

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, August 10, 2016 at 1:02 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
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.
Lindsay Whelan	District Counsel, Hopping Green & Sams
Art Erickson	Developer
Thomas Eleazer	FL Leisure Communities (Joined in Progress 1:10 p.m.)
Aly Leard	Operations Manager
Joe Montagna	Vesta
Roy Deary	Vesta (by phone)
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

Audience comments were entertained regarding concerns with whether the gate attendee was letting non-residents in for the Christmas in July event and the quality of the sound system. A question was raised regarding why the restaurant did not accommodate Cameron's Run.

FOURTH ORDER OF BUSINESS

Consideration of Minutes from the Board of Supervisors Workshop held on July 6, 2016

Discussion was held regarding the verbiage on line 69 of the minutes, with Mr. Smith reviewing the current agreement with Arlington Ridge Holdings.

On a Motion by Mr. Ryan, seconded by Ms. Faylor, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisor's workshop held on July 6, 2016, as discussed, for Arlington Ridge Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Minutes from the Continued Meeting held on July 13, 2016

On a Motion by Mrs. Brown, seconded by Mr. Ryan, with all in favor, the Board of Supervisors approved the minutes from the continued meeting held on July 13, 2016 as presented for Arlington Ridge Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Unaudited Financial Statement for May 2016

Discussion was held regarding various items that the Board felt should be revised.

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

SEVENTH ORDER OF BUSINESS

Ratification of Operation and Maintenance Expenditures for June 2016

Discussion was held regarding various invoices and the services represented. Requests were made for back-up associated with the sales tax return and the current amortization schedule.

On a Motion by Mr. Ryan, seconded by Ms. Faylor, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for June 2016 totaling \$171,365.78 for Arlington Ridge Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Landscape Related Items

Mr. Green and Mr. Semko responded to Board questions regarding various items noted in the report. The Board provided Mr. Semko with direction as to how they would like them addressed.

NINTH ORDER OF BUSINESS

Discussion Regarding Restaurant Operations and Management

Mr. Montagna reviewed the success of recent events, noting that sales for the month of July exceeded projections by \$28,500. Discussion was held regarding adjusting Happy Hour, lunch hours, the possibility of holding Team Trivia on a monthly basis, sending out notices about events sooner, and ensuring the restaurant pays the clean up fee when they use Fairfax Hall for an event.

A lengthy discussion was held regarding continued issues with obtaining monthly financials from the restaurant in a timely manner. Mr. Montagna stated that Vesta has offered to have an outside CPA audit records at their expense. The District indicated that it would like to have a say in the hiring of the CPA. District Counsel cautioned against having more than one Supervisor participate in the initial review process.

On a Motion by Ms. Brown, seconded by Mr. Ryan, with all in favor, the Board of Supervisors appointed Mr. Setaro to act as Board Liaison in the selection of a scope of service and CPA to review restaurant records for Arlington Ridge Community Development District.

TENTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2016/2017 Final Budget

Mr. Jeancola reviewed the statutory requirements for noticing public hearing on budgets and advised that it came to his attention that only one of the two required ads ran and therefore in an abundance of caution he is recommending that the public hearing be continued. A brief discussion was held regarding setting a date for the continued meeting.

On a Motion by Mr. Ryan, seconded by Ms. Brown, with all in favor, the Board of Supervisors opened the Public Hearing on Fiscal Year 2016/2017 Final Budget for Arlington Ridge Community Development District.

On a Motion by Mr. Ryan, seconded by Ms. Brown, with all in favor, the Board of Supervisors continued the Public Hearing on Fiscal Year 2016/2017 Final Budget until August 26, 2016 at 1:00 p.m. at Fairfax Hall, located at 4475 Arlington Ridge Boulevard, Leesburg, FL 34748 for Arlington Ridge Community Development District.

Mr. Jeancola stated that during the continued public hearing the Board will entertain public comments on the budget.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-04,
Rescheduling the Public Hearing on
Fiscal Year 2016/2017**

Ms. Whelan reviewed the resolution, noting that it ratifies the actions taken by Management in rescheduling the public hearing.

On a Motion by Ms. Faylor seconded by Mr. Ryan, with all in favor, the Board of Supervisors approved Resolution 2016-04, ratifying the actions taken by Management in rescheduling the public hearing on the budget for Arlington Ridge Community Development District.

TWELFTH ORDER OF BUSINESS

**Discussion Regarding Golf Course
Retention Areas**

Discussion was held regarding the need for updated maps to assist with determining which entity is responsible for the maintenance of certain areas. A recommendation was made that a preliminary meeting be held with the District Engineer and the golf course before the engineer comes on-site. It was stated that the District does not have an estimate from Riddle Newman Engineering to completing the mapping or a timeline for the project. No Board action was taken at this time.

THIRTEENTH ORDER OF BUSINESS

**Discussion Regarding CDD Phase 2
Easement Maintenance**

Discussion was held regarding the Phase 2 easement that runs between the homes on Roanoke and Heritage and maintenance of the area, and whether or not the easement can be vacated. District Counsel reviewed the options available to the District.

Audience comments were entertained on the topic and a request made for Floralawn to provide a proposal to clean up the easement behind the homes.

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.

FOURTEENTH ORDER OF BUSINESS

**Discussion Regarding Clarification of
Guest Policies**

Ms. Brown led discussion regarding the District's Guest Policies and concerns that have been expressed with the number of guests attending events such as bingo and karaoke. It was noted that the current policy requires residents to obtain a guest pass and that residents can only invite four guests to any given event and they can only be designated as a guest fifteen times per year. Concern was expressed with policing the policy, guests at BYOB events, and the lack of a firm definition of a guest in the policy itself. After entertaining audience comments on the

policy, the Board indicated that it was satisfied with the existing policy at this time. However, it may be time to enforce the current guest policy.

FIFTEENTH ORDER OF BUSINESS

**Consideration of Fitness Services
Contract Renewal**

Mr. Jeancola presented a proposal from Fitness Services of Florida for preventive maintenance of the District's fitness equipment, explaining that the current agreement expires in 30 days. The agreement is at the same rate (\$1,575.00 per year) and calls for six on-site visits. He confirmed that the agreement does not cover the cost of any repairs needed only preventive maintenance.

On a Motion by Mr. Ryan seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the proposal from Fitness Services of Florida for Arlington Ridge Community Development District.

SIXTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-05,
Adopting Meeting Schedule for Fiscal
Year 2016/2017**

Mr. Jeancola stated that the dates listed on the resolution follow the current meeting schedule set by the District for the second Wednesday of each month at 1:00 p.m.

On a Motion by Mr. Ryan seconded by Ms. Faylor, with all in favor, the Board of Supervisors approved Resolution 2016-05, Setting meeting schedule for the second Wednesday of each month at 1:00 p.m. at Fairfax Hall, located at located at 4475 Arlington Ridge Boulevard, Leesburg, FL 34748 for Arlington Ridge Community Development District.

SEVENTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-06,
Designating a Treasurer, Assistant
Treasurer, and Secretary**

Mr. Jeancola stated that Rizzetta and Company has made some internal management changes with the pending retirement of Mr. Williams and the resolution addresses those changes.

He stated that Eric Dailey will be appointed as the Secretary, Joe Kennedy as Treasurer, and Shawn Wildermuth as Assistant Treasurer. He also confirmed that the resolution contains language stating that the prior individuals in the office are no longer serving in that position.

On a Motion by Mr. Ryan seconded by Mr. Smith, with all in favor, the Board of Supervisors approved Resolution 2016-06, appointing Eric Dailey as Secretary, Joe Kennedy as Treasurer, and Shawn Wildermuth as Assistant Treasure for Arlington Ridge Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-07,
Directing Lake County Supervisor of
Elections to Place Board of Supervisors
Candidates on General Election Ballot**

Mr. Jeancola stated that Lake County Supervisor of Elections erroneously included the District election candidates on the primary ballot and while they have acknowledged the error and will be placing all of the candidates on the General Election ballot, the early voting forms have gone out with those names on them. He emphasized that any votes cast during the primary will not be tabulated.

He asked that the Board approve Resolution 2016-07 in an abundance of caution as it essentially formalizes the discussion he had with the Supervisor of Elections. He noted that a similar resolution was approved by the Board a few years ago.

<p>On a Motion by Mr. Ryan seconded by Ms. Faylor, with all in favor, the Board of Supervisors approved Resolution 2016-07, Directing Lake County Supervisor of Elections to Place Board of Supervisors Candidates on General Election Ballot for Arlington Ridge Community Development District.</p>

NINETEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No Report

B. District Engineer
Not present.

C. Amenity Management

Ms. Leard reviewed various repairs made throughout the community over the past month and spoke regarding a local charity event that she will be partnering with the Chamber on to benefit local schools. She reviewed a few of the events for fiscal year 2016/2017 discussed at the recent event committee meeting.

Ms. Leard sought clarification from the Board regarding the rental forms for Fairfax Hall that do not reflect the security deposit or clean-up fees, giving priority to RV's in the RV lot rather than boats. The Board indicated that the Board already approved the addition of the deposit and clean-up fees and the forms just need to be updated. The Board also approved RV's having priority in the RV lot and boats second. Trailers are only allowed if there is additional space.

Discussion was held regarding whether the Chamber has paid the rental fee for the charity event. It was decided to request a security deposit and clean-up fee based on past experience; however if they refuse the agreement should be honored as it was made by a prior CDD employee. District Counsel has recommended that any existing contracts be honored, but letters sent informing the renters of the change in policy for any future events.

Discussion was held regarding moving the defibrillator to Fairfax Hall. It was decided that an additional one should be purchased for the restaurant.

On a Motion by Mr. Ryan seconded by Ms. Brown, with all in favor, the Board of Supervisors authorized a not-to-exceed amount of \$1,500 to purchase and install a defibrillator in the restaurant for Arlington Ridge Community Development District.

D. District Manager

Mr. Jeancola informed the Board that the geotechnical survey is scheduled for this Friday depending on the weather and the Pickle Ball Court resurfacing should be completed by Friday.

Mr. Jeancola sought direction from the Board regarding the drain clean out project by the Tennis Courts as they need to have some place to dispose of the debris. A recommendation was made to utilize the community garden area as that is not being used now.

TWENTITH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

A brief discussion was held regarding whether the karaoke event is renting Fairfax Hall for an extended period. It was stated that this is not a District sponsored event and therefore can not rent the space in advance. A recommendation was made that discussion be held with restaurant management regarding moving the event back there.

A member of the audience expressed his frustration with not being allowed to park his boat in the RV lot as told be sales staff. Additional discussion was held on the topic.

Concern was also expressed with the sound system in Fairfax Hall, the need for additional signage, a screen to display items being discussed during meetings, and people entering through the back gate.

ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT

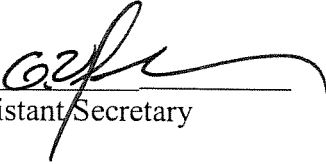
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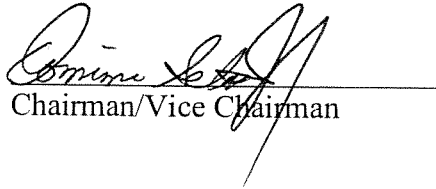
TWENTY FIRST ORDER OF BUSINESS

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.



Assistant Secretary



Chairman/Vice Chairman