

**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 27, 2014 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:

Nathaniel Clawson	Chairman
Toby P. Thomson	Vice Chairman
Steven Eckhardt	Co-Vice Chairman
Michael S. Candella	Supervisor
Matthew Dykeman	Supervisor

Also present were:

Mark Vega	Severn Trent Services
Jason von Merveldt	Community Manager
Stephen Gardner	District Counsel

The following is a summary of the minutes and actions taken at the October 27, 2014 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

The meeting was called to order and a quorum was established.

B. Approval of Agenda

On MOTION by Mr. Thomson with all in favor the agenda was approved as presented. 5-0
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SECOND ORDER OF BUSINESS

Public Comments on Agenda Items and Other Matters

The public in attendance was provided the opportunity to comment on agenda items and other matters of the District; several residents addressed the Board.

Mr. Vega addressed an email sent to the Board regarding an Investment Policy for future consideration. Discussion followed on investment strategies.

THIRD ORDER OF BUSINESS

Reports

A. District Engineer’s Report

The Engineer was not present and the report was not submitted. Discussion ensued regarding pond bank repairs which should be addressed in spring 2015 during the budgeting process; and there was a question about the status of quotes for roadway stripping.

B. District Counsel’s Report

District Counsel will report on the construction contracts following the District Manager’s Report on the project.

Mr. Vega provided a handout summarizing information from Masterpiece Design Group.

On MOTION by Mr. Eckhardt with all in favor to move forward with Phase II from Masterpiece Design Group in the amount of \$10,000 with funds coming from R&M Buildings. 5-0

Mr. Gardner provided an overview of changes to the draft Masterpiece Design Group contract. It was determined in Section 8.3 of the contract, the Owner’s Project Manager will be the District Manager, Mark Vega. Discussion ensued regarding the funds available for the project.

On MOTION by Mr. Eckhardt with all in favor to authorize the chairman to negotiate the contract into final form with Sunny Coast, and once it is in final form to the satisfaction of the chairman and District Counsel and substantially in the same form as presented at this meeting, authorize the chairman to execute the contract. 5-0

C. District Manager’s Report

- i. Follow-Up Items
 - Investment Policy
 - Loan Status
 - Stripping the Pavement

- ii. Review and Approval of the Minutes of the August 25, 2014, September 8, 2014 and September 22, 2014 Meetings

On MOTION by Mr. Candella with all in favor the minutes of August 25, 2014, September 8, 2014 and September 22, 2014 September 8, 2014 and September 22, 2014 were approved as amended. 5-0

iii Review and Approval of the September 2014 Financial Statements

On MOTION by Mr. Thomson with all in favor the September 2014 Financial Statements were approved. 5-0

- The District is approximately \$22,000 under budget as of the end of fiscal year 2014. A few invoices may still need to be paid as part of the 2014 budget.

iv. Consideration of Motion to Assign Fiscal Year 2014 Reserves

On MOTION by Mr. Thomson with all in favor (5-0) the Board hereby assigns a portion of their fund balance as of 9/30/14 as follows:

General Fund:

Operating Reserve	\$424,812
Reserves-Clubhouse	\$274,990
Reserves-Court Amenities	\$10,189
Reserves-Fences	\$10,187
Reserves-Fountains	\$7,958
Reserves-Gate	\$9,703
Reserves-Irrigation System	\$33,216
Reserves-Lakes	\$2,500
Reserves-Landscape	\$38,500
Reserves-Playground	\$34,290
Reserves-Roadways	\$35,100
Reserves-Signage	\$13,916
Reserves-Stormwater System	\$38,500
Reserves-Swimming Pools	\$33,774
Reserves-Tennis Court	\$10,800

On MOTION by Mr. Thomson with all in favor to add \$6,000 from unassigned cash to making \$18,510 available for Events. 5-0

- Julia Lamb stated for the record she is neutral regarding support for SwimKids USA.
- Discussion ensued on the use of the pool; priorities were established with use by residents being first.
- The contract with SwimKids USA has not yet been finalized.

At this point in the meeting it was noted a motion to approve the September 2014 financials was not made. The motion is noted above in the appropriate section.

- At the next meeting Mr. Gardner will address questions regarding the vendor for beer and wine.

D. Community Manager’s Report

i. General Updates

- Discussion on holiday lighting – all white lights will be used rather than multi-color lights
- A quote has not yet been received from IdentityTech.
- GSA discount has not yet been qualified; it would pertain to equipment purchased as result of a disaster

ii. Community Activities

- A vendor data base and tracking process is being constructed to determine percentages of resident and non-resident participation in activities.
- The various activities planned, the associated costs and anticipated participation in the events for 2015 were reviewed.

FOURTH ORDER OF BUSINESS

Old Business

A. Fitness Equipment

- FitRev offered various options, pricing and discounts which were discussed
- Communities in the area may be interested in purchasing the used fitness equipment or it can be offer for sale to residents within the community.
- Discussion followed on liquidation of these assets.

On MOTION by Mr. Eckhardt with all in favor to authorize the purchase of fitness equipment from FitRev in an amount NTE \$85,000 with the option to allow for the \$4,500 buy-back credit if so elected, thereby reducing the total cost by that amount, with funds to be taken from Reserves – Clubhouse. 5-0

On MOTION by Mr. Thomson with all in favor to liquidate the fitness room equipment in the best manner to benefit the District. 5-0

B. Fitness Room Renovation

Con-Asset submitted a proposal for demolition of the wall in the fitness area in the amount of \$8,073.97 making them the lowest bidder. The other bid received was in the amount of \$14,000.00; neither price included the glass.

Mr. Thomson left the meeting.

- Discussion regarding removal of glass and mirrors followed.

Mr. Eckhardt temporarily left the meeting and then returned.

On MOTION by Mr. Clawson with all in favor to authorize the contract with Con-Asset for removal of the gym wall in an amount NTE \$8,200 with funds to be taken from Reserves – Clubhouse. 4-0

On MOTION by Mr. Clawson with all in favor authorizing the Glass-Max estimate #1365 dated October 24, 2014 with changes resulting in a NTE total amount of \$5,850 as follows: \$750 for removal of the glass; \$300 for removal of mirrors; line item #3 in the amount of \$250 is deleted; quantity of four (4) added to line item #4 which will equal \$4,800 for installation of mirror panels; the money to be taken from Reserves – Clubhouse. 4-0

C. Interior Renovation

- Discussion on the specific layout of the renovation plan ensued.

At this time Activities and Events were discussed; they are recorded above under item D. ii.

- Offices will need to be moved; there is a significant amount of office equipment and furniture to be relocated.
- The use of alternate storage (POD) and surplus furniture was discussed.
- Once the contract is finalized, the start date will be established and the dumpster will be ordered.

FIFTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Supervisor Requests and Motions

- Concern was expressed regarding the closing procedure; changes needs to be addressed.
- Utilize U.S. Security for late night closings.
- Concern regarding landscaping – bushes that are obstructing views need to be trimmed lower.
- Elimination/replacement of the old shed; pricing and psi required for a new concrete slab.
- Address the crosswalk at Arbor Green Drive and Avalon Lane. Recommendations: install stop signs; or eliminate the crosswalk at that location and put in a sidewalk from Arbor Green Drive to Avalon.
- Obtain Concrete pricing for the wall, shed and sidewalk

B. Announcements

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Public Special Requests

- Consideration for changes in the bar code entry system and process.
- Concern regarding pond erosion and maintenance.
- Mr. Vega reported on an email received from a resident.
- Mr. von Merveldt, as a follow-up reported the sidewalks are scheduled to be power washed.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Eckhardt with all in favor the meeting was adjourned at 9:34 P.M.



Chairman