

**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, June 25, 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
Adam Tanenbaum	Assistant Secretary
Toby Thomson	Assistant Secretary
T. Dorsey Yawn	Assistant Secretary
Christine Nelson	Vice Chairperson

Also present were:

Alan Baldwin	Severn Trent
Bob Farrell	General Manager

Audience Members

The following is a summary of the minutes and actions taken at the June 25, 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 May 21, 2012 Regular Board Meeting

Each Board member received a copy of the minutes of the May 21, 2012 meeting and any additions, corrections or deletions were requested.

A correction to the spelling of the word *burglaries*, on page 6, was requested and will be made part of the final record.

On MOTION by Mr. Yawn seconded by Ms. Nelson with all in favor the minutes of the May 21, 2012 meeting were approved as amended.

THIRD ORDER OF BUSINESS

Approval of the May, 2012 Financial Statements

Mr. Brickley reported on the June 21, 2012 Workshop meeting noting the following:

- Revenue is at 96.5% of budget.
- Expenses are at 60.45%.
- The assessment income is at 97.3% of budget.
- We reviewed the proposed fiscal year 2013 budget and asked questions of Mr. Farrell.

Mr. Farrell gave a summary of the answers to the questions posed at the workshop meeting and referred to the minutes taken at the June 21, 2012 workshop meeting.

A proposal (#443) from Borrell Electric Co., Inc., dated February 10, 2012 regarding Phase Loss and Surge Protection was handed out and discussed at length during Mr. Farrell’s summary.

Mr. Farrell pointed-out the proposal was for \$3,750 and it is included in the budget for \$5,000.

A copy of the workshop minutes and the Borrell proposal will be attached hereto for the final public record.

Mr. Farrell noted a Board member previously asked him what the Reserve Study states about the roof and he explained, “the Reserve Study says it would last up to 25 years; it is in the Reserve Study as of 2022 (10 years from now) but it is in there at \$135,000 and I don’t think we are currently reserving for “roof” and we might want to start putting something to that.”

The financial statements for the period ending May 31, 2012 were recommended for approval.

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

FOURTH ORDER OF BUSINESS

District Manager’s Report

Mr. Baldwin mentioned follow up items as follows:

- The auditor, Mr. Tony Grau, flew into the Tampa airport on the meeting date but was unable to find the meeting location; he apologized for not attending.
- The SWFWMD violation letter and issue has been rectified.
- Borrowing money from the main General Fund for the Estuary 003.
- RFP for the front gate security and access control.

Mr. Farrell noted we are in the beginning stages of requesting quotes.

- The possibility of taking out a loan for a lower interest rate to pay off the current bonds.

Mr. Baldwin indicated we will be sending out information to the current Trustee, US Bank and we are also sending out requests for loan information from private placement banks or other institutions such as BB&T, SunTrust, Bank of America and other banks. Information we receive will be reported to the Board next month.

- Retirement Accounts – As per Ms. Paula Davis, currently no fees are being paid out by the District for the pension plan itself.

The timing in which the payments were being deposited in the individual pension plan accounts was one of the issues prompting the interest in changing financial institutions.

Mr. Baldwin noted he believes the timing issue was addressed and he has not heard anything recent that this is an issue.

Mr. Farrell asked Mr. Baldwin to find out if the March deposit was made.

Mr. Baldwin will report back to the Board regarding the March deposit and update on the delay, if any.

A. Questions and Comments on the Fiscal Year 2013 Budget

There not being any at this time, the next item followed.

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

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

- Item 99062 Contracts and Concession Reviews – Wharton High School has accepted and agreed to the increased rate of \$3,000. A new contract has been prepared and waiting for Board approval.

On MOTION by Mr. Tanenbaum seconded by Ms. Nelson with all in favor the contract with Wharton High School for use of the swimming pool in the amount of \$3,000 and authorizing the Chairman to execute the agreement was approved.

- Airite Air Conditioning, Inc. – The work is all done and the invoice in the amount of \$19,995 is recommended for approval.

On MOTION by Mr. Yawn seconded by Ms. Nelson with all in favor authorization for the Chairman to execute the invoice in the amount of \$19,995 to Airite for payment was approved.

- Item #592 Airite Air Conditioning, Inc./Service Agreement
Mr. Farrell noted we were asked to get quotes for what would be charged if we did not have a contract and they were to come out to service. Three quotes were obtained and the Airite service contract was recommended for approval; four times per year for \$2,100.

On MOTION by Mr. Brickley seconded by Mr. Yawn with all in favor the Airite Air Conditioning, Inc. service agreement for maintenance four times per year, in the amount of \$2,100 was approved.

- Item #584 Kids Summer Program
This item was approved in May on an informal basis and the Board requested reporting back after a trial basis. They have not been a problem and the program is going fine.

- Item #627 NWA Request to Arbor Greene CDD to Revise Visitor Entry Procedures

The letter from Paul and Hally Boucher was discussed.

The Board was asked for comments or direction on this item.

Board consensus was for Mr. Farrell to obtain more information, comparisons of what other gated communities are doing, costs, etc. on the visitor entry procedure issue raised by the Boucher's.

- **Item #604 Request for Political Articles/Advertising in the Newsletter**

Requests have been received to place ads in the Arbor Greene Gazette regarding political candidates running for a school board office and a candidate running for a State Congressional seat. The question of whether there is an advertising policy regarding political ads was discussed.

Initially, the Board expressed the opinion that pre-election ads should not be included in the newsletter. Perhaps, post election articles reporting on the winner would be more prudent.

Mr. Tanenbaum asked if it is possible to have an expanded election edition of the newsletter a month or two in advance of the November elections, thereby selling more advertising.

Advertising rates and advertiser interest was mentioned.

Mr. Farrell stated “the Board’s okay with that, ads yes, political articles no”.

- **Item #602 Guardhouse Hit**

The U Haul accident at the guardhouse was discussed.

Mr. Farrell notified all the insurance companies involved. U Haul has taken the position that they are excluded and the driver’s insurance carrier indicated they have a coverage issue. Currently the repairs to the guardhouse are done and the vendor needs to be paid.

Mr. Tanenbaum suggested the District’s attorney be contacted again considering the responses from the insurance companies involved and considering the repair costs associated with this incident, which caused structural damage.

The invoice for guardhouse repairs was recommended for approval.

On MOTION by Mr. Yawn seconded by Mr. Tanenbaum with all in favor the invoice from the Otterness Construction Company in the amount of \$7,875 for the guardhouse repairs was approved.

- The last item on the General Manager’s Report – Gaps (gaps in the hedges) – was discussed. Several enclosures, including photo’s, were included with this item.
- It was also reported by Mr. Farrell that Gary will be out for some time in July; John will be filling in for Gary.

- Item #640 – Pool Usage - This item was not included in the General Manager’s Report however, an enclosure regarding this item was included with the report. The enclosure is a chart showing pool usage on a typical week day, a Saturday and a Sunday. This item was presented in response to Mr. Tanenbaum’s request to see pool usage particularly focused on organized activities.

The incident, which was brought before Mr. Tanenbaum by a resident, that prompted the request for the chart was discussed.

- Mr. Farrell reported some residents of Heather Sound have contacted him regarding the degrading look of their area of the community in comparison with how nice the rest of Arbor Greene looks. The residents were directed to express their concerns to the HOA. CDD property within Heather Sound continues to be well maintained.
- Gate codes at gated villages have been completed. Code 1911, the old police code, has been taken out.

EIGHTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Tanenbaum requested a change to the fiscal year 2013 proposed budget, Page 2, under Landscape, R&M Trees and Trimming, reduce amount (\$20,000) by \$10,000.

On MOTION by Mr. Tanenbaum seconded by Mr. Yawn with all in favor reducing the Landscape, R&M Trees and Trimming line item of the proposed fiscal year 2013 budget to \$10,000 was approved.

Mr. Tanenbaum asked if Mr. Mike S. Candella is still an employee of the District and also asked if there are any issues with his running for a seat on the board while being an employee of the District.

Mr. Farrell noted Mr. Candella is a maintenance employee who works weekends and after checking the District policies and procedures he found none regarding a board member also being a District employee.

It was suggested that someone communicate with Mr. Candella that there may be an issue with continuing his part-time District employment while being a District Board member.