

**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 22, 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 Thomson	Vice Chairman
Steven Eckhardt	Co Vice Chairman
Matthew S. Candella	Supervisor
Matthew Dykeman	Supervisor

Also present were:

Mark Vega	District Manager
J. Stephen Gardner	District Counsel
Jason von Merveldt	Community Manager
Audience Members	

The following is a summary of the minutes and actions taken at the September 22, 2014 Arbor Greene Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

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

B. Approval of the Agenda

The agenda item District Engineer's Report was deleted from the agenda.

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

Public Comments on Agenda Items and Other Matters

There not being any comments, the next item followed.

THIRD ORDER OF BUSINESS

Reports

A. District Engineer's Report

None.

B. District Counsel's Report

Mr. Gardner had nothing to report at this time.

C. District Manager's Report

i. Follow Up Items

None.

ii. Review and Approval of the August 11, 2014 Regular Meeting Minutes

Mr. Gardner reported Ms. Sherry McWhorter's name was misspelled on page 5 of the minutes.

On MOTION by Mr. Thomson with all in favor the August 11, 2014 minutes were approved as amended.

iv. Approval of the Engagement Letter from Grau & Associates to Perform the Fiscal Year 2014 Financial Audit with Renewal Option

An engagement letter from Grau & Associates to perform the fiscal year 2014 audit was included in the Board's agenda package for consideration of acceptance.

On MOTION by Mr. Thomson with all in favor the audit engagement letter from Grau & Associates to perform the fiscal year 2014 financial audit was accepted.

iii. Review and Approval of the August 2014 Financial Statements

Mr. Vega reported the following:

- Expenditures are at 83.56% of budget; we are under budget.
- Assessments are at 99.9% collected.

On MOTION by Mr. Thomson with all in favor the August 2014 financial statements were approved.

v. Interior Clubhouse Construction Sealed Bid Results

Mr. Vega noted bids were submitted by four vendors. A bid tabulation spreadsheet prepared by Mr. Vega was emailed to the Board. Con Asset was the

lowest bidder. Facets of the bids were explained and a discussion ensued regarding whether the bids submitted should be considered by the Board or should they be rejected and should the project be re-advertised for RFP.

Mr. Gardner noted the key words are *Responsive and Responsible*. If all the bids are responsive and responsible then the Board must accept the lowest bid. If the Board thinks some of the bids are not responsive to the RFP, they can be excluded. If the Board thinks some of the vendors are not responsible, they can be eliminated. But if they are all in, you must accept the lowest unless all of the bids are rejected. If you find they are Responsive and Responsible you have to accept the lowest bid.

Mr. Clawson noted the next RFP will require pricing on the specification sheet.

On MOTION by Mr. Thomson with all in favor the four (4) interior clubhouse construction bids submitted in response to the RFP were rejected.

A copy of the Bid Comparison Sheet prepared by the District Manager will be attached hereto for the record.

Mr. Vega noted he will work with Mr. Dykeman on some of the details in preparation of another RFP; it will be forwarded to Mr. Clawson for review and re-submitted to the newspaper for advertising.

D. Community Managers' Report

i. General Updates

- Brick pavers will be repaired tomorrow or Wednesday, mainly by the gatehouse.
- Trying to educate residents about maintenance of the verge trees.

ii. Community Activities

Fifty people attended the Black and White Party on Friday. There will be a haunted happy hour event on October 18th with a Parents Night Out next door. There will also be a Trunk-A-Treating event at the Community Center on Halloween.

iii. Infant Swim Resource Agreement

This agreement was renewed last year and is up for renewal at this time.

Mr. Clawson asked to have the resident/non-resident split change from 50% for non- resident to 30% for non-resident participation.

On MOTION by Mr. Thomson with all in favor the agreement with Emma Grynbal of Infant Swim amending the non-resident participation split from 50% to 30% was approved.

FOURTH ORDER OF BUSINESS

Old Business

A. Interior Design

The Board discussed the use of the Community Center during construction.

The following was mentioned regarding the new construction:

- Floor types; tile, carpeting and hardwood.
- Efficient insulation.
- Drywall up to the roof.
- Air Conditioning unit in hallway or storage closet.
- Sound system.
- Paint.

B. Technology

Mr. von Merveldt noted we have one computer that we are looking to be our test for the club attendant staff using Microsoft 365 SharePoint.

Mr. Thomson requested that an update on technology projects be given at one of the October meetings on technology items that were discussed at a previous workshop meeting.

C. Fitness Equipment

The Board discussed items included in the fitness equipment document provided in their agenda packages.

Mr. Thomson encouraged the Board to keep the expenses in mind when deciding on all the options available for the new construction and renovations. He questioned how much the whole renovation project would cost.

Mr. Eckhardt suggested obtaining a quote for the fitness room as a separate project for wall removal, installing a door, putting down flooring and painting. He indicated he thought the Board previously discussed spending between \$300,000 and \$400,000 on the renovation project, which had nothing to do with the fitness equipment.

Mr. Clawson questioned if at this time the fitness room project, as stated above by Mr. Eckhardt, could be broken out from the whole renovation project and Mr. Vega confirmed that yes, at this time the fitness room project could be broken out as a separate project.

The record will reflect Mr. Eckhardt left the meeting and returned.

The record will reflect Mr. Thomson left the meeting.

On MOTION by Mr. Eckhardt with all in favor obtaining a quote for the new fitness center wall removal (center wall), new flooring and painting was approved.

D. Activities and Events

Information on inflatable movie screens was provided by Mr. von Merveldt and option #3 included in the Board's agenda packages was recommended.

On MOTION by Mr. Clawson with all in favor an expenditure of not to exceed \$3,600 for the purchase of an inflatable movie screen with funds from Professional Services-Information Technology was approved.

A copy of the options provided to the Board for consideration of the inflatable movie screens will be attached hereto for the record.

The following two items were discussed by the Board: LED message boards and Beer and Wine Consumption at community events. The beer and wine issue will be researched regarding insurance options and will be discussed at a future meeting.

The record will reflect Mr. Gardner left the meeting.

E. U.S. Security Associates Contract

A copy of the U.S. Security Associates contract and exhibits was provided to the Board and discussed.

On MOTION by Mr. Eckhardt with all in favor the U.S. Security Associates contract in the amount of \$120,000, plus additional hours when needed was accepted.

FIFTH ORDER OF BUSINESS

New Business and Supervisor Requests

A. Supervisor Requests

None.

B. Announcements

The next meeting is scheduled for October 13, 2014.

SIXTH ORDER OF BUSINESS

Public Special Requests

Mr. Paul Boucher gave a Neighborhood Watch update.

SEVENTH ORDER OF BUSINESS


Adjournment

There being no further business to discuss,

On MOTION by Mr. Eckhardt with all in favor the meeting was adjourned at 9:27 P.M.



Mark Vega
Secretary



Nathaniel Clawson
Chairman