

**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, May 20, 2013 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
Tonja Stewart	District Engineer
Bob Farrell	General Manager
Mike Candella	Club Manager

6 Residents

The following is a summary of the minutes and actions taken at the May 20, 2013 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

Mr. Tanenbaum called the meeting to order and all Supervisors were in attendance.

B. Approval of Agenda

There were no changes to the agenda.

SECOND ORDER OF BUSINESS

Reports

A. Chairman's Report

- Mr. Tanenbaum reminded the Board the Policies and Procedures and community sign inventory will be reviewed at next month's workshop meeting.

- He was thinking of contacting the Chairmen of the other two neighboring CDD's, Heritage Isles and Cory Lakes to talk and have an open line of communication.
- This is Ms. Nelson's last meeting and we will miss her.

B. District Engineer's Report

This item was deferred until later in the meeting.

C. District Counsel's Report

Mr. Ricciardi reported Counsel reviewed the Greenview contract and he is ok with the form.

D. District Manager's Report

i. Review and Approval of the Minutes of the April 22, 2013 Regular Meeting

Changes were requested by Mr. Tanenbaum and will be made part of the final minutes.

On MOTION by Ms. Nelson with all in favor the minutes of the April 22, 2013 were approved as amended.

ii. Review and Approval of the April 2013 Financial Statements

Mr. Tanenbaum indicated the Board reviewed the financial statements at the Thursday workshop; at Revenues we are slightly ahead compared to where we were last year and Expenditures are pretty much on the money in terms of where we are in the year.

On MOTION by Mr. Candella with all in favor the April 2013 financial statements were approved.

On MOTION by Ms. Nelson with all in favor authorization to move \$50,000 from Unassigned Funds to Assigned Reserves Clubhouse was approved.

iii. Consideration of the Fiscal Year 2012 Financial Audit from Grau & Associates

A copy of the audit was provided to each Board member. Mr. Ricciardi gave an overview of the results of the audit, which the District was found to be compliant in all areas and it was a clean audit.

On MOTION by Ms. Nelson with all in favor the fiscal year 2012 financial audit was accepted.

Follow up items:

- A resignation was received from Mr. Bob Farrell, dated May 1, 2013. His resignation is effective as of August 1, 2013. As a result of placing an ad for a replacement, we received some applications, which will be discussed later in the meeting.
- Ms. Nelson also submitted her resignation from the Board effective June 1, 2013.
- The OLM inspection report from May 2nd was received with a score of 93.5%.
- Regarding an inquiry from Mr. Eckhardt about gate software, the software name is Dwelling Live. Costs have not been received yet.
- Mr. Robin will address the street parking issue at the next meeting.
- The Chairman's inquiry regarding replacing a SEP account with an alternative is being researched.

iv. Distribution of the Proposed Fiscal Year 2014 Budget and Consideration of Resolution 2013-3 Approving the Proposed Budget and Setting the Public Hearing

Mr. Ricciardi reported the District's Accountant made the budget changes that the Board made at the workshop meeting. Each change was noted by Mr. Ricciardi. There was a request from the Board to keep the assessments flat and in order to do this we increased the Capital Outlay to \$18,441, which is up from \$13,500.

The Board was asked if they had any changes or comments on the proposed budget. Mr. Tanenbaum reminded the Board that changes to the gate funds were made; we lowered a couple. The same high-watermark rules apply to the gate funds as well. Whatever we are setting out for the gate, cannot be increased in August; we can go down but not up.

Mr. Thomson inquired about having a separate line item for Miami Curbs and proposed to reduce R&M Sidewalks by \$2,000 and create a new line item, R&M Curbs specifically for Miami Curb work. He also proposed decreasing Personnel-Part Time Maintenance from \$39,124 to \$33,000. As per Mr. Farrell the cost to replace Miami

Curbs is \$800 per curb. The Board requested adding “Curbs” to R&M Roads, Alleyways & “Curbs” under Road and Street Facilities.

On MOTION by Mr. Thomson with all in favor reducing the budget item Payroll Part-Time Maintenance to \$35,000 was approved.

On MOTION by Ms. Nelson with all in favor increasing Capital Outlay to keep the General Fund assessments flat was approved.

On MOTION by Mr. Candella with all in favor Resolution 2013-3 approving the budget for fiscal year 2014 and setting a public hearing thereon for August 19, 2013 at 6:30 P.M. at the Gathering Room, Arbor Greene Community Center, 18000 Arbor Greene Drive, Tampa, Florida was adopted.

The Greenview Landscape contract renewal was briefly discussed and recommended for approval by Mr. Ricciardi. Mr. Thomson had questions regarding certain verbiage in the contract. Further discussion of this item will be added to the next workshop agenda.

v. Report on the Number of Registered Voters in the District – 2,376

The number of registered voters within the district was provided by the Hillsborough County Supervisor of Elections office. The number of voters has increased by 106 more than last year.

E. General Manager’s Report

i. Vendor/Concessionaire Contract Review/Amendments/Approval

#99062 – Contracts – T-Bay contract has been retyped. AirRite and Zumba contract are attached to the report and are recommended for Board approval.

#1058 – Tree Trimming for globes. Board consensus from workshop meeting was to trim trees.

#1016 – Tree in the verge next to an electrical box which is raising the driveway. Recommendations and costs are included in the report.

#1059 – Part Time employee hours – Board consensus from the workshop meeting was to continue as is currently being handled. Mr. Tanenbaum clarified the consensus from the workshop was that the Management has the discretion to utilize employees at hours not to exceed 40 if possible based on ability and need of the community. The balance of the General Manager’s Report was informational.

ii. Expenditure Requests/Policy Matters

This was not discussed.

iii. Questions/Consideration of Recommendations

Mr. Thomson recommended extending the New Tampa T-Bay, LLC (swim team) contract to an expiration date of May 31, 2015. Mr. Tanenbaum proposed a number of changes to the New Tampa T-Bay, LLC contract, which were noted on the drafted copy.

On MOTION by Mr. Eckhardt with Mr. Thomson, Mr. Eckhardt and Mr. Candella voting Aye and Mr. Tanenbaum and Ms. Nelson voting Nay, amending the concession agreement document with New Tampa T-Bay LLC by adding paragraph 6L to read: *Remove two lane ropes closest to stairs at the end of her daily aquatic activities* was approved.

On MOTION by Ms. Nelson with all in favor authorization for the Chairman to sign the revised contract with New Tampa T-Bay, LLC upon review and acceptance by Ms. Julia Lamb was approved.

#1058 – Tree trimming for globes. The consensus of the Board was to authorize the General Manager to trim trees around street light globes that are threatening to be knocked over and to replace globes that have been under “bag” order.

#1016 – Heather Sound Driveway Damage due to tree in verge.

OLM suggested replacing the Oak tree with a Magnolia or Crape Myrtle and location. Mr. Eckhardt noted the HOA will not allow planting in the verge. Mr. Tanenbaum noted the CDD does not have to comply with covenants and can plant

whatever we want on our property. Mr. Farrell recommends planting in the Heather Sound community on the right hand side. The Board was questioned where and what type of tree do they want to have planted. Mr. Thomson indicated he likes Crape Myrtle and not to plant in the verge, but rather plant in conservation area. The consensus of the Board was to plant in the common area strip with Crape Myrtles. Mr. Farrell will consult with the landscapers and OLM. There will be no action on the driveway issue.

The record will reflect the District Engineer, Ms. Tonja Stewart, joined the meeting.

B. District Engineer’s Report (continued)

Ms. Stewart reported on an inspection she conducted with Mr. Farrell regarding “unusual” cracking of an Arbor Greene road. The cost to have ground penetrating radar done to the road in question (Arbor Run Drive before Carriage Homes) is approximately \$1,000. Ms. Stewart will coordinate with Mr. Farrell on this issue.

Regarding the structural inspection of the clubhouse, Ms. Stewart reported Karins Engineering has already done an exterior structural inspection of the clubhouse. If/when the Board approves a contract to bid out exterior repairs, they will do further structural inspections; when doors are disassembled. They can provide a proposal for the cost of providing further inspection services; hourly at \$135 an hour.

A cost summary associated with the crosswalk was handed out to the Board.

The following motion was made regarding Item #819 of the General Manager’s Report:

On MOTION by Ms. Nelson with all in favor authorizing the Chairman to sign a contract with Karins Engineering to bid out clubhouse repairs and bid package at a cost of not to exceed \$3,600 was approved.

The record will reflect Ms. Stewart left the meeting.

2E (continued)

iii. Questions/Consideration of Recommendations (continued)

Item #1014 – Pond 20 leak (informational item)

It does not appear to be leaking so no work will be done.

Item 954/953 – Easement damage between houses by pond repairs. Pond bank repairs were made and we are working with residents and Greenview to replace sod.

THIRD ORDER OF BUSINESS

Old Business

A. Heather Sound Tree Removal/Replacement and Apron

This item was previously discussed.

B. ISR Complaint(s)

Infant Swimming Recovery Program – Noise concerns, no further action was taken.

C. Clubhouse Renovations/Bid Development

This item was previously discussed.

FOURTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Public Comments and Requests

Mr. Rudy Paul presented a proposal to the Board offering physical therapy services at Arbor Greene in the room next to the room used for Yoga (the old news editor’s office). A written proposal was submitted and will be attached hereto for the public record.

Ms. Nelson thanked Mr. Paul for the proposal and noted it was one of the best proposals she has ever read. She asked if he will bring his own equipment and he responded yes, but he would also use the weight room. A concessionaire agreement used by the CDD was discussed and if the consensus of the Board was to go forward with the proposal, a concessionaire’s agreement will be considered at the June meeting. Mr. Thomson expressed his opinion of non-support of this activity.

Ms. Nelson MOVED to authorize the General Manager to develop a Concessionaire Agreement with RPM Physical Therapy and consult with District Counsel.

On VOICE VOTE with Ms. Nelson and Mr. Tanenbaum voting Aye and Mr. Thomson, Mr. Eckhardt and Mr. Candella voting Nay the above motion failed and no action will be taken at this time.

Ms. Geri Burke addressed the Board regarding streamlining tennis fees for non-residents. Handouts were provided to the Board. She explained she would like to change fees in line with the USTA and proposing all non-resident players pay \$75/each for every USTA season of which there are many.

On MOTION by Mr. Candella with all in favor changing the non-resident tennis fee to \$75 per USTA season was approved.

The following item was not on the agenda:

Mr. Ricciardi explained considering the resignation of the General Manager, an advertisement for candidates for this position was placed. Approximately 47 applicants responded and the resumes have been screened. Each Board member indicated the name of the top five candidates in their opinion.

B. Supervisor Requests and Motions

Mr. Eckhardt suggested obtaining the CAD or original architectural drawings for the clubhouse from the Evans Group at a cost of \$2,000 if they cannot be obtained from the developer. Upon Board discussion regarding the drawings there was a consensus to make sure the Board obtains either a complete set of blueprints or CAD files presumably to assist with the prospective clubhouse project or any other projects.

Mr. Eckhardt MOVED to obtain a complete set of CAD files (if they cannot be obtained from the developer) at a cost of not to exceed \$2,000 from the Don Evans Group.

It was suggested to obtain a proposal from the Don Evans Group for the preparation of the CAD files and defer this item to the next workshop meeting agenda. The motion was tabled.

The general manager applicant issue continued. Mr. Ricciardi reported the ranking as follows: David Wenck and Jason von Merveldt were the highest (5), John Moors and Christine Washburn (4); there were two people tied with (3), Gary Smith and David Bauman. The Board discussed how to move forward with this information. Mr. Ricciardi will work on what Severn Trent can do to assist with the general management of the District. This will be readdressed at the workshop meeting in June as well as interviews for applicants as appropriate.

Mr. Thomson suggested he take over Ms. Nelson's website role, twitter and Facebook role and the Board consented.

A handout was distributed by Mr. Thomson regarding the management structure of the clubhouse and he suggested discussing this at the June workshop meeting. Regarding the budget, he is proposing to reduce contracted police services. A Tampa Police Department Community Patrol Activity Summary was handed out to the Board for informational purposes. Also to be added to the June workshop agenda was clubhouse telephone costs.

Mr. Candella asked for a sign on the exit side to be moved so trucks can see it. Mr. Tanenbaum added he would like to have warning signs at the gatehouse.

Mr. Tanenbaum talked about a No Trespassing sign that was placed some time ago because kids were playing baseball on the property. Since there is no more baseball playing can the sign be removed as it does not serve a purpose; Mr. Farrell responded yes.

Ms. Nelson noted it has been her honor and privilege to serve on the Board for thirteen years. On behalf of Severn Trent Mr. Ricciardi expressed that all the staff will miss Ms. Nelson and thanked her for her contribution to the CDD. Mr. Tanenbaum also thanked Ms. Nelson for her service to the community.

C. Announcements

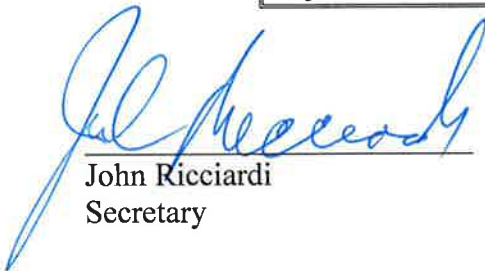
As the Board vacancy has been announced, the first opportunity for someone to occupy the vacant seat will be at the June Board meeting.

FIFTH ORDER OF BUSINESS


Adjournment

There being no further business,

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



John Ricciardi
Secretary



Adam S. Tanenbaum
Chairman