

**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, October 14, 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
Toby P. Thomson	Vice Chairman
Steven Eckhardt	Supervisor
Michael S. Candella	Supervisor
Nathaniel Clawson	Supervisor

Also present were:

Mark Vega	Severn Trent District Manager
Jason von Merveldt	Community Manager

3 Residents

The following is a summary of the minutes and actions taken at the October 14, 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

Item 4A will be moved up to the District Manager's Report.

The agenda was approved by consensus of the Board as amended.

On MOTION by Mr. Thomson with all in favor the agenda was approved as amended.
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SECOND ORDER OF BUSINESS

Public Questions and Comments

The public was reminded there is a 3 minute limit to comments.

Mr. Hartnagel inquired about sidewalk repair. Mr. von Merveldt and Mr. Tanenbaum addressed the question and indicated this issue is being reviewed.

Mr. Jeff Capezzvie asked about the policy for removing trees; he noted he is also concerned about the ban on street parking. Mr. Tanenbaum indicated the parking issue will be further discussed at the next meeting in two weeks.

Mr. Paul Boucher also commented, however his comments were inaudible.

THIRD ORDER OF BUSINESS

Reports

A. District Engineer's Report

There not being any, the next item followed.

FOURTH ORDER OF BUSINESS

Old Business

A. Design-Discovery Presentation: Masterpiece and Trained & Talented

Ms. Marilyn Anderson of Masterpiece Design introduced herself and noted she had several discussions with Mr. Eckhardt regarding the renovation of the clubhouse. An overview of her company and their projects was presented.

Ms. Anderson concluded her presentation and left the meeting.

Ms. Michelle Gillespie of Trained & Talented gave a presentation on a plan for renovating the clubhouse. She indicated before getting started she would need an RFP from the Board indicating what is needed and wanted such as how the space is to be used, short and long term objectives, and time frame objectives. The Sales and Operations Manager's were also introduced to the Board. Mr. Eckhardt gave a brief overview of the current clubhouse usage and what the area could be used for in the future.

The representatives from Trained & Talented left the meeting.

THIRD ORDER OF BUSINESS (continued)

Reports

B. District Manager's Report

i. Follow Up Items from Mr. Vega:

- o Loan options were discussed.

C. Managers' Reports

i. Vendor/Concessionaire Contract Review/Amendments/Approval

ii. Expenditure Requests/Policy Matters

iii. Questions/Consideration of Recommendations

Contracts

- Pressure washing common area sidewalks and curbs was discussed. A contract will be developed.

On MOTION by Mr. Thomson with all in favor the proposal from Ricks Pressure Cleaning at a cost of not to exceed \$14,100 pending development and Board approval of a final contract was approved. Severn Trent will allocate the cost to the correct line item of the budget. The work is to be done as soon as possible.

- Air Conditioning was discussed – Cross Creek & Air Rite

The record will reflect Mr. Candella left the meeting.

On MOTION by Mr. Thomson with all in favor the air conditioning maintenance contract with Cross Creek Cooling and Plumbing as outlined in the Community Manager’s Report, provided the contractor checks the amperage as part of the maintenance routine, was approved.

- Tree Trimming – Valley Crest and Fieldstone quotes.

Mr. Thomson suggested tree trimming ten villages this fiscal year and the other three, largest villages in 2015.

The record will reflect Mr. Clawson stepped out of the room.

- Gatehouse sliding doors – the paint continually gets scratched and the tracks are worn. A replacement color sample for the doors was handed out to the Board.

The record will reflect Mr. Clawson rejoined the meeting.

On MOTION by Mr. Tanenbaum with all in favor moving forward with the tree trimming contract in process with ValleyCrest based on the proposal reflected the six villages the price not to exceed \$44,826 was approved; to be pulled from the R&M Trees and Trimming line item.

Mr. Tanenbaum stated with this motion we can start the contracting process and it will come back for another discussion and vote at another date.

- A brief discussion regarding Pandora ensued.
- Four chairs are needed, the Board was asked for input and they approved.
- Organizing activities for community involvement was discussed.

- A pot-luck event is being considered for the community.

Board consensus was to move to item 5A, under the New Business at this time.

FIFTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Request from HOA President – Propose Purchase and Placement of Another Message Board

The HOA President addressed the Board with his request and the consensus was to direct Mr. von Merveldt and Ms. Mayo to coordinate the use of the existing message board with the HOA.

FOURTH ORDER OF BUSINESS (continued) Old Business

A. Design-Discovery Presentation: Masterpiece and Trained & Talented (Discussion)

Mr. Eckhardt recommended Masterpiece Design for the clubhouse renovations. He indicated we need to find out how much the project will cost and in order to do that we need to hire Masterpiece and an architect to figure out what can and cannot be done in this building. Mr. Clawson expressed his favorable opinion of Masterpiece Design.

Mr. Eckhardt MOVED to hire Masterpiece Design to start with the clubhouse interior renovation design; fee of \$7,500 to come from R&M Buildings.

Comments on the above motion made by Mr. Eckhardt were as follows:

- Mr. Thomson noted we allocated nothing for doing the clubhouse interior, only exterior, in the 2014 budget. He is also not interested in borrowing money for this project. Since the Board spent six months on preparing the budget, we should have made an estimate and put in \$100,000 extra in some line item allocating money for that.
- Mr. Clawson noted the motion made above by Mr. Eckhardt was only for the planning stage/design work.

After Board discussion the above motion was amended as follows:

Mr. Eckhardt MOVED to hire Masterpiece Design to do the clubhouse interior design at a cost of \$7,500 with funds from R&M Building and hire Sharp Design Studio for architectural and engineering of the clubhouse interior for \$4,450 with funds from R&M Building for a total of \$11,950.

On VOICE VOTE with Mr. Eckhardt, Mr. Tanenbaum and Mr. Clawson voting Aye and Mr. Thomson voting Nay hiring Master Piece Design for clubhouse interior design and Sharp Design Studio for architectural and engineering of the clubhouse interior as stated in the above motion was approved.

FIFTH ORDER OF BUSINESS (continued) New Business and Supervisor Requests

D. Public Special Requests

Ms. Julia Lamb requested permission to purchase portable storage cabinets to be used on the premises. Board consensus was for the Community Manager to direct the Club Manager to take an inventory of all storage space in the District. Ms. Lamb will wait to hear from the Board after the inventory has been done.

B. Supervisor Requests and Motions

Mr. Thomson requested that Mr. von Merveldt obtain quotes from cleaning companies for cleaning the weight room and fitness room; quotes for cleaning once per week. Mr. Eckhardt added every treadmill should be treated with silicone underneath the belt every 40 hours of walk or run time.

Mr. Clawson noted he would like to see maintenance blow the pine needles off the sidewalk from the clubhouse all the way to the gatehouse.

Mr. Eckhardt inquired about the status of the roof bids. He also acknowledged that it is nice to see the Community Manager greeting people when they walk into the building.

Mr. Tanenbaum relayed to Mr. von Merveldt complaints he received from residents regarding the lap pool and resort pool usage.

C. Announcements

There not being any, the next item followed.


SIXTH ORDER OF BUSINESS

Adjournment

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



Mark Vega
Secretary



Adam S. Tanenbaum
Chairman