

**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, March 24, 2008 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
Christine Nelson	Co-Vice Chairperson
T. Dorsey Yawn	Assistant Secretary
Michael Lozicki	Assistant Secretary

Also present were:

John Ricciardi	District Manager
Tracy Robin	District Attorney
Harve Turner	General Manager
Neil Unruh	Shinn & Company, P.A.
Eileen Johnson	Resident
Jim Parker	Resident
Nella Rizza	Resident
Adam Tanenbaum	Resident

*The following is a summary of the minutes and actions taken at the March 24, 2008 Arbor Greene Board of Supervisors meeting. A copy of the recording of the meeting is on file at the District Office.*

**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 February 25, 2008 Meeting**

Mr. Brickley stated each Board member received a copy of the minutes of the February 25, 2008 meeting and requested any additions, corrections or deletions.

- On Page 2 in the last item, *that* should be inserted before *exceeded*.
- On Page 3 in the second bullet, *before year end* should be inserted at the end of the sentence.
- Ms. Nelson inquired as to the status of the sidewalk issue discussed on Page 3.
  - Mr. Ricciardi has not heard back from Mr. Toxey Hall.
  - The drainage map was sent to Mr. Ricciardi and he forwarded a copy to Mr. Turner.

There being no further additions, corrections or deletions,

On MOTION by Ms. Nelson seconded by Mr. Lozicki with all in favor, the minutes of the February 25, 2008 meeting were approved as amended.

**THIRD ORDER OF BUSINESS**

**Approval of the February 29, 2008  
Financial Statements**

- Mr. Brickley discussed the March 20, 2008 Budget Workshop.
  - Mr. Brickley, Ms. Nelson, Mr. Yawn and Mr. Ricciardi were in attendance.
  - Revenue is at 90% of budget.
  - Expenditures are at 42.3%.
  - Mr. Ricciardi is going to check on semi-annual debt payments which were not recorded in the February financial report.
  - Mr. Ricciardi discussed options.
    - Mr. Ricciardi distributed a *Schedule 1 Amortization Schedule*.
    - Principal and interest can be shown.
    - It can remain the same.
  - The Board decided not to change it.
- Mr. Brickley continued to discuss the financial statements.
  - The *Cost of Issuance Account* for the Fiscal Year 2006 bond was closed and \$13,044 was deposited to the District's *General Fund*.

- The General Manager requested a Trial Balance of the *R&M Equipment Parks & Recreation* line item since it is \$2,700 over budget and may require realignment of expenses.
- The gates appear to be in good shape.
  - The final repair costs for the Parkview Gate have not been ascertained.

*The record reflects Mr. Yawn has joined the meeting.*

- The preliminary Fiscal Year 2009 budget was discussed at the workshop.
  - A final decision on the *not to exceed* budget figure will be required at the May meeting.
  - Residents will receive an annual District Manager's letter, which will contain this information.
  - There were changes in format.

There being no further discussion,

On MOTION by Mr. Yawn seconded by Ms. Nelson with all in favor, the Financial Statements for the period ending February 29, 2008 were approved.

**FOURTH ORDER OF BUSINESS**

**District Manager's Report**

- A. Presentation of Fiscal Year 2007 Audit by Shinn & Co.**
- B. Acceptance of the Audit for Fiscal Year 2007**
  - Mr. Ricciardi gave the Board an overview of the audit.
    - Page 3 indicates the District's total assets exceed its liabilities by \$10,921,080.
    - The District's total revenues are \$2,787,339.
    - Non-Ad Valorem Assessments amount to \$2,451,381.
      - This is a decrease from last year due to the anticipated pay-off of the 1996 and 1998 bonds.
    - Investment income amount to \$264,738.
    - Miscellaneous and rental income amount to \$71,220.
    - District expenses amount to \$3,271,114.
    - Physical and environment expenses amount to \$2,145,543.

- This is an increase of \$343,715 due to increased repairs and maintenance, as discussed throughout the year.
- The District redeemed and defeased the existing Series 1996 and 1998 bonds.
- Mr. Ricciardi gave an overview of the *Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards* on Pages 25 and 26.
  - The auditor did not identify any deficiencies which they considered to be material weaknesses.
  - The auditor did not identify any instances of noncompliance.
- Mr. Ricciardi gave an overview of the *Management Letter* from Pages 27 through 29.
  - This letter indicated no negative findings in the report.
- The Board commented upon the audit.
  - Mr. Brickley is satisfied the *Unreserved Fund Balance* in the *General Fund* was sufficient to cover approximately four months of average expenditures.
  - Mr. Lozicki inquired as to how the auditor handled the lost debt to the developer.
    - The budget to actual must reflect the expenditures.
    - It was shown under the *General Government Expenditures* as going in and coming out.
    - Future payments of interest and principal must be budgeted over the next three years.

There being no further discussion,

On MOTION by Mr. Brickley seconded by Mr. Yawn with all in favor, the Fiscal Year 2007 Audit by Shinn & Co. was accepted.
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Mr. Ricciardi will ensure Shinn & Co. submits the engagement letter for the Fiscal Year 2008 audit.

**C. Discussion of Advertising Options for District Meetings**

- Mr. Ricciardi discussed options for saving the District money.
  - The annual meeting schedule must be advertised in a newspaper publication at least once at the beginning of the fiscal year.
  - Each meeting has been published on a monthly basis.
  - Public Hearings or special meetings must be advertised separately.
  - The budget line item may be decreased by approximately \$1,500 to \$2,000 annually by advertising once per year.
  - A motion for approval is required.

There being no further discussion,

On MOTION by Mr. Yawn seconded by Ms. Nelson with all in favor, advertisement of all future District Board meetings and workshops once per year with the exception of special meetings and public hearings, which are required by law to be advertised separately, was approved.

Mr. Ricciardi discussed some miscellaneous issues.

- Mr. Yawn made a request at the Budget Workshop for the Board to discuss the District's investments.
  - They are invested with SunTrust Bank in a Premium Interest Checking Account.
    - This is considered a qualified public depository and may accept public funds.
    - The funds are virtually guaranteed.
  - The annual yield was at 3.09% as of February 29, 2008.
    - This is a good rate considering the conditions of the Market.
- Mr. Ricciardi discussed the issue with Mr. Lawrence Miccolis, Jr.
  - The minutes of June 25, 2007 originally indicated Mr. Miccolis was *terminated* from his position.
  - The minutes were amended to indicate he *resigned* from his position.
  - The rest of the statement should have been deleted and changed, but were not.

- It currently reads as follows: *He was employed as a staff attendant and resigned his position effective February 20, 2006, as outlined in Mr. Turner's memorandum to the Board dated May 30, 2007.*
  - This memorandum reflected a *termination* as opposed to a *resignation*.
- Mr. and Mrs. Miccolis would like these minutes further amended with; *as outlined in Mr. Turner's memorandum to the Board dated May 30, 2007,* to be deleted.

There being no further discussion,

On MOTION by Mr. Yawn seconded by Mr. Lozicki with all in favor, the minutes of the June 25, 2007 meeting were approved as further amended, per the Board's discussion.

**D. Discussion of Preliminary Fiscal Year 2009 Budget**

- Mr. Ricciardi will send the structural changes which were discussed during the budget workshop to the accountant.

**FIFTH ORDER OF BUSINESS**

**Attorney's Report – Consideration of an Agreement between the District and Carriage Homes at Arbor Greene Association, Inc. for Entrance Gate Maintenance**

- The Board previously deferred this agreement until such time as the warranty period expires.
- This was also deferred until the first invoice came from the pond agreement.
- Mr. Turner spoke to the association and they wish to proceed with this agreement.
- Mr. Turner also spoke to Lakemasters to ensure there is no double billing.

There being no further discussion,

On MOTION by Mr. Yawn seconded by Mr. Lozicki with all in favor, the Agreement between the District and Carriage Homes at Arbor Greene Association, Inc. for Entrance Gate Maintenance was approved.

Mr. Robin updated the Board on the NPDES permit.

- Ms. Maggie Wilson's suggestion of a minimal approach is appropriate.
- Mr. Robin asked Ms. Wilson to add language which will clarify certain requirements were beyond the scope of the District's legal authority.
  - The City of Tampa has legal authority over those issues.
- Mr. Robin discussed their requirement for public notice of any District meetings relating to the ponds.
  - Mr. Robin convinced Ms. Wilson to remove this requirement as it is not necessary and is expensive.
  - A notice will be placed in the community newsletter.
- The Notice of Intent was signed and sent to Tallahassee.
  - A copy will be forwarded to the Board.
- Mr. Ricciardi will follow up with Mr. Turner regarding future monitoring.

**SIXTH ORDER OF BUSINESS**

**Engineer's Report**

There not being any, the next item followed.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

- Ms. Eileen Johnson, Mr. Jim Parker and Ms. Nella Rizza work together at a mortgage company; and Mr. Parker and Ms. Rizza are involved in a campaign to become *Man and Woman of the Year* for the *Leukemia/Lymphoma Foundation*.
  - They want to sponsor a charity event in the Gathering Room.
  - They will be hosting a wine and cheese charity event on Saturday, May 3, 2008 from 7:00 p.m. to 11:00 p.m.
  - Tickets will cost \$25 per person which will go directly to the charity.
  - All donations are tax deductible.
  - Donations can also be made without attending the event.
  - A waiver must be signed for liability purposes since alcohol is being served.

There being no further discussion,

On MOTION by Ms. Nelson seconded by Mr. Lozicki with all in favor, a wine and cheese charity event sponsored by the Leukemia/Lymphoma Foundation on Saturday, May 3, 2008 from 7:00 p.m. to 11:00 p.m. in the Gathering Room with the District waiving all rental fees was approved.

**SEVENTH ORDER OF BUSINESS**

**General Manager's Report**

Following are highlights of Mr. Turner's report:

- **LakeMasters Aquatic Weed Control, Inc. Contract**
  - The contract amount has not changed.
  - Mr. Turner recommends sending a copy of the contract to LakeMasters and have them fill in their estimate, and present to the Board for approval at the next meeting.
    - The Board agreed to Mr. Turner's recommendation for presentation as soon as LakeMasters sends the contract back, possibly at the next meeting.
- **Change in Rental Fee Procedures**
  - Mr. Turner recommends only residents to write checks for rental of CDD facilities as opposed to any third parties.
    - This is not required legally, but makes sense from a practical standpoint.
    - The Board concurs with Mr. Turner's recommendation.
  - If the Board decides the deposit checks must be put into the bank, the residents must be notified in advance.
    - The rental fee must be deposited.
    - Most Districts do not put deposit checks into the bank.
    - Residents will have to wait one to two weeks for the deposit check to be returned.
- **Community Wide Tree Trimming**
  - Mr. Turner asked the HOA how they handle this issue.
    - They inspect the areas to look for discrepancies.



- They send a letter to the resident notifying them of the specific discrepancies.
- **Bus Stop Locations and Parents Blocking Streets with Vehicles**
  - A resident requested the bus stop be moved at the Landing.
    - The District is not authorized to do this.
    - The HOA should deal with this issue.
    - Mr. Turner recommends *No Parking* or *No Standing* signs should be posted near the turn lane at Arbor Creek and Arbor Greene Drives.
      - The Board is concerned with the aesthetic impact of too many signs.
    - The Board decided to indicate a diagram in the newsletter and defer further action on posting signs.
- **Water Use Violations from the City of Tampa Water Department**
  - First time violators amount to \$13,000 in penalties.
  - Second offenses amount to \$20,000 in penalties.

*The record reflects Mr. Yawn has exited the meeting.*

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Requests**

Ms. Nelson made the following comments:

- She commended Mr. Turner for his work on the website regarding the new resident package.
- The new sod in the Estuary Park looks wonderful.
  - The remaining area has not been done to save money, but Mr. Turner will get an estimate from the landscape contractor.
- Security cameras have not been brought up for Board approval.
- Mr. Brickley inquired about Carriage Homes.
  - Development is proceeding slowly.

March 24, 2008

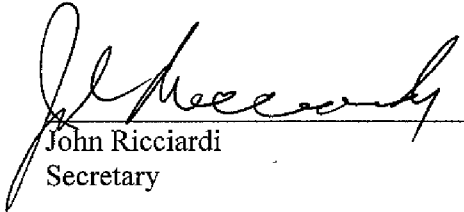
Arbor Greene C.D.D.

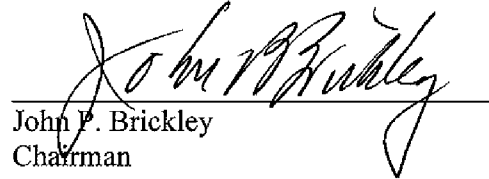
**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

  
John Ricciardi  
Secretary

  
John P. Brickley  
Chairman