

**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 **continued** meeting of the Board of Supervisors of the Tara Community Development District 1 was held on **Friday January 25, 2008 at 9:30 a.m.** at the Tara Community Center, located at 7340 Tara Preserve Lane, Bradenton, Florida 34203.

Present and constituting a quorum:

Peter Pfeiffer	<b>Board Supervisor, Chairman</b>
Gerald Wixson	<b>Board Supervisor, Vice Chairman</b>
Rick Thorson	<b>Board Supervisor, Assistant Secretary</b>
G. Darby Connor	<b>Board Supervisor, Assistant Secretary</b>
Dan Powers	<b>Board Supervisor, Assistant Secretary</b> <i>(joined meeting in progress)</i>

Also present were:

Karen Hartman	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Steve Murman	<b>Director of Accounting Services, Rizzetta &amp; Company, Inc.</b>
Paullette Pomerleau	<b>Administrative Assistant, Rizzetta &amp; Company, Inc.</b>
Gene Robinson	<b>Field Manager</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

Ms. Hartman stated that Mr. Steve Murman, Director of Accounting Services with Rizzetta & Company, Inc., was present to address the Board regarding the following questions and issues:

*Mr. Powers joined the meeting in progress.*

1. Is the county or the CDD Board responsible for collecting delinquent CDD fees?

A: Mr. Murman stated that Manatee County Tax Collector is responsible for the collections since the District is 100% on the tax roll.

2. Line items need to be numbered and cash disbursements should refer to budget line items for ease of reference.

A: Mr. Murman stated that this will be evaluated on behalf of the Board.

3. Monthly details should be provided in each miscellaneous category of the budget.

A: Mr. Murman stated that a summary will be provided by the District Manager each month on the miscellaneous items.

4. How is the \$50,000 carryover treated accounting wise, and how many years will it be carried over?

A: Mr. Murman stated that the Fund Balance can be seen on the bottom of Fund Balance in the Income Statement, and that it was used to offset increases in assessments.

He stated that it is appropriated and planned to be spent this year, which is at the discretion of the Board.

5. Each month explain overage coverage in each budget line item.

A: Mr. Murman stated that the District Manager will provide a monthly summary of the averages.

6. For outstanding checks/vouchers, are they reflected in the budget for the month or must they be added in manually by the Board?

A: Mr. Murman stated that all expenses are on an accrual basis, meaning that if the invoices are received by accounting they accrue the expense.

7. Do "Tax Roll" revenues equal the amount actually collected or the estimated amount to be collected? Where does one find out the number of delinquent homeowner accounts, and is this reflected in the budget?

A: Mr. Murman stated that the Tax Roll is what is collected by the Tax Collector, and the revenue reflects assessments that will be collected.

8. Explain details of CDD monies invested.

A: Mr. Murman stated that the SBA is no longer used and investments have been switched to US Bank. All investments are in compliance with the Florida Statutes.

9. What was the first draw-down amount from the county and when?

A: Mr. Murman stated that the Tax Collector starts receiving payments in November, when collected, and the payments are remitted for deposit with the District.

**THIRD ORDER OF BUSINESS**

**Discussion Regarding Approved and  
Pending Facility Improvement Projects**

Ms. Hartman stated that the next item on the agenda was the discussion regarding several approved and pending projects. She stated that funds for all of the projects were not available at this time and that some of the projects needed to be revisited. Ms. Hartman identified the previously approved projects, with the amounts needed to complete the projects, as follows:

• Painting of Clubhouse	\$ 5,200.00
• Fencing	1,793.00
• Plants	662.00
• Plants	1,903.00
• Trees	4,876.00
• Furniture	4,105.00
• Pool Deck	5,100.00
• Camera	4,500.00
• Pool Fence	6,623.00
• Pergola	8,390.00
• Lawn Up	3,000.00
• Mulch	21,429.00
• Electric/John Agnelli	3,600.00
• Well	<u>11,000.00</u>
TOTAL	\$ 82,181.00

Ms. Hartman stated that the following discretionary line item amounts in the current fiscal year's budget are as follows:

• Landscape Replacement	\$ 32,000.00
• Capital (Pool, Painting)	22,000.00
• Miscellaneous Contingency	26,554.00
• Contingency for TRIM	30,000.00
• Capital Reserve	<u>25,000.00</u>
TOTAL	\$ 135,554.00

Ms. Hartman stated that at this time \$41,273 remains in discretionary expense lines for the year, to pay expenses in October and November 2008. A brief discussion ensued regarding these findings.

Ms. Hartman stated that there was a need for some housekeeping regarding the minutes of the Board of Supervisors' meeting held on December 20, 2007. She stated that a motion was made and passed for the application of a liquor license to be completed. Ms. Hartman explained that the use of the term "liquor license" was in error, as this was simply intended to mean that the District wanted to ensure its insurance liability coverage when someone renting the facility had an event where alcoholic beverages were consumed. A brief discussion ensued.

On a Motion by Mr. Wixson, seconded by Mr. Connor, with all in favor, the Board rescinded its motion for staff to complete an application for a Liquor License, for the Tara Community Development District 1.

On a Motion by Mr. Wixson, seconded by Mr. Connor, with all in favor, the Board approved obtaining the cost to the District for coverage that would allow users of its facilities to consume alcoholic beverages, for the Tara Community Development District 1.

**FOURTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Ms. Hartman stated that the next item on the agenda was Supervisor Requests and Audience Comments. She asked if there were any audience comments.

A brief discussion ensued regarding the scheduled budget workshops and it was stated that the first workshop will be held on February 6, 2008 at 9:30 a.m. Ms. Hartman stated that the workshops had been advertised as Board Meetings and that any Board Supervisor wishing to attend the workshops may do so.

Ms. Hartman asked if there were any Supervisor Requests.

Mr. Connor discussed cost saving measures when the well is installed that would reduce the monthly amount for filling Lake 15. He further stated that sealing the pavers could wait until next fiscal year.

Mr. Powers discussed the damage on Tara Boulevard that was caused by a car accident. Insurance information was provided for the damages caused by the vehicle, along with the police report.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

Ms. Hartman stated that there were no further items on the agenda and asked for a motion to adjourn the meeting.

On a Motion by Mr. Powers, seconded by Mr. Connor, with all in favor, the Board adjourned the meeting at 11:20 a.m., for the Tara Community Development District 1.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman