

ARBORS

**COMMUNITY DEVELOPMENT
DISTRICT**

October 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
<https://arborscdd.net/>

September 29, 2025

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 October 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 First Coast CMS, LLC Proposal for Amenity and Facility Management
4. Ratification of Live Oak Engineering, Inc. Proposal for Annual Inspection Report
5. Acceptance of Unaudited Financial Statements as of August 31, 2025
6. Approval of July 24, 2025 Public Hearing and Regular Meeting Minutes
7. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Dunn & Associates, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: December 1, 2025 at 9:00 AM

○ 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

ATTENDEES:

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

9. Public Comments

10. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (904) 295-5714 or Felix Rodriguez at (863) 510-8274.

Sincerely,



Ernesto Torres
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

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First Coast Contract Maintenance Service LLC.
352 Perdido Street
Saint Johns, FL 32259

(PH) 904-537-9034
(FX) 904-396-2383



August 1st, 2025

Prepared For: Ernesto Torres
WHH Associates

Prepared By: Tony Shiver
President First Coast CMS LLC

Proposal:

First Coast CMS LLC is an Amenity and Facility Management company designed to assist property management companies and developers with the day to day management of onsite maintenance tasks and personnel. With a dedicated maintenance manager directing onsite workers and job tasks, Owners/Management can focus on the other aspects of the property.

Why choose First Coasts CMS?:

- Immediate coverage when needed for emergencies
- Assist Managers in locating outside contractors when the job calls for it.
- Support for larger jobs for instances that more workers are needed.
 - i.e. clean up after extreme weather
- Records of maintenance task performed and recommendations for projects and preventative maintenance utilizing award winning CMMS software
- Technicians are NSPF Certified Pool Operators, eliminating the need for traditional pool service companies.

- No need to worry about payroll, insurance, or workers compensation, it's all covered!

Each property is evaluated, and a maintenance and janitorial program is created to accommodate whatever the needs may be.

Property: The Arbors CDD

Scope:

Janitorial and Custodial \$767 per month

First Coast CMS will provide all necessary services to maintain the facility's indoor and exterior space, including the pool deck.

Janitorial Services would be performed three days per week by cleaning staff.

Clubhouse

Duties and Responsibilities

Empty and replace liners in all garbage cans
Clean clubhouse restrooms and stock if needed
Clean entrance doors inside and out
Sweep and mop ceramic tile
Wipe down all tables, coffee tables, end tables
Clean kitchen area, wipe down appliances
Dust all pictures, light fixtures, A/C vents and T. V's
Clean interior windowsills and glass windows
Dust blinds/window treatments and interior ceiling fans

Frequency of Service

Each Visit
Each Visit
Each Visit
Each Visit
Each Visit
Each Visit
Monthly
Monthly
Monthly

Pool Bathrooms

Duties and Responsibilities

Empty and replace liners in garbage cans
Sanitize counter tops and diaper changing stations
Sanitize all toilets, urinals, and sinks
Sweep and sanitize floors
Clean all mirrors
Wipe down and disinfect all partition doors
Restock all paper products, soaps, and toiletries
Dust all light fixtures, vents, & door frames

Frequency of Service

Each Visit
Each Visit
Each Visit
Each Visit
Each Visit
Each Visit
As Needed
Monthly

Exterior/Police Grounds

Duties and Responsibilities

Empty all exterior garbage cans and replace liners
Police pool deck for trash
Clean exterior windowsills and windows

Frequency of Service

Each Visit
Each Visit
Monthly

Clean Soffits and Fascia boards

Monthly or as needed

Recreation Amenities

Duties and Responsibilities

Arrange pool furniture and blow off decks

Clean water fountains

Wipe down pool furniture

Check sand in ashtrays and clean/replenish (if applicable)

High dust exterior ceiling fans and light fixtures

Check light bulbs and replace any that are burnt out

Frequency of Service

Each Visit

Each Visit

Weekly

Monthly

Weekly or as needed

Each Visit

Pool and Splash Pad Cleaning and Maintenance \$1107 per month

Our certified technician will be responsible for and maintaining correct water chemistry in the swimming pool. A series of water tests will be conducted at each visit. The results of these tests will be interpreted and used to determine the chemicals needed to maintain and assure purity and water balance as recommended by the NSPF and required by the State of Florida.

In addition, the technician will be responsible for cleaning the filter, pump and skimmer baskets as needed. The technician will also be responsible for general maintenance and adjustment of pool equipment as needed. The pool will be vacuumed regularly, and surface water skimmed to remove floating debris. The technician will manually clean pool steps and tiles as needed.

The pool will be inspected regularly and anything that appears to be in violation of the state pool code will either be corrected, or management notified of the violation so it can be corrected as soon as possible.

A manually written record will be kept showing activities of the pool, as well as a full test kit onsite at all times. Entries will show water test, chemicals added, filter condition, and whatever maintenance task performed on the pool that day. The routine chemical test performed by the technician will be Free Chlorine Residual, pH, Acid Demand, Total Alkalinity, Calcium Hardness, and Cyanuric Acid.

Any repairs or additional work will be charged extra. This includes work on mechanical seals, bearings, gaskets, light bulbs, or any other part of the pool that is not “routine” pool maintenance.

Any chemicals and filter media used to properly treat and balance the pool are not covered and will be invoiced monthly for reimbursement with a 3% purchase fee.

Common Area Maintenance \$464 per month

This includes the following:

- Inspection and documenting the fitness equipment condition weekly and report repairs as needed.

- Monitor condition of all doors, fencing, gates, touch up painting, cobweb control and prevent debris from accumulating on the walls.
- Replacing A/C filters
- Changing interior/exterior lights
- Inspect and operate security cameras, and access controls
- Blow off entire pool deck weekly
- Maintain operational condition of ADA pool life and safety equipment
- Inspect playground and make minor repairs as needed
- Inspect and maintain condition of courts, fencings, and wind screens.
- Inspect and document conditions of parking lot and lighting weekly

Three hours per week will be dedicated to general facilities maintenance, upkeep and repair. The onsite personnel may repair any minor issue that 1) does not require a trade license 2) Is not covered under another contract 3) Can be completed within the allotted time frame, and 4) Does not require prior approval from management. Materials for repairs are not covered and will be submitted for reimbursement. The District Manager will be notified about any issue that can't be repaired "in house" or requires invoicing upon completion.

Other Agreed Services

Staffing \$1772 per month

First Coast CMS will provide a uniformed and trained staff member to assist residents with access and serve as a facility attendant. The attendant will monitor the use and condition of the facilities to ensure the CDD policies are enforced and provide for safe operations of the facility. The attendant will be onsite for 2 days per week, to include Saturday and Sunday, for a maximum of 16 hours per week.

Onsite Facility Management and Field Services \$1751 per month

First Coast CMS will solicit, schedule and monitor third party vendors to perform services as needed for the CDD Amenity Center and the CDD maintained areas. This will include vendors such as plumbers, electricians, special event vendors, food trucks, and pest control companies. FCCMS will ensure vendors are properly licensed/insured and assist vendor with proper invoicing to the District Management.

FCCMS will staff an Amenity Manager onsite for **10 hours** each week to assist residents as needed for access cards, rentals, etc.

FCCMS will schedule and monitor fire extinguishers and other facility life safety apparatus, and schedule appropriate vendors.

FCCMS will operate and maintain a mass email communication system (e-blast) to update residents and management of important information that pertains to the Amenities, OR other information requested by District Management.

FCCMS will develop and implement an Inclement Weather Readiness Plan and will communicate with residents the appropriate information, including emergency contacts, and facility closures/openings.

FCCMS will secure facility during Hurricane/Tropical Storms. This includes securing the furniture and shade awnings if required. FCCMS will close the facility to residents 48 hours prior to landfall of a named Tropical Storm.

FCCMS will communicate directly with Residents regarding issues or concerns they have involving the amenity center or CDD maintained areas.

At the request of the District Manager, First Coast CMS will prepare a report for the Board of Supervisors regarding the general maintenance, repairs, and condition of the amenity center and its features.

Materials purchased to provide services, for repair and janitorial, are not covered under the estimate and will be submitted for reimbursement and a 3% purchase delivery fee.

In consideration for providing services specified above by First Coast CMS LLC, payment to the order of **\$5861** to be paid within (45) thirty days of invoice date.

Additional staffing approved by District Management will be invoiced at \$25 per hour. This includes additional staffing as needed for District Sponsored Special Events.

If agreed upon, a contract would be drafted and signed by both parties specifying details and could be terminated at any time by either party given a 60 day written notice. This proposal is meant to be in effect for a period of 24 months from the signed date. There will be an automatic 3% increase after 12 months.

Thank you for your consideration and we hope to do business with your organization.

Tony Shiver
President
First Coast CMS LLC.

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

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EVERY GREAT OAK STARTS AS AN ACORN

August 26, 2025

Arbors Community Development District
c/o Wrathell, Hunt and Associates, LLC
Attn: Office of the District Manager
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

Re: Engineering Proposal for
Arbors CDD
Annual Report

Dear District Manager:

Live Oak Engineering, Inc. is pleased to offer this proposal for engineering services related to preparation of the Annual Report for the Arbors Community Development District. Being familiar with the project, we offer the following scope of work and related fees.

1. We will visit the project to inspect the District improvements and the stormwater system. We will prepare a report noting items that need repair.
2. We will respond to any questions regarding the report.

Hourly, Upset Limit: \$3,500.00 *

Hourly Rates

Principal Engineer	\$200.00
Engineer IV	\$175.00
Engineer III	\$150.00
Engineer I	\$110.00
CAD Designer III	\$120.00
CAD Designer II	\$95.00
CAD Designer I	\$80.00
Construction Inspector II	\$110.00
Construction Inspector I	\$90.00
Admin Specialist	\$55.00

2509 7TH AVENUE SOUTH
BIRMINGHAM, AL 35233
205.637.3115

955-B HOWARD AVENUE
BILOXI, MS 39530
228.207.0070

8647 BAYPINE ROAD
SUITE 200
JACKSONVILLE, FL 32256
904.363.8916

100 WASHINGTON STREET
SUITE 2B
HUNTSVILLE, AL 35801
205.637.3115

NOTE: * Our fee for the above tasks will be billed at our standard hourly rates. In the event that unknown/unforeseen issues come up or if additional work is requested, these amounts may be exceeded, however we will not exceed these amounts without your prior written approval.

Payment is due within 30 days of invoice. Late payments will be subject to a monthly 1.5% surcharge. Payment is for completed work and is not contingent on approvals. We can begin on this project immediately and have the necessary manpower to complete work very quickly. If this proposal meets your approval, please return a signed copy for our files. Should you have any questions please call us.

Sincerely,

Live Oak Engineering, Inc.



Glen R. Wiegner, P.E.

Vice President



Accepted By



Company



Date

GRW/rto

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
AUGUST 31, 2025**

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
AUGUST 31, 2025**

	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	\$ 226,347	\$ -	\$ -	\$ -	\$ -	\$ 226,347
Investments						
Revenue	-	418,084	-	-	-	418,084
Reserve	-	212,606	385,834	-	-	598,440
Prepayment	-	-	9,142	-	-	9,142
Capitalized interest	-	4	5,608	-	-	5,612
Construction	-	-	-	1,721	7,477	9,198
Cost of issuance	-	446	-	-	-	446
Prepaid expense	7,800	-	-	-	-	7,800
Total assets	<u>\$ 234,147</u>	<u>\$ 631,140</u>	<u>\$ 400,584</u>	<u>\$ 1,721</u>	<u>\$ 7,477</u>	<u>\$ 1,275,069</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ 14	\$ -	\$ -		\$ -	\$ 14
Due to Landowner	21,657	-	-	-	-	21,657
Accrued contracts payable	-	-	-	1,720	-	1,720
Accrued taxes payable	91	-	-	-	-	91
Landowner advance	6,000	-	-	-	-	6,000
Total liabilities	<u>27,762</u>	<u>-</u>	<u>-</u>	<u>1,720</u>	<u>-</u>	<u>29,482</u>
Fund balances:						
Restricted						
Debt service	-	631,140	400,584	-	-	1,031,724
Capital projects	-	-	-	1	7,477	7,478
Unassigned	206,385	-	-	-	-	206,385
Total fund balances	<u>206,385</u>	<u>631,140</u>	<u>400,584</u>	<u>1</u>	<u>7,477</u>	<u>1,245,587</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 234,147</u>	<u>\$ 631,140</u>	<u>\$ 400,584</u>	<u>\$ 1,721</u>	<u>\$ 7,477</u>	<u>\$ 1,275,069</u>

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 371,358	\$ 255,411	145%
Assessment levy: off-roll - net	-	77,378	295,096	26%
Lot closing assessment	-	106,361	-	N/A
Total revenues	-	555,097	550,507	101%
EXPENDITURES				
Professional & administrative				
Supervisors	646	4,952	9,000	55%
Management/accounting/recording	4,000	44,000	48,000	92%
Legal	-	5,611	25,000	22%
Engineering	-	700	2,000	35%
Audit	-	5,400	5,500	98%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent*	167	1,667	1,000	167%
Trustee*	-	10,671	4,250	251%
Telephone	17	183	200	92%
Postage	48	430	250	172%
Printing & binding	42	458	500	92%
Legal advertising	90	3,039	6,500	47%
Annual special district fee	-	175	175	100%
Insurance	-	5,500	5,500	100%
Contingencies/bank charges	90	918	750	122%
Website hosting & maintenance	-	705	1,680	42%
Website ADA compliance	-	210	210	100%
Tax collector	-	12,998	9,312	140%
Software service	-	1,000	1,000	100%
Total professional & administrative	5,100	98,617	121,327	81%
Field operations				
Field operations management	-	-	8,400	0%
Landscape maintenance	7,453	88,743	104,480	85%
Irrigation water	724	8,475	40,000	21%
Irrigation repair	1,270	2,867	-	N/A
Aquatic maintenance	-	-	16,000	0%
Entry monuments				
Electric	421	3,508	8,000	44%
Fountain maintenance	-	469	7,020	7%
Amenity center:				
Staffing	3,245	21,970	-	N/A
Management contracts	1,700	11,900	-	N/A
Facility management	1,462	15,412	20,640	75%
Landscape mainenance			25,000	0%
Landscape contingency	10,000	10,000	10,000	100%
Pool service	1,075	12,183	12,900	94%
Janitorial service	102	3,512	8,940	39%

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year to Date	Budget	% of Budget
Pool chemicals	918	6,715	15,000	45%
Janitorial supplies	224	1,859	5,000	37%
Trash/refuse	196	2,819	-	N/A
Maintenance	-	635	5,400	12%
Maintenance/repairs	5,098	20,717	50,000	41%
Pool repairs	48	2,331	-	N/A
Pool permits	-	538	-	N/A
Special events	-	148	3,000	5%
Insurance: property	-	28,046	21,400	131%
Contingency	5,656	5,747	15,000	38%
Utilities				
Telephone & internet	355	355	4,000	9%
Electric	-	-	15,000	0%
Water/irrigation	-	-	15,000	0%
Potable water	-	72	4,000	2%
Security				
Alarm monitoring	-	-	15,000	0%
Office supplies	-	605	-	N/A
Fitness center repairs/supplies	-	469	-	N/A
Total field operations & amenity center	<u>39,947</u>	<u>250,095</u>	<u>429,180</u>	58%
Other fees & charges				
Total expenditures	<u>45,047</u>	<u>348,712</u>	<u>550,507</u>	63%
Excess/(deficiency) of revenues over/(under) expenditures	(45,047)	206,385	-	
Fund balances - beginning	251,432	-	-	
Fund balances - ending	<u>\$ 206,385</u>	<u>\$ 206,385</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 AUGUST 31, 2025**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment - on roll	\$ -	\$ 583,535	\$ 401,347	145%
Special assessment: off-roll	-	180,233	463,708	39%
Lot closing assessments	-	108,490	-	N/A
Interest	2,091	29,496	-	N/A
Total revenues	<u>2,091</u>	<u>901,754</u>	<u>865,055</u>	104%
EXPENDITURES				
Principal	-	185,000	185,000	100%
Interest	-	665,021	665,021	100%
Tax collector	-	20,424	14,632	140%
Total expenditures	<u>-</u>	<u>870,445</u>	<u>864,653</u>	101%
Excess/(deficiency) of revenues over/(under) expenditures	2,091	31,309	402	
OTHER FINANCING SOURCES/(USES)				
Transfers out	-	(212,605)	-	N/A
Total other financing sources	<u>-</u>	<u>(212,605)</u>	<u>-</u>	N/A
Net change in fund balances	2,091	(181,296)	402	
Fund balances - beginning	629,049	812,436	780,117	
Fund balances - ending	<u>\$ 631,140</u>	<u>\$ 631,140</u>	<u>\$ 780,519</u>	

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2024
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year to Date
REVENUES		
Interest	\$ 1,430	\$ 17,603
Total revenues	<u>1,430</u>	<u>17,603</u>
EXPENDITURES		
Interest	-	276,774
Cost of issuance	-	181,977
Total expenditures	<u>-</u>	<u>458,751</u>
Other fees and charges		
Receipt of bond proceeds	-	985,919
Underwriter's discount	-	(132,466)
Original Issue discount	-	(5,153)
Total other fees and charges	<u>-</u>	<u>848,300</u>
Excess/(deficiency) of revenues over/(under) expenditures	1,430	407,152
OTHER FINANCING SOURCES/(USES)		
Transfers out	-	(6,568)
Total other financing sources/(uses)	<u>-</u>	<u>(6,568)</u>
Net change in fund balances	1,430	400,584
Fund balance - beginning	399,154	-
Fund balance - ending	<u>\$ 400,584</u>	<u>\$ 400,584</u>

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2023
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year To Date
REVENUES		
Developer contribution	\$ -	\$ 1,602
Interest	1	977
Total revenues	<u>1</u>	<u>2,579</u>
EXPENDITURES		
Construction costs	<u>-</u>	<u>227,052</u>
Total expenditures	<u>-</u>	<u>227,052</u>
Excess/(deficiency) of revenues over/(under) expenditures	1	(224,473)
OTHER FINANCING SOURCES/(USES)		
Transfer in	<u>-</u>	<u>212,605</u>
Total other financing sources/(uses)	<u>-</u>	<u>212,605</u>
Net change in fund balances	1	(11,868)
Fund balances - beginning	<u>-</u>	<u>11,869</u>
Fund balances - ending	<u><u>\$ 1</u></u>	<u><u>\$ 1</u></u>

**ARBORS
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2024
FOR THE PERIOD ENDED AUGUST 31, 2025**

	Current Month	Year to Date
REVENUES		
Interest	\$ 26	\$ 94,697
Total revenues	<u>26</u>	<u>94,697</u>
EXPENDITURES		
Construction Costs	-	10,497,869
Total expenditures	<u>-</u>	<u>10,497,869</u>
OTHER FINANCING SOURCES/(USES)		
Transfers in	-	6,568
Receipt of bond proceeds	-	10,404,081
Total other financing sources/(uses)	<u>-</u>	<u>10,410,649</u>
Net increase/(decrease), fund balance	26	7,477
Beginning fund balance	7,451	-
Ending fund balance	<u>\$ 7,477</u>	<u>\$ 7,477</u>

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
ARBORS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Arbors Community Development District held a Public Hearing and Regular Meeting on July 24, 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
Heather Allen	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Felix Rodriguez	Wrathell, Hunt and Associates, LLC
Katie Buchanan (via telephone)	District Counsel
Tony Shiver	Amenity Manager
Beth Grossman	HOA Manager

Residents present:

Mark Leone	Laura Graves	Arlene Richman	Stephanie Toliver
Joe Delorey	Kisha Evans	Sophia Singleton	Edgardo Hernandez

The names of all attendees, residents and/or members of the public might not appear in the meeting minutes. If the person did not identify themselves, their name was inaudible or their name did not appear in the meeting notes or on a sign in sheet, the name was not listed.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Wicker called the meeting to order at 4:00 p.m.

Supervisors Wicker, Allen and Williams were present. Supervisors Denton and Teagle were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

A. Affidavit of Publication

B. Consideration of Resolution 2025-13, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres presented Resolution 2025-13. 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. It was noted that this budget anticipates having the next phase of the Amenity Center open.

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

A resident asked what happens to the rental revenue for amenity rentals. Ms. Wicker stated that it goes into the General Fund. Regarding how much revenue the rental fees generate, it was noted that the amount is not substantial; probably a few thousand dollars. The resident expressed concerns about the water fountain.

No other affected property owners or members of the public spoke.

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

On MOTION by Mr. Williams and seconded by Ms. Wicker, with all in favor, Resolution 2025-13, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-14, Providing for Funding for the FY 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented Resolution 2025-14.

On MOTION by Ms. Wicker and seconded by Mr. Williams, with all in favor, Resolution 2025-14, Providing for Funding for the FY 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]

Mr. Torres presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

On MOTION by Ms. Allen and seconded by Mr. Williams, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

- Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

Mr. Torres noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives. The District Engineer's annual inspection of the District's infrastructure and related systems is pending.

On MOTION by Ms. Allen and seconded by Mr. Williams, with all in favor, authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, was approved.

SIXTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of June 30, 2025**

On MOTION by Ms. Allen and seconded by Mr. Williams, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted.

SEVENTH ORDER OF BUSINESS**Approval of Minutes**

A. May 5, 2025 Regular Meeting

B. May 29, 2025 Special Meeting

On MOTION by Ms. Allen and seconded by Mr. Williams, with all in favor, the May 5, 2025 Regular Meeting Minutes and the May 29, 2025 Special Meeting Minutes, both as presented, were approved.

EIGHTH ORDER OF BUSINESS**Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Dunn & Associates, Inc.

There were no District Counsel or District Engineer reports.

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

- **350 Registered Voters as of April 15, 2025**

Mr. Torres stated the threshold to start transitioning Board seats to qualified elector residents, two at a time, via the General Election process is for the CDD to be in existence for six years and have a certain number of registered voters residing within the CDD. This CDD was established in 2022, so it will be a few more years before the age threshold is met.

- **NEXT MEETING DATE: September 2, 2025 at 9:00 AM**

- **QUORUM CHECK**

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

146

147 There were no Board Members' comments or requests.

148

149 **TENTH ORDER OF BUSINESS****Public Comments**

150

151 Resident Stephanie Toliver asked how to obtain copies of the regular and special
152 meeting minutes. Ms. Wicker stated that information is available on the CDD website. Items
153 such as the meeting minutes are not posted until they are approved at a subsequent meeting.

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155 **ELEVENTH ORDER OF BUSINESS****Adjournment**

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157 **On MOTION by Mr. Williams and seconded by Ms. Allen, with all in favor, the**
158 **meeting adjourned at 4:19 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

ARBORS

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

ARBORS COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE		
LOCATION		
<i>Arbors Amenity Center, 12520 Russian Olive Road, Jacksonville, Florida 32218</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 6, 2025	Regular Meeting	9:00 AM
December 1, 2025	Regular Meeting	9:00 AM
February 2, 2026	Regular Meeting	9:00 AM
April 6, 2026	Regular Meeting	9:00 AM
May 4, 2026	Regular Meeting	4:00 PM
July 6, 2026	Regular Meeting	4:00 PM
September 3, 2026*	Regular Meeting	9:00 AM

Exceptions

**September meeting date is four (4) days earlier to accommodate the Labor Day Holiday*