

**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, January 23, 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:

John Brickley	Chairman
Christine Nelson	Vice Chairperson
Adam Tanenbaum	Assistant Secretary
Toby Thomson	Assistant Secretary
T. Dorsey Yawn	Assistant Secretary

Also present were:

John Ricciardi	District Manager
Bob Farrell	General Manager
Tonja Stewart	District Engineer
Mike Candella	

Audience Members

The following is a summary of the minutes and actions taken at the January 23, 2012 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

**Approval of the Minutes of the
December 19, 2011 Regular Board
Meeting**

Each Board member received a copy of the minutes of the December 19, 2011 meeting and any additions, corrections or deletions were requested.

Corrections to the spelling of Mr. Candella and Mr. LeDuc were requested.

On MOTION by Ms. Nelson seconded by Mr. Tanenbaum with all in favor the minutes of the December 19, 2011 meeting were approved as amended.

THIRD ORDER OF BUSINESS

**Approval of the December 31, 2011
Financial Statements**

Mr. Brickley reported on the January 19, 2012 Workshop meeting noting the following:

- Revenue is at 86.3% of budget.
- Expenses are at 23.9%, which is under budget for the first quarter.
- The assessment income, in general, is 88.3% of the budget.
- Line items were reviewed and the General Manager resolved questions.

Mr. Thomson inquired if the item that was questioned at the workshop meeting under Administration Expenses, Management Services, the Severn Trent payment, was resolved.

Mr. Brickley noted under Administrative Expenses, the Board noticed there was an \$11,418 payment in December.

Mr. Ricciardi was asked to explain the amount of that payment.

He indicated he will request a clarification on that item and report back to the Board.

Mr. Ricciardi pointed out to the Board the District is at 88.27% collected; the highest percentage collected by a CDD he manages is at 89.2% and the lowest is at approximately 82%. This District is running toward the high end of what has been collected so far.

Mr. Brickley noted most people are taking advantage of the 4% discount.

- The financial statements for the period ending December 31, 2011 were recommended for approval.

Mr. Tanenbaum questioned why the Board makes a show of approving the financial statements, since it has no legal affect what so ever.

Mr. Ricciardi explained this step is a formality. Although the invoices have already been paid, there are opportunities for the Board to dispute an invoice.

On MOTION by Mr. Yawn seconded by Mr. Brickley with all in favor the financial statements were approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

Mr. Ricciardi mentioned follow up items noted below:

- Follow up continues on the sidewalk contract.
- A meeting on the NPDES is scheduled. This is a preliminary meeting for staff to talk about what will be included in the upcoming audit; items suggested by NPDES in their letter of March 28, 2011 will be reviewed.
- The office of the governor issued an executive order #1210 regarding Special Districts. They will be looking at Special Districts to make sure they are transparent with letting people know what they are, what they do and how they conduct their business.
- An email from Mr. Miccolis was received regarding the hours of operation of the roundabout fountain.

A discussion ensued regarding the roundabout fountain in question.

Ms. Nelson expressed her opinion the fountain should operate until 9 P.M. on weekends.

It was noted the fountain speed has been turned down to reduce vibration and additional operating hours will add wear and tear.

Mr. Brickley MOVED and Mr. Yawn seconded to direct the District Manager to respond to the email from Mr. Miccolis indicating at this time the Board is satisfied with their decision regarding the operating hours of the fountain and will review this matter again in connection with the fiscal year 2013 budget.

On VOICE vote with Mr. Brickley, Mr. Yawn and Mr. Thomson voting AYE and Ms. Nelson and Mr. Tanenbaum voting nay, the previous motion directing the District Manager to respond to the email from Mr. Miccolis was approved.

FIFTH ORDER OF BUSINESS

Attorney's Report

There not being any report, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart reported on the following:

- The ribbon curb is cracked but contractors have raised concerns of routing traffic with one lane at the gate house. This will be inconvenient for residents and will be costly. This is not a safety issue at this time, but it will deteriorate over time. The level of deterioration does not merit repair in light of resident inconvenience.

Mr. Brickley asked if it would be a good idea to defer repairs until the streets need to be done.

The consensus of the Board was to defer any action on the ribbon curbs at this time.

Ms. Stewart will look at alternatives such as granite.

- Crosswalks – Installing new crosswalks may create a safety issue.

Mr. Thomson noted he asked for the comprehensive crosswalk study especially on Arbor Creek Drive and Arbor Greene Drive and the Arbor Wind Alcove Preserve.

Ms. Stewart estimated \$5,000 to \$6,000 per crosswalk. She will prepare a cost estimate and 10 drawings for each crosswalk.

On MOTION by Mr. Tanenbaum seconded by Ms. Nelson with all in favor authorization for the District Engineer to design two crosswalks providing 10 drawings for each crosswalk and preparing a cost estimate to install the crosswalks at a cost of not to exceed \$2,000 was approved.

The record will reflect Mr. Thomson left the meeting.

- ADA Pool Lifts – The cost is \$4,990 from Peninsula Aquatics. Permitting is taking longer than normal.

A resident asked are the pool lifts required because there is no sloped entry?

Ms. Stewart noted the requirements state you need two points of ingress, egress per pool and one of them has to be a pool lift or a sloped entry; if there is less than 300 feet in perimeter, only one is required.

Mr. Tanenbaum asked Ms. Stewart if it is her professional opinion, was it necessary to go forward with the pool lifts now.

Ms. Stewart indicated when the pool is open, it needs to be available.

On MOTION by Mr. Tanenbaum seconded by Mr. Yawn with all in favor purchasing two SR Smith Splash Series ADA Aquatic Chair Lifts with extended reach at a cost of not to exceed \$10,000; with \$5,000 from the line item Reserve Swimming Pools and \$5,000 from line item Assigned Reserves-Swimming Pools was approved.

- Playgrounds – The manufacturer of the current equipment no longer carries parts. Ms. Stewart can reach out for custom pieces. Mulch and access is under review.

Mr. Farrell noted there are ten playgrounds in Arbor Greene.

Ms. Stewart will get proposals for next month's meeting.

The record will reflect Ms. Stewart left the meeting.

NINTH ORDER OF BUSINESS

Audience Comments

- Ms. Karen Goff of Parkview requested permission to host four craft fairs at the clubhouse from 1 P.M. to 4 P.M. on a Saturday or Sunday for Valentine's Day, Mother's Day, Father's Day and a Winter Holiday.

On MOTION by Ms. Nelson seconded by Mr. Tanenbaum with all in favor item #435 of the General Manager's Report, request to host four seasonal craft shopping events, time and dates to be coordinated with the General Manager and availability at the clubhouse was approved.

Two snipe signs will be allowed for these events.

- Ms. Julia Lamb submitted the TBAY exception to the schedule request.

A copy of the TBAY exception request submittal is attached hereto for the public record.

A lengthy discussion on this matter ensued.

Mr. Farrell indicated he has no problem with the proposed exceptions.

- Mr. Nathan Clausen of Avalon inquired about what is happening with the speed limit signs.

Mr. Brickley explained no action has been taken due to the requirement for a traffic study.

Mr. Tanenbaum further explained we met with a City Councilwoman earlier this month and tried to see what would need to be done to get the speed limit lowered; it may not happen at all but we at least have a glimmer of hope that the Councilwoman will look into it. It requires a City action and we cannot lower it ourselves. The issue is not completely dead.

Mr. Clausen also requested if it is possible to have a 3 way stop sign placed at the intersection of Arbor Creek Drive and Avalon Lane as there are 23 houses on Avalon with approximately 16 to 18 minors.

Board consensus was to take a look at this.

Neighborhood Watch

Mr. Paul Boucher reported the following regarding the gates:

- 20% are gate followers; don't have bar codes or are too close to the car in front of them to read the bar code. (tailgating)

It was suggested to place a speed control device in front of the gate to eliminate tailgating, a bolt down table or rumble strip or red/yellow flashing lights.

- TPD are patrolling the streets.

SEVENTH ORDER OF BUSINESS

General Manager's Report

Items included in the General Manager's Report were explained by Mr. Farrell as follows:

- Contracts – Concessionaire Reviews
 - TAW – Check out fountain vibration
 - Borrell – rollover – same cost
 - Phenomenal Exercise Equipment Repair Service, Inc. - due

All are good vendors. All contracts would be similar rates in nature except for new terms.

TAW – 3, 6, 9, 12 month inspection of fountain pumps.

Mr. Farrell will bring back to the February meeting.

Borrell contract will rollover.

Phenomenal Exercise Equipment contract – Mr. Tanenbaum asked for copies of exhibits and Mr. Farrell will bring them to the February meeting.

Mr. Tanenbaum requested that the “where as” statements are agreed to in the contract.

- Sidewalk and Miami Curb Repairs

The project completed on 1-2-2012, final invoice \$12,583; the original motion was for not to exceed \$13,000.

On MOTION by Mr. Yawn seconded by Mr. Brickley with all in favor final payment to Precision Sidewalk Safety Corp. in the amount of \$12,583 was approved.

- Additional Sidewalk and Miami Curb Repairs that need replacement (not grinding) and replacement of Miami curbs at a cost of not to exceed \$4,625. Mr. Farrell recommended approval.

Mr. Tanenbaum MOVED to approve sidewalk repairs 1 through 4 at a cost of not to exceed \$650; there being no second, the motion failed.

On MOTION by Mr. Brickley seconded by Ms. Nelson with Mr. Brickley, Mr. Yawn, and Ms. Nelson voting Aye and Mr. Tanenbaum voting nay the sidewalk repair (not grinding) and Miami curb repairs at a cost of not to exceed \$4,625 was approved.

- Arson Vandalism – Carriage Homes playground – Slide repair is recommended at a cost of not to exceed \$3,505.

On MOTION by Ms. Nelson seconded by Mr. Brickley with all in favor replacing the Benito Boardwalk, Carriage Homes playground slide at a cost of not to exceed \$3,505 was approved.

- Royce – Proposal for preventative maintenance for gates – This proposal is not recommended by the General Manager.
- Heat pumps for the fitness pool – Aquacal – Extended 3 Year Warranty \$660 per year. The pumps came with a 5 year warranty and the 5 year period has expired.
Mr. Farrell will get more information on what parts have been replaced in the past.

On MOTION by Ms. Nelson seconded by Mr. Brickley with Ms. Nelson, Mr. Brickley and Mr. Yawn voting Aye and Mr. Tanenbaum voting nay, purchasing the three year extended warranty from Aquacal on the fitness pool heat pumps in the amount of \$495 per unit, for four units for a total of not to exceed \$1,980 was approved.

Mr. Tanenbaum noted he does not do extended warranties because companies generate profit from them and that's why they push them so hard; the house always wins and he would take a different approach. He also noted he does not have a copy of the warranty agreement that has been proposed to be adopted.

- Item #340 Tennis Court Parking Area Enhancement Project
This item was requested by Mr. Thomson who left the meeting earlier.

On MOTION by Mr. Tanenbaum seconded by Mr. Yawn with all in favor item #340 was tabled.

- Item #431- NSF Check
This item was discussed at the last workshop meeting. Sending a letter to the resident indicating their barcode and ID tags will be cancelled was recommended and carried out.

On MOTION by Mr. Tanenbaum seconded by Mr. Brickley with all in favor directing the General Manager to notify the resident that her barcode and ID tags have been cancelled was approved.

- Item #432 – Tennis Court Lighting – Light poles and lights.
Mr. Farrell requested the Board read the proposal and he will present it at the February meeting for discussion.

- Item #286 – All Tennis Document

This document was discussed at the January workshop meeting and will be posted on the district website. It will also be added to the February workshop meeting agenda.

Mr. Farrell noted all other items listed in his report are informational items and offered to answer questions from the Board.

Mr. Yawn inquired about the card reader and a paint issue.

Mr. Farrell briefly explained.

On MOTION by Mr. Yawn seconded by Ms. Nelson with Mr. Yawn, Ms. Nelson and Mr. Brickley voting Aye, ratification of the payment approval of the Royce Integrated Solutions invoice for replacement of the bar code reader was approved. Mr. Tanenbaum abstained.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Tanenbaum asked why there is not a sign on the other side of the pedestrian crosswalk at Avalon? Mr. Farrell will follow up.

Mr. Tanenbaum requested looking into the feasibility of installing rumble-strips or bolt-on speed bumps at the main gate and obtaining costs.

Ms. Nelson requested the Board reconsider the hours of operation of the roundabout fountain as previously discussed. The request was to add Saturday and Sunday nights to 9 P.M. (four additional hours on Saturday and four additional hours on Sunday/to the current schedule).

On MOTION by Ms. Nelson seconded by Mr. Yawn with all in favor extending the hours of operation of the main fountain/at the roundabout on Saturday's and Sunday's to approximately 9:00 P.M. was approved.

Mr. Tanenbaum requested both fountains/aerator begin operation at approximately the same time.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



R. John Ricciardi
Secretary



John Brickley
Chairman