

**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**

The regular meeting of the Board of Supervisors of the Tara Community Development District 1 was held on **Thursday, November 17, 2005 at 7:00 p.m.** at the Tara Clubhouse, located at 7340 Tara Preserve Lane, Bradenton, Florida 34203.

Present and constituting a quorum:

John Agnelli	<b>Board Supervisor, Chairman</b> (via speakerphone)
Tom Holm	<b>Board Supervisor, Vice Chairman</b>
Timothy Lenz	<b>Board Supervisor, Assistant Secretary</b>
Tom Horner	<b>Board Supervisor, Assistant Secretary</b>
Stuart Prall	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Karen Hartman	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Michelle Hall	<b>District Counsel, Dye, Deitrich, Prather, Petruff &amp; St. Paul</b>
Bob Lombardo	<b>District Engineer, Lombardo, Foley &amp; Kolarik, Inc.</b>
Rick Kegley	<b>Field Manager</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Hartman called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Administer Oath of Office to Newly  
Appointed Supervisors**

Ms. Hartman stated that the first item on the agenda was to administer the oath of office to the newly appointed Supervisor. Ms. Hartman, a Notary Public in the State of Florida, administered the oath of office to the new Supervisors. Each Supervisor was asked to raise his right hand and swear and affirm to the oath she read. All Supervisors present swore and affirmed to the oath.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors Meeting on  
September 22, 2005**

Ms. Hartman stated that the next item on the agenda was the consideration of minutes from the Board of Supervisors' meeting on September 22, 2005. She asked if there were any questions. Mr. Holm stated that there needed to be a correction made to the minutes on page 5, regarding the Neighborhood Watch Program. Ms. Hartman acknowledged the correction, and asked for a motion to approve.

On a Motion by Mr. Holm, seconded by Mr. Prall, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting on September 22, 2005 for Tara Community Development District 1.

**FOURTH ORDER OF BUSINESS**

**Discussion on Workshop Meeting  
Minutes held on October 27, 2005**

Ms. Hartman stated that the next item on the agenda was the discussion on workshop meeting minutes held on October 27, 2005. Ms. Hartman asked if there were any questions. Hearing none, she asked for a motion to approve.

On a Motion by Mr. Holm, seconded by Mr. Lenz, with all in favor, the Board approved the minutes of the workshop meeting on October 27, 2005 for Tara Community Development District 1.

**FIFTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for October  
and November 2005**

Ms. Hartman stated that the next item on the agenda was the consideration of operation and maintenance expenditures for October and November 2005. Mr. Holm had questions regarding the invoices. Ms. Hartman explained them in detail. Ms. Hartman asked if there were any other questions. A discussion ensued. The Board agreed to approve the operation and maintenance expenditures for October and November 2005 with more information to be provided at the next meeting. Ms. Hartman asked for a motion to approve.

On a Motion by Mr. Holm, seconded by Mr. Horner, with all in favor, the Board approved the Operation and Maintenance Expenditures for October and November 2005 for Tara Community Development District 1.

**SIXTH ORDER OF BUSINESS**

**Presentation of Series 2000A and B  
Arbitrage Rebate Calculation Report**

Ms. Hartman stated that the next item on the agenda was the presentation of Series 2000A and B Arbitrage Rebate Calculation report. Ms. Hartman asked if there were any questions. There were none.

It was stated that there is a new contract with a pool vendor. It was recommended that the contract must include that the pool be vacuumed at least three times a week, the temperature must remain at 85-87 degrees, and there must be a self locking gate in the pool area.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Request for  
Proposals for Landscape Maintenance**

Ms. Hartman stated that the next item on the agenda was the discussion regarding the Request for Proposals (RFP) for landscape maintenance. Ms. Hartman stated that the RFP was advertised in the newspaper. Ms. Hartman stated that they received a bid from Tropical Landscape Solutions, Inc. for \$147,600, Luke Brothers Inc. for \$147,600, and Florida Lawnpros, Inc. for \$155,604. She stated that she did some research due to the fact that there were two bidders who proposed the same exact amount. Ms. Hartman stated that after doing further research, she found several differences between the two. Ms. Hartman stated that the two lowest bidders were Tropical Landscape Solutions, Inc. and Luke Brothers, Inc.

It was discussed that Tropical Landscape Solutions, Inc. knew the working crew would consist of six men to be onsite, nine to ten hours weekly. It would also include a five member crew for approximately two hundred man hours weekly. All of this information was included in the bid amount.

It was stated that Florida Lawnpros, Inc. however, did not know the number of acres of turf, nor did they know the number of acres of bed. They did say that they estimated 20-24 crew members to be onsite 2-3 days weekly.

It was stated that Luke Brothers Inc. were specific in the number of acres and in the number of bedding. Luke Brothers came out on site, walked the property, and measured it. Tropical Landscape measured the property as well. Luke Brothers mentioned some scenarios to the District that they were offering as extra services that they could provide.

It was recommended that the District take the two qualified lowest bids that were received which is Tropical Landscape Solutions, Inc., and Luke Brothers Inc. Ms. Hartman stated that she had asked Luke Brothers Inc. specific questions as she has worked with them before on a different District.

Ms. Hall briefly reviewed the Rules of Procedure, specifically covering the rules to follow when choosing a landscape maintenance vendor.

Mr. Horner stated that the bids are inadequate. He has spoken to an agent within Manatee County regarding a few issues that were listed in the RFP that was submitted. The first issue that was discussed was the lawn mowing schedule. The bid states that the schedule begins May 1<sup>st</sup> through September 30<sup>th</sup>. The county agent stated that the correct schedule that the county follows, begins April 1<sup>st</sup> and ends October 31<sup>st</sup>.

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The second issue discussed was regarding the bed of plants that is controlled by chemical and mechanical means. Currently, the beds are weeded once per month. It was suggested that this be changed to constantly controlling the weed growth so the beds will be weed free.

The third issue was regarding the planting of the annuals. It was stated that the contract currently advises replacing the annuals four times each year. It was suggested that the size, and the number of annuals to be replaced, be more specific.

The fourth issue was regarding the fertilization process. It was stated by the county agent that it is not necessary to fertilize during the month of March due to the sun exposure being higher than the previous months.

Mr. Horner made a motion to authorize District management to re-advertise the RFP for landscape maintenance services with the corrections noted. Ms. Hartman asked if there were any questions. Hearing none, she asked for a motion to approve.

On a Motion by Mr. Horner, seconded by Mr. Prall, the board authorized District management to re-advertise the RFP for landscape maintenance services with corrections noted for Tara Community Development District 1.

It was stated that there needs to be a second motion made to allow the three responders to bid on the modified RFP with a 10 day deadline from the day of the present meeting. The responses should be readily available and put onto the agenda for the next scheduled Board meeting. Ms. Hartman asked if there were any questions. Hearing none, she asked for a motion to approve.

On a Motion by Mr. Holm, seconded by Mr. Horner, with all in favor, the Board agreed to allow the three responders to bid on the modified RFP with a 10 day deadline from the day of the present meeting for Tara Community Development District 1.

## **EIGHTH ORDER OF BUSINESS**

### **Consideration of Recommendation from Inspection Report**

Ms. Hartman stated that the next item on the agenda was the consideration of recommendation from the inspection report. It was stated that the inspection was in regards to the tennis courts, the doors, the air conditioning, the pool, and the plumbing. It was stated that the pool vendor has changed, and there was a lot of maintenance done to the pool. Ms. Hartman stated that there was a company out of Sarasota hired to install the security cameras.

It was stated that there needs to be trash cans placed within the tennis courts, and around the pool areas. It was recommended that these trash cans be bolted into a slab of cement.

It was also recommended that the tennis courts need to be resurfaced. There are areas across the courts that allow water puddles to form and there isn't a drainage system to reduce the damage being done to the court surface.

It was also stated that there is exterior drywall damage on the clubhouse that needs to be replaced.

It was approved by the Board that if there are any concerns that need to be brought up to the District Counsel, they need to be addressed either at a public Board meeting by the Board as a whole, or by the District Manager.

**NINTH ORDER OF BUSINESS**

**Discussion regarding Resolution 2004-04,  
Authorizing the Disbursement of Funds  
for Payment of Certain Continuing  
Expenses**

Ms. Hartman stated that the next item on the agenda was the discussion regarding resolution 2004-04, authorizing the disbursement of funds for payment of certain continuing expenses. A lengthy discussion ensued. It was stated that this item is tabled until the next scheduled meeting on December 22, 2005.

**Staff Reports**

A. District Counsel

Ms. Hall stated that she researched the issue of whether the Board member may attend a Board of Supervisors meeting via speakerphone. She stated that they may, only if they are physically unable to be present due to illness. She also stated that attending by phone does not make up a quorum. Questions arose regarding Board member attendance, it was stated that there was not a policy in effect currently. Ms. Hall stated that she would bring examples of attendance policies back to the next scheduled meeting for the Board to consider.

B. District Engineer

It was stated that there will be a map created that shows what areas of the community the District is responsible for maintaining.

C. District Manager

Ms. Hartman stated that she will be scheduling a workshop meeting for Monday, December 12<sup>th</sup> at 10:00 a.m. The meeting will be held at the Tara Clubhouse.

Ms. Hartman stated that the District paid the security company a deposit so that they could install the security cameras. They plan to begin this after the Thanksgiving break as the field manager will not be available. Ms. Hartman stated that the security guard will no longer be needed after the cameras are installed and are properly working.

There was discussion regarding the issuance of keys to the residents to have access to the pool areas. There was a lengthy discussion regarding the installment of security pads to prevent non-resident guests from using the facilities.

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**TENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**


Ms. Hartman stated that the next item on the agenda was Supervisor requests and audience comments. Ms. Hartman asked if there were any Supervisor requests. A brief discussion ensued. Ms. Hartman asked if there were any audience comments. Audience comments were entertained but no Board action was taken.

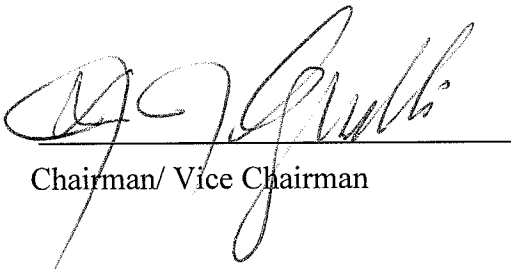
**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Hartman stated that there were no other agenda items to come before the Board. She asked for a motion to adjourn. The meeting was adjourned at 9:45 p.m.

On a Motion by Mr. Holm, seconded by Mr. Horner, with all in favor, the Board of Supervisors adjourned the meeting at 9:45 p.m. for Tara Community Development District 1.

  
Secretary/Assistant Secretary

  
Chairman/ Vice Chairman