

**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, April 28, 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:

Toby P. Thomson	Chairman
Adam Tanenbaum (via CMT)	Supervisor
Michael S. Candella	Supervisor
Nathaniel Clawson	Supervisor

Also present were:

Mark Vega	District Manager
Jason von Merveldt	Community Manager

3 Audience Members

The following is a summary of the minutes and actions taken at the April 28, 2014 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

Mr. Thomson called the meeting to order and three Supervisors were in attendance with Mr. Tanenbaum attending via CMT.

B. Approval of CMT for Mr. Tanenbaum

On MOTION by Mr. Clawson with Mr. Thomson and Mr. Clawson voting in favor and Mr. Candella voting Nay, CMT attendance and participation by Mr. Tanenbaum was approved.

The record will reflect Mr. Tanenbaum joined the meeting.

C. Approval of Agenda

There were no additions or deletions to the agenda.

On MOTION by Mr. Clawson with all in favor the agenda was approved.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items and Other Matters

At the invitation of Mr. von Merveldt Ms. Julie Garrettson and Mr. Tony Bland of Potential Sports were in attendance to give a presentation of the services they could provide to the Community.

A copy of the pamphlets provided by the Potential Sports representatives will be attached hereto for the public record.

THIRD ORDER OF BUSINESS

Public Hearing to Adopt Amended Rules of Procedure

A. Open Public Hearing

The public hearing was opened. Rules 4, 5 and 6 of the Rules of Procedure were posted on the Arbor Greene website and advertised in the local newspaper. Rule 4 is Protests with Respect to Contract Award or Bid Documents, Rule 5 is Bid Protests Related to Any Other Award and Rule 6 is Proceedings Regarding Decisions Determining Substantial Interests. The rules have been recurrently discussed at previous meetings and they are ready for Board consideration and action.

B. Close Public Hearing

The public hearing was closed.

C. Consideration of Resolution 2014-3

Mr. Tanenbaum made the following motion regarding amending the resolution; strike the words “*IN KEEPING WITH CHAPTER 120.54(5), F.S.*” and delete the third and fourth *WHEREAS* clauses.

On MOTION by Mr. Tanenbaum with all in favor the following amendments to the original resolution included in the agenda packages regarding the adoption of the Rules of Procedure were approved: strike the words in the title “ , “*IN KEEPING WITH CHAPTER 120.54(5), F.S.*” and strike the third and fourth *WHEREAS* clauses.

On MOTION by Mr. Tanenbaum with all in favor Resolution 2014-3 regarding the Rules of Procedure, Rules 4, 5 and 6, was adopted as amended.

FOURTH ORDER OF BUSINESS

Reports

A. District Engineer's Report

Mr. Vega indicated the District Engineer will provide a report to the Board by the next meeting.

B. District Manager's Report

i. Follow Up Items

There were no follow up items to report.

ii. Review and Approval of the Minutes of the March 10, 2014 and March 24, 2014 Regular Meetings

On MOTION by Mr. Tanenbaum with all in favor the minutes of March 10, 2014 and March 24, 2014 meetings were approved.

iii. Review and Approval of the March 2014 Financial Statements

Mr. Thomson questioned the finance charges on the Home Depot Credit Card.

Mr. Vega recommended having the utility bills sent directly to Severn Trent and an auto-pay system can be set up by the Accounts Payable Department. The District Manager and the Community Manager were directed to arrange for billing and coding invoices for regular services through the Severn Trent, Accounts Payable Department in Coral Springs.

On MOTION by Mr. Candella with all in favor the March 2014 financials were approved.

iv. Consideration of the Fiscal Year 2013 Financial Audit from Grau & Associates

Mr. Vega indicated the Management Letter included in the audit report indicates the audit was a clean audit. He referred to item #7 of the Report To Management, which is a positive statement, but is written as a negative.

On MOTION by Mr. Clawson with all in favor the fiscal year 2013 financial audit was accepted.

v. Discussion of Preliminary, Proposed Fiscal Year 2015 Budget

Mr. Vega noted this is the first introduction to the budget and the only base line change will be insurance, which will increase. Mr. Thomson requested that the next

version of the preliminary budget include the proposed fee increases as discussed at the last meeting. He noted the Board will need to devote a substantial amount of time at the next meeting to discuss the budget.

vi. Site Report

Mr. Vega discussed items from his site inspection from March 21st. Mr. Thomson indicated he would like Mr. Vega to follow up with staff to accomplish items that can be done, which are included in the budget. Quotes should be obtained for items such as painting street light and stop sign poles.

C. Community Manager Report

Mr. von Merveldt reported on all items listed on his report with Board input; Tree Trimming-Part 2, Sidewalk Replacement, Holiday Décor, Technology, Dormer Removal, Snack Shack, and Upcoming Activities.

A copy of the Community Manager Report dated April 28, 2014 will be attached hereto for the record.

The yard sale that recently took place was discussed. Mr. Clawson recommended that the next time a similar event takes place, even if the new gate technology is in place, all documentation should be checked by gate attendants.

D. Supervisor Requests and Motions

The following comments were made:

- Mr. Tanenbaum inquired about a follow up on an oil stain on Timberline Point Drive. Mr. von Merveldt looked at it but has not contacted the resident yet.
- Is the lane line issue resolved; yes.
- Dead grass at the Preserve; irrigation is an issue.
- Did Junipers come up as one of the things that needed to be replaced when the monument site inspection occurred? Landscape designer opinions will be obtained and will be discussed again in July.
- Where is a bar code to be placed if there is no back window; a convertible. Only one request for a non-back window bar code has been approved, which was for a disability matter. Authorization is required by the Board. Mr. Clawson requested looking at selling bar codes for limited time periods; activating and deactivating as needed.

FIFTH ORDER OF BUSINESS

Old Business

A. Exterior Project and Contract

A discussion ensued regarding the previous painting of the monuments.

The Painters Pro of Florida Project Breakdown provided by the Community Manager was discussed with the following noted:

- It is up to the Board on how far the painting project should go regarding the current budget.
- Mr. Thomson indicated he wanted to see the clubhouse, administration and snack shack done with this painting.
- Mr. Clawson noted he would not be opposed to looking at the clubhouse, the snack shack, gatehouse and gazebos. The community windows and village monuments should not be done at this time.
- Monuments, community center windows and painting the dumpster and fountain area should be done by our maintenance manager.
- Board consensus was to hold off on painting the village monument signs, the community center dumpster and fountain for \$19,100; Severn Trent to code to the proper areas. Move forward with painting the community center and snack shack.
- Removing 5 items from the breakdown; Community Center Windows, Village Monument Signs, Community Center Dumpster, Roundabout Fountain and Village Gates brings the total down to \$13,600.
- The Painters Pro Contract should be circulated to the Board and voted on at a future meeting or waive the current contract management procedure policy.
- The contract management procedure policy will not be waived as the project is not an emergency.
- We are getting separate bids for the arbors.
- A clean contract and quote will be provided at the May 12th meeting for a vote.

B. Interior Project

The point of contact, Mr. Eckhardt, was not in attendance at this meeting and there was no update on this item.

C. Policy Manual

The record will reflect Mr. Candella temporarily left the meeting.

The record will reflect Mr. Candella rejoined the meeting.

The Policy Manual has been revised several times and the Board agreed to changes at the last meeting. Mr. Tanenbaum had another change for page 12 and 13; he proposed the following; the first sentence, strike non-resident, (not non-resident member) and at the end of the sentence, after the word *period*, in parenthesis add the words (*herein after in this section referred to as "renter"*) This makes it easier in other paragraphs.

On Page 13, paragraphs b, and c, just cross out *non-resident* and insert *renters* shall pay usage fee, *renters* shall provide a security deposit check. Delete the phrase at the beginning of DMC resident non-resident members and non-residents shall pay and resident, non-resident members shall provide.

If you are not a resident or a non-resident member and you want to rent the facility, it needs to come before the Board first.

Mr. Tanenbaum requested another change to the second paragraph on Page 12, which the Community Manager understood.

On MOTION by Mr. Tanenbaum with all in favor the Manual of Policies and Standard Operating Procedures was approved as amended.

D. Fees

A Proposed Fee Schedule 4.28.14 was provided by the Community Manager and a public hearing on the fees will be advertised. The effective date for the new fees will be determined after the public hearing is held.

A copy of the Proposed Fee Schedule will be attached hereto for the record.

SIXTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Supervisor Requests and Motions

Mr. Clawson recommended moving forward with the Protential Sports agreement and begin marketing the activities as soon as possible.

Mr. Clawson MOVED to go forward with the Protential Sports Agreement for the items outlined in their proposal, items 1 through 4, contingent on a 15% hold back that would be applied to benefit the children of the community, based on the Standard Concessionaire Agreement.

On VOICE Vote with Mr. Clawson and Mr. Candella voting AYE and Mr. Tanenbaum and Mr. Thomson voting Nay the motion failed.

This item will be discussed at a future meeting.

The Board suggested that the Community Manager address work performance matters with the staff he manages.

On MOTION by Mr. Clawson with all in favor final payment to Central Concrete for sidewalk repairs was approved.

B. Announcements

The next meeting is scheduled for May 12, 2014 at 6:30 P.M.

SEVENTH ORDER OF BUSINESS

Public Special Requests


There not being any, the next items followed.

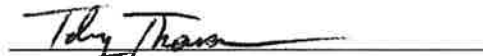
EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss,

On MOTION by Mr. Clawson with all in favor the meeting was adjourned at 10:02 P.M.


Mark Vega
Secretary


Toby Thomson
Chairman