

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, July 13, 2016 at 1:02 p.m.** at Fairfax Hall, located at 4475 Arlington Ridge Boulevard, Leesburg, FL 34748.

Present and constituting a quorum:

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| Dominic Setaro, Jr. | Board Supervisor, Chairman |
| Sharon Brown | Board Supervisor, Vice Chairman |
| Stephen Smith | Board Supervisor, Assistant Secretary |
| Gloria Faylor | Board Supervisor, Assistant Secretary |
| Michael Ryan | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-------------------|--|
| Anthony Jeancola | District Manager, Rizzetta & Company, Inc. |
| Grant Phillips | District Manager, Rizzetta & Company, Inc. |
| Jennifer Kilinski | District Counsel, Hopping Green & Sams |
| Art Erickson | Developer |
| Thomas Eleazer | FL Leisure Communities (Joined in Progress 1:10 p.m.) |
| Robbie Salzman | FL Leisure Communities (Joined in Progress 1:10 p.m.) |
| Aly Leard | Operations Manager |
| Joe Montagna | Vesta |
| Chris Semko | Floralawn |
| Scott Green | Field Services Manager, Rizzetta & company, Inc. |
| Audience | |

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 on the agenda at this time.

47 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes from the Board
of Supervisors Meeting held on June 8,
2016**

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51 Discussion was held regarding the minutes with a few minor changes being requested.
52 Staff confirmed that the Board previously approved the proposed budget setting the maximum
53 assessment levels that can be adopted following the public hearing on the final budget.
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On a Motion by Ms. Brown, seconded by Mr. Ryan, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisor’s meeting held on June 8, 2016, as amended, for Arlington Ridge Community Development District.

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56 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes from the
Continued Meeting held on June 17, 2016**

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On a Motion by Mr. Ryan, seconded by Ms. Brown, with all in favor, the Board of Supervisors approved the minutes from the continued meeting held on June 17, 2016 as presented for Arlington Ridge Community Development District.

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60 **SIXTH ORDER OF BUSINESS**

**Consideration of Unaudited Financial
Statement for May 2016**

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The Board reviewed questions regarding the financial statement. Questions pertaining to debt service fund entries will be followed up upon by Mr. Kennedy.

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

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67 **SEVENTH ORDER OF BUSINESS**

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

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Discussion was held regarding various invoices and the services represented, as well as the need to establish a schedule for maintenance and replacement of the air conditioners.

On a Motion by Ms. Brown, seconded by Mr. Smith, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for May 2016 totaling \$104,039.98 for Arlington Ridge Community Development District.

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77 **EIGHTH ORDER OF BUSINESS**

**Consideration of Landscape Related
Items**

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80 Mr. Green and Mr. Semko responded to questions from the Board regarding the items in
81 the report. A brief discussion was held regarding the vegetation on the drainage area, the turf at
82 the corners of the Village Green, and the need to continue to monitor the pine trees at the corner
83 of Roanoke and Heritage.

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85 It was stated that there were no new proposals from Floralawn for Board consideration.

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87 **NINTH ORDER OF BUSINESS**

**Discussion Regarding Drainage Issue on
Arlington Boulevard**

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90 Mr. Jeancola reviewed the steps that have been taken to address the drainage issue, noting
91 that Floralawn will be cleaning up the retention area around the drainage pipes. Subsequently,
92 the drainage pipes will be cleaned out and an inline inspection will be completed using a camera
93 system to determine if further items that need to be addressed.

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95 **TENTH ORDER OF BUSINESS**

**Discussion Regarding Restaurant
Operations and Management**

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98 A lengthy discussion was held regarding the restaurant's monthly financial statement for
99 May. Concerns were expressed with what appears to be ongoing inventory issues as the
100 inventory costs do not align with sales for certain items. Mr. Montagna responded to Board
101 questions on the inventory concerns, the processing of pay requests from the District, and
102 upcoming events. He noted that the special events have been going well.

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104 Audience comments were entertained regarding the food quality at the restaurant, how
105 alcoholic sales are recorded at events outside of the restaurant, the need for the ability to present
106 the reports on a screen so residents can see what is being discussed.

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108 **ELEVENTH ORDER OF BUSINESS**

**Ratification of Acceptance and Filing of
Fiscal Year 2014/2015 Financial Audit**

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111 Ms. Kilinski stated that the last draft, inclusive of agreed-upon changes as requested by
112 the Board, was submitted to the State. Mr. Jeancola asked for a motion to ratify acceptance of the
113 audit.

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On a Motion by Mr. Ryan seconded by Ms. Faylor, with all in favor, the Board of Supervisors ratified the acceptance and filing of the Fiscal Year 2014/2015 Financial Audit for Arlington Ridge Community Development District.

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119 **TWELFTH ORDER OF BUSINESS** **Consideration of Resolution 2016-04,**
120 **Authorizing Execution and Delivery of a**
121 **Tax Certificate and 2018-G in Connection**
122 **with the Cancellation of Bonds**
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124 It was stated that there was nothing to discuss on this item at this time.
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126 **THIRTEENTH ORDER OF BUSINESS** **Discussion Regarding Security Services**
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128 Mr. Jeancola stated that the contract being proposed reflects a pay increase for the guards
129 and Supervisor, while still keeping the contract amount the same. A brief discussion ensued
130 regarding the need to sign a new contract, the possibility of some overlapping hours to allow for
131 driving through the community checking for parking violations, and the inclusion of an increase
132 of 3% annually. Mr. Jeancola stated that District Counsel will need to review some of the
133 verbiage. The Board tabled action on this item pending further discussion with the security firm.
134 A request was made that cell numbers be removed from the list.
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136 **FOURTEENTH ORDER OF BUSINESS** **Ratification of Access and Utility**
137 **Easement for Florida Fiber, LLC**
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139 Mr. Jeancola provided a brief overview of the agreement that will allow Florida Fiber to
140 install the needed utility equipment in an easement area.
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On a Motion by Mr. Ryan seconded by Ms. Brown, with all in favor, the Board of Supervisors ratified the Access and Utility Easement for Florida Fiber, LLC for Arlington Ridge Community Development District.

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143 **FIFTEENTH ORDER OF BUSINESS** **Staff Reports**
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145 A. District Counsel
146 No Report
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148 B. District Engineer
149 Not present.
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151 C. Amenity Management

152 Ms. Kilinski confirmed that the District does have a policy regarding the posting of
153 political signs, but would have to research the specifics. A resident inquired about the
154 possibility of posting a sign informing residents of a non-supportive meet and greet of
155 Lake County candidates. The Board recommended that it be posted on the bulletin Board
156 in the social center.
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158 Mr. Montagna introduced Aly Leard to the Board and members of the general audience
159 as the new Operations Manager. Ms. Leard spoke regarding the lack of available spaces
160 in the RV lot and asked for direction from the Board on how spaces are assigned. District

Counsel will provide her with the RV Lot policies. A brief discussion ensued regarding vehicles that are parked in the lot without authorization and the possibility of changing the code to the gates. It was stated that unauthorized vehicles can be towed with proper notification. A resident requested that parking spaces be identified with lines.

D. District Manager

Mr. Jeancola stated that he has been approached regarding concerns with speeding along White Plains and sought direction from the Board as to whether they would like to look into installing speed limit signs as there are none. It was stated that “No Overnight Parking” signs be installed as well. A resident recommended the installation of speed tables.

Mr. Jeancola updated the Board on the potential use of the area by the tennis courts as another common area improvement for the community. He stated that the existing geotechnical survey is old and indicates that it would only be suitable for limited usage. He presented a proposal from Universal Engineering to complete an updated geotechnical survey at a cost of \$4,810.00 that would provide additional information. Further discussion ensued regarding the scope of service and the information that will be garnered from the results.

On a Motion by Mr. Ryan seconded by Ms. Faylor, with all in favor, the Board of Supervisors approved entering into an agreement with Universal Engineering to complete a geotechnical survey of the area by the Tennis Courts at a cost of \$4,810.00, pending review of the language by District Counsel and District Engineer, for Arlington Ridge Community Development District.

SIXTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Discussion was held regarding determining a date to hold a meet and greet to introduce those individuals interested in serving on the Board. It was stated that this event would need to be advertised as a workshop. The Board set Wednesday, October 19, 2016 at 6:30 p.m. at Fairfax Hall.

Staff responded to comments on the status of certain action items including the inclusion of seasonal leaf removal in FY 16/17 budget, installation of security camera(s) at library door, and obtaining updated electronic message board quotes.

There were no audience comments put forward at this time.

ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT

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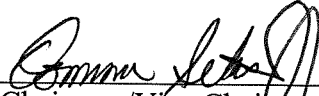
SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Setaro, seconded by Ms. Faylor, with all in favor, the Board of Supervisors adjourned the meeting at 3:26 p.m. for Arlington Ridge Community Development District.

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Assistant Secretary


Chairman/Vice Chairman