MINUTES OF MEETING
ARBORS
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Arbors Community Development District held a Regular Meeting on May 5, 2025 at 4:00 p.m., at the Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218.

Present:

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

Also present:

Ernesto Torres	District Manager
Katie Buchanan (via telephone)	District Counsel
Tony Shiver	Amenity Manager
Beth Grossman	HOA Manager

Residents present:

Bob Fessler	Laura Delorey	Romeo Gaudier	Bridgette Jackson
Geri Fessler	Allan Morgan	Dosseh Johnson	Michelle Moorefield
Iryna Estep	Bradley Estep	Jasmyne Morgan	Valerie Gonzalez
E. Boss			

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Torres called the meeting to order at 4:00 p.m. He stated that a revised agenda, which includes the BrightView Landscape Services (BrightView) proposals listed in the Seventh Order of Business, was distributed.

All Supervisors were present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration of Resolution 2025-08, Approving the Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Torres presented Resolution 2025-08. He reviewed the proposed Fiscal Year 2026 budget highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any adjustments. Minor changes were made to Professional & Administrative expenditures. He and Mr. Shiver reviewed the financials and considered the new area coming online and adjusted the Field Operations line items accordingly.

The following changes were made to the proposed Fiscal Year 2026 budget:

Page 2: Add “Management contracts-Trash removals” for “2,500”

Discussion ensued regarding “Fitness center repairs/supplies” wherein the actuals through March include some repairs from a vendor who charges per visit. As the equipment ages, a maintenance contract will be considered. Building reserves and landscape contingency were discussed.

Mr. Torres explained the budgeting and public hearing processes. Mailed Notices will be sent to inform property owners if the Operation & Maintenance (O&M) assessment increases compared to the prior year.

Page 2: Decrease “Repairs & maintenance” to “20,000”

Page 2: Increase “Landscape contingency” to “20,000”

Mr. Shiver stated that a proposal was not yet received for the common area tracts for Phases 5 and 6; however, the “Landscape maintenance” line item was increased by 50%.

The consensus was to cancel the July 11, 2025 meeting and schedule a meeting and the budget Public Hearing on July 24, 2025.

On MOTION by Mr. Teagle and seconded by Ms. Allen, with all in favor, Resolution 2025-08, Approving the Proposed Budget for Fiscal Year 2025/2026, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on July 24, 2025 at 4:00 p.m. at the Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for the Fiscal Year 2025/2026 and Providing for an Effective Date**

Mr. Torres presented Resolution 2025-09.

The following changes were made to the Fiscal Year 2026 Meeting Schedule:

DATES: Delete November 3, 2025; January 5, 2026; March 2, 2026; June 1, 2026; and August 3, 2026

TIME: 9:00 AM (October 6, 2025; December 1, 2025; February 2, 2026; April 6, 2026; and September 3, 2026)

TIME: 4:00 PM (May 4, 2026 and July 6, 2026)

On MOTION by Mr. Williams and seconded by Mr. Teagle, with all in favor, Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for the Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-10, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date**

Mr. Torres presented Resolution 2025-10.

On MOTION by Ms. Allen and seconded by Mr. Teagle, with all in favor, Resolution 2025-10, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2025-11, Electing Felix Rodriguez as Assistant Secretary of the District, and Providing for an Effective Date**

Mr. Torres presented Resolution 2025-11.

On MOTION by Mr. Teagle and seconded by Mr. Williams, with all in favor, Resolution 2025-11, Electing Felix Rodriguez as Assistant Secretary of the District, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of BrightView Landscape Services Proposals for Extra Work**

Mr. Shiver presented the following proposals:

A. SO# 8661236, $16,250.00 [Mulching Main Roadway Leading to Amenity and Amenity]

B. SO# 8659840, $20,320.34 [Proposal Throughout]

The Board and Staff discussed the proposals, installation of rock in front of the monument and amenity, ongoing cost of replacing annuals and mulch, the need for proposals to include more detailed cost breakdowns and substituting another plant for Blueberry Hollie due to the ongoing maintenance it requires and the attraction of bees to it.

Ms. Wicker suggested approving not-to-exceed amounts and requesting additional proposals with a scope of work excluding palm tree removal and reducing annuals.

Discussion ensued regarding allocation of budgeted funds from the “Amenity center: Landscape maintenance” and the “Amenity center: Landscape contingency” line items, in which $25,000 and $10,000 are budgeted, respectively. Additional expenditures could be drawn from the “Maintenance/repairs” line item, for which $50,000 is budgeted, or the budget can be amended.

On MOTION by Ms. Allen and seconded by Mr. Teagle, with all in favor, the scope of work related to BrightView Landscape Services Proposal SO# 8661236, in a not-to-exceed amount of $16,250, and the scope of work related to Brightview Landscape Services Proposal SO# 8659840, in a not-to-exceed amount of $20,320.34, were approved.

EIGHTH ORDER OF BUSINESS **Ratification of Resolution [DEBT RESERVE RELEASE]**

This item was deferred.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of March 31, 2025**

On MOTION by Mr. Williams and seconded by Mr. Teagle, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.

TENTH ORDER OF BUSINESS **Approval of March 3, 2025 Regular Meeting Minutes**

On MOTION by Mr. Teagle and seconded by Ms. Allen, with all in favor, the March 3, 2025 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Ms. Buchanan stated she will circulate a summary of legislative actions in the next two weeks.

B. District Engineer: Dunn & Associates, Inc.

There was no report.

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

Mr. Torres stated that, in the Fiscal Year 2026 budget's current form, the increased assessment amount is less than in Fiscal Year 2025; however, a Mailed Notice might be sent, if necessary, as the date of the Public Hearing approaches.

- **NEXT MEETING DATE: July 11, 2025 at 4:00 PM [Budget Adoption Hearing]**
  - **QUORUM CHECK**

The July 11, 2025 meeting will be canceled. The Budget Adoption Hearing will be held on July 24, 2025 at 4:00 p.m. Mr. Torres advised residents to monitor the CDD website regarding the July meeting date and stated that Mailed Notices will only be sent if the assessment amount will increase as compared to Fiscal Year 2025.

All Supervisors confirmed their attendance at the July 24, 2025 meeting.

▪ **Field and Amenity Manager: First Coast Management Services**

This item was an addition to the agenda.

Mr. Shiver reported the following:

➢ One of the fountain pumps malfunctioned and was sent for repair; the cost to the CDD was only approximately $30 because he had a spare part.

➢ The Health Department closed the pool for one day due to a corroded life ring rope that was broken, which is a violation. The pool was closed for the entire day because the CDD was not notified until a resident photographed the closure sign. As soon as employees were informed the life ring was replaced and the Health Department was contacted to have the sign removed.

➢ On May 23, 2025, the manufacturer of all the pool and entrance fountain equipment will be on site for training.

TWELFTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS **Public Comments**

Resident Laura Delorey stated that an issue was raised on Facebook regarding bus stop parking because some parents are parking on the street rather than in the Amenity Center parking lot. Ms. Wicker stated, while it might be difficult to change where the buses stop this year, the Transportation Department could be asked to utilize the Amenity Center parking lot for the upcoming school year. Mr. Shiver stated that he can send an e-blast asking residents to park in the Amenity Center parking lot rather than the street.

Ms. Delorey noted that bicycles and scooters are not permitted on the pool decks and expressed concern about bicycles and scooters being ridden into the pool area and parked in the pool area. Mr. Shiver stated he prefers the bicycle parking area be utilized but, in exceptional circumstances, a vehicle should be parked out of the way. It was noted that children 14 and under need to be accompanied by an adult.

Discussion ensued regarding construction, the need to clear spider webs and residents not picking up after their dogs.

It was noted that dog waste pickup stations could be installed but at a considerable ongoing expense. An e-blast will be sent reminding residents to pick up after their dogs.

Ms. Delorey asked if a taller fence will be installed around the new pool, as numerous people were observed jumping the fence. It was noted that, when present, employees will address the issue; in the absence of an employee, the police should be called to report trespassing.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Allen and seconded by Mr. Williams, with all in favor, the meeting adjourned at 5:00 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair