

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.

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Arlington Ridge Community Development District was held on **Wednesday, February 8, 2017 at 1:05 p.m.** at Fairfax Hall, located at 4475 Arlington Ridge Boulevard, Leesburg, FL 34748.

Present and constituting a quorum:

Dominic Setaro, Jr.	Board Supervisor, Chairman
Sharon Brown	Board Supervisor, Vice Chairman
Thomas Michenzi	Board Supervisor, Assistant Secretary
Ronald Worrich	Board Supervisor, Assistant Secretary
Gloria Faylor	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping Green & Sams
Art Erickson	FLC Developer
Roy Deary	Vesta
Jake Bloodworth	Floralawn
Chris Semko	Floralawn
Luis Isles	Floralawn
Thomas Eleazer	FLC Leisure Communities
Robbie Salzman	FLC Leisure Communities
Kyle Nelson	Operations Manager
Scott Green	Field Operations Manager
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Jeancola called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Introduction of Board and Staff

Members of the Board and Staff introduced themselves to the members of the audience.

THIRD ORDER OF BUSINESS

Audience Comments

There were no audience comments put forth at this time.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes from the Board
of Supervisors Meeting held on January
11, 2017**

Mr. Jeancola stated that the minutes were reviewed by District Counsel. Minor revisions were requested to lines 194, 100, 212, and 292.

On a Motion by Ms. Brown, seconded by Ms. Faylor, with all in favor, the Board of Supervisors approved the minutes, with said changes, from the Board of Supervisor's meeting held on January 11, 2017, as discussed, for Arlington Ridge Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Unaudited Financial
Statement for November & December
2016**

The Board reviewed the Unaudited Financial Statement for November & December 2016. General discussion ensued.

On a Motion by Ms. Faylor, seconded by Ms. Brown, with all in favor, the Board of Supervisors accepted the unaudited financial statement for November & December 2016 for Arlington Ridge Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures for December
2016**

Discussion was held regarding various invoices and the services represented. Brief discussion ensued regarding BMI and addressing anything related to the General Manager instead of Dana Cox. A question was raised about the golf course charge for \$23,000.00 Mr. Setaro explained that the charge was "a wash" as the agreement includes the District's use of the trailer and storage which offsets the \$23,000.00. Another question was raised regarding the Duke Energy charge and if it was associated to a specific club house. Mr. Jeancola stated that it is related to all facilities and not specific to anything particular. Discussion ensued.

On a Motion by Mr. Michenzi, seconded by Mr. Worrich, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for December 2016 totaling \$76,519.66, for Arlington Ridge Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Hopping Green & Sams
Fee Letter**

Mr. Setaro and Ms. Brown both expressed their appreciation for Ms. Kilinski and her hard work and dedication to the District. They feel that the increase for Hopping Green & Sams' service is justified.

On Motion by Ms. Brown, seconded by Ms. Faylor, with all in favor, the Board of Supervisors' approved the Hopping Green & Sams Fee Letter, for Arlington Ridge Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Landscape Related
Items**

Mr. Green presented the January 2017 field inspection report to the Board. He stated that the crepe myrtle trimming was scheduled for later this month or March 1st, 2017. He also mentioned that the pine straw/mulch work was completed.

A comment was made regarding item 11 and that FLC agreed to pay for any damage that may be caused by the cable company. A request was made to move the spool as it has been there since last summer and is an eye sore. A question was raised regarding item 12 regarding a leak and Mr. Green stated it is the City's issue.

Mr. Setaro commented on item 2 and the Arlington Ridge sign being covered by growing plants. He also asked if there was any confirmation regarding Floralawn treating the Bermuda areas and whether it was in the contract or not. Mr. Semko stated that they are treating the turf in St. Augustine and do not classify it as Bermuda. There are some areas that they cannot treat. Mr. Setaro questioned if the valve/zone issue along the Boulevard was resolved as the water is constantly going off about 3 times a day. There wasn't anything wrong with the controller.

NINTH ORDER OF BUSINESS

**Consideration of Floralawn Proposals –
Landscape Maintenance for Common
Grounds (Pond Mowing)**

Mr. Worrich updated the Board on what should be cut by the golf course and what was CDD property. The RV Lot costs \$450.00 per month and this may need to be re-negotiated. The golf course maintains CDD areas that are in play. Discussion ensued.

It was decided to table the proposal in the amount of \$10,320.00 until the next meeting.

TENTH ORDER OF BUSINESS

Consideration of RV Layout Redesign

Mr. Setaro confirmed that the design layout was approved at the previous meeting in the amount of \$1,500.00. About a day or two after the meeting, he was approached by Mr. Don Lacke (fellow resident/neighbor) who offered to provide these services at no cost to the District.

Mr. Nelson stated that the new design would provide about 3-4 extra spots. The spots would be numbered and there will be a total of about 59 spots in total.

On Motion by Ms. Brown, seconded by Mr. Michenzi, with all in favor, the Board of Supervisors' approved the RV Layout Redesign, for Arlington Ridge Community Development District.

ELEVENTH ORDER OF BUSINESS

Discussion Regarding Common Survey

Mr. Jeancola suggested amending the agenda to include the discussion regarding the common survey and utilizing the area adjacent to the tennis courts.

On Motion by Ms. Brown, seconded by Mr. Michenzi, with all in favor, the Board of Supervisors' amended the agenda to include the discussion of a common survey, for Arlington Ridge Community Development District.

Mr. Ryan reviewed the survey which extends parking and proposes 2 bocce ball courts, 1 pickle ball court, 4 shuffleboard courts, a picnic area and a sitting area, etc. He suggested obtaining proposals even if they are not within the budget at this time. It was suggested that experienced residents be considered to put together some of these courts in the meantime. Mr. Setaro said that this should be a starting point. Mr. Ryan stated that he would like to continue to work with Mr. Nelson and Mr. Worrich on this topic.

TWELFTH ORDER OF BUSINESS

Discussion Regarding RV Lot Policies

The Board discussed the possibility of charging a fee and agreed to explore potential charges. Ms. Brown suggested basing the fee on lot sizes (small, medium and large) as previously mentioned Mr. Nelson. Discussion ensued.

There was a comment regarding a potential towing company. A Legacy HOA board member will share the name of the company that they currently have a contract with.

There was a resident comment suggesting that if a fee will be charged, the funds should be used to repair and install things like the security system, lighting and electricity. Discussion ensued regarding a resident stating that he was told that he was entitled to free parking by a salesperson. Mr. Setaro clarified that he had already spoken with him regarding this matter.

THIRTEENTH ORDER OF BUSINESS Discussion Regarding Traffic
Enforcement

Mr. Jeancola updated the Board regarding traffic enforcement. He spoke with The City of Leesburg Police Department's Sergeant Grant who indicated that they acquired use of two speed data devices to monitor trouble spots. He requested permission to secure one of the devices and to install it at White Plains for about a week and then along the main Boulevard. This will be done free of charge. The Board agreed to have the device installed.

A resident reported that there are 2 restaurant employees that are habitual offenders.

FOURTEENTH ORDER OF BUSINESS Discussion Regarding Restaurant
Operations and Management

Ms. Kilinski stated that Vesta terminated their contract with the District and there will be a 90 day transition but it could be less. She has worked closely with Mr. Setaro to put together ideas regarding restaurant management structure. She reviewed the organizational chart in detail and is proposing onboarding these individuals as District employees. She would like to continue the meeting to discuss pay ranges, benefits, and job descriptions in more detail.

Ms. Kilinski reviewed the general manager offer letter. Mr. Setaro indicated that Mr. Nelson would be able to begin full-time on March 1st, 2017. Brief discussion ensued.

On Motion by Ms. Brown, seconded by Ms. Faylor, with all in favor, the Board of Supervisors' accepted the General Manager Offer Letter, for Arlington Ridge Community Development District.

Ms. Kilinski reiterated that there will be a more formal package at the continuance regarding job descriptions, pay ranges, maximum benefit allowance, advertising positions and performance evaluations. Authorization will be sought at that next meeting.

Ms. Brown suggested changing the bookkeeper's pay range from \$10.00 -\$12.00 to \$10.00 -\$15.00.

On Motion by Ms. Faylor, seconded by Ms. Brown, with all in favor, the Board of Supervisors' approved the staffing categories, for Arlington Ridge Community Development District.

Ms. Brown discussed the recording of gift cards. The financials reflect a difference of about \$1,300.00 because discounts were being given on the gift cards on trivia night. This has to be expensed as Marketing.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No Report.

B. District Engineer
Not Present.

C. Amenity Management

Mr. Nelson informed the Board that he was still working on a punch list and discussed a few items. He said that a cellular reader could be installed at the RV lot in order to make the access card system compatible with the current system. Putting in an Internet connection is an alternative but he feels that the cellular reader is the better option. He received some proposals for the craft room. There is a resident who is willing to build the cabinets for the wall. He discussed some upcoming special events that were coming up.

Ms. Brown reminded Mr. Nelson to get more proposals for the monument signs.

Discussion ensued regarding a few other miscellaneous items.

A resident raised a question regarding access to the restrooms using access cards.

A resident raised a question regarding a fence being installed by Eagle's Club to keep people from driving in and out.

Mr. Nelson mentioned a few more special events that were coming up.

A resident suggested that a reminder be sent to residents regarding minors being allowed in the pool area. They need to be with a resident to gain access to the pool.

D. District Manager

Mr. Jeancola stated that the meeting would be continued on Tuesday, February 21, 2017 at 2:00 pm.

Ms. Kilinski suggested that the Board consider a motion to terminate the Amenity contract in addition to the F&B agreement. Mr. Deary addressed the Board in regards to Vesta's termination letter dated 2/3/17 which considered both.

SIXTEENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Ms. Brown updated the Board on the Bingo machine and stated that she is looking into potential machine options. She will pull something together for the next meeting.

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Mr. Salzman discussed that Leland/Legacy Management is interested in sharing softball. Ms. Brown stated that Spanish Springs has the amenities as well.

Mr. Jeancola updated the Board regarding the e-mail transition. Mr. Elkes is working on this matter.

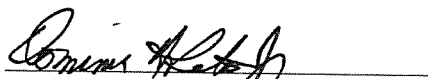
There were no Audience comments.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Brown, seconded by Mr. Setaro, with all in favor, the Board of Supervisors continued the meeting at 2:42 p.m. for Arlington Ridge Community Development District.


Assistant Secretary


Chairman/Vice Chairman