

Arbor Greene Community Development District

Inframark, Infrastructure Management Services

210 North University Drive Suite 702, Coral Springs, Florida 33071 Phone: 954-603-0033 Fax: 954-345-1292

December 13, 2019

Board of Supervisors
Arbor Greene Community
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Arbor Greene Community Development District will be held on **Tuesday, December 17, 2019 at 6:30 p.m.** in the Gathering Room, Arbor Greene Community Center, 18000 Arbor Greene Drive, Tampa, Florida. Following is the advance agenda for the meeting:

1. **Call to Order**
 - A. Roll Call
2. **Public Comments on Agenda Items and Other Matters**
3. **Consent Agenda**
 - A. Approval of Minutes of November 19, 2019 Meeting - Pages 2-
 - B. Acceptance of Financial Report
 - C. Approval of a New USTA 4.0 Night Team at Arbor Greene CDD
 - D. Resolution 2020-01 Distribution of Payroll Changes- Page 5
4. **Reports**
 - A. District Engineer's Report
 - B. District Manager's Report
 - a. GBMM 2020 Hourly Rates
 - C. Community Manager's Report
 - a. Discussion and Decision Opportunities
 1. Community Center Exterior Building Paint
 2. Sidewalk Repair/Replacement
 3. National Pollutant Discharge Elimination System "NPDES" Monthly Meeting Discussion
 - b. General Updates
 - c. Events and Revenue Update
5. **Old Business, New Business and Supervisor Requests**
6. **Public Comment (Limited to 3 Minutes)**
7. **Adjournment**

Enclosed are attachments available for the above agenda. Additional items may be provided under separate cover when they become available or they will be distributed at the meeting.

The balance of the agenda is routine in nature and staff will present and discuss their reports at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

Mark A. Vega

Mark Vega
District Manager

**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 Tuesday, November 19, 2019 at 6:31 p.m. in the Gathering Room, Arbor Greene Community Center, 18000 Arbor Greene Drive, Tampa, Florida.

Present and constituting a quorum were:

Steve Eckhardt	Chairman
Matthew Dykeman	Vice Chairman
Michael S. Candella, Jr.	Co-Vice Chairman
Michael V. Candella, Sr.	Supervisor
Thomson George	Supervisor

Also present were:

Mark Vega	Inframark Management Services
Jason von Merveldt	Community Manager
Annette Alfonso	Maintenance Manager
Resident(s)	

The following is a summary of the discussions and actions taken, at the November 19, 2019 Arbor Greene Community Development Districts Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order

A. Roll Call

Mr. Eckhardt called the meeting to order and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items and Other Matters

Resident comments and questions were received.

THIRD ORDER OF BUSINESS

Consent Agenda

- A.** Approval of Minutes of October 15, 2019 Meeting
- B.** Acceptance of Financial Report
- C.** Motion to Assign Fund Balance
- D.** FY 2019 Audit Engagement Letter.
- E.** Approval to Increase Jason von Merveldt’s Credit Card Limit to \$10,000
- F.** Motion to Approve R&M Parks-Parks Rejuvenation Project NTE \$68,000

On MOTION by Mr. Eckhardt, seconded by Mr. Candella, Sr., with all in favor the Consent Agenda was approved. 5-0

FOURTH ORDER OF BUSINESS

Reports

A. District Engineer’s Report
None

B. District Manager’s Report

a. Follow-Up Items

- Mr. Vega noted the Board will go out for audit next year.
- Mr. Vega discussed the proposals for the Gatehouse roof and three pavilions.
- Discussion ensued.

On MOTION by Mr. Eckhardt, seconded by Mr. Candella, Sr., with all in favor ConAsset Contractor awarded roofing contract at a cost of \$158,427 was approved. 5-0

C. Community Manager’s Report

a. Discussion and Decision Opportunities

1. Florida Highway Patrol Agreement

- Mr. von Merveldt mentioned the request for extra duty.

2. National Pollutant Discharge Elimination System “NPDES” Monthly Meeting Discussion

- Mr. von Merveldt noted he will have a formal letter sent to residence with ways to dispose or discharge pollutants.

3. General Updates

- Discussion ensued on credit card fees.
- There was Board consensus to pass credit card transaction fee to the resident.

4. Event and Revenue Updates

FIFTH ORDER OF BUSINESS

**Old Business, New Business and
Supervisor Requests**

SIXTH ORDER OF BUSINESS

Public Comment (Limited to 3 Minutes)

None.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Eckhart, seconded by Mr. Dykeman, with all in favor, the meeting was adjourned. 5-0

Steve Eckhardt
Chairman

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ARBOR GREENE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE DISBURSEMENT OF PAYROLL CHANGES WITHOUT PRIOR APPROVAL OF THE BOARD OF SUPERVISORS; PROVIDING FOR A MONETARY THRESHOLD; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Arbor Greene Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, Section 190.011 (5), Florida Statutes, authorizes the District to adopt resolutions which may be necessary for the conduct of District business; and

WHEREAS, the Board of Supervisors of the District (hereinafter the “Board”) typically meets regularly to conduct the business of the District, including authorizing the payment of District operating and maintenance expenses; and

WHEREAS, the Board recognizes that it may be necessary or convenient in many instances to make expenditures prior to the next regular meeting of the Board; and

WHEREAS, the Board determines this Resolution is in the best interest of the District and is necessary for the efficient conduct of District business; the health, safety and welfare of the residents within the District; and the preservation of District assets or facilities.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ARBOR GREENE COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Payroll Changes: The Board hereby authorizes the Chairperson to disburse payroll changes to salaried staff not to exceed 6% a year per employee. These expenditures must not exceed budgeted amounts for overall payroll.

Section 2. Payroll Changes: The Board hereby authorizes the Community Manager to disburse payroll changes to hourly staff not to exceed 3% a year per employee. These expenditures must not exceed budgeted amounts for overall payroll.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2019

ATTEST:

SECRETARY

CHAIRPERSON