

ARBORS

**COMMUNITY DEVELOPMENT
DISTRICT**

January 6, 2025

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Arbors Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013
www.arborscdd.net

December 30, 2024

Board of Supervisors
Arbors Community Development District

Dear Board Members:

The Board of Supervisors of the Arbors Community Development District will hold a Regular Meeting on January 6, 2025 at 9:00 a.m., at the Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of BrightView Landscape Proposal for Extra Work [Remove and Replace Dead Sabals Around Amenity Center]
4. Consideration of Resolution 2025-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2024/2025 and Providing for an Effective Date
5. Acceptance of Unaudited Financial Statements as of November 30, 2024
6. Approval of Minutes
 - A. November 5, 2024 Landowners' Meeting
 - B. November 12, 2024 Public Hearings and Regular Meeting
7. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Dunn & Associates, Inc.*
 - C. Field and Amenity Manager: *First Coast Management Services*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: March 3, 2025 at 9:00 AM

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

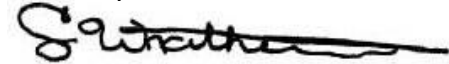
○ QUORUM CHECK

SEAT 1	SARAH WICKER	☐	IN-PERSON	☐	PHONE	☐	NO
SEAT 2	MIKEL DENTON	☐	IN-PERSON	☐	PHONE	☐	NO
SEAT 3	JAMES TEAGLE	☐	IN-PERSON	☐	PHONE	☐	NO
SEAT 4	HEATHER ALLEN	☐	IN-PERSON	☐	PHONE	☐	NO
SEAT 5	CHRIS WILLIAMS	☐	IN-PERSON	☐	PHONE	☐	NO

8. Board Members' Comments/Requests
9. Public Comments
10. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 782 134 6157

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

3

Proposal for Extra Work at Arbors CDD

Property Name	Arbors CDD	Contact	Tony Shiver
Property Address	12468 Russian Olive Rd Jacksonville, FL 32218	To	Arbors CDD
		Billing Address	2300 Glades Rd Ste 410W Boca Raton, FL 33431

Project Name Remove and Replace Dead Sabals Around Amenity Center

Project Description Remove and Replace Dead Sabals Around Amenity Center

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
4.00	EACH	Remove Dead Sabals on Outside of Fence at Amenity Center	\$630.00	\$2,520.00
4.00	EACH	Remove Dead Sabals Inside Pool Area at Amenity Center	\$630.00	\$2,520.00
1.00	LUMP SUM	Crane Cost to Remove and Replace the Palms within pool area.	\$1,400.00	\$1,400.00
1.00	EACH	Each additional Palm that is potentially dead. - By first sight there is the possibility of 1 - 2 more inside pool area. Arborist will advise.	\$630.00	\$630.00

For internal use only

SO# 8560358
JOB# 346108417
Service Line 300

Total Price \$7,070.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demolishing.
13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

		Manager - First Coast CMS
Signature	Title	
Tony Shiver	November 19, 2024	
Printed Name	Date	

BrightView Landscape Services, Inc. "Contractor"

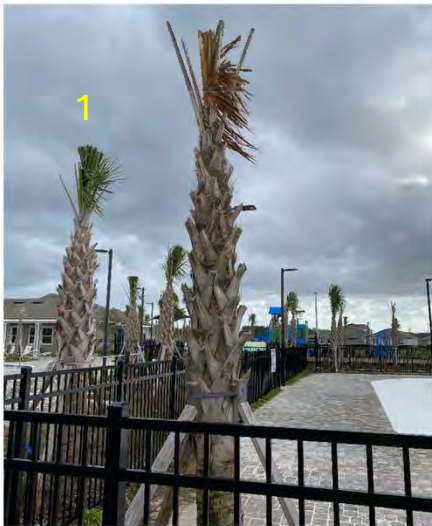
		Account Manager
Signature	Title	
Robin Brown-cilliers	November 19, 2024	
Printed Name	Date	

Job #:	346108417		
SO #:	8560358	Proposed Price:	\$7,070.00

The Arbors CDD – 12468 Russian Olive Drive – Off of Lem Turner Road & 295



4 Outside of Fence



4, Potentially 5-6 Inside Pool Area

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2025-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARBORS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR REMAINDER OF FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Arbors Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2024/2025 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ARBORS COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2024/2025 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2024/2025 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 6th day of January, 2025.

ATTEST:

**ARBORS COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT “A”

ARBORS COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
February __, 2025	Regular Meeting	__:__ AM/PM
March __, 2025	Regular Meeting	__:__ AM/PM
April __, 2025	Regular Meeting	__:__ AM/PM
May __, 2025	Regular Meeting	__:__ AM/PM
June __, 2025	Regular Meeting	__:__ AM/PM
July __, 2025	Regular Meeting	__:__ AM/PM
August __, 2025	Regular Meeting	__:__ AM/PM
September __, 2025	Regular Meeting	__:__ AM/PM

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2024**

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2024**

	General Fund	Debt Service Fund Series 2023	Debt Service Fund Series 2024	Capital Projects Fund Series 2023	Capital Projects Fund Series 2024	Total Governmental Funds
ASSETS						
Cash	\$ 58,841	\$ -	\$ -	\$ -	\$ -	\$ 58,841
Investments						
Revenue	-	78,979	-	-	-	78,979
Reserve	-	425,211	383,124	-	-	808,335
Capitalized interest	-	4	276,774	-	-	276,778
Construction	-	-	-	852	10,404,081	10,404,933
Cost of issuance	-	433	188,402	-	-	188,835
Undeposited funds	1,702	-	-	-	-	1,702
Due from general fund	-	28,040	-	-	-	28,040
Prepaid expense	6,275	-	-	-	-	6,275
Total assets	<u>\$ 66,818</u>	<u>\$ 532,667</u>	<u>\$ 848,300</u>	<u>\$ 852</u>	<u>\$10,404,081</u>	<u>\$11,852,718</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ 31,637	\$ -	\$ -	\$ -	\$ -	\$ 31,637
Accounts payable - year end	34,421	-	-	-	-	34,421
Due to Landowner	4,149	18,293	-	-	-	22,442
Due to debt service fund	28,040	-	-	-	-	28,040
Accrued wages payable	200	-	-	-	-	200
Accrued taxes payable	138	-	-	-	-	138
Landowner advance	6,000	-	-	-	-	6,000
Total liabilities	<u>104,585</u>	<u>18,293</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>122,878</u>
Fund balances:						
Restricted						
Debt service	-	514,374	848,300	-	-	1,362,674
Capital projects	-	-	-	852	10,404,081	10,404,933
Unassigned	(37,767)	-	-	-	-	(37,767)
Total fund balances	<u>(37,767)</u>	<u>514,374</u>	<u>848,300</u>	<u>852</u>	<u>10,404,081</u>	<u>11,729,840</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 66,818</u>	<u>\$ 532,667</u>	<u>\$ 848,300</u>	<u>\$ 852</u>	<u>\$10,404,081</u>	<u>\$ 11,852,718</u>

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 18,490	\$ 18,491	\$ 255,411	7%
Assessment levy: off-roll - net	-	-	295,096	0%
Total revenues	<u>18,490</u>	<u>18,491</u>	<u>550,507</u>	3%
EXPENDITURES				
Professional & administrative				
Supervisors	861	861	9,000	10%
Management/accounting/recording	4,000	8,000	48,000	17%
Legal	-	-	25,000	0%
Engineering	-	-	2,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	83	167	1,000	17%
Trustee*	-	-	4,250	0%
Telephone	16	33	200	17%
Postage	-	39	250	16%
Printing & binding	42	83	500	17%
Legal advertising	2,760	2,760	6,500	42%
Annual special district fee	-	175	175	100%
Insurance	-	33,546	5,500	610%
Contingencies/bank charges	89	179	750	24%
Website hosting & maintenance	705	705	1,680	42%
Website ADA compliance	-	-	210	0%
Tax collector	647	647	9,312	7%
Software service	-	1,000	1,000	100%
Total professional & administrative	<u>9,203</u>	<u>48,195</u>	<u>121,327</u>	40%
Field operations				
Field operations management	-	-	8,400	0%
Landscape maintenance	6,723	13,936	104,480	13%
Irrigation repair	-	-	40,000	0%
Irrigation water	585	1,170	-	N/A
Aquatic maintenance	-	-	16,000	0%
Entry monuments				
Electric	705	705	8,000	9%
Fountain maintenance	469	469	7,020	7%
Amenity center:				
Staffing	1,720	3,440	-	N/A
Management contracts				
Facility management	1,724	3,446	20,640	17%
Landscape mainenance			25,000	0%
Landscape contingency			10,000	0%
Pool service	1,075	2,150	12,900	17%
Janitorial service	1,174	1,919	8,940	21%

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
Pool chemicals	-	-	15,000	0%
Janitorial supplies	-	-	5,000	0%
Trash/refuse	146	1,017	-	N/A
Maintenance	519	1,169	5,400	22%
Maintenance/repairs	-	-	50,000	0%
Pool repairs	96	96	-	N/A
Special events	-	-	3,000	0%
Insurance: property	-	-	21,400	0%
Contingency	-	-	15,000	0%
Utilities				
Telephone & internet	-	-	4,000	0%
Electric	-	-	15,000	0%
Water/irrigation	-	-	15,000	0%
Potable water	-	-	4,000	0%
Security				
Alarm monitoring	-	-	15,000	0%
Office supplies	203	203	-	N/A
Total field operations & amenity center	15,139	29,720	429,180	7%
Total expenditures	24,342	77,915	550,507	14%
Excess/(deficiency) of revenues over/(under) expenditures	(5,852)	(59,424)	-	
Fund balances - beginning	(31,915)	21,657	-	
Fund balances - ending	<u>\$ (37,767)</u>	<u>\$ (37,767)</u>	<u>\$ -</u>	

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2023
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment - on roll	\$ 29,058	\$ 29,057	\$ 401,347	7%
Special assessment: off-roll	-	-	463,708	0%
Interest	3,172	6,409	-	N/A
Total revenues	<u>32,230</u>	<u>35,466</u>	<u>865,055</u>	4%
EXPENDITURES				
Principal	-	-	185,000	0%
Interest	332,511	332,511	665,021	50%
Tax collector	1,017	1,017	14,632	7%
Total debt service	<u>333,528</u>	<u>333,528</u>	<u>864,653</u>	39%
Excess/(deficiency) of revenues over/(under) expenditures	(301,298)	(298,062)	402	
Fund balances - beginning	815,672	812,436	780,117	
Fund balances - ending	<u>\$ 514,374</u>	<u>\$ 514,374</u>	<u>\$ 780,519</u>	

**AVENTURA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2024
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year to Date
REVENUES		
Total revenues	-	-
EXPENDITURES		
Total expenditures	-	-
Other fees and charges		
Receipt of bond proceeds	985,919	985,919
Underwriter's discount	(132,466)	(132,466)
Original Issue discount	(5,153)	(5,153)
Total other fees and charges	848,300	848,300
Excess/(deficiency) of revenues over/(under) expenditures	848,300	848,300
Fund balance - beginning	-	-
Fund balance - ending	\$ 848,300	\$ 848,300

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2023
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 287	\$ 852
Total revenues	<u>287</u>	<u>852</u>
EXPENDITURES		
Construction costs	-	14,324
Total expenditures	<u>-</u>	<u>14,324</u>
Excess/(deficiency) of revenues over/(under) expenditures	287	(13,472)
Fund balances - beginning	565	14,324
Fund balances - ending	<u>\$ 852</u>	<u>\$ 852</u>

**AVENTURA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2024
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year to Date
REVENUES		
Interest	\$ -	\$ -
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
OTHER FINANCING SOURCES/(USES)		
Receipt of bond proceeds	10,404,081	10,404,081
Total other financing sources/(uses)	<u>10,404,081</u>	<u>10,404,081</u>
Net increase/(decrease), fund balance	10,404,081	10,404,081
Beginning fund balance	<u>-</u>	<u>-</u>
Ending fund balance	<u><u>\$ 10,404,081</u></u>	<u><u>\$ 10,404,081</u></u>

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

MINUTES A

DRAFT

**MINUTES OF MEETING
ARBORS
COMMUNITY DEVELOPMENT DISTRICT**

A Landowners' Meeting of the Arbors Community Development District was held on November 5, 2024 at 3:00 p.m., at the Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218.

Present were:

Ernesto Torres	District Manager
Katie Buchanan (via telephone)	District Counsel
Beth Grossman	Forestar USA Real Estate Group Inc./Proxy Holder
Several property owners/residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 3:00 p.m., and noted, for the record, that five residents are in attendance.

Mr. Torres explained that this is the Landowners' meeting, not a regular CDD meeting. In this meeting, individuals will be elected to fill the three seats that are up for election. Each property owner can cast one vote and the Developer can cast one vote for each platted lot that they own. Ms. Grossman is the designated proxy holder for the Landowners Forestar and DR Horton, totaling 394 votes. If a property owners wish to vote someone in, the number of property owner votes for that person must exceed the number of votes being cast by the Proxy Holder, which is likely not possible, collectively.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Mr. Torres served as Chair to conduct the Landowners' meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [Seats 3, 4, 5]

A. Nominations

Resident Sergio Trebion nominated himself to fill one of the Seats.

Resident Tiffany Baldwin nominated herself to fill one of the Seats and an unidentified property owner also nominated Ms. Baldwin.

Ms. Grossman nominated the following:

Seat 3 James Teagle

Seat 4 Heather Allen

Seat 5 Christopher Williams

No other nominations were made.

B. Casting of Ballots

• Determine Number of Voting Units Represented

A total of 397 voting units were represented. Of the 397, three were represented in person by property owners.

• Determine Number of Voting Units Assigned by Proxy

394 voting units were assigned by proxy, to Ms. Beth Grossman by the Landowners, Forestar USA Real Estate Group, Inc. and DR Horton.

The following votes were cast:

Seat 3 James Teagle 350 votes

Seat 4 Heather Allen 350 votes

Seat 5 Christopher Williams 300 votes

 Sergio Trebion 1 vote

 Tiffany Baldwin 2 votes

C. Ballot Tabulation and Results

Mr. Torres stated that based on the votes cast, Seats 3, 4 and 5 will continue to be filled by DR Horton representatives. He reported the following ballot tabulation, results and term lengths:

67	Seat 3	James Teagle	350 votes	4-Year Term
68	Seat 4	Heather Allen	350 votes	4-Year Term
69	Seat 5	Christopher Williams	300 votes	2-Year Term

70

71 **FIFTH ORDER OF BUSINESS****Landowners' Questions/Comments**

72

73 A resident asked how votes are obtained, Mr. Torres stated votes are obtained by being
74 a resident/Landowner of this community. Asked how someone can have 300 to 350 votes, Mr.
75 Torres stated it is based on the number of acres and/or lots owned by the Landowners;
76 individual property owners may cast one vote per property owned.

77 Discussion ensued regarding the number of individual property owners in the CDD, the
78 purpose of the Landowners Election meeting and the next regular meeting.

79

80 **SIXTH ORDER OF BUSINESS****Adjournment**

81

82 There being nothing further to discuss, the meeting adjourned at 3:10 p.m.

83

84

85 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

86

87

88

89

90

91 _____
Secretary/Assistant Secretary

Chair/Vice Chair

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

MINUTES B

DRAFT
MINUTES OF MEETING
ARBORS
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Arbors Community Development District held Public Hearings and a Regular Meeting on November 12, 2024 at 1:00 p.m., at the Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218.

Present were:

Sarah Wicker	Chair
Christopher Williams	Vice Chair
Heather Allen	Assistant Secretary
Mikel Denton	Assistant Secretary
James Teagle	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel
Vince Dunn (via telephone)	District Engineer
Tony Shiver	Amenity Manager
Sergio Trebion	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Wicker called the meeting to order at 1:00 p.m. Supervisors Wicker and Denton along with Supervisors-Elect Williams, Teagle and Allen were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors (James Teagle - Seat 3, Heather Allen - Seat 4, Christopher Williams - Seat 5) (the following to be provided under a separate cover)

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Teagle, Ms. Allen and Mr. Williams. All were already familiar with the following:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**

C. Sample Form 1: Statement of Financial Interests/Instructions

D. Form 8B – Memorandum of Voting Conflict

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Mr. Torres presented Resolution 2025-01 and recapped the results of the Landowners' Election as follows:

Seat 3	James Teagle	350 votes	4-Year Term
Seat 4	Heather Allen	350 votes	4-Year Term
Seat 5	Christopher Williams	300 votes	2-Year Term

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date

Mr. Torres presented Resolution 2024-02. Mr. Teagle nominated the following:

Sarah Wicker	Chair
Christopher William	Vice Chair
James Teagle	Assistant Secretary
Heather Allen	Assistant Secretary
Mikel Denton	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Ernesto Torres	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Teagle and seconded by Ms. Wicker, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication**B. Consideration of Resolution 2025-03, Expressing Its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Arbors Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

This item was presented following the Seventh Order of Business.

SEVENTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

A. Affidavit/Proof of Publication**B. Mailed Notice to Property Owner(s)**

These items were included for informational purposes.

C. First Supplemental Engineer's Report (for informational purposes)

D. Final Second Supplemental Special Assessment Methodology Report (for informational purposes)

E. Consideration of Resolution 2025-04, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District's Intention to Issue Capital Improvement Revenue Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Ms. Buchanan presented Resolution 2025-04. This officially levies the special assessments on Phases 5 and 6, only; it does not impact any other lands within the CDD.

On MOTION by Ms. Wicker and seconded by Mr. Williams, with all in favor, the Public Hearing was opened.

- Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.

Mr. Trebion asked for the District Manager's name, title and employer. He voiced his frustrations and expressed his opinion that, although what is happening is legal, it is not ethical.

Mr. Torres stated he will provide his contact information at the end of the meeting.

The following questions were asked and answered:

Ms. Buchanan: Regarding the Capital Improvement Plan (CIP), do you believe that the costs estimates are reasonable and proper?

Mr. Dunn: Yes, I do.

Ms. Buchanan: Do you have any reason to believe the project cannot be carried out?

Mr. Dunn: All approvals are in place and construction is almost complete.

Ms. Buchanan: Ernesto, do you believe the assessments are reasonably apportioned among the lands?

152 **Mr. Torres:** Yes.

153 **Ms. Buchanan:** Do you believe the lands receive special benefit from the District's
154 Improvement Plan?

155 **Mr. Torres:** Yes.

156 **Ms. Buchanan:** Do you believe that the benefits will be equal to or in excess of the
157 special assessments based on the Methodology adopted?

158 **Mr. Torres:** Yes.

- 159 • **Thereafter, the governing authority shall meet as an equalizing board to hear any and**
160 **all complaints as to the special assessments on a basis of justice and right.**

161 Ms. Buchanan stated, based on the information from Staff, the lack of audience
162 comments about the Methodology and the Board's prior consensus that it is not inclined to
163 make any adjustments, it is appropriate to close the public hearing and adopt the resolution.

164
165 **On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, the**
166 **Public Hearing was closed.**

167
168 **On MOTION by Ms. Allen and seconded by Mr. Williams, with all in favor,**
169 **Resolution 2025-04, Authorizing District Projects for Construction and/or**
170 **Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming,**
171 **and Levying Special Assessments on Property Specially Benefited by Such**
172 **Projects to Pay the Cost Thereof; Providing for the Payment and the Collection**
173 **of Such Special Assessments by the Methods Provided for by Chapters 170, 190**
174 **and 197, Florida Statutes; Confirming the District's Intention to Issue Capital**
175 **Improvement Revenue Bonds; Making Provisions for Transfers of Real Property**
176 **to Homeowners Associations, Property Owners Association and/or**
177 **Governmental Entities; Providing for the Recording of an Assessment Notice;**
178 **Providing for Severability, Conflicts and an Effective Date , was adopted.**

- 179
180
181 ▪ **Public Hearing Confirming the Intent of the District to Use the Uniform Method of**
182 **Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and**
183 **Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of**
184 **Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real**
185 **Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to**
186 **the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing**
187 **for Conflict and Providing for an Effective Date**

188 This item, previously the Sixth Order of Business, was presented out of order.

A. Affidavit/Proof of Publication

B. Consideration of Resolution 2025-03, Expressing Its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Arbors Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Buchanan presented Resolution 2025-03.

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Teagle and seconded by Ms. Wicker, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, Resolution 2025-03, Expressing Its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Arbors Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Setting Forth the Specific Terms of the Arbors Community Development District Capital Improvement Revenue Bonds, Series 2024 (2024 Project Area); Confirming the District's Provision of the Series 2024 Project and Adopting an Engineer's Report; Confirming and Adopting a Supplemental Assessment Report; Confirming, Allocating and Authorizing the Collection of Special Assessments Securing Series 2024 Bonds; Providing for the Application of True-Up Payments; Providing for the Supplement to the Improvement Lien Book; Providing for the Recording of a Notice of Series 2024 Special Assessments; Providing for

Conflicts, Severability and an Effective Date

Ms. Buchanan presented Resolution 2024-05, which essentially incorporates the terms of the bonds and establishes the Debt Service Schedule.

On MOTION by Mr. Williams and seconded by Ms. Wicker, with all in favor, Resolution 2025-05, Setting Forth the Specific Terms of the Arbors Community Development District Capital Improvement Revenue Bonds, Series 2024 (2024 Project Area); Confirming the District's Provision of the Series 2024 Project and Adopting an Engineer's Report; Confirming and Adopting a Supplemental Assessment Report; Confirming, Allocating and Authorizing the Collection of Special Assessments Securing Series 2024 Bonds; Providing for the Application of True-Up Payments; Providing for the Supplement to the Improvement Lien Book; Providing for the Recording of a Notice of Series 2024 Special Assessments; Providing for Conflicts, Severability and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Developer Ancillary Agreements

Ms. Buchanan presented the following:

- A. Acquisition Agreement
- B. Collateral Assignment
- C. Completion Agreement
- D. Declaration of Consent to Jurisdiction
- E. True-Up Agreement

On MOTION by Ms. Allen and seconded by Ms. Wicker, with all in favor, the Acquisition Agreement, Collateral Assignment, Completion Agreement, Declaration of Consent to Jurisdiction and True-Up Agreement, were approved.

TENTH ORDER OF BUSINESS

Consideration of BrightView Landscape Services Proposal for Extra Work [Arbors CDD: 12640 Cacao Tree Trail Washout Repair]

Mr. Torres presented the BrightView Landscape Services Proposal for Extra Work for the 12640 Cacao Tree Trail Washout Repair. This item was previously approved and should be for ratification, not consideration.

On MOTION by Ms. Wicker and seconded by Mr. Williams, with all in favor, the BrightView Landscape Services Proposal for Extra Work for the 12640 Cacao Tree Trail Washout Repair, was ratified.

ELEVENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of September 30, 2024**

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, the Unaudited Financial Statements as of September 30, 2024, were accepted.

TWELFTH ORDER OF BUSINESS**Approval of September 30, 2024 Special Meeting Minutes**

On MOTION by Mr. Teagle and seconded by Ms. Wicker, with all in favor, the September 30, 2024 Special Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Ms. Buchanan stated, as a follow up to the bond issuance, the Board must approve the assignment of a construction contract to the CDD to allow it to use the bond proceeds and acquire the improvements completed to date and, further, to pay the contract as it progresses. Mr. Williams confirmed that the contract is with Florida Roads, in the amount of \$14,608,295. Asked how much was expended to date, Mr. Williams stated \$7 million. Ms. Buchanan described the standard Acquisition Packet and suggested the Board authorize an Assignment Contract from the Developer to the CDD.

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, authorizing assigning the Construction Contract with Florida Roads, in the amount of \$14,608,295, to the CDD from the Developer, was approved.

Ms. Buchanan stated, since at least \$7 million was expended on public improvements under that Contract, Staff recommends authorizing a requisition in an amount not to exceed \$7 million, contingent on review and approval by the District Engineer.

On MOTION by Ms. Allen and seconded by Ms. Wicker, with all in favor, authorizing a Requisition in a not to exceed amount of \$7 million, contingent on review and approval by the District Engineer, was approved.

B. District Engineer: Dunn & Associates, Inc.

Mr. Dunn will coordinate with Staff and District Counsel on the requisitions.

C. Field and Amenity Manager: First Coast Management Services

Mr. Shiver reported that Staff is facilitating repairs to a cracked pump near the entrance and the splashpad. The chemical pump for the splashpad should cost about \$800 and the damaged pump in the front entails plumbing work.

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

Mr. Torres stated the meeting schedule will be amended at the next meeting.

- **NEXT MEETING DATE: January 6, 2025 at 9:00 AM**

- **QUORUM CHECK**

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

Mr. Trebion voiced his dissatisfaction with the CDD and janitorial staff and Clubhouse rentals. He questioned how District funds are expended.

Discussion ensued regarding Clubhouse maintenance, Clubhouse rental deposits and the Amenity Rules and Regulations.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Wicker and seconded by Mr. Teagle, with all in favor, the meeting adjourned at 1:32 p.m.

344
345
346
347
348
349

Secretary/Assistant Secretary

Chair/Vice Chair

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

ARBORS COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
November 5, 2024	Landowners' Meeting	1:00 PM**
November 12, 2024	Regular Meeting	1:00 PM
January 6, 2025	Regular Meeting	9:00 AM
March 3, 2025	Regular Meeting	9:00 AM
May 5, 2025	Regular Meeting <i>Presentation of FY2026 Proposed Budget</i>	9:00 AM
July 7, 2025	Public Hearings and Regular Meeting <i>Adoption of FY2026 Proposed Budget</i>	9:00 AM
September 2, 2025*	Regular Meeting	9:00 AM

Exceptions

**September meeting date is one day later to accommodate Labor Day holiday*

***Delayed start time to 3:00 PM*