

**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, September 24, 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
Tonja Stewart	District Engineer
Bob Farrell	General Manager

3 Residents

The following is a summary of the minutes and actions taken at the September 24, 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 August 20, 2012 Regular Board Meeting

Each Board member received a copy of the minutes of the August 20, 2012 meeting and any additions, corrections or deletions were requested.

Adding the following sentence: *A discussion ensued about speed limits in the community and the only street not recommended to be 25 mph was Arbor Greene Drive, which will remain at 30 mph*, at the end of Item #481 of the General Manager's Report was requested and adding a bullet point to the last item on page 11 was also requested.

On MOTION by Mr. Brickley seconded by Mr. Yawn with all in favor the minutes of the August 20, 2012 meeting were approved as amended.

THIRD ORDER OF BUSINESS

Approval of the August, 2012 Financial Statements

Mr. Brickley reported on the September 20, 2012 Workshop meeting noting the following:

- Revenue is at 100% of budget.
- Expenses are at 82.8%.
- The assessment income is at 100% of budget.
- We reviewed the fiscal year 2013 budget.
- The workshop Board members recommended approval of the August financials.

On MOTION by Mr. Yawn seconded by Ms. Nelson with all in favor the August, 2012 financial statements were approved.

FOURTH ORDER OF BUSINESS

District Manager's Report

Mr. Yawn inquired about amending the budget line item titled *Tennis Special Events and Socials*.

Mr. Ricciardi explained that item is not for events but for the maintenance of club facilities and it can be renamed *Membership Fees* or *Club Membership and Tennis Fees*.

Follow up items from the workshop meeting:

- The Board questioned can the percentage year-to-date be added to the Trend Report and the answer is yes. The next report will have a column added, which will have a percent year-to-date; if a field is available on the report.
- Another Board question was on the Balance Sheet, the Due From/Due To.

It was explained the Balance Sheet is the lead-in to the financials. Anything on the Balance Sheet will be caught up into the financials also.

The Due To Other Funds amounts listed on the Balance Sheet for the Estuary and Enclave were referred to in the explanation given by Mr. Ricciardi. The Due From/Due To amounts are for the Gate Funds.

- Regarding the budget, the Board was sent an email explaining the error made in the calculation of the Total Assessment column for the Gate Assessment; there was a linking error. The budget posted on the website is the corrected budget with the correct assessments.

On MOTION by Mr. Tanenbaum seconded by Ms. Nelson with all in favor authorizing fund loans from the General Fund to Gate Funds, if required, as follows: the Estuary \$529, the Enclave \$2,778, Parkview \$5,783 and the Retreat \$707 was approved.

- Renewal of Public Officer Liability Insurance – We are currently covered. We increased the budget by 15% to allow for the increase. The premium coverage for next year is \$35,920. The Workman’s Compensation insurance premium will be \$9,627.
- Regarding the question posed to the attorney on whether or not Michael B. Candella can continue to work as the Club Supervisor if his son, Michael S. Candella becomes a District Supervisor, there is an Attorney General Opinion on this and found if the relative was employed prior to the election, the relative can continue to work for the District, however, they cannot receive a promotion while the person is a member of the Board and they can only receive a salary increase if it is an across-the-board increase as in a certain percent for all.
- The Supervisor’s request to be paid twice per month by electronic deposit is in process.
- The OLM report for September 3rd was received.

FIFTH ORDER OF BUSINESS

Attorney’s Report

There not being any, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer’s Report

Ms. Stewart reported the following:

- The Round About (Trace Landing Circle)

There is standard deterioration in the asphalt, but no evidence of ground water deterioration.

- Type S1 aggregate is due to be milled and resurfaced. Mr. Farrell has good quotes for work that is to be done.
- Ms. Stewart does not see any sign of damage to the base now. The work that will be done should last 20 years.

Mr. Thomson indicated he thought it would be a good idea to survey all the CDD roads.

- The cost to resurface the round about is \$18,300.
- A road survey cost would be approximately \$1,000.

The Board will attempt to delay major road repairs until after the bonds are paid off.

The consensus of the Board was to hold off on paving the Trace Landing round about for now.

- The ribbon curb (concrete curb at edge of asphalt) at the clubhouse – there are problems with repairing the curbs and maintaining the traffic.

A contractor suggested repairs to replace the ribbon curb by sections thereby maintaining traffic.

- It was suggested by Ms. Stewart to remove the paving stones and curb and replace with asphalt.

The record will reflect Ms. Stewart left the meeting.

Mr. Ricciardi addressed Reserve line items in the budget. He reminded the Board that at the end of the fiscal year, which is in approximately six days, the Board needs to make a determination of do you want to *Assign* those Reserves. A motion needs to be made if it is the Boards wish to do so. A motion would be made to *Assign* or to use the Reserves. At this point, if you want to take what is currently in the 2012 budget and *Assign* it (shift it) in to the Balance Sheet a motion is needed (to *Assign* the Reserves as indicated in the 2012 budget). That will complete the circle of the whole Reserve process.

On MOTION by Mr. Tanenbaum seconded by Ms. Nelson with all in favor authorization to “*Assign*” Reserve funds as indicated in the 2012 budget line items was approved.

NINTH ORDER OF BUSINESS

Audience Comments

At this time the Chairman noted there would be a change in the agenda format in order to afford a resident of Devonshire, Mr. Smith to address the Board.

Mr. Richard Smith introduced himself and discussed the berm at the entrance and plants that have died off; 25 to 30 feet of space is now open. It looks bad and there is now no buffer. He is frustrated as he has spoken to staff but nothing gets done. Pulling the Wax Myrtle out and putting in Viburnum was suggested by Mr. Smith.

Mr. Farrell indicated he will visit the site with Mr. Smith and work with him.

Mr. Brickley noted this area is on the list of properties to be addressed.

SEVENTH ORDER OF BUSINESS

General Manager’s Report

Workshop follow up items:

- Regarding the revenue income detail from special events (\$35); it was from the Halloween party and pizza.
- The Board was provided with a list of Bio Barrier locations that have been root pruned.
- The Landing Park is heavily landscaped. Mr. Farrell will inquire of SWFWMD if invasive vines can be removed in the conservation areas.
- The Estuary Park power washing was completed.
- The gazebo and gatehouse roofs will be power washed this week.

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

Contracts – Positive Pools and Digital Rescue contracts recommended for approval. The contracts have been reformatted in the form requested by District Counsel.

On MOTION by Mr. Brickley seconded by Mr. Yawn with all in favor the Positive Pools and Digital Rescue contracts, beginning in October were approved.

- Item #556 – Tennis Court Light Poles – The poles were inspected for structural integrity. Significant rust on certain plates was found. Rust compromises the design strength and plates need to be replaced. Some or all arms must be replaced. Quotes will be obtained if the Board desires. Painting the poles will not accomplish what was intended. The Reserve Advisors Study suggested the poles would last until 2017 at a cost of \$2,500 per pole at \$56,000 to replace them. Options and costs will be determined by Mr. Farrell.

On MOTION by Mr. Tanenbaum seconded by Ms. Nelson with all in favor authorization of not to exceed \$5,000 for engineering inspection of additional 15 tennis court lights and overall assessment of the tennis court light poles integrity was approved.

- Item # 775 – Irrigation Equipment and FCC
Replace four Toro irrigation timers and replacement of Narrowband and Communication equipment.
Two proposals: Westco Turf - \$9,300 for wireless computer operated.
\$3,400 if new clocks are used to control watering (manual at station).
Something will need to be done by January, 2013
Mr. Thomson asked for more quotes but Ms. Nelson is in favor of using the manual clocks.

On MOTION by Mr. Brickley seconded by Mr. Yawn with all in favor purchasing new irrigation clocks at a cost of not to exceed \$3,740 was approved.

- Item # 773 Street Name Signs
120 signs to replace existing signs.
Quote from Allied Signage - \$5,385 and quote from Site Essentials is \$5,580.
Site Essentials was the original vendor used.
Mr. Tanenbaum asked if all the signs need to be replaced and Mr. Farrell responded all but a few.
Mr. Thomson indicated some signs are new and do not need to be replaced.
Ms. Nelson thinks they all should be replaced.
Mr. Farrell noted this item is not ready for a recommendation at this time; it is only being presented for the Board to decide on the next action.
Mr. Thomson asked for a list of where the signs were replaced at the last replacement and also asked for a new list of street signs that were not part of the last street sign replacement project; thereby revising the number of street signs that need to be replaced.

Mr. Tanenbaum expressed his dissatisfaction with the two proposals; they don't specify what the vendor will do.

Mr. Farrell indicated the new signs would be installed by District staff.

Board consensus was for Mr. Farrell to gather more information and bring it to the Board at a future meeting.

- Item #741 – Sidewalk Cleaning

At the request of Mr. Thomson an estimate to clean Arbor Greene Drive from Cross Creek to Estuary Enclave was obtained for \$2,100.

On MOTION by Mr. Thomson seconded by Ms. Nelson with all in favor cleaning the sidewalk on Arbor Greene Drive from Cross Creek to Estuary Enclave at a cost of not to exceed \$2,500 was approved.

Mr. Thomson asked when will the tennis court landscaping project be finished?

Mr. Farrell responded we are aiming to get it done by the end of September; the demolition work is done, concrete will be poured by the end of the week and then landscaping will be done.

Ms. Nelson asked about the fountain and per Mr. Farrell some lights are being replaced and the fountain was drained.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Tanenbaum asked why there were no life guards on duty on Labor Day? They were needed; the pool was very crowded.

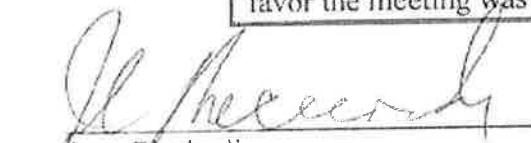
Mr. Farrell indicated they should have been there up until Labor Day and then for some weekends after that. He will check on Labor Day coverage.

TENTH ORDER OF BUSINESS

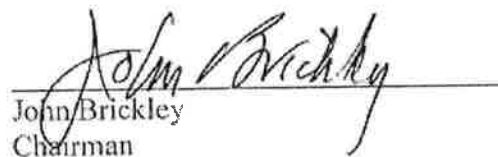
Adjournment

There being no further business,

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



John Ricciardi
Secretary



John Brickley
Chairman