

**MINUTES OF MEETING
ARBORS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Arbors Community Development District held a Regular Meeting on January 2, 2024 at 1:00 p.m., at the Jacksonville International Airport, Executive Conference Room, 2500 Yankee Clipper Drive, Jacksonville, Florida 32218.

Present at the meeting were:

Sarah Wicker	Chair
Heather Allen	Assistant Secretary
Christopher Williams	Assistant Secretary
James Teagle	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Katie Buchanan (via telephone)	District Counsel
Vince Dunn (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 1:00 p.m.

Supervisors Wicker, Teagle, Allen and Williams were present. Supervisor Porter was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of First Coast Contract Maintenance Services, LLC Agreement for Fountain Maintenance Services

Mr. Torres presented the First Coast Contract Maintenance Services LLC Agreement, recalling the proposal was approved at the last meeting. Regarding field operation services, he will follow-up with the vendor on a proposal to service the pool.

On MOTION by Mr. Teagle and seconded by Ms. Wicker, with all in favor, the First Coast Contract Maintenance Service, LLC Agreement for Fountain Maintenance Services, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Grau & Associates Agreement for Auditing Services

Mr. Torres presented the Grau & Associates Agreement engagement letter for annual auditing services.

On MOTION by Mr. Teagle and seconded by Mr. Williams, with all in favor, the Grau & Associates Agreement engagement letter for Annual Auditing Services for Fiscal Year 2023, which includes the fees for annual renewals for Fiscal Years 2024, 2025, 2026 and 2027, was approved.

FIFTH ORDER OF BUSINESS

Discussion/Update: First Coast Contract Maintenance Services, LLC Field Operations and Amenity Management

This item was discussed during the Third Order of Business.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2023

On MOTION by Mr. Teagle and seconded by Ms. Wicker, with all in favor, the Unaudited Financial Statements as of November 30, 2023, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of December 5, 2023 Regular Meeting and Audit Committee Meeting Minutes

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, the December 5, 2023 Regular Meeting and Audit Committee Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**

Ms. Buchanan stated that Mr. Dunn will provide an update on the Operation and Maintenance (O&M) transfers, which she intends to present for ratification.

B. District Engineer: Dunn & Associates, Inc.

Mr. Dunn stated that the St. Johns River Water Management District (SJRWMD) permit transfers are underway. Phase 1 was uploaded this morning and a few more documents were requested. In his opinion, the SJRWMD is known to be slow in issuing transfers; the process might take 30 to 90-days. He will email updates as they become available.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: February 6, 2024 at 1:00 PM**
 - **QUORUM CHECK**

The February and March 2024 meetings will be held at Forestar’s office at 14785 Old St. Augustine Road, Suite #300, Jacksonville, Florida 32258.

Discussion ensued regarding hotels near Forestar’s office as potential meeting location. Ms. Wicker will ask Ms. Brady to research the ETM conference room availability in the building. Ms. Wicker will follow up with Mr. Torres about meeting location options next week.

Ms. Wicker asked for the sign board informing residents about the CDD and HOA meetings to be placed by the mail boxes.

NINTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

TENTH ORDER OF BUSINESS

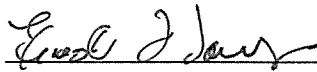
Public Comments

There were no public comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Teagle and seconded by Mr. Williams, with all in favor, the meeting adjourned at 1:12 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair