

**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, 2012 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 |
| Christine Nelson | Vice Chairperson |
| Toby P. Thomson | Supervisor |
| Steven Eckhardt | Supervisor |
| Michael S. Candella | Supervisor |

Also present were:

| | |
|----------------|------------------|
| John Ricciardi | District Manager |
| Bob Farrell | General Manager |

3 Residents

The following is a summary of the minutes and actions taken at the December 17, 2012 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

Mr. Tanenbaum called the meeting to order and the Supervisors identified themselves at roll call.

B. Approval of Agenda

The consensus of the Board was to approve the agenda.

SECOND ORDER OF BUSINESS

**Review and Approval of the
Minutes of the November 20, 2012
Regular Board Meeting**

Each Board member received a copy of the minutes of the November 20, 2012 meeting and any additions, corrections or deletions were requested.

A brief discussion ensued regarding the definition of the word *verge*.

Corrections were requested and will be made part of the final minutes.

On MOTION by Ms. Nelson with all in favor the minutes of the November 20, 2012 meeting were approved as amended.

THIRD ORDER OF BUSINESS

**Approval of the November 2012
Financial Statements**

Mr. Tanenbaum reported on the December 13, 2012 Workshop meeting noting the following:

- Overall, expenditures are on target for the second month of the fiscal year.
- Some revenue has come in, but most will not come in for another month or two.

The workshop Board members recommended approval of the November financials.

On MOTION by Mr. Thomson with all in favor the November 2012 financial statements were approved.

FOURTH ORDER OF BUSINESS

Reports

A. Chairman's Report

- Requested starting in January a column should be included in the Newsletter for Board member input.

- Requested Mr. Farrell create a new email address – comments@arborgreene.org for the purpose of providing an easy opportunity for community members to make comments.
Board consensus was they would all like to see the emails received.
- Consensus of the Board was that Mr. Eckhardt will be gathering information regarding the clubhouse and Mr. Candella will be in charge of the district’s social media and gathering information on behalf of the Board.
- Met with HOA President, Mr. Sean Kiehl who indicated the HOA is not pursuing the parking/towing issue at this time.

It was requested to add an item to the next workshop agenda as follows:

“Revisit Parking Resolution 2010-1”

- Mailbox types will be put up for HOA resident vote.
- The contract with USSA had expired and was revised to conform to contract form and it was signed by Mr. Tanenbaum.

On MOTION by Mr. Thomson with all in favor ratification of Mr. Tanenbaum’s signature on the USSA renewal contract was approved.

- B. District Engineer’s Report**
 - i. Update on ADA Pool Lifts
The District Engineer was not in attendance at this time and this item was postponed.
- C. District Counsel’s Report**
There not being any report, the next item followed.
- D. District Manager’s Report**
The current Rules of Procedure were briefly discussed.

On MOTION by Mr. Thomson with all in favor suspending the Rules of Procedure approved in May, 2000, until further review by the Board was approved.

The following was noted:

- Contract procedures were forwarded to the new Supervisors.
- 3G Fingerprinting cannot do Arbor Greene background checks.
- The OLM inspection report was received with a 93% score.
- An appraiser will be visiting the District to appraise the CDD assets to ensure the assets are valued at what the district's insurance policy indicates.
- Emails received from Mr. Miccolis were shared with the Board.

E. General Manager's Report

Mr. Farrell introduced Mr. John McKenney of Digital Rescue who was requested to attend the meeting to answer questions regarding the District website.

Questions were asked and answered regarding the current District website.

Mr. McKenney will work on a website development proposal and bring it before the Board. Ms. Nelson will act as liaison.

- Item #99062 – Contract for Borrell Electric, Tampa Armature Works, Inc. and Tennis Instructor Contract will be brought for Approval at a later date.
- Item #556 – Tennis Court Light Pole Painting

Mr. Tanenbaum explained to Mr. Ricciardi that on Thursday the Board discussed the procedure for how the General Manager's Report is presented. It

was decided by the Board to let Mr. Farrell run through the report first and then the Board will go back to discuss any items or decision points that need to be brought up by motion at the end of the report.

- Item #819 – Clubhouse Painting Scope Status
- Item #832 – Devonshire Verge Trees – The tree was removed on December 14th. The verge trees are owned by the CDD and the CDD is responsible for their maintenance to the extent that if they die the CDD should do something about it.

This item will be added to the January workshop agenda.

- Item #812 – Guest Verification System
- No Item Number – Mr. Gary Smith will be on medical leave December 18 through January 7. When he returns he will be on light duty.
- A resident requested a rowing machine be included in the fitness center as it was recommended by his doctor.
- Item #865 – Travertine Floors at the Clubhouse – Estimates were included in the report.
- Wharton High School golf tournament at Heritage Isles. They are looking for sponsors.

The General Manager's Report was completed and it was noted that discussion and actions regarding items in the report will be continued subsequent to the completion of the Engineer's Report, which is as follows:

FOURTH ORDER OF BUSINESS (cont'd)

Reports

B. District Engineer's Report

Ms. Stewart passed out aerial photographs of the crosswalks and an email from Central Concrete with an estimate of \$25,000 for both intersections.

The sidewalks (in Exhibit 2) will have to be replaced so they are made ADA accessible.

The aerial Exhibit #1 provided by Ms. Stewart shows Arbor Greene and Arbor Creek Drive and exhibit #2 shows Arbor Wind and Alcove.

i. Update on ADA Pool Lifts

Ms. Stewart reported on her review experience of the pool lift equipment previously approved by the Board. She has obtained a proposal on another pool lift product; a portable pool lift that is anchored in place. The ADA has accepted a portable lift as an acceptable pool lift in compliance with their standards. The cost is a little less than the previously approved product; \$9,980 for two (2) lifts. The lifts must be installed by January 31, 2013.

On MOTION by Mr. Thomson with Mr. Tanenbaum, Ms. Nelson, Mr. Thomson and Mr. Candella voting AYE and Mr. Eckhardt voting NAY, rescinding the November 20, 2012 motion approving the purchase of two pool lifts from Florida Playstructures in the amount of \$10,800 and instead ordering two (2) pool lifts from Suncoast Pool Service at a total cost of not to exceed \$9,980 was approved.

Crosswalks

Ms. Nelson provided the history of the crosswalk issue. The two crosswalks referred to in Ms. Stewart's report were requested by residents.

Mr. Thomson noted we are not required to have crosswalks installed, however they were requested by residents.

Ms. Stewart noted for the record she is not an advocate for crosswalks because they give people a safe-sense of security. It is important to educate the residents on the use of crosswalks.

On MOTION by Mr. Tanenbaum with Mr. Thomson, Mr. Candella, Ms. Nelson and Mr. Tanenbaum voting AYE and Mr. Eckhardt voting NAY, the proposed crosswalk projects as evidenced by Exhibits 1 and 2 provided by the District Engineer, in the amount of not to exceed \$25,000 and using signage previously used in other crosswalks with funds to come from Unassigned Reserves was approved.

Ms. Stewart reported on the pool inspection done concerning child safety. The resort pool is not child-safe in terms of the clubhouse. The current solution is very difficult. She is in the process of reaching out to a pool vendor for consultation on child safety for the pool.

The record will reflect Ms. Stewart left the meeting.

FOURTH ORDER OF BUSINESS (con't) Reports

E. General Manager's Report (cont'd)

On MOTION by Mr. Thomson with all in favor the Stewart Tennis Courts & Fencing, Inc. contract, Item #556 of the General Manager's Report, in the amount of not to exceed \$13,450 with funds taken from Unassigned Reserves and amended to include a 10% hold back meeting standard contract procedures; final hold back \$1,345, was approved.

Item #832 – Replacement Trees – three 30 gallon trees on the berm.

The consensus of the Board was to move forward with the OLM proposal.

Mr. Eckhardt commented on the floor cleaning quotes. He would like to see the hallway and the main room floor cleaning done now.

The Board would like to see a rack-up of bids for floor cleaning the clubhouse, administration area and bathrooms for the January meeting.

Item #888 – Resident request for rowing machine.

If a rowing machine were added to the fitness center, one of the bikes would have to be removed.

Mr. Thomson indicated he would like to see price quotes on a rowing machine.

Mr. Eckhardt suggested the need to look at the entire fitness center.

FIFTH ORDER OF BUSINESS

Unfinished Business

A. Sign Removal and Update Project.

Mr. Thomson explained this item.

On MOTION by Mr. Thomson with all in favor removing the 10 MPH sign on the entry to Arbor Greene, near the gatehouse, removing 10 MPH sign on exit of Arbor Greene, near the gatehouse, was approved.

The record will reflect Ms. Nelson left the meeting.

On MOTION by Mr. Thomson with Mr. Candella, and Mr. Thomson voting AYE and Mr. Tanenbaum and Mr. Eckhardt voting NAY removing the glass/plastic display near the gate house at the exit of Arbor Greene failed with a vote of 2-2.

On MOTION by Mr. Thomson with Mr. Candella, Mr. Tanenbaum and Mr. Thomson voting AYE and Mr. Eckhardt voting NAY directing staff to prepare a sign inventory for Board discussion by March, 2013 was approved.

It was requested to add the following to the next workshop agenda:
Consider Use of Arbor Greene Information Signs.

B. Post Orders

This last weekend there was a back-up at the gates due to heavy holiday party traffic.

Resident complaints will be forwarded to the Board by Mr. Farrell.

Mr. Tanenbaum asked the Board if there is any interest in temporarily holding off on some of the current post orders due to the holiday season's traffic.

Mr. Paul Boucher indicated this is a high-crime season and the post orders need to be kept in place.

The Board discussed adding additional US Security 4 hours/night for December 21, 22, 23, 24 and 31.

On MOTION by Mr. Eckhardt with all in favor authorizing a request of US Securities for extra duty shifts, 4 hours per night on December 21, 22, 23, 24, 29 and 31 was approved.

If US Securities cannot provide the extra requested coverage, the Tampa Police Department will be asked to reschedule their coverage.

SIXTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Public Comments and Requests

Mr. Paul Boucher of Parkview, Neighborhood Watch reported the following:

- Officers will be giving him the new numbers regarding crime in Arbor Greene and New Tampa.
- Parking issue – Neighborhood Watch is anxious to get a parking policy for towing in place.
- Signage – Neighborhood Watch does post on the information signs; a “programmable” message Board is suggested.

Mr. Nathan Clawson of Avalon Lane asked about sidewalks; was anything done? *Mr. Tanenbaum responded, not yet.*

He also asked how things are being put out to bid. *Mr. Ricciardi responded we follow statutory requirements.*

Mr. Jack Carman of Heather Sound asked why bar codes are not required; why not assess more CDD fees and give residents bar codes? *It was explained that residents are not required to have bar codes.*

B. Supervisors Requests and Motions

Mr. Eckhardt suggested Arbor Greene could buy its own sidewalk grinder.

The following item will be added to the next workshop agenda: Consideration of Purchasing a Sidewalk Grinder to be used by District Staff and Related Training.

Mr. Thomson addressed the following:

- Suggested installing a “height warning” pole and sign in front of the gatehouse in order to avoid cars hitting the gatehouse.

An example of a “height warning” pole was provided to the Board. Mr. Farrell will obtain proposals for a similar warning pole.

- Sales Tax – Suggested collecting sales tax in addition to collecting fees for purchases made by residents instead of Severn Trent remitting sales tax taken from sale prices.

On MOTION by Mr. Thomson with Mr. Tanenbaum and Mr. Thomson voting AYE and Mr. Candella and Mr. Eckhardt voting NAY the following motion: with the appropriate notification posted in the Newsletter, effective March 1, 2013 collecting sales tax in addition to the fee collected, failed 2-2.

- Suggested asking OLM and Greenview to look at and provide an opinion on the area along Cross Creek Boulevard to clean out tree line as indicated in the photo provided.

The consensus of the Board was to move forward to have staff look at this area.

Mr. Tanenbaum asked that Mr. Farrell obtain other proposals for website design.

Mr. Tanenbaum asked if there is any Board interest in a pilot project for CDD tree trimming throughout the villages. *There was no interest.*

It was also asked if there is any interest in keeping the back gate by the tennis courts, by the maintenance shed, open for limited hours during the day. *There was no interest.*

C. Announcements

There not being any, the next item followed.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Thomson with all in favor the meeting was adjourned.



John Ricciardi
Secretary



Adam Tanenbaum
Chairman