

**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, May 12, 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
Steven Eckhardt	Supervisor
Michael S. Candella	Supervisor
Nathaniel Clawson	Supervisor

Also present were:

Jason von Merveldt	Community Manager
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Residents

*The following is a summary of the minutes and actions taken at the May 12, 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 four Supervisors were in attendance with Mr. Tanenbaum attending via CMT.

**B. Approval of Agenda**

Item 1A – Approval of CMT for Mr. Tanenbaum will be moved to the portion of the meeting where he joins the meeting by telephone.

Under Old Business, Item 4D – Interior Project will be deleted.

“Supervisor Requests and Motions” will permanently be placed Under New Business and Supervisor Requests, and will also be placed permanently under the agenda item entitled “Reports”.

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

**Public Questions and Comments on the Agenda**

Mr. Paul Boucher gave a Neighborhood Watch update.

Mr. Luke Brant of U.S. Securities Associations gave a presentation on LinkTech which provides upgraded options for technology for Guest Verification and Management Systems.

A copy of information on Link Tech was previously distributed to the Board.

**FOURTH ORDER OF BUSINESS**

**Old Business**

**E. Holiday Lighting**

Mr. Tim Gay of Illuminations Holiday Lighting presented a proposal for Christmas lighting to the Board. The proposal and pricing matrix 2014 provided by Mr. Gay was explained to the Board.

Mr. Nick Schriver of Decorating Elves presented a proposal for 2014 Holiday Lighting and Décor.

**FIRST ORDER OF BUSINESS**

**Call to Order (continued)**

**B. Approval of CMT**

Mr. Clawson MOVED to allow Mr. Tanenbaum to participate in the meeting via CMT.

The above motion was opened for discussion.

It was recognized that Mr. Candella opposed the motion above.

On VOICE Vote with Mr. Clawson, Mr. Thomson, and Mr. Eckhardt voting Aye and Mr. Candella voting Nay the motion made by Mr. Clawson to allow Mr. Tanenbaum to participate in the meeting via CMT was approved.

*The record will reflect Mr. Tanenbaum joined the meeting.*

**THIRD ORDER OF BUSINESS**

**Reports**

**A. Community Manager's Report**

Mr. von Merveldt gave an update on the following:

- The roofing project; the arbors are structurally sound and the outer edge will be removed.

- Mr. Clawson reported the contractor gave him a solid understanding of how the arbors are put together. All the rotted materials have been replaced.  
A discussion on the roofing project process ensued.
- The two dormers that were removed were the only ones that were leaking.
- Mr. Eckhardt noted once the roof is repaired we will not need a new roof for another five years and Mr. Clawson agreed.
- It was noted by the contractor that the way the roof was structured we will have problems with the other dormers but we are not having them now.  
The Project List and the Activities list were mentioned by Mr. von Merveldt with the following noted:
  - A Neighbors Night Out event is scheduled for this coming Friday; emails were sent out.
  - The snack shack will be open for the movie scheduled for the 23<sup>rd</sup>. Staff will be in at approximately 6 P.M. to set up.  
*The record will reflect Mr. Candella temporarily left the meeting.*
  - Petty Cash in the amount of \$200 was requested by Mr. von Merveldt due to the operation of the snack shack and the vending machines.

On MOTION by Mr. Clawson with all in favor setting up a petty cash fund in the amount of \$200; (\$150 for the snack shack operation and \$50 for the vending machines) was approved.

#### Gatehouse Technology

The previous presentation made by Mr. Luke Brant of U.S. Securities Association on LinkTech was discussed with the following noted:

- Another option, not mentioned by Mr. Brant, was for the District to purchase all the hardware. If we didn't want to pay the \$800 monthly fee, we could buy all the equipment and have it physically here. There would be a one-time fee.

*The record will reflect Mr. Candella rejoined the meeting.*

- The current proposal from Mr. Brant is not yet priced out and a breakdown is still needed.

- Mr. Clawson will ask Mr. Brant if cameras can be added to the existing gates.
- The Board would like to continue the talks, but would like to see what happens at Cory Lakes.
- Mr. Thomson noted in terms of funds, we don't have enough in the 2014 budget item Gatehouse to pay for this system now. Mr. Clawson noted we should look at it as an option for 2015.
- Mr. Clawson will give updates after the breakdown is received. He indicated he has zero interest in the BioMetrics.
- Mr. von Merveldt will report back to the Board sometime in July on the details of the system as used by Cory Lakes.

**B. Supervisor Requests and Motions**

Changing the sod at the entrance to the Preserve was discussed.

Mr. Eckhardt handed out information from IKARE Publishing regarding the community newsletter for Arbor Greene; a sample copy of what the contract looks like was included. The following was noted:

- We could eliminate \$12,000 from what we are spending.
- The provider, Karen, is in charge of taking care of collecting for advertising.
- We need to focus more on the community, clubhouse, events and let Karen take care of putting this together.
- The number of pages of advertising we have is the number pages we get; if there are six pages of advertising, we get six pages to fill with anything we want.
- A full color issue will cost more and we would need to sell a lot of advertising in order to cover the cost.
- Personnel costs should be considered.
- Regarding articles, we just need them in Word format and she will drop them in.
- Mr. Eckhardt recommended the Board look into and consider contracting with IKARE Publishing to their publishing services.

- Mr. Thomson directed Mr. von Merveldt to proceed with preparing a contract for IKARE Publishing in the Arbor Greene contract form to be considered for approval at the next meeting or a meeting in June.  
Mr. Tanenbaum stated his continued opposition to switching to a new newsletter publishing company.
- Mr. Eckhardt addressed the issue of clubhouse exterior paint colors. Paint chip samples provided by Mr. Eckhardt were discussed and Mr. Eckhardt recommended colors.  
Board consensus was to approve the colors recommended by Mr. Eckhardt.
- Mr. Thomson suggested making Mr. von Merveldt's old office into a quiet meeting area with one or two tables.

**FOURTH ORDER OF BUSINESS**

**Old Business**

**A. Discussion of FY 2015 Budget**

- A line item will be added to the budget for the snack shack.
- The newsletter budget item will be reduced by approximately \$7,000.
- R&M Tree Trimming should be dropped back down to \$10,000.

*The record will reflect Mr. Tanenbaum temporarily disconnected from the meeting.*

A discussion ensued regarding funding of the clubhouse interior costs, which led to a discussion on the interior items proposed by Masterpiece.

The Board agreed that Mr. Thomson should direct the District Manager to obtain an updated cost and interest rate for borrowing funds to cover potential clubhouse interior costs.

Mr. Eckhardt will obtain numbers from Masterpiece for potential clubhouse interior costs.

- Personnel/Staffing costs were discussed. The current budget indicates \$308,000 and the proposed 2015 budget is at \$305,000.

Mr. Clawson noted he wants to make sure we are allocating the funds to the right place and getting the most value out of it; he doesn't think that is happening right now.

Mr. Candella indicated he would like to hear Mr. von Merveldt's opinion.

Mr. von Merveldt and the Board discussed the Administrative Manager position and maintenance staff tasks and issues at length.

- Adding more money to the maintenance staffing item of the 2015 budget was discussed.

Mr. Eckhardt expressed his opinion and noted the roll of the Administrative person has changed. The person needed in that position should be skilled in doing events, running events, keeping things going in the office while the Community Manager is taking care of the bigger picture.

Mr. Clawson noted the Board doesn't see staff supporting the Community Manager.

*The record will reflect Mr. Eckhardt temporarily left the meeting.*

*The record will reflect Mr. Tanenbaum rejoined the meeting.*

- Pool deck painting was briefly mentioned.
- Mr. Clawson noted we need someone that can come out and resolve PC issues. The PC in the administration office does the gate and Mr. Clawson prefers it be eliminated off of the task list and put over to U.S. Securities. We should back that computer up to the Cloud if we have the space; if we don't have the space it can be purchased at three cents a gigabyte.
- Purchasing new PC's was briefly discussed.
- Fitness center equipment pricing was discussed.

The Board agreed to put \$7,000 in the proposed 2015 budget for the newsletter.

- The tennis court budget item was discussed; changing the tennis court fencing was previously mentioned.
- Mr. Thomson noted some sort of budget increase is inevitable.
- Mr. Tanenbaum reiterated that he thinks it is a mistake to contract the newsletter out for the miniscule amount of money it will save. He also reminded the Board to adjust the various Village gates item of the 2015 budget.

Mr. Tanenbaum also noted there is nothing that will warrant an increase in the assessment for next year.

- Other possible 2015 budget cuts were discussed such as decreasing the TPD patrol schedule.

**B. Exterior Project**

This item was previously discussed.

Mr. von Merveldt discussed an updated contract with Painters Pro of Florida, Inc. for exterior painting of the Administration Building, Clubhouse and Snack Shack. The Board also discussed adding painting the arbors to the contract. It was requested of Fred to inspect all the arbors.

Approval of the Painters Pro of Florida contract was postponed.

*The record will reflect Mr. Clawson temporarily left the meeting.*

**C. Potential Sports**

Mr. von Merveldt noted the requested Potential Sports agreement was included in the Board's agenda package for review.

*The record will reflect Mr. Clawson rejoined the meeting.*

Mr. Eckhardt MOVED to approve the Sports Clinic License Agreement with Potential Sports as provided.

Mr. Tanenbaum expressed his opinion and noted he doesn't like the idea of setting up a program where children will be under the care of somebody else on District property as a sanction of that.

On Voice Vote with Mr. Eckhardt, Mr. Clawson, and Mr. Thomson voting AYE and Mr. Tanenbaum and Mr. Candella voting Nay the Sports Clinic License Agreement with Potential Sports as provided was approved. 3/2

**D. Interior Project**

This item was deleted from the agenda. The contractors will attend the June 9<sup>th</sup> meeting.

**E. Holiday Lighting**

This item was previously discussed and presentations were made by two vendors.

The Board briefly discussed the presentations proposed and were asked if they wanted to cut back on what was offered.

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Mr. von Merveldt was asked to put together information on what was previously done and was directed to contact both vendors and ask them how close to \$10,000 they can get.

Mr. Thomson suggested cutting back on the individual village monuments and leave out two gazebos. Mr. Candella suggested the two gazebos on the way in should be consistent and Mr. Eckhardt agreed.

Mr. Thomson asked Mr. von Merveldt to see what we could get from Decorating Elves for \$15,000.

**FIFTH ORDER OF BUSINESS**

**New Business and Supervisor Requests**

**A. Announcements**

The next meeting is scheduled for May 26, 2014 at 6:30 P.M.

**B. Supervisor Requests and Motions**

Mr. Clawson discussed a response received from the HOA regarding whether they want to continue having the CDD post their information on the Arbor Greene website. Mr. Boucher explained what was discussed at the HOA meeting regarding this issue; as far as information, links, surf documents, is fine. Just make sure there weren't pathways that all sorts of folks could see on both sides for information specifically; for instance emails.

Regarding HOA covenants for posting on the Arbor Greene CDD website, Mr. Tanenbaum offered to send them to the Board for posting.

A lengthy discussion regarding HOA issues that come to the CDD website ensued.

Mr. Clawson addressed the issue of the possibility of hiring an event planner.

**SIXTH ORDER OF BUSINESS**

**Public Special Requests**

There were none.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Eckhardt with all in favor the meeting was adjourned at 11:10 P.M.

*Toby Thomson*

Toby Thomson  
Chairman