
MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**TARA
COMMUNITY DEVELOPMENT DISTRICT 1**

PLEDGE OF PUBLIC CONDUCT

WE MAY DISAGREE, BUT WE WILL BE RESPECTFUL OF ONE ANOTHER
WE WILL DIRECT ALL COMMENTS TO ISSUES
WE WILL AVOID PERSONAL ATTACKS

The regular meeting of the Board of Supervisors of the Tara Community Development District 1 was held on **Tuesday, November 27, 2012 at 10:04 a.m.** at the Tara Community Center, located at 7340 Tara Preserve Lane, Bradenton, Florida 34203.

Present and constituting a quorum:

John Schmidt	Board Supervisor, Chairman
Joe Mojica	Board Supervisor, Vice Chairman
Dan Powers	Board Supervisor
Beth Bond	Board Supervisor
Mike Dyer	Board Supervisor (via speaker phone)

Also present were:

Molly Syvret	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin (via speaker phone)
Gene Robinson	Field Manager
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Ms. Syvret called the meeting to order and proceeded to perform the roll call. The Board recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

**Administer Oath of Office to Newly
Elected Board Supervisors**

Ms. Syvret advised that Mr. Dyer was administered the Oath of Office prior to the meeting, and proceeded to administer the Oath to Mr. Schmidt. She asked Mr. Dyer and Mr. Schmidt if they would like to accept or waive supervisor compensation; both elected to accept supervisor compensation. Ms. Syvret distributed Supervisor Reference Guides to all Supervisors and provided a brief overview of the contents.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2013-01,
Reappointing Officers of the District**

Ms. Syvret provided an overview of the resolution, advising that the Statutes require the Board to organize and appoint officers of the District as soon as practical following an election. Ms. Bond nominated Mr. John Schmidt as Chairman and provided a brief summary of her choice for Mr. Schmidt for Chairman. Mr. Powers seconded the nomination. No other nominations for Chairman were made. Mr. Powers nominated Mr. Joe Mojica as Vice Chairman and provided a brief summary of his choice for Mr. Mojica for Vice Chairman. Ms. Bond seconded the nomination. There were no other nominations for Vice Chairman. Mr. Schmidt and Mr. Mojica acknowledged their acceptance of the offices for which they were nominated.

Ms. Syvret advised that typically the remaining supervisors are appointed as Assistant Secretaries, along with the District Management staff, for signature purposes. Mr. Powers, Ms. Bond, and Mr. Dyer declined appointment as an Assistant Secretary and requested to carry the title Board Supervisor.

Discussion ensued regarding the difference between being appointed an Assistant Secretary or maintaining the title Board Supervisor.

On a Motion by Mr. Powers, seconded by Ms. Bond, with all in favor, the Board adopted Resolution 2013-01, Reappointing Officers of the District as follows: Mr. John Schmidt to serve as Chairman; Mr. Joe Mojica to serve as Vice-Chairman, and Ms. Molly Syvret and Ms. Kari Hardwick to serve as Assistant Secretaries, for the Tara Community Development District 1.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisors' Meeting Held on
October 23, 2012**

Ms. Syvret presented the Minutes of the Board of Supervisors Meeting held on October 23, 2012. She asked if there were any revisions. There were none.

On a Motion by Mr. Mojica, seconded by Mr. Schmidt, with all in favor, the Board approved the Minutes of the Board of Supervisors Meeting held on October 23, 2012, for the Tara Community Development District 1.

FIFTH ORDER OF BUSINESS

**Consideration of the Operations and
Maintenance Expenditures for the
Month of October 2012**

Ms. Syvret presented the Operations and Maintenance Expenditures for October 2012, advising expenditures totaled \$34,207.32. She asked if there were any questions. Questions were entertained regarding various invoices.

On a Motion by Mr. Schmidt, seconded by Mr. Powers, with all in favor, the Board approved the Operations and Maintenance Expenditures for the Month of October 2012, for the Tara Community Development District 1.

SIXTH ORDER OF BUSINESS

Discussion Regarding District Financials

Ms. Syvret provided an overview of the District Financials for the month of October 2012. Discussion ensued.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2013-02,
Reappointing an Assistant Treasurer**

Ms. Syvret provided an overview of the resolution, advising that position and personnel changes have occurred within Rizzetta & Company and management is requesting to reappoint the Assistant Treasurer at this time.

On a Motion by Mr. Powers, seconded by Mr. Mojica, with all in favor, the Board adopted Resolution 2013-02, Reappointing Mr. Joe Kennedy as Assistant Treasurer, for the Tara Community Development District 1.

EIGHTH ORDER OF BUSINESS

**Discussion Concerning Community
Center Security**

Mr. Schmidt reviewed an updated proposal regarding security options for the community center. After providing an analysis of the costs of implementing alarm systems, key cards, etc versus the value of equipment being secured, Mr. Schmidt concluded that a reasonable alternative would be to replace keys and door lock tumblers once every two years. Discussion ensued.

On a Motion by Ms. Bond, seconded by Mr. Mojica, with all in favor, the Board accepted the findings of the security proposal as presented and approved that keys and door lock tumblers should be replaced every two years, for the Tara Community Development District 1.

NINTH ORDER OF BUSINESS

**Discussion Concerning Community
Signage**

Mr. Powers suggested that the Board generally discuss signage for purposes of this meeting, and the Board should think about what actions they would like to take so that the action can be taken up at the next meeting.

Discussion ensued regarding the digital speed signs placed in various locations. It was clarified that these signs belong to the County, not the District, and were placed temporarily with the intention that they be removed by the County within a few months. Mr. Schmidt advised the signs can be taken away if the County is notified. Further discussion ensued. Mr. Powers advised the Community Center parking space signs are in disrepair, adding that he did not think they are

necessary and the Board should consider removing them. Mr. Powers advised there are signs in the District that are not necessary; for example the 25 mile per hour speed limit sign on Aviary Court. Discussion ensued. It was noted that speed limit signs are not District, as the roads are owned and maintained by the County. Mr. Powers advised the last issue with respect to signage is the signs in the lake prohibiting fishing. Mr. Powers suggested that the signs are okay with respect to lakes owned by the CDD, however there may be some signs currently installed in lakes that are maintained by the CDD, but not owned by the CDD, and those should be removed.

TENTH ORDER OF BUSINESS

Discussion Regarding District Rules of Procedure

Ms. Bond distributed a written copy of a proposed resolution to adopt Roberts Rules of Order as the procedural rules for the District. Ms. Bond made a motion, which was seconded by Mr. Powers to adopt Roberts Rules of Procedure. Discussion ensued. Mr. Schmidt suggested that the language in the proposed resolution referencing committees be removed, which was agreed to by Ms. Bond and the remainder of the Board.

On a Motion by Ms. Bond, seconded by Mr. Powers, with all in favor, the Board adopted Roberts Rules of Order as the procedural rules of the District, for the Tara Community Development District 1.

Mr. Schmidt advised that beginning in January he will be running meetings, though he would like to share that responsibility with the remainder of the Board members.

ELEVENTH ORDER OF BUSINESS

Discussion Regarding District Committees and Fact Finding Groups

Discussion was held during the prior order of business, no Board action was taken.

TWELFTH ORDER OF BUSINESS

Discussion Regarding Reassignment of Supervisor Responsibilities

Mr. Schmidt distributed a proposed schedule for community center coverage in the absence of the Field Manager. Discussion ensued.

On a Motion by Mr. Powers, seconded by Ms. Bond, with all in favor, the Board approved the 2013 Supervisor Schedule for Community Center Coverage, for the Tara Community Development District 1.

Mr. Schmidt provided an overview of the categories of supervisor responsibility areas for the District. The Board discussed which individuals should handle each area. The responsibilities were assigned as follows: Joe Mojica – landscaping; Mike Dyer – community center and budget; Beth Bond – pond maintenance and engineering; John Schmidt – government, TMA and golf course liaison; and Dan Powers – miscellaneous areas, including signage.

THIRTEENTH ORDER OF BUSINESS

**Discussion Regarding Policies Relating to
Hiring of Individuals Residing Within the
District**

Mr. Schmidt provided an overview of the policy as it was previously approved, and suggested that the Board retain the policy. Discussion ensued.

<p>On a Motion by Mr. Powers, seconded by Mr. Mojica, with all in favor, the Board confirmed the policy that residents of the District may not be hired as field manager for the District, for the Tara Community Development District 1.</p>

Mr. Powers stated he has distributed a copy of the Tara CDD job description for Field Manager and suggested that it should be reviewed and revised. Ms. Syvret confirmed the Field Manager is an employee of the District and his paychecks are paid by the District. Discussion ensued. Mr. Schmidt requested that this item be discussed later in the meeting.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker provided an overview on Sunshine Laws for new Supervisors and distributed a 2012 Ethics manual. Mr. Vericker further reviewed the Florida Attorney General opinion concerning use of technology/teleconference. Mr. Vericker requested that the Board think about what the policy should be for participating by phone, and what qualifies as an extraordinary circumstance to entitle a Supervisor to participate by teleconference or other means.

B. District Engineer

Mr. Schappacher was not present and did not have a report.

C. Field Manager

Mr. Robinson confirmed with Mr. Dyer whether to use his given name and middle initial on his Board name plate and business card. Mr. Dyer asked that the name plate and business card state Michael C. Dyer as there is another Mike Dyer in the community.

Mr. Robinson advised the County is completing repairs for sidewalks identified within the District which were in disrepair.

Mr. Robinson advised mulching will begin soon, and reminded the Board that it had previously been determined to use a reduced amount of mulch for this event, which will also reduce the cost. He advised the encroachment cutting will occur in December and the trimming of palm trees will take place in January.

Mr. Robinson advised the compressor on the water fountain has gone bad and will cost approximately \$400 to \$500 to repair.

Mr. Robinson advised he was tendering his resignation as field manager at the end of this week. He advised he can come in a few days the following week. He thanked the Board for a fantastic run over the last six years.

Mr. Schmidt requested approval from the Board to work with the District Manager to draft a new Field Manager job description. He asked that the Board help cover in the absence of Mr. Robinson until a new Field Manager can be found. Discussion ensued regarding an interim Field Manager.

D. District Manger

Ms. Syvret advised the next meeting of the Board of Supervisors is scheduled for January 22, 2013 at 10:00 am.

Ms. Syvret requested further discussion on the field manager matter, suggesting that some type of authority should be provided to hire an interim field manager, if that is how the Board wanted her to proceed. Discussion ensued regarding the hourly/weekly rate for hiring a new field manager.

On a Motion by Mr. Schmidt, seconded by Ms. Bond, with all in favor, the Board Authorized the District Manager to secure an interim field manager not to exceed \$15 per hour, five hours per day, or \$350 per week, for the Tara Community Development District 1.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Supervisor comments were then entertained.

1. Mr. Schmidt advised he received a proposal from Florida Lawn Pros in the amount of \$985 to install rock beds adjacent to the golf cart path leading to the community center in order to address drainage issues.

On a Motion by Mr. Schmidt, seconded by Ms. Bond, with all in favor, the Board approved a proposal from Florida Lawn Pros, in an the amount of \$985, to install rock beds adjacent to the cart path leading to the Community Center to address drainage issues, for the Tara Community Development District 1.

Mr. Schmidt advised he received an estimate from Conway & Sons regarding replacement of the front entry door in the amount of \$7,317.82. He provided an overview of the proposal. Discussion ensued. Ms. Syvret confirmed that this item was provided for in the capital improvement budget for this fiscal year.

On a Motion by Mr. Schmidt, seconded by Mr. Mojica, with all in favor, the Board approved the proposal from Conway & Sons for replacement of the front entry door in an amount not to exceed \$7,400, for the Tara Community Development District 1.

Mr. Schmidt presented a plaque in honor of Mr. Connor's service on the Board, which he will give to Mr. Connor. He also distributed a draft copy of the newsletter. Discussion ensued.

2. Mr. Mojica advised the crown molding and rope lighting in the Community Center has been completed.
3. Mr. Powers congratulated the new Supervisors on their elections. He then thanked Mr. Robinson for his service.
4. Mr. Dyer thanked Mr. Robinson for his service.

Hearing no further Supervisor requests, Ms. Syvret opened the floor to Audience questions or comments. Questions and comments were entertained.

Ms. Bond addressed the Board regarding the communications committee.

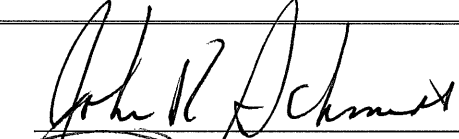
SIXTEENTH ORDER OF BUSINESS

Adjournment

Ms. Syvret advised there was no further business to come before the Board and asked for a motion to adjourn the meeting.

On a Motion by Mr. Powers, seconded by Mr. Schmidt, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 12:45 pm, for the Tara Community Development District 1.


Secretary / (Assistant Secretary)


Chairman / Vice Chairman