 2 in the monitoring process.
- Phase 2 monitoring is more intense and specific; thereby making compliance to all milestones and targets with regards to the areas required to be reported on necessary from an auditing standpoint.
- There are penalties for non-compliance.
- The state hires a contractor to oversee this process.
- The District is required to perform the following monitoring duties:
 - Investigate pollution discharge into ponds primarily by residents.
 - Determine whether the landscapers maintaining the pond banks are spraying debris into the ponds or blowing the debris up under the banks, as required.
 - Determine whether or not the landscapers are monitoring the types and quantity of fertilizer going into the lawns.
 - Determine whether or not the pond maintenance company is appropriately ensuring the weirs and surrounding structures are clean and in good working order.
- Mr. Ricciardi and Ms. Maggie Wilson from the state met last week with Mr. Turner in order to get him involved in this process.
- Mr. Ricciardi asked the state if it was possible for the CDD to be removed from this requirement since they are not a municipality.
 - The request was rejected.
 - This monitoring does not require a major amount of work.
- The District must pay a five-year permit fee in the amount of \$5,600.
 - This is charged under the *Flood Control/Stormwater Maintenance Contracts Environmental Monitor* line item.

- This item was budgeted at \$10,000 last year, of which approximately \$7,000 was spent.
- A motion is not required, but Severn Trent will pay the fee which will be booked against the line item.

The record reflects Mr. Lozicki has joined the meeting.

- The requirement for costly engineering studies for installation of crosswalks was discussed.
 - Mr. Yawn wants to know if Arbor Greene Joint Venture ever had any engineering studies done which recommended the location of required crosswalks, Stop Signs and other traffic devices in the District at the time of its inception.
 - Street signage as well as coordinating lighting for developing districts is submitted in a plan to the county or city, which must be approved prior to commencement of construction.
 - The District Engineer should be able to elaborate further.
 - Mr. Ricciardi will speak to Mr. Bartelt for further clarification.
 - Mr. Brickley inquired about the repayment schedule for the mediation resolution issue.
 - The first payment was due in December and will be reflected in the January Financial Statements.
 - The remaining payments will be due every six months thereafter.

FIFTH ORDER OF BUSINESS

Attorney’s Report

There not being any, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer’s Report

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS

General Manager’s Report

Following are highlights of Mr. Turner’s report:

- **Fitness Pool Resurfacing/Refurbishment**
 - The salt generating system does not have to be installed while the refurbishment is taking place.
 - Mr. Turner compiled a list of questions and concerns with regards to this system which were submitted to various vendors.
 - Aqua Cal/Auto Pilot Systems is a major manufacturer of this system.
 - A few of their customers have had these systems removed because they have not been able to sufficiently maintain their pool.
 - Most customers are satisfied.
 - Commercial Pool Services of Florida, Inc. also submitted a proposal.
 - The major benefits of this system were discussed.
 - It softens the water.
 - There is less of a chlorine odor in the water.
 - There is an overall reduction in chlorine costs.
 - Mr. Turner will determine the cost benefits and bring them back to a future Board meeting.
 - Mr. Smith presented samples of coping stones.
 - Sealing is recommended to prevent stains from absorbing into the stone.
 - Painting is not recommended.
 - The sealing will not make the area slippery.
 - The Board chose a double bull nose sample.
- **Stop Signs for Arbor Wind Drive at the Preserve and Alcove Intersection**
 - The Board requested Mr. Turner look into purchasing a device which paints pavement markers on asphalt.
 - Mr. Turner presented a proposal from Newstripe, Inc. in the amount of \$4,865.
 - If this system is purchased and used twice, it will pay for itself.
 - Mr. Turner is going to continue researching this and will try to find other proposals.

- The Board still needs to determine whether crosswalks or Stop Signs are going to be put in on Arbor Wind Drive.
- An engineering study is required for crosswalks and Stop Signs.
- The landscaping may be able to be trimmed in order for the corners to have more visibility.
- Installation of additional sidewalks was discussed.
 - This will not require an engineering study, but it will require permitting on the part of the contractor.
- **Proposal for Emergency SOS Unit at Village Gates**
 - The fire department has a special key in order to enter into the gates during an emergency and they sometimes leave the gates open after they leave.
 - The cause of the gate being left open needs to be determined; and the gate contractor must repair it at a charge of \$125.
 - The contractor recommended installation of this emergency SOS unit.
 - It is activated via the sound of the sirens on the fire engines.
 - Mr. Turner presented a proposal from Royce Integrated Solution in the amount of \$620 per unit, for a total of approximately \$3,100 for all of the gates.
 - Mr. Yawn recommends Mr. Turner speak to the fire department to ensure gate closure after an emergency. This will also assist Mr. Turner in keeping his log updated after an emergency visit.
 - The Board did not approve this proposal.
- **Energy Savings Proposal for Tennis Court Lights**
 - Mr. Turner presented a spreadsheet reflecting different options for changing of light bulbs on the tennis courts.
 - The recommended solution is to change all of the light bulbs at one time, at a cost of \$5,908.90 from Borrell Electric Co., Inc.
 - The bulbs will last three to four years.
 - The funds to do this can be withdrawn from one of the following line items:

- \$6,000 is budgeted in R&M, of which \$1,800 has already been spent.
- \$35,000 has been budgeted in R&M for Building.
- \$40,000 is budgeted in Capital Improvements, of which \$12,000 has been spent.

There being no further discussion,

On MOTION by Mr. Yawn seconded by Mr. Bootcheck with all in favor, the proposal from Borrell Electric Co., Inc. to replace lights on the tennis courts with energy-saving metal halide lamps in an amount not to exceed \$6,000 was approved.

- Mr. Smith is going to be evaluated for the possibility of having back surgery.
 - Mr. Smith will be out for three to four weeks or longer if he has the surgery.
 - Mr. Turner will keep the Board informed.
- Mr. Smith has been keeping track of water use on a monthly basis and Mr. Turner believes Greenview Landscaping should be responsible for tracking irrigation use.
 - Greenview will send in a weekly, as opposed to monthly report.
 - Greenview is responsible for changing out broken sprinkler heads.

EIGHTH ORDER OF BUSINESS

Supervisors’ Requests

- Mr. Bootcheck received many compliments about the District’s Holiday lighting.
The record will reflect Mr. Bootcheck exited the meeting.
- Mr. Ricciardi told the Board the agreement with Carriage Homes does not indicate how much the District is to invoice them.
 - Mr. Ricciardi discussed this with Mr. Robin and Mr. Turner and decided they should be invoiced at \$100 per month as noted in the HOA Agreement, for which the Board was in consensus.

NINTH ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Bootcheck seconded by Ms. Nelson with all in favor, the meeting was adjourned.

John Ricciardi
Secretary

John P. Brickley
Chairman