

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

Thursday, January 19, 2023

Remote Participation:

Zoom: <https://us02web.zoom.us/j/3797970647>, Meeting ID: 3797970647

--or--

Call in (audio only) (415) 762-9988 or (646) 568-7788, 3797970647#



313 CAMPUS STREET
CELEBRATION, FLORIDA 34747
(407) 566-1935

Agenda

Arlington Ridge Community Development District

Board of Supervisors

Robert Hoover, Chairman
Ted Kostich, Vice Chairman
Bill Middlemiss, Assistant Secretary
Claire Murphy, Assistant Secretary
James Piersall, Assistant Secretary

Staff:

Angel Montagna, District Manager
Jennifer Kilinski, District Counsel
David Hamstra, District Engineer
Brett Perez, Area Field Director
Jackeline Garcia, Community Director
Bryan Cooper, Resident Services
Robert Sardinias, Facilities Manager
Dan Zimmer, General Manager

Meeting Agenda

Thursday, January 19, 2023 – 2:00 p.m.

-
1. **Call to Order and Roll Call**
 2. **Pledge of Allegiance**
 3. **Audience Comments on Agenda Items – Three (3) Minute Time Limit** 2:05 to 2:20
 4. **Staff Reports**
 - A. District Counsel 2:20 to 2:30
 - B. District Engineer 2:30 to 2:35
 - C. District Manager 2:35 to 2:45
 - D. Field Manager
 - i. Monthly Report 2:45 to 2:55
 - ii. Ratification of SŌLitude Addendum 2:55 to 3:05
 - iii. Field Proposals
 - a. Sidewalk Grinding Proposal 3:05 to 3:15
 - b. Roadway and Parking Lot Striping Proposal 3:15 to 3:25
 - c. Discussion of Pool Proposals 3:25 to 3:35
 - E. Community Director 3:35 to 3:45
 - F. General Manager: Golf, Food & Beverage
 - i. Discussion of Golf Cart Lease 3:45 to 3:55
 5. **Business Items**
 - A. Discussion of RV Utility and Motorcycle Trailer in the RV Lot 3:55 to 4:00
 - B. Discussion of RV Storage Space (*Revenues and Types of Vehicles Allowed*) 4:00 to 4:05
 - C. Discussion of Benches (*Memorial Policy*) 4:05 to 4:10
 - D. Veterans Group Request for Memorial Site 4:10 to 4:15
 - E. Discussion of Garden Club Request 4:15 to 4:20
 - F. Discussion of Softball Team Request 4:20 to 4:30
 - G. Consideration to Replace Stop Sign Heritage Trl/Hopewell with Yield Sign 4:30 to 4:35
 - H. Discussion of Golf Funds Allocation 4:35 to 4:55
 - I. Discussion of Sales Center Plans Moving Forward 4:55 to 5:10
 6. **Consent Agenda**
 - A. Minutes from December 15, 2022, Meeting and January 12, 2023, Workshop One minute
 - B. Financial Statements One minute
 - C. Invoices and Check Register One minute
 - D. Ratification of Florida Aqua Group Invoice One minute
 7. **Other Business**
 8. **Supervisor Requests** 5:14 to 5:25
 9. **Audience Comments – Three- (3) Minute Time Limit** 5:25 to 5:35
 10. **Adjournment**

The next meeting is scheduled for Thursday, February 16, 2023

District Office:

Inframark

313 Campus Street, Celebration, FL 34747
407-566-1935
www.ArlingtonRidgeCDD.org

Meeting Location:

Fairfax Hall

4475 Arlington Ridge Blvd., Leesburg FL 34748
Participate remotely: Zoom <https://zoom.us/j/3797970647>
OR dial 415-762-9988 or 646 568-7788, ID 3797970647

Section 4

Staff Reports

Subsection 4D

Field Manager

Subsection 4D(i)

Monthly Report

JANUARY FIELD INSPECTION

Arlington Ridge CDD

Monday, January 9, 2023

Prepared For Board Of Supervisors

40 Items Identified



Item 1

Assigned To Inframark Field Staff
Grind sidewalk around community.



Item 2

Assigned To Inframark Field Staff
Replace light bulb at arts & crafts
building.



Item 3

Assigned To Inframark Field Staff
Pressure wash columns near Fairfax Hall.



Item 4

Assigned To FloraLawn
Remove dead plant by greens area.



Item 5

Assigned To Inframark Field Staff
Pressure wash benches on greens.



Item 6

Assigned To Inframark Field Staff
Replace wood for columns fence
near admin building.



Item 7

Assigned To Inframark Field Staff
Pressure columns near admin
building.



Item 8

Assigned To Inframark Field Staff
Pressure wash front of admin
building.



Item 9

Assigned To Inframark Field Staff
Re attach kick pad for kitchen in
admin office.



Item 10

Assigned To Inframark Field Staff
Remove all bins and boxes from
conference room.



Item 11

Assigned To Inframark Field Staff
Replace broken wood pad at Fairfax Hall.



Item 12

Assigned To Inframark Field Staff
Replace light bulbs for backstage of Fairfax Hall.



Item 13

Assigned To Inframark Field Staff
Organize all bins and Christmas stuff
at backstage of Fairfax Hall.



Item 14

Assigned To Inframark Field Staff
Clean out leaves from drain gutter
near AC unit.



Item 15

Assigned To FloraLawn

Remove broken branch from tree near restaurant parking lot.



Item 16

Assigned To FloraLawn

Remove weeds from pavement of sales center building.



Item 17

Assigned To Inframark Field Staff
Apply asphalt to broken pavement in spa parking lot.



Item 18

Assigned To Inframark Field Staff
Re-paint bottom part of spa building.



Item 19

Assigned To FloraLawn

Remove all weeds from pool filters area.



Item 20

Assigned To FloraLawn

Remove all weeds from back part of pool area.



Item 21

Assigned To FloraLawn
Trim down vines near Bull Run.



Item 22

Assigned To FloraLawn
Remove weeds of bed near Arlington
Ridge Blvd.



Item 23

Assigned To FloraLawn
Very Dried out bushes in front of
Chatham Way.



Item 24

Assigned To Inframark Field Staff
Remove Christmas bow from street
light pole on Arlington Ridge Blvd.



Item 25

Assigned To Inframark Field Staff
Pressure wash columns on front
entrance of Arlington Ridge Blvd.



Item 26

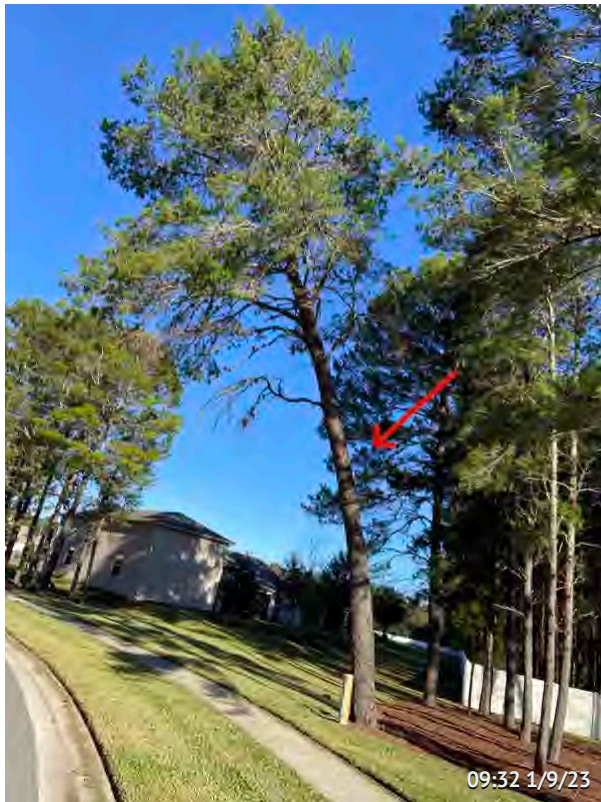
Assigned To FloraLawn
Remove weeds on bed of Arlington
Ridge Blvd.



Item 27

Assigned To FloraLawn

Remove or trim down branch for sidewalk on Arlington Ridge Blvd.



Item 28

Assigned To FloraLawn

Tree leaning on Heritage Trail.



Item 29

Assigned To FloraLawn
Remove all weeds on bed on
Roanoke Dr.



Item 30

Assigned To FloraLawn
Remove all weeds near Arlington
Ridge Blvd.



Item 31

Assigned To FloraLawn

Remove all debris from maintenance trailers area.



Item 32

Assigned To FloraLawn

Remove all weeds on beds of White Plains Ways.



Item 33

Assigned To FloraLawn
Remove weeds from tree bed on
White Plains Way.



Item 34

Assigned To FloraLawn
Trim down bunches on White Plains
Way.



Item 35

Assigned To Inframark Field Staff
Move fishing signs farther to cover
move of lake on Arlington Ridge
Blvd.



Item 36

Assigned To Inframark Field Staff
Replace ropes for Rv lot parking lot.



Item 37

Assigned To Inframark Staff

Fence on R/v lot needs to be fixed
must contact vendor to fix fence.



Item 38

Assigned To FloraLawn

Trim down bushes of golf cart pass
on Arlington Ridge Blvd.



Item 39

Assigned To FloraLawn
Trim down bushes on other side golf
cart pass on Arlington Ridge Blvd.



Item 40

Assigned To Inframark Field Staff
Add clock to spa area.



Chris Semko
Branch Manager
January 10, 2023

Arlington Ridge CDD: Responses to items listed in Report:

1. N/A
2. N/A
3. N/A
4. Plant has freeze damage. It might not be dead. My recommendation is to wait to see if it recovers. If it is removed there will be cost. I do believe the garden club put this in as well.
5. N/A
6. N/A
7. N/A
8. N/A
9. N/A
10. N/A
11. N/A
12. N/A
13. N/A
14. N/A
15. No problem on the branch it will be taken care of this month.
16. Weeds will be treated chemically.
17. N/A
18. N/A
19. Weeds will be chemically treated. Very small. Also recommend putting in rock in that area completely
20. Weeds will be treated chemically.
21. Plants are trimmed around on a rotation of the property. Please see the pattern as it flows.
22. Weeds will be treated chemically.
23. Plants are not dried out. They have freeze damage from the extreme cold we had around Christmas. Cutbacks will be done in March per the University of Florida recommendation. That dead now serves as a incubator to preserve the plant. Articles were provided last week to the CDD.
24. N/A
25. N/A
26. We will chemically treat.
27. We are lifting all trees on the blvd as we speak
28. Recommend to remove the pine tree
29. We chemically treat this small berm constantly off Ronoake
30. Weeds will be treated
31. Debris pile is going to be removed. This is our heavy tree lifting on the property. Please take that into consideration. Pile will be much bigger this time of the year.
32. Weeds will be treated chemically



- 33. Weeds will be treated chemically
- 34. This area will be trimmed on our next rotation
- 35. N/A
- 36. N/A
- 37. N/A
- 38. We do NOT service these bushes. THIS IS THE GOLF COURSE.
- 39. We do NOT service these bushes. THIS IS THE GOLF COURSE.
- 40. N/A

Lawn & Ornamental Report

Contractor: Floralawn Inc.

Property: Arlington Ridge

Date: 12 / 28 / 22

Applicator Information:

Name - Cory Somerset

Turf Application

Scheduled Application

I.D. Card # - JE204995

Ornamental Application

Service Call

Turf Application Information

Ornamental Application Information

Fertilization	Weed Control	Disease & Insect	Fertilization	Disease & Insect
Liquid: <input type="checkbox"/> Granular: <input type="checkbox"/> 1) Analysis: _____ Application Rate: _____ (lbs. N / 1000 Sq. Ft.) Area(s) Treated: _____ 2) Analysis: _____ Application Rate: _____ (lbs. N / 1000 Sq. Ft.) Area(s) Treated: _____ Report Item #(s): _____	Liquid: <input type="checkbox"/> Herbicide(s) Used: 1) _____ Area(s) Treated: _____ Granular: Herbicide Used 1) _____ Area(s) Treated: _____ Report Item #(s): _____	Fungicide / Insecticide Used 1) _____ Target Pest: Area(s) Treated: 2) _____ Target Pest: Area(s) Treated: Report Item #(s): _____	Liquid: <input checked="" type="checkbox"/> Granular: <input checked="" type="checkbox"/> 1) Analysis <u>20-20-20</u> Palms: Annuals: <input type="checkbox"/> Plants: <input checked="" type="checkbox"/> All Selected <input type="checkbox"/> 2) Analysis <u>8-6-6</u> Palms: Annuals: <input type="checkbox"/> Plants: <input checked="" type="checkbox"/> All <input type="checkbox"/> Selected <input type="checkbox"/> Report Item #(s): _____	Fungicide / Insecticide Used: 1) <u>T-storm</u> Target Pest: <u>Fungus</u> Plants(s) Treated: <u>cdd</u> 2) <u>Crosscheck</u> Target Pest: <u>shrub</u> <u>damaging insects.</u> Plants(s) Treated: <u>cdd</u> 3) _____ Target Pest: Plants(s) Treated: Report Item #(s): _____

Comments & Observations:

[Signature]
Technician's Signature

[Signature]
Manager's Signature



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Juan J

Date: Dec 05, 2022 9:47 am
 Inspector: Irrigation Tech 2

Site	
Name	Arlington Ridge CDD
Address	Arlington Ridge Boulevard
City	Leesburg
ST	Florida
Zip	34748

Controller	
Name	Clock A
Location	
Model	
Modules	12
Controller ID	76848

Water Days as of Dec 05, 2022	
Program A	
Program B	
Program C	
Program D	

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope	Estimated Cost
1		Pass										
2		Pass										
3		Pass										
4		Pass										
5		Pass										
6		Pass										
7		Pass										
8		Pass										
9		Pass										
10		Pass										
11		Pass										
12		Pass										
13		Pass										

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope	Estimated Cost
14		Pass										
15		Pass										
16	Rotors	Pass										
17	Sprays and Rotors lado izquierdo y sprays	Pass										
18	Rotors lado izquierdo	Pass										
19	Rotors	Pass										
20	Rotors one Mxj	Pass										
21	Rotors	Pass										
22	Rotors	Pass										
23	Rotors	Pass										
24	Rotors	Pass	5									
25		Pass										



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Juan J

Date: Dec 05, 2022 10:22 am
 Inspector: Irrigation Tech 2

Site	
Name	Arlington Ridge CDD
Address	Arlington Ridge Boulevard
City	Leesburg
ST	Florida
Zip	34748

Controller	
Name	Clock b
Location	
Model	
Modules	17
Controller ID	76849

Water Days as of Dec 05, 2022	
Program A	
Program B	
Program C	
Program D	

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope	Estimated Cost
1		Pass										
2		Pass										
3		Pass										
4		Pass										
5		Pass										
6		Pass										
7		Pass										
8		Pass										
9		Pass										
10		Pass										
11		Pass										
12		Pass										
13		Pass										

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope	Estimated Cost
14		Pass										
15		Pass										
16		Pass										
17		Pass										
18		Pass										
19		Pass										
20		Pass										
21		Pass										
22		Pass										
23		Pass										
24		Pass										
25		Pass										
26		Pass										
27		Pass										
28		Pass										
29	Rotors broken flex	Pass										
30	Rotors	Pass			2							
31	Rotors	Pass			2							
32	Rotors	Pass										
33		Pass										
34		Pass										
35		Pass										



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Juan J

Date: Dec 06, 2022 8:38 am
 Inspector: Irrigation Tech 2

	Arlington Ridge CDD
	Arlington Ridge Boulevard
	Leesburg
	Florida
	34748

	Clock D
	24
	62313

1												
2												
3	Sprays and Rotors											
4												
5	Sprays and rotors back pool area											
6												
7	Rotors											
8												
9												
10												
11												
12												
13												

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope	Estimated Cost
14		Pass										
15	Sprays	Pass										
16		Pass										
17		Pass										
18		Pass										
19		Pass										
20	Sprays	Pass										
21	Sprays	Pass										
22	Sprays	Pass										
23	Parking lot / sprays	Pass	2									
24	Middle idle/ Sparys and rotters	Pass	2									
25		Pass										
26	Rotters	Pass										
27		Pass										
28		Pass										
29	Bubbles one flex broken	Pass										
30		Pass										
31		Pass										
32	Rotters and sprays	Pass										
33		Pass										
34		Pass										
35		Pass										
36		Pass										
37		Pass										
38		Pass										
39		Pass										
40		Pass										

Subsection 4D(ii)

SOLitude Addendum

ADDENDUM TO AN ANNUAL SERVICES CONTRACT

CUSTOMER NAME: Arlington Ridge
SUBMITTED TO: Jackeline Garcia
CONTRACT SUBMISSION DATE: December 27,2022
SUBMITTED BY: Joe Harms
SERVICES: Adding the canal totaling 7,970 per ft to the annual treatment plan.

This agreement (the "Agreement") is an Addendum to the current Services Contract by and between SOLitude Lake Management, LLC ("SOLitude" or the "Company") and the customer identified above (the "Customer") and will begin on the first of the month following acceptance by the Customer, under the same terms and conditions for the same period as the current SVR5682-Annual Maintenance Services Contract signed IN 10/01/19 except as amended here.

1. The Services. SOLitude will provide services at the Customer's property as described in Schedule A attached hereto:
2. PAYMENT TERMS. The Contract Addendum Price is **\$5,700.00**. SOLitude shall invoice Customer **\$475.00 per month** for the Services to be provided under this Addendum. The price indicated in this Addendum shall be billed in addition to the regular monthly contract invoice amount and shall renew with the same terms and for the same time period as the existing contract.

ACCEPTED AND APPROVED:

SOLITUDE LAKE MANAGEMENT, LLC.

Arlington Ridge

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

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Please Remit All Payments to:

**1320 Brookwood Drive Suite H
Little Rock AR 72202**

Please Mail All Contracts to:

**2844 Crusader Circle, Suite 450
Virginia Beach, VA 23453**

Customer's Address for Notice Purposes:

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SCHEDULE A - SERVICES

ANNUAL CANAL MANAGEMENT SERVICES

Monitoring:

1. A SOLitude Aquatic Specialist will visit the site and inspect the canal on a **one (1) time per month** basis.
2. Observations and data collected during the inspections will be used to inform and guide all activities required to fulfill the requirements of this contract as specified in the description of services below.

Visual Inspections:

1. A visual inspection of the canal will be performed during each visit to the site. The inspections shall include the following:
 - Water levels
 - Water clarity or quality
 - Turbidity
 - Beneficial Aquatic Vegetation
 - Nuisance, Invasive, or Exotic Aquatic Vegetation
 - Algae
 - Physical components such as above ground pipes, inlet and outlet structures, trash racks, emergency spillways, and dams
 - Erosion
 - Issues with shoreline and bank stabilization measures such as rip rap stone, bulkheads, retaining walls, etc.
 - Forebays and inflowing or outflowing swales, ditches, and stream channels
 - Vegetated buffers
 - Sedimentation
 - Nuisance animal activity
 - Fish habitat
 - Mosquito breeding conditions and habitat
 - Trash and debris
2. Any issues or deficiencies that are observed during this visual monitoring will be documented by our staff in the field notes of the service order completed at the time the issue was first observed and reported to the Customer in writing as part of that month's service report.
3. Customers will be notified immediately if there are any deficiencies observed that appear in the judgment of our staff to be posing an immediate risk or otherwise jeopardizing the integrity of the canals structures.

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4. The scope of these services is limited to what can be reasonably observed at the surface of the water and above the ground around the water that makes up the physical structure of the lake(s). These routine inspection services are not intended to replace any requirement or need for a more comprehensive engineered inspection, or any other type of inspection that would require expertise or equipment to survey the condition of the physical components of the lake(s) underground, underwater, or inside any of the associated structures.

Aquatic Weed Control:

1. The canal will be inspected on a **one (1) time per month** basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the lake(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the lake(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas will be inspected on a **one (1) time per month** basis.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the lake areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

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Canal Algae Control:

1. The canal will be inspected on a **one (1) time per month** basis.
2. Any algae found in the lake(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

Permitting (when applicable):

1. SOLitude staff will be responsible for the following:
 - a. Obtaining any Federal, state, or local permits required to perform any work specified in this contract where applicable.
 - b. Attending any public hearings or meetings with regulators as required in support of the permitting process.
 - c. Filing of any notices or year-end reports with the appropriate agency as required by any related permit.
 - d. Notifying the Customer of any restrictions or special conditions put on the site with respect to any permit received, where applicable.

Customer Responsibilities:

1. Customer will be responsible for the following:
 - a. Providing information required for the permit application process upon request.
 - b. Providing Certified Abutters List for abutter notification where required.
 - c. Perform any public filings or recordings with any agency or commission associated with the permitting process, if required.
 - d. Compliance with any Order of Conditions or other special requirements or conditions required by the local municipality.
 - e. Compliance and enforcement of temporary water-use restrictions where applicable.

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General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for prescriptive site-specific water quality management and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's legal regulatory requirements as set forth by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will furnish the personnel, vehicles, boats, equipment, materials, and other items required to provide the foregoing at its expense.

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Subsection 4D(iii)

Field Proposals

Subsection 4D(iii)a

Sidewalk Grinding



Arlington Ridge CDD

Proposal for Sidewalk Grinding

**Brett Perez – Area Field
Director
313 Campus Street
Celebration, FL 34747**

Concrete Tripping Hazard Removal

Concrete grinding is the most cost-effective way to remove tripping hazards. Commercial concrete repair projects have unique challenges and repair needs to be completed quickly and with as little disturbance to the public as possible. Tripping hazards that are more than 2 inches requires the removal and replacement of a concrete panel. Our Inframark team will take all precautions to ensure safety and minimize inconvenience.

Our previous clients recognized our commitment to quality, craftsmanship, budgets, and scheduling; therefore, they return to our Inframark Team for grinding projects. We understand that not only can it be dangerous to your clients and/or employees, but how expensive insurance can become as the result of a claim from an accident that is caused by a trip hazard.

Uneven concrete on sidewalks, curbs and other common areas can create an unsafe environment on your property. The American with Disabilities Act (ADA) prohibits vertical changes in level greater than 1/4 of an inch on sidewalks and walkways. Anything over can become a serious tripping hazard, exposing you to costly lawsuits.

We will eliminate these potentially dangerous conditions quickly and effectively while minimizing the inconvenience to your residents or those visiting your community.

Our Work



Before



After

References

Junior Comas
Chairman
Villa Sol CDD
Juniorcomas@hotmail.com
321-624-0960

Marcial Rodriguez
Chairman
Brighton Lakes CDD
mrodriguez@brightonlakescdd.org
917-903-1377

Pricing for Sidewalk Grinding

Per the District Managers request, we are providing a proposal for per panel pricing. Total amount of panels to be determined after a sidewalk review.

Each panel with hazards from 1/4" to 2" = **\$38.75 each**

*Project will be coordinated upon approval and execution of the agreement.
Schedule to perform work to be determined in coordination with the District Manager.*

SPECIFICATIONS & STAGES



Grinding 1/4" - 2"

At the minimum, the scope of grinding shall be any vertical displacement in a path of travel of 1/4 inch or greater. At a maximum a 2-inch vertical displacement may be repaired by grinding.



Scarifier Grind

For large grinds, the initial concrete removal will be performed using a scarifier with an attached vacuum to contain the generated concreted dust.



Smooth

Completed grinds shall be smooth and sloped back at a minimum of a 1:8 slope. An example would be a 1-inch vertical displacement will be sloped back at least 8 inches from the point of the lip. A 1/2-inch vertical displacement will be sloped back 4 inches



Dry Hand Grinder

Smaller grinds and finishing will be performed using a dry hand grinder. This also maintains an attached vacuum to contain the generated concreted dust. This fine grinding process allows our technicians to complete the work in visually pleasing finish.



Clean Visually Pleasing Look

The completed grind will be squared off at the back to allow for a clean look. The concrete on the other side of the grind should be left untouched. The finished surface will initially be lighter in color and the aggregate will show.

6



Finished Project

The finished grind will not be slippery. It will have about the same coefficient of friction as the undisturbed concrete surface.

Overview and Proposal

Location	Grinding
Arlington Ridge BLVD.	81
Antietam Creek TRL.	
4562	1
4546	1
4530	2
4510	1
4454	2
4446	1
4440	2
4436	1
4412	1
4344	1
4322	1
total	14

Location	Grinding
Roanoke DR.	
27003	1
27007	4
27023	1
27119	1
27231	1
27327	1
27347	1
total	10
Heritage TRL.	
4303	3
4323	1
4327	1
4427	1
4703	2
total	8
Independence TRL.	
4706	3
4834	3
total	6
Cameron Runs.	
27114	1
27048	1
27014	1
27008	1
total	4

Location	Grinding
Bulls Runs.	
26706	1
26802	4
total	5
White Plains Way.	
26708	2
26712	1
26720	3
26732	1
26816	1
26848	1
27118	3
total	12
Chesterfield CT.	
4116	1
total	1
Total Sidewalks	141

Totals	Quantity	Cost	Total
Total Grindings	141	\$38.75	\$5,463.75
Total Cost of Project			\$5,463.75

<p>_____ Brett Perez, Area Field Director</p>	<p>_____ Customer Name, Title</p> <p>Bill To Info:</p>
---	--

Subsection 4D(iii)b

Striping



PO Box 470452
Celebration, FL 34747

Toll Free: 1-855-USA-SEAL
Phone: 407-780-8220

*** STRIPING PROPOSAL ***

November 21, 2022

Job Location:

Arlington Ridge CDD
4463 Arlington Ridge Blvd
Leesburg, FL 34748

ALL ROADWAYS:

Arrows-1 (thermoplastic), Stop bars-40 (thermoplastic), Crosswalks 20-(thermoplastic)
Golf cart logos-50, White lines- 10,800 LF, Yellow lines 2500 LF. (latex Commercial
traffic paint) Total cost 24,675.00

Tennis court parking lot;

14 Parking stall lines, 1 Handicap stall. (latex Commercial traffic paint) Cost \$250.00

Pool Parking lot; 22 Parking stall lines, 1 handicap, 2 arrows. (latex Commercial traffic
paint) cost \$600.00

Parking lot across from pool; 20 Parking stall lines, 4 arrows, 2 stop bars. (latex
Commercial traffic paint) Total cost 900.00

Golf cart parking lot; 120 parking stall lines, 95 golf cart parking stall lines, 6 cross
walks, 17 arrows, 6 stop bars, 200 LF white lines, 100 LF yellow lines.
(latex Commercial traffic paint) cost \$5,150.00

TOTAL PROJECT PRICE: \$31,575.00

Subsection 4D(iii)c

Pool Proposals

Subsection 4D(iii)c-1

Beach Pool



Big Z Pool Service, LLC
 172 Stokes Landing Rd
 Saint Augustine, FL 32095
 office@bigzpoolservice.com
 bigzpoolservice.com

Estimate 3298

ADDRESS 4463 Arlington Ridge Blvd Leesburg, FL 34748	DATE	TOTAL	EXPIRATION DATE
	11/01/2022	\$192,476.00	11/30/2022

PRODUCT/SERVICE	QTY	RATE	AMOUNT
RE: Pool Resurface Project, Zero-Entry Beach Pool			
Plaster Finishes:Sunstone Pearl Plaster Sunstone Pearl Pebble Plaster Finish Color: Cove Blue 3744 sqft. plus 43 linear feet of steps Warranty: Includes a limited 15-yr. warranty from date of install from the manufacturer if installed by a certified plaster company. We use Tempool Inc.	3,787	20.00	75,740.00
Remodel:Commercial Prep Labor Remodel Prep Labor Includes: To drain the body of water, chip out remove and dispose of hollow spots in existing plaster, install 2 new 12x12 VGB main drains, 32 floor fittings and 4 wall fittings then we will seal around all of the pool fittings including the light niches; followed by pressure washing of the entire pool surface with a 4000 psi oscillating tip to remove the rest of the old plaster/marcite finally we then apply a bonding agent preparing the pool for the new plaster.	3,744	18.00	67,392.00
Job Material:Materials Floor Fittings	32	36.00	1,152.00
Job Material:Materials Wall Fittings	4	9.50	38.00
Job Material:Materials VGB Main Drain Covers w/ Frames 7-year lifespan covers	2	147.00	294.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan
 Big Z Pool Service, LLC
 Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Remodel:Pool Gutter reconstruction Pool Gutter Reconstruction, to chip out pool gutters around the pool 288 linear feet, removing old gutter gutters, installation of 29 new gutter grates and reseal. We will also set the correct height of the gutter so they will have a 2" fall from the front of the gutter to the backsplash waterline tile which is building code.	288	49.00	14,112.00
Job Material:Materials Gutter Grates	29	22.00	638.00
Remodel:Commercial Waterline Tile and Install Waterline and Gutter Tiles, Installed 576 linear feet Includes: to remove existing tiles, install the waterline and gutter tiles on a commercial application this includes grouting. The new gutter tiles will be 6x6 non-skid tiles as this is building code for commercial swimming pools. Tile Color: TBD Grout Color: TBD *Samples will be provided by email for choosing*	576	30.00	17,280.00
Remodel:Depth marker tiles Depth Marker Tiles, 6x6 Tiles Needed: 1 FT 6 IN (2) 3 FT 6 IN (1) 3 FT (3) 5 FT (2) 4 FT (1) 4 FT 6 IN (3)	36	18.00	648.00
Remodel:Stair Cap Tile and Installation Stair Cap Tiles and Installation, this is for the steps and swim out bench in the pool. 73 linear feet Color: TBD *Samples will be provided by email for choosing*	73	18.00	1,314.00
Job Material:Materials Zero-Entry Grating 16 linear feet -to replace zero entry grating with new grating. We will also cleanout inside the trough underneath the grating. Overtime they collect a large amount of debris and sand.	16	108.00	1,728.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Job Material:Materials Pentair White LED 12v 100ft corded Pool Lights	6	1,015.00	6,090.00
Permit Fees:Permit Fee Permit Fee for the County covers the documentation process for the application, permit, notice of commencement and department of health forms and reporting for notice of resurfacing.	1	1,050.00	1,050.00
Remodel:Travel Fee Travel Fee for the Plaster Company only, to cover travel to the destination from Jacksonville FL to Leesburg, plus fuel for trucks. NOTE: trip charges are applied per the plaster company regardless of any job they do for us, however this rate includes their mileage and fuel.	1	5,000.00	5,000.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
<p>Deposit and Approval Notice: a signed copy of this estimate is required along with a signed contract that will be submitted once we have the signed estimate back along with a deposit. Once the deposit and contract are received, we will apply for the permit and after the permit is received, we will confirm the actual commencement date.</p> <p>Please note that this is an estimated cost to complete the work described. prices on materials and plaster can increase at any time due to industry demand and shortages of materials. If a price change does go into effect, a change order will be issued.</p> <p>Deposit Schedule: 20% due upon contract signing (net7) 35% commencement deposit (due 3 days prior to arrival) 35% plaster deposit (due 3 days prior to plater application) 10% Final Payment (due net 10 upon completion)</p> <p>Terms: Work will be completed as requested and payment is due based on the schedule provided. In the even Big Z Pool Service, LLC is required to employ legal counsel or incur any other expenses to enforce timely payment under this agreement, it shall be entitled to recover the reasonable amount of all attorney's fees of such counsel, costs incurred, and all other expenses incurred in enforcing such obligation. It is acknowledged that venue for any dispute shall be in St. Johns County, Florida and that this agreement shall be governed by the laws of the State of Florida.</p> <p>Commencement Availability: with a signed contract, deposit and approval permit, we could begin in December 2022 into January 2023.</p>			
		TOTAL	\$192,476.00

THANK YOU.

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

Accepted By

Accepted Date

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

Pool 2000
Turret 200
Pool 3500
60 tile 300
SPA 100

Classic Marcite, INC.

COMMERCIAL & RESIDENTIAL SWIMMING POOL RENOVATIONS

430 Fairvilla Rd.
Orlando, FL 32808

4960 Stepp Ave.
Jacksonville, FL 32216

Ph# 407-521-6260 Fax# 407-521-6248

Ph# 904-448-4150 Fax# 904-448-9914

- Pebble Tec _____
- Quartz KRYSTAL BLUE
- Other _____

Date: 10-25-22

Name "Purchaser": ARLINGTON RIDGE
 Address: 4463 ARLINGTON RIDGE BLVD.
 Job Name: LEESBURG FL.
 Jobsite Address: ATTN: BRETT PEREZ
 City: _____ Zip Code: _____

Cell Phone: 407-433-0515
 Work Phone: _____
 Email: BRETT.PEREZ@INFRAMARK.COM
 LIGHTS FUNCTIONAL (circle one): Y or N
 EQUIPMENT WORKING (circle one): Y or N
 WATER (circle one): CITY or WELL

Classic Marcite, Inc. hereinafter called "Seller", does hereby propose to furnish material and labor in accordance with specifications below and/or attached for the sum of SEVENTY NINE THOUSAND EIGHT HUNDRED Dollars (\$ 79,800.)

Payment to be made as follows:

- 30% of total contract price as a DEPOSIT to get on Schedule
- 60% of total contract price as a PARTIAL at time of Prep/Bondkote for Plaster
- 10% of total contract price as FINAL payment at Chemical Startup

This proposal may be withdrawn by Classic Marcite, Inc. if not accepted within 30 days. The work, subject to all terms and conditions as set forth on both sides of this contract as follows:

1. Drain water from pool, taking necessary precautions to prevent hydrostatic pressure displacement.
2. Saw-cut under tile, fittings, light(s) and main drain(s) to obtain a flush finish.
3. Acid wash to clean and roughen surface.
4. Apply bonding agent to achieve a better bond between old and new material.
5. Pneumatically apply and hand trowel: CLI KRYSTAL KREE KRYSTAL BLUE finish.
6. Fill pool with water from garden hose.
7. Provide 5 year manufacturer warranty and 1 year labor warranty from date of project completion.
8. Remove all job-related debris from jobsite.
9. Start up equipment and balance water with necessary chemicals.
10. *) INSTALL NEW 2"x6" BULLDOSE NON-SKID TILE ON STEPS & SPA. *800.00*
11. *) RESURFACE SMALL POOL: *27,550.00*
12. *) RESURFACE LARGE POOL: *46,950.00*
13. _____
14. *) RESURFACE SPA: *4,500.00*
15. _____
16. _____

SIGNED CONTRACT MUST BE RETURNED WITH THE 30% DEPOSIT PAYMENT before ordering of special materials or scheduling of any work.
 ALL CONTRACTS AND PRICES QUOTED HEREIN ARE CONFIDENTIAL-Contract includes ALL NEW fittings and main drain covers

Accepted By: _____
 "Purchaser" PRINTED NAME
 Accepted By: _____
 "Purchaser" SIGNATURE

Respectfully submitted,
 CLASSIC MARCITE, INC.
 BY: [Signature]
 Salesperson

****3% Surcharge on Discover, Mastercard, Visa** **5% Surcharge on American Express****

CC #: _____
 Exp. Date: _____ CVC Code: _____ Zip Code: _____
 Name on Credit Card _____
 DL #: _____



**Electro Mechanic Industries,
Inc. DBA Vermana**
8248 Parkline Blvd.
Suite 100
Orlando, FL 32809
4076013943
www.vermana.com
admin@vermana.com



Estimate

Name / Address
Arlington Ridge CDD (Inframark) 4463 Arlington Ridge Blvd Leesburg, FL 34748 USA

Ship To
Arlington Ridge CDD (Inframark) 4463 Arlington Ridge Blvd Leesburg, FL 34748 USA

Estimate #	Date	P.O. No.
911329	1/4/2023	

**YOUR APPROVAL OF THIS ESTIMATE MUST BE
FORWARDED TO THE OPERATIONS DEPARTMENT!**
operations@vermana.com
This estimate is valid for 30 days from the date listed above

Sales Rep

DKS

Activity	Qty	Rate	Amount
BEACH POOL RESURFACE WITH QUARTZ	1	68,800.00	68,800.00
THIS INCLUDES 2X6 NON-SKID WATERLINE TILE AND STEP TILE			
TILE REPLACEMENT:	1	8,775.00	8,775.00
6x6 FLAT BEAM TILE			
6x6 FLAT BEAM MARKERS			
LED POOL LIGHT REPLACEMENT (\$985.00 EACH x 6)	1	5,910.00	5,910.00
INSTALL NEW DECK DEPTH MARKERS	1	1,600.00	1,600.00
POOL RENOVATION PERMITTING	1	2,000.00	2,000.00
Non-Taxable Sales Tax		0.00%	0.00

Total

\$87,085.00

Accepted By:

Accepted Date:

GENERIC DISCLAIMER ON COMMERCIAL POOL/SPA RESURFACE

Electro Mechanic Industries, Inc. – Vermana is pleased to submit the following proposal. Vermana commits to abide and comply with the Florida Building Code Chapter 454 specifically the “Modification” section 454.1.10 which covers the regulations to be met when resurfacing a public swimming pool. Vermana proposes on the following provisions: materials, equipment, supervision, and labor for the below scope of work:

POOL RESURFACE

1. Safely drain entire pool
2. Remove all existing loose finish up to 10%
3. Install non-skid step tile per FBC 454.1.2.5.3
4. Install waterline tile (2x6 non-skid) IF APPLICABLE
5. Install slope transition tile IF APPLICABLE
6. Install lap lanes tile IF APPLICABLE
5. Grind surface around tile, fittings, and fixtures
6. Install new wall/floor return covers with slotted type
7. Install new gutter fittings
8. Replace main drain grate/cover with VGB compliant (ASME/ANSI A112.19.8)
9. Prepare surface for proper adherence applying Bond Kote per manufacturer
10. Resurface interior finish with **Standard Quartz, or Pebble (if applicable)**
11. Job site clean up
12. Pool Start- Up and balance water chemistry for turnover

TILE REPLACEMENT

Local: 407.601.3943

Fax: 1.888.519.2283

E-mail: info@vermana.com

Address: 8248 Parkline Boulevard. Suite 100 • Orlando, FL 32809

www.vermana.com

CPC-1458858

CGC-060109



We propose tile change on the swimming pool following the below steps:

1. Install beam tile (6x6 flat or bullnose) IF APPLICABLE
2. Install BEAM markers (6x6 flat or bullnose) per FBC 454.1.2.3.1 IF APPLICABLE
3. Install DECK depth markers per FDC 454.1.2.3.1 IF APPLICABLE

Note: Tile selection would be based on samples presented to customer by Vermana Representative. All tile samples are typical selections that meet the Florida Building Code Chapter 454. If a different tile selection is preferred, prices are subject to change, and prior installation approval must be obtained by governing authority.

POOL LIGHT REPLACEMENT (IF APPLICABLE)

1. Replace Led Light for commercial pool

SPA RESURFACE (IF APPLICABLE)

1. Safely drain entire Spa
2. Remove all existing loose finish up to 10%
3. Install non-skid step tile per FBC 454.1.2.5.3
4. Grind surface around tile, fittings, and fixture
5. Install new floor/wall return covers with slotted type
6. Replace main drain grate/cover with VGB compliant (ASME/ANSI A112.19.8)
7. Prepare surface for proper adherence applying Bond Kote per manufacturer
8. Resurface interior finish with **Standard Quartz or Pebble (if applicable)**
9. Job site clean up
10. Start- Up and balance water chemistry for turnover

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KIDDIE POOL RESURFACE (IF APPLICABLE)

1. Safely drain entire kiddie pool
2. Remove all existing loose finish up to 10%
3. Grind surface around tile, fittings, and fixture
4. Install new floor/wall return covers with slotted type
5. Replace main drain grate/cover with VGB compliant (ASME/ANSI A112.19.8)
6. Prepare surface for proper adherence applying Bond Kote per manufacturer
7. Resurface interior finish with Standard Quartz.
8. Job site clean up
9. Start- Up and balance water chemistry for turnover

POOL DECK

TEXTURE AND PAINT DECK (IF APPLICABLE)

Scope of work:

1. Pressure wash with special nozzle the entire surface, chlorine wash to remove existing mold, and acid wash surface.
2. Grind damaged areas, to avoid texture application on surfaces with delamination.
3. Level uneven surface on lower deck
4. Prep and skim coat entire surface for smooth finish.
5. Apply knockdown texture.
6. Apply one coat of color seal (TBD).

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TEXTURE AND PAINT TOP OF BEAM (IF APPLICABLE)

DECK A DRAIN (IF APPLICABLE)

1. INSTALL NDS 3" DRAIN W/ REMOVAL COVERS

PAVER (IF APPLICABLE)

Scope of work:

1. Installation of Pavers
- 2.** Site Clean up

POOL COPING (IF APPLICABLE)

Scope of work:

1. Installation of Coping
2. Site Clean up

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Important notes:

Lead time for pavers can be from 8 to 14 weeks.

Time frame: In average a resurfacing job will take 21 calendar days to complete, weather permitting. The pool will remain closed during this work.

DRAINING PROCESS

Pool water will be drained to the nearest storm drain, street, retention pond, or directed means of discharge. The following items are recommended when draining the pool:

- The residual chlorine cannot exceed 0.1 mg/L (ppm)
- The pH is between 6.5 & 8.5
- The water is free of any unusual coloration
- There is no discharge of filter media
- There is no discharge of acid cleaning waste
- Any pipe connection to the storm drain system has permits from the city or county having jurisdiction

Relief Valves

Hydrostatic valves and drain pipes are sometimes used to help prevent a hydrostatic failure. A hydrostatic relief or check valve is often placed in the main pool drain line. The purpose of this valve is to equalize the pressure between the water beneath the pool and the water at the bottom of the pool. Should the water pressure beneath the pool substantially

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exceed the water pressure at the bottom of the pool, the valve is designed to open, allowing water beneath the pool to flow into the pool bottom.

Well Points (NOT included in this proposal).

Well points are sometimes used for groundwater control. These consist of a plumbing pipe installed in cohesion-less soil (sand) or gravel beneath or beside the pool shell. The well point is used to draw ground water out from beneath the pool before it is emptied, reducing the potential hydrostatic uplift pressure to prevent the pool from popping.

HOLLOW PLASTER

PLEASE READ CAREFULLY

In order to properly prepare the pool surface for new plaster, we must chip out and remove ALL delaminated or hollow plaster. It is expected that any pool that needs to be re-surfaced will have hollow plaster spots. As much as 10% of the entire pool surface is considered to be normal. This proposal includes the removal of up to 10% of any hollow plaster at no additional charge. However, there will be an additional charge if there is an excessive amount: greater than 10 % that must be removed. Unfortunately, we are unable to determine the exact amount of hollow plaster in your pool until we begin the preparation work.

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WARRANTY ON PLASTER

Quartz aggregate has a 5 -year warranty on commercial pools and 1- year warranty on spas

Pebble has a 5- year warranty on commercial pools

- Warranty claim is valid only if all chemicals have been properly maintained within the acceptable ranges. PH, total alkalinity, calcium hardness, and chlorine/bromine readings must be maintained within county accepted standards during that time - verified by supporting pool reading logs for time period in question.

If a warranty issue comes up:

- Owner must provide chemical reading logs for the time period between when pool was plastered by Vermana and the time you are making the warranty claim.
- Owner must have complete records for that time period sent to us IMMEDIATELY
- No warranty will be honored if:
 1. The chemical readings have not been in balance during the mentioned time frame, since proper chemical balance is the key to maintaining integrity of your new pool surface.
 2. The chemical reading logs for the time period in question are not readily provided and/or made available to Vermana.
 3. If our invoice for the renovation work was not paid within our terms laid out on our invoice.
- If there are valid warranty issues, any repairs will be professionally patched (as is standard practice in our industry) so, please be prepared for a "patched repair" if this issue should come about
- The remedy to a legitimate warranty claims on a plaster job is a professional patch repair by Vermana not an entire re-plaster job on the entire pool.

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WHITE GOODS CLAUSE _PLEASE READ CAREFULLY

- If there are “white good” fittings, grates, or return covers that need to be replaced, we will do it at no additional cost.

WATERLINE TILE

PLEASE NOTE: If there is a major structural problem behind the current tile that we can't see, it will be communicated to the property. Additional cost may apply.

VGB COMPLIANCE

Install VGB Act compliant covers on Main Drains as needed

- If necessary, we will chip out old covers from the plaster.
- We will install the appropriate size frames that accommodate the new, compliant covers that also meet all local flow regulations.
- We will install the new compliant drain covers that meet the ASME/ANSI A112.19.8-2007 Standard required by this new federally mandated law / The Virginia Graeme Baker Pool and Spa Safety Act (aka the VGB Act)

FORCE MAJEURE. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy.

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CGC-060109



If this estimate is approved, you will be responsible to communicate with you Pool maintenance service to pursue all the following recommendations of the National Plaster Council:

DAILY WATER CHEMISTRY AND MAINTENANCE

Balanced water chemistry is as critical during the off-season months as it is in season. Water may become aggressive because of rain, snow, and fill water as with the regular use of acid to control pH. Adjust your pH and **Carbonate Alkalinity**¹ frequently; monitor calcium hardness and Cyanuric acid monthly.

DAILY WATER CHEMISTRY AFTER 28 DAYS

Maintain the water chemistry using the **Langelier Saturation Index (LSI)** maintained between **0.0 and + 0.3**.

• Free Chlorine = 1 to 3 ppm	• pH = 7.2 to 7.6	• Calcium hardness = 200 to 400 ppm	• Salt Level = 2500 to 3500 ppm (Salt chlorination ONLY)
• Total Chlorine = 1 to 3 ppm	• Carbonate Alkalinity = 80 to 120 ppm ¹	• Cyanuric acid = 30 to 50 ppm	
• Sequestering Agent as per Manufacturer's directions		• TDS = 300 to 1800 ppm (Non-salt pools)	

The **Langelier Saturation Index (LSI)** must be maintained between **0.0 and +0.3** for day-to-day maintenance after the initial start up procedure has been completed. This will help to reduce the likelihood of problems with the pool surface. Disregarding these **LSI** parameters promotes leaching, etching and discoloration on the negative (-) side and scaling and discoloration on the positive (+) side.

LANGELIER SATURATION INDEX (LSI) =
 $pH + \text{Total Alkalinity Factor} + \text{Calcium Hardness Factor} - \text{Temperature Factor} - \text{TDS Factor}$

Deterioration, discoloration and scaling as a result of the premature or improper use of chemicals and use of chemical feeders are the responsibility of the equipment installer and operator. Feeders other than *Oxidation Reduction Potential (ORP)* types and pH controllers should not be placed in operation for a minimum of 28 days after the start up.

Failure to follow the manufacturer and/or applicator instructions and to control the LSI may cause deleterious effects, which are not the result of improper workmanship or a manufacturer's defect.

LSI CALCULATOR

TA ¹ ppm	CH ppm	Temp F (C)	TOTAL DISSOLVED SOLIDS (TDS) ppm
FACTOR	FACTOR	FACTOR	FACTOR
5=0.7	75=1.5	32 (0°C)=0.0	Up to 1000= 12.10
25=1.4	100=1.6	37 (3°C)=0.1	1000=12.19
50=1.7	150=1.8	46 (8°C)=0.2	2000=12.29
75=1.9	200=1.9	53 (12°C)=0.3	3000=12.35
100=2.0	300=2.1	60 (16°C)=0.4	4000=12.41
125=2.1	400=2.2	66 (19°C)=0.5	5000=12.44
150=2.2	800=2.5	76 (24°C)=0.6	
200=2.3	1000=2.6	84 (29°C)=0.7	
300=2.5		94 (34°C)=0.8	
400=2.6		105 (41°C)=0.9	

A calculated LSI of 0.0 is considered balanced.
 A calculated (-) negative LSI has corrosive tendencies.
 A calculated (+) positive LSI has scaling tendencies.

**EXAMPLE:
POOL WATER CHEMISTRY**

pH 7.8
 TA 125¹
 CH 300
 TF 90 F (32°C)
 TDS 950

CALCULATED LSI

pH 7.8
 TA factor 2.1
 CH factor 2.1
 Temp factor 0
 Total +12.8
 Subtract TDS Factor -12.1
 LSI = +0.7 SCALING

Target calculated 0.0 to +0.3

Use the closest factor to the chemistry reading.

Caution: Research has shown that Cyanuric acid levels of 100 ppm (mg/l) and above may cause permanent deterioration to the pool surface. Excessively high calcium hardness and Cyanuric acid levels should be diluted. DILUTION IS THE LOW COST SOLUTION.

These procedures are sound technical practices in the industry and are advisory and non-binding. The National Plasterers Council does not regulate, control, or monitor the acts of its members or others in terms of conformance to any of the guidelines, recommendations, or other information contained in these technical procedures.

¹Total Alkalinity - 1/3 Cyanuric Acid = Corrected or Carbonate Alkalinity. ²ALWAYS ADD A CHEMICAL TO WATER; NEVER WATER TO THE CHEMICAL. © 2012 National Plasterers Council, Inc. REV3.09.12

Local: 407.601.3943

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SWIMMING POOL START-UP PROCEDURES

The pool finish will start to **hydrate** immediately after mixing, with the majority of hydration taking place within the first 28 days. This critical time period is when a finish is most susceptible to staining, scaling and discoloration. Proper start-up procedures including timely brushing and constant monitoring and adjusting of the pool water is mandatory. The following recommended start-up method is based on procedures shown to produce the best aesthetic results. Due to unique local water conditions and environmental factors, parts of these recommended start-up procedures may need to be modified to protect the pool finish. For example: filling the pool with extremely low calcium hardness, low pH or low total alkalinity levels may necessitate changes to these procedures. Brushing and monitored chemical² adjustments will be mandatory by the homeowner or a trained pool technician **during the service life of any pool surface. ALWAYS ADD A CHEMICAL TO WATER, NEVER WATER TO THE CHEMICAL.**

POOL FILLING DAY

- Step 1. Make sure the filtration equipment is operational.
- Step 2. Remove all floor return heads and directional eyeballs *(if appropriate and recommended in your geographical area)*.
- Step 3. Based on temperature and type of finish, fill the pool to the middle of the skimmer or specified water level without interruption as rapidly as possible with clean potable water to help prevent a bowl ring. Place a clean rag on the end of the hose, always placed in the deepest area, to prevent damage to the surface material. If a water truck is required, 24 inches (60 cm) of water should be placed at the deepest area for a water cushion. Wheeled devices should not be used in the pool until after 28 days.
- Step 4. At no time should any person or pets be allowed in the pool during the fill. Do not allow any external sources of water to enter the pool to help prevent streaking. It is recommended that you do not swim in the pool until the water is properly balanced.
- Step 5. Test fill water for pH, alkalinity, calcium hardness and metals. Record test results.
- Step 6. Start the filtration system **immediately** when the pool is full to the middle of the skimmer or specified water level.

1st DAY (It's vital to follow these steps in order - prior to proceeding to the next step)

- Step 1. Test pH, alkalinity, calcium hardness and metals. Record test results.
- Step 2. High alkalinity should be adjusted to 80 ppm¹ using pre-diluted Muriatic Acid (31-33% Hydrochloric acid). Always pre-dilute the acid by adding it to a five gallon (19 L) bucket of pool water².
- Step 3. Low alkalinity should be adjusted to 80 ppm¹ using sodium bicarbonate (baking soda)¹.
- Step 4. pH should be reduced to 7.2 to 7.6 adding pre-diluted² Muriatic Acid **if the alkalinity is already 80-100 ppm¹**.
- Step 5. Brush the entire pool surface thoroughly at least **twice** daily to remove all plaster dust.
- Step 6. Although optional, it is highly recommended to pre-dilute and add a quality sequestering agent using the recommended initial start-up dosage and then the recommended maintenance dosage per the sequestering agent's manufacturer.²
- Step 7. Operate filtration system continuously for a minimum of 72 hours.
- Step 8. DO NOT add chlorine for 48 hours. DO NOT turn on pool heater until there is no plaster dust in the pool.

2nd DAY - Brush the Pool

- Step 1. Test pH, Alkalinity and Calcium Hardness and repeat steps of 1st Day **except** for Step 6.
- Step 2. Once the alkalinity is adjusted to 80ppm and the pH is adjusted to 7.2 to 7.6, then adjust calcium hardness levels to a minimum of 150 ppm.
(Caution: Adjustments requiring more than 20 lbs. of CaCl₂ should be pre-diluted and added in 10 lbs. increments - morning and afternoon)

3rd DAY

- Step 1. Test pH, Alkalinity and Calcium Hardness and repeat 1st Day Steps 1 through 6.
- Step 2. Pre-diluted² chlorine may now be added to achieve 1.5 to 3 ppm¹. NO SALT SHOULD BE ADDED FOR 28 DAYS.
- Step 3. Brush the entire pool surface thoroughly at least **twice** daily to remove all plaster dust.

4th THROUGH THE 28th DAY

- Step 1. Test pH, **Carbonate** Alkalinity and Calcium Hardness and repeat 1st Day Steps 1 through 5 every day for 14 days to help prevent the scaling of the pool surface.
- Step 2. On the 7th day, if there is any plaster dust remaining - remove it using a brush pool vacuum.
- Step 3. After the 4th Day - calcium levels should be adjusted slowly over the 28 day period not to exceed 200 ppm¹
- Step 4. After the 4th Day - adjust Cyanuric acid levels to 30 to 50 ppm¹ based on the primary sanitizer of the pool (pre-dissolve² and add through the skimmer).

Purchase Taking Care of Your Pool DVD from the National Plasterers Council www.npconline.org or call (866) 483-4672

By approving this estimate our customer understand that this recommendation needs to be follow for a proper care of a new pool plaster.

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Please note that permitting for pool resurface is included on the pool/spa resurface price

Payments:

- ✓ 50% Upon Acceptance of this Proposal.
- ✓ 50% Upon Completion of Project.

If Approved please sign estimate and email to amesa@vermana.com, cc admin@vermana.com, asolarte@vermana.com, operations@vermana.com All checks must be payable to Electro -Mechanic Industries DBA Vermana and mail to 8248 Parkline Boulevard, Suite 100 • Orlando, FL 32809.

Print your name here: _____

Sign your name: _____

PO# _____ Date: _____

For tile selection please visit our website www.vermana.com

Materials Selection:

Waterline Tile Selection: _____

Beam Tile Selection: _____

Step Tile Selection: _____

Plaster Color Material: _____

Deck Color options:

Local: 407.601.3943

Fax: 1.888.519.2283

E-mail: info@vermana.com

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Deck color selection: _____

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Subsection 4D(iii)c-2

Lap Pool



Big Z Pool Service, LLC
 172 Stokes Landing Rd
 Saint Augustine, FL 32095
 office@bigzpoolservice.com
 bigzpoolservice.com

Estimate 3299

ADDRESS 4463 Arlington Ridge Blvd Leesburg, FL 34748	DATE	TOTAL	EXPIRATION DATE
	11/01/2022	\$122,929.50	11/30/2022

PRODUCT/SERVICE	QTY	RATE	AMOUNT
RE: Pool Resurface Project, Lap Pool			
Plaster Finishes:Sunstone Pearl Plaster Sunstone Pearl Pebble Plaster Finish Color: Cove Blue 1998 sqft includes 48 linear feet of steps Warranty: Includes a limited 15-yr. warranty from date of install from the manufacturer if installed by a certified plaster company. We use Tempool Inc.	2,046	20.00	40,920.00
Remodel:Commercial Prep Labor Remodel Prep Labor Includes: To drain the body of water, chip out remove and dispose of hollow spots in existing plaster, install 2 new 12x12 VGB main drains, 21 floor fittings and 3 wall fittings then we will seal around all of the pool fittings including the light niches; followed by pressure washing of the entire pool surface with a 4000 psi oscillating tip to remove the rest of the old plaster/marcite finally we then apply a bonding agent preparing the pool for the new plaster.	2,046	18.00	36,828.00
Job Material:Materials Floor Fittings	21	36.00	756.00
Job Material:Materials Wall Fittings	3	9.50	28.50
Job Material:Materials VGB Main Drain Covers w/ Frames 7-year lifespan covers	2	147.00	294.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Remodel:Pool Gutter reconstruction Pool Gutter Reconstruction, to chip out pool gutters around the pool 223 linear feet, removing old gutter gutters, installation of 23 new gutter grates and reseal. We will also set the correct height of the gutter so they will have a 2" fall from the front of the gutter to the backsplash waterline tile which is building code.	223	49.00	10,927.00
Job Material:Materials Gutter Grates	23	22.00	506.00
Remodel:Commercial Waterline Tile and Install Waterline and Gutter Tiles, Installed 446 linear feet Includes: to remove existing tiles, install the waterline and gutter tiles on a commercial application this includes grouting. The new gutter tiles will be 6x6 non-skid tiles as this is building code for commercial swimming pools. Tile Color: TBD Grout Color: TBD *Samples will be provided by email for choosing*	446	30.00	13,380.00
Remodel:Depth marker tiles Depth Marker Tiles, 6x6 Tiles Needed: 3 FT 9 IN (5) 4 FT 6 IN (2) 5 FT 6 IN (2) 4 FT 9 IN (2) 4 FT (1)	46	18.00	828.00
Remodel:Stair Cap Tile and Installation Stair Cap Tiles and Installation, this is for the steps and swim out bench in the pool. 48 linear feet Color: TBD *Samples will be provided by email for choosing*	48	18.00	864.00
Job Material:Materials Pentair White LED 12v 100ft corded Pool Lights	4	1,015.00	4,060.00
Job Material:Materials Lap Pool Wall Tile Targets 6 linear feet x 6	36	32.00	1,152.00
Job Material:Materials Lap Lane Tiles 198 linear feet	198	32.00	6,336.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Permit Fees:Permit Fee Permit Fee for the County covers the documentation process for the application, permit, notice of commencement and department of health forms and reporting for notice of resurfacing.	1	1,050.00	1,050.00
Remodel:Travel Fee Travel Fee for the Plaster Company only, to cover travel to the destination from Jacksonville FL to Leesburg, plus fuel for trucks. NOTE: trip charges are applied per the plaster company regardless of any job they do for us, however this rate includes their mileage and fuel.	1	5,000.00	5,000.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
<p>Deposit and Approval Notice: a signed copy of this estimate is required along with a signed contract that will be submitted once we have the signed estimate back along with a deposit. Once the deposit and contract are received, we will apply for the permit and after the permit is received, we will confirm the actual commencement date.</p> <p>Please note that this is an estimated cost to complete the work described. prices on materials and plaster can increase at any time due to industry demand and shortages of materials. If a price change does go into effect, a change order will be issued.</p> <p>Deposit Schedule: 20% due upon contract signing (net7) 35% commencement deposit (due 3 days prior to arrival) 35% plaster deposit (due 3 days prior to plater application) 10% Final Payment (due net 10 upon completion)</p> <p>Terms: Work will be completed as requested and payment is due based on the schedule provided. In the even Big Z Pool Service, LLC is required to employ legal counsel or incur any other expenses to enforce timely payment under this agreement, it shall be entitled to recover the reasonable amount of all attorney's fees of such counsel, costs incurred, and all other expenses incurred in enforcing such obligation. It is acknowledged that venue for any dispute shall be in St. Johns County, Florida and that this agreement shall be governed by the laws of the State of Florida.</p> <p>Commencement Availability: with a signed contract, deposit and approval permit, we could begin in December 2022 into January 2023.</p>			
		TOTAL	\$122,929.50

THANK YOU.

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

Accepted By

Accepted Date

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

Pool 2000
 Gutter 200
 Pool 3500
 60 tile 300
 SPA 1000

Classic Marcite, INC.

COMMERCIAL & RESIDENTIAL SWIMMING POOL RENOVATIONS

430 Fairvilla Rd. 4960 Stepp Ave.
 Orlando, FL 32808 Jacksonville, FL 32216

Ph# 407-521-6260 Fax# 407-521-6248 Ph# 904-448-4150 Fax# 904-448-9914

- Pebble Tec _____
- Quartz KRYSTAL BLUE
- Other _____

Date: 10-25-22

Name "Purchaser": ARLINGTON RIDGE
 Address: 4463 ARLINGTON RIDGE BLVD.
 Job Name: LEESBURG FL.
 Jobsite Address: ATTN: BRETT PEREZ
 City: _____ Zip Code: _____

Cell Phone: 407-433-0515
 Work Phone: _____
 Email: BRETT.PEREZ@INFRAMARK.COM
 LIGHTS FUNCTIONAL (circle one): Y or N
 EQUIPMENT WORKING (circle one): Y or N
 WATER (circle one): CITY or WELL

Classic Marcite, Inc. hereinafter called "Seller", does hereby propose to furnish material and labor in accordance with specifications below and/or attached for the sum of SEVENTY NINE THOUSAND EIGHT HUNDRED Dollars (\$ 79,800.)

Payment to be made as follows:

- 30% of total contract price as a DEPOSIT to get on Schedule
- 60% of total contract price as a PARTIAL at time of Prep/Bondkote for Plaster
- 10% of total contract price as FINAL payment at Chemical Startup

This proposal may be withdrawn by Classic Marcite, Inc. if not accepted within 30 days. The work, subject to all terms and conditions as set forth on both sides of this contract as follows:

1. Drain water from pool, taking necessary precautions to prevent hydrostatic pressure displacement.
2. Saw-cut under tile, fittings, light(s) and main drain(s) to obtain a flush finish.
3. Acid wash to clean and roughen surface.
4. Apply bonding agent to achieve a better bond between old and new material.
5. Pneumatically apply and hand trowel: CLI KRYSTAL KREE KRYSTAL BLUE finish.
6. Fill pool with water from garden hose.
7. Provide 5 year manufacturer warranty and 1 year labor warranty from date of project completion.
8. Remove all job-related debris from jobsite.
9. Start up equipment and balance water with necessary chemicals.
10. *) INSTALL NEW 2"x6" BULLDOSE NON-SKID TILE ON STEPS & SPA. *800.00*
11. *) RESURFACE SMALL POOL: *27,550.00*
12. *) RESURFACE LARGE POOL: *46,950.00*
13. *) RESURFACE SPA: *4,500.00*
14. _____
15. _____
16. _____

SIGNED CONTRACT MUST BE RETURNED WITH THE 30% DEPOSIT PAYMENT before ordering of special materials or scheduling of any work.
 ALL CONTRACTS AND PRICES QUOTED HEREIN ARE CONFIDENTIAL-Contract includes ALL NEW fittings and main drain covers

Accepted By: _____
 "Purchaser" PRINTED NAME
 Accepted By: _____
 "Purchaser" SIGNATURE

Respectfully submitted,
 CLASSIC MARCITE, INC.
 BY: [Signature]
 Salesperson

****3% Surcharge on Discover, Mastercard, Visa** **5% Surcharge on American Express****

CC #: _____
 Exp. Date: _____ CVC Code: _____ Zip Code: _____
 Name on Credit Card _____
 DL #: _____



**Electro Mechanic Industries,
Inc. DBA Vermana**
8248 Parkline Blvd.
Suite 100
Orlando, FL 32809
4076013943
www.vermana.com
admin@vermana.com



Estimate

Name / Address
Arlington Ridge CDD (Inframark) 4463 Arlington Ridge Blvd Leesburg, FL 34748 USA

Ship To
Arlington Ridge CDD (Inframark) 4463 Arlington Ridge Blvd Leesburg, FL 34748 USA

Estimate #	Date	P.O. No.
911341	1/6/2023	

**YOUR APPROVAL OF THIS ESTIMATE MUST BE
FORWARDED TO THE OPERATIONS DEPARTMENT!**
operations@vermana.com
This estimate is valid for 30 days from the date listed above

Sales Rep

DKS

Activity	Qty	Rate	Amount
LAP POOL RESURFACE WITH QUARTZ THIS INCLUDES 2X6 NON-SKID WATERLINE TILE, STEP TILE AND LAP LANES TILE REPLACEMENT: 6x6 FLAT BEAM TILE 6x6 FLAT BEAM MARKERS LED POOL LIGHT REPLACEMENT (\$985.00 EACH x 4) INSTALL NEW DECK DEPTH MARKERS POOL RENOVATION PERMITTING Non-Taxable Sales Tax	1 1 1 1 1 1	59,370.00 7,600.00 3,940.00 1,900.00 2,000.00 0.00%	59,370.00 7,600.00 3,940.00 1,900.00 2,000.00 0.00

Total

\$74,810.00

Accepted By:

Accepted Date:

GENERIC DISCLAIMER ON COMMERCIAL POOL/SPA RESURFACE

Electro Mechanic Industries, Inc. – Vermana is pleased to submit the following proposal. Vermana commits to abide and comply with the Florida Building Code Chapter 454 specifically the “Modification” section 454.1.10 which covers the regulations to be met when resurfacing a public swimming pool. Vermana proposes on the following provisions: materials, equipment, supervision, and labor for the below scope of work:

POOL RESURFACE

1. Safely drain entire pool
2. Remove all existing loose finish up to 10%
3. Install non-skid step tile per FBC 454.1.2.5.3
4. Install waterline tile (2x6 non-skid) IF APPLICABLE
5. Install slope transition tile IF APPLICABLE
6. Install lap lanes tile IF APPLICABLE
5. Grind surface around tile, fittings, and fixtures
6. Install new wall/floor return covers with slotted type
7. Install new gutter fittings
8. Replace main drain grate/cover with VGB compliant (ASME/ANSI A112.19.8)
9. Prepare surface for proper adherence applying Bond Kote per manufacturer
10. Resurface interior finish with **Standard Quartz, or Pebble (if applicable)**
11. Job site clean up
12. Pool Start- Up and balance water chemistry for turnover

TILE REPLACEMENT

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We propose tile change on the swimming pool following the below steps:

1. Install beam tile (6x6 flat or bullnose) IF APPLICABLE
2. Install BEAM markers (6x6 flat or bullnose) per FBC 454.1.2.3.1 IF APPLICABLE
3. Install DECK depth markers per FDC 454.1.2.3.1 IF APPLICABLE

Note: Tile selection would be based on samples presented to customer by Vermana Representative. All tile samples are typical selections that meet the Florida Building Code Chapter 454. If a different tile selection is preferred, prices are subject to change, and prior installation approval must be obtained by governing authority.

POOL LIGHT REPLACEMENT (IF APPLICABLE)

1. Replace Led Light for commercial pool

SPA RESURFACE (IF APPLICABLE)

1. Safely drain entire Spa
2. Remove all existing loose finish up to 10%
3. Install non-skid step tile per FBC 454.1.2.5.3
4. Grind surface around tile, fittings, and fixture
5. Install new floor/wall return covers with slotted type
6. Replace main drain grate/cover with VGB compliant (ASME/ANSI A112.19.8)
7. Prepare surface for proper adherence applying Bond Kote per manufacturer
8. Resurface interior finish with **Standard Quartz or Pebble (if applicable)**
9. Job site clean up
10. Start- Up and balance water chemistry for turnover

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KIDDIE POOL RESURFACE (IF APPLICABLE)

1. Safely drain entire kiddie pool
2. Remove all existing loose finish up to 10%
3. Grind surface around tile, fittings, and fixture
4. Install new floor/wall return covers with slotted type
5. Replace main drain grate/cover with VGB compliant (ASME/ANSI A112.19.8)
6. Prepare surface for proper adherence applying Bond Kote per manufacturer
7. Resurface interior finish with Standard Quartz.
8. Job site clean up
9. Start- Up and balance water chemistry for turnover

POOL DECK

TEXTURE AND PAINT DECK (IF APPLICABLE)

Scope of work:

1. Pressure wash with special nozzle the entire surface, chlorine wash to remove existing mold, and acid wash surface.
2. Grind damaged areas, to avoid texture application on surfaces with delamination.
3. Level uneven surface on lower deck
4. Prep and skim coat entire surface for smooth finish.
5. Apply knockdown texture.
6. Apply one coat of color seal (TBD).

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TEXTURE AND PAINT TOP OF BEAM (IF APPLICABLE)

DECK A DRAIN (IF APPLICABLE)

1. INSTALL NDS 3" DRAIN W/ REMOVAL COVERS

PAVER (IF APPLICABLE)

Scope of work:

1. Installation of Pavers
- 2.** Site Clean up

POOL COPING (IF APPLICABLE)

Scope of work:

1. Installation of Coping
2. Site Clean up

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Important notes:

Lead time for pavers can be from 8 to 14 weeks.

Time frame: In average a resurfacing job will take 21 calendar days to complete, weather permitting. The pool will remain closed during this work.

DRAINING PROCESS

Pool water will be drained to the nearest storm drain, street, retention pond, or directed means of discharge. The following items are recommended when draining the pool:

- The residual chlorine cannot exceed 0.1 mg/L (ppm)
- The pH is between 6.5 & 8.5
- The water is free of any unusual coloration
- There is no discharge of filter media
- There is no discharge of acid cleaning waste
- Any pipe connection to the storm drain system has permits from the city or county having jurisdiction

Relief Valves

Hydrostatic valves and drain pipes are sometimes used to help prevent a hydrostatic failure. A hydrostatic relief or check valve is often placed in the main pool drain line. The purpose of this valve is to equalize the pressure between the water beneath the pool and the water at the bottom of the pool. Should the water pressure beneath the pool substantially

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exceed the water pressure at the bottom of the pool, the valve is designed to open, allowing water beneath the pool to flow into the pool bottom.

Well Points (NOT included in this proposal).

Well points are sometimes used for groundwater control. These consist of a plumbing pipe installed in cohesion-less soil (sand) or gravel beneath or beside the pool shell. The well point is used to draw ground water out from beneath the pool before it is emptied, reducing the potential hydrostatic uplift pressure to prevent the pool from popping.

HOLLOW PLASTER

PLEASE READ CAREFULLY

In order to properly prepare the pool surface for new plaster, we must chip out and remove ALL delaminated or hollow plaster. It is expected that any pool that needs to be re-surfaced will have hollow plaster spots. As much as 10% of the entire pool surface is considered to be normal. This proposal includes the removal of up to 10% of any hollow plaster at no additional charge. However, there will be an additional charge if there is an excessive amount: greater than 10 % that must be removed. Unfortunately, we are unable to determine the exact amount of hollow plaster in your pool until we begin the preparation work.

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WARRANTY ON PLASTER

Quartz aggregate has a 5 -year warranty on commercial pools and 1- year warranty on spas

Pebble has a 5- year warranty on commercial pools

- Warranty claim is valid only if all chemicals have been properly maintained within the acceptable ranges. PH, total alkalinity, calcium hardness, and chlorine/bromine readings must be maintained within county accepted standards during that time - verified by supporting pool reading logs for time period in question.

If a warranty issue comes up:

- Owner must provide chemical reading logs for the time period between when pool was plastered by Vermana and the time you are making the warranty claim.
- Owner must have complete records for that time period sent to us IMMEDIATELY
- No warranty will be honored if:
 1. The chemical readings have not been in balance during the mentioned time frame, since proper chemical balance is the key to maintaining integrity of your new pool surface.
 2. The chemical reading logs for the time period in question are not readily provided and/or made available to Vermana.
 3. If our invoice for the renovation work was not paid within our terms laid out on our invoice.
- If there are valid warranty issues, any repairs will be professionally patched (as is standard practice in our industry) so, please be prepared for a "patched repair" if this issue should come about
- The remedy to a legitimate warranty claims on a plaster job is a professional patch repair by Vermana not an entire re-plaster job on the entire pool.

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WHITE GOODS CLAUSE _PLEASE READ CAREFULLY

- If there are “white good” fittings, grates, or return covers that need to be replaced, we will do it at no additional cost.

WATERLINE TILE

PLEASE NOTE: If there is a major structural problem behind the current tile that we can't see, it will be communicated to the property. Additional cost may apply.

VGB COMPLIANCE

Install VGB Act compliant covers on Main Drains as needed

- If necessary, we will chip out old covers from the plaster.
- We will install the appropriate size frames that accommodate the new, compliant covers that also meet all local flow regulations.
- We will install the new compliant drain covers that meet the ASME/ANSI A112.19.8-2007 Standard required by this new federally mandated law / The Virginia Graeme Baker Pool and Spa Safety Act (aka the VGB Act)

FORCE MAJEURE. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy.

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If this estimate is approved, you will be responsible to communicate with you Pool maintenance service to pursue all the following recommendations of the National Plaster Council:

DAILY WATER CHEMISTRY AND MAINTENANCE

Balanced water chemistry is as critical during the off-season months as it is in season. Water may become aggressive because of rain, snow, and fill water as with the regular use of acid to control pH. Adjust your pH and **Carbonate Alkalinity**¹ frequently; monitor calcium hardness and Cyanuric acid monthly.

DAILY WATER CHEMISTRY AFTER 28 DAYS

Maintain the water chemistry using the **Langelier Saturation Index (LSI)** maintained between **0.0 and + 0.3**.

• Free Chlorine = 1 to 3 ppm	• pH = 7.2 to 7.6	• Calcium hardness = 200 to 400 ppm	• Salt Level = 2500 to 3500 ppm (Salt chlorination ONLY)
• Total Chlorine = 1 to 3 ppm	• Carbonate Alkalinity = 80 to 120 ppm ¹	• Cyanuric acid = 30 to 50 ppm	
• Sequestering Agent as per Manufacturer's directions		• TDS = 300 to 1800 ppm (Non-salt pools)	

The **Langelier Saturation Index (LSI)** must be maintained between **0.0 and +0.3** for day-to-day maintenance after the initial start up procedure has been completed. This will help to reduce the likelihood of problems with the pool surface. Disregarding these **LSI** parameters promotes leaching, etching and discoloration on the negative (-) side and scaling and discoloration on the positive (+) side.

LANGELIER SATURATION INDEX (LSI) =
 $pH + \text{Total Alkalinity Factor} + \text{Calcium Hardness Factor} - \text{Temperature Factor} - \text{TDS Factor}$

Deterioration, discoloration and scaling as a result of the premature or improper use of chemicals and use of chemical feeders are the responsibility of the equipment installer and operator. Feeders other than *Oxidation Reduction Potential (ORP)* types and pH controllers should not be placed in operation for a minimum of 28 days after the start up.

Failure to follow the manufacturer and/or applicator instructions and to control the LSI may cause deleterious effects, which are not the result of improper workmanship or a manufacturer's defect.

LSI CALCULATOR

TA ¹ ppm	CH ppm	Temp F (C)	TOTAL DISSOLVED SOLIDS (TDS) ppm
FACTOR	FACTOR	FACTOR	FACTOR
5=0.7	75=1.5	32 (0°C)=0.0	Up to 1000= 12.10
25=1.4	100=1.6	37 (3°C)=0.1	1000=12.19
50=1.7	150=1.8	46 (8°C)=0.2	2000=12.29
75=1.9	200=1.9	53 (12°C)=0.3	3000=12.35
100=2.0	300=2.1	60 (16°C)=0.4	4000=12.41
125=2.1	400=2.2	66 (19°C)=0.5	5000=12.44
150=2.2	800=2.5	76 (24°C)=0.6	
200=2.3	1000=2.6	84 (29°C)=0.7	
300=2.5		94 (34°C)=0.8	
400=2.6		105 (41°C)=0.9	

A calculated LSI of 0.0 is considered balanced.
 A calculated (-) negative LSI has corrosive tendencies.
 A calculated (+) positive LSI has scaling tendencies.

**EXAMPLE:
POOL WATER CHEMISTRY**

pH 7.8
 TA 125¹
 CH 300
 TF 90 F (32°C)
 TDS 950

CALCULATED LSI

pH 7.8
 TA factor 2.1
 CH factor 2.1
 Temp factor 0
 Total +12.8
 Subtract TDS Factor -12.1
 LSI = +0.7 SCALING

Target calculated 0.0 to +0.3

Use the closest factor to the chemistry reading.

Caution: Research has shown that Cyanuric acid levels of 100 ppm (mg/l) and above may cause permanent deterioration to the pool surface. Excessively high calcium hardness and Cyanuric acid levels should be diluted. DILUTION IS THE LOW COST SOLUTION.

These procedures are sound technical practices in the industry and are advisory and non-binding. The National Plasterers Council does not regulate, control, or monitor the acts of its members or others in terms of conformance to any of the guidelines, recommendations, or other information contained in these technical procedures.

¹Total Alkalinity - 1/3 Cyanuric Acid = Corrected or Carbonate Alkalinity. ²ALWAYS ADD A CHEMICAL TO WATER, NEVER WATER TO THE CHEMICAL. © 2012 National Plasterers Council, Inc. BEV3.09.12

Local: 407.601.3943

Fax: 1.888.519.2283

E-mail: info@vermana.com

Address: 8248 Parkline Boulevard, Suite 100 • Orlando, FL 32809

www.vermana.com

CPC-1458858

CGC-060109



SWIMMING POOL START-UP PROCEDURES

The pool finish will start to **hydrate** immediately after mixing, with the majority of hydration taking place within the first 28 days. This critical time period is when a finish is most susceptible to staining, scaling and discoloration. Proper start-up procedures including timely brushing and constant monitoring and adjusting of the pool water is mandatory. The following recommended start-up method is based on procedures shown to produce the best aesthetic results. Due to unique local water conditions and environmental factors, parts of these recommended start-up procedures may need to be modified to protect the pool finish. *For example:* filling the pool with extremely low calcium hardness, low pH or low total alkalinity levels may necessitate changes to these procedures. Brushing and monitored chemical² adjustments will be mandatory by the homeowner or a trained pool technician **during the service life of any pool surface. ALWAYS ADD A CHEMICAL TO WATER, NEVER WATER TO THE CHEMICAL.**

POOL FILLING DAY

- Step 1. Make sure the filtration equipment is operational.
- Step 2. Remove all floor return heads and directional eyeballs *(if appropriate and recommended in your geographical area)*.
- Step 3. Based on temperature and type of finish, fill the pool to the middle of the skimmer or specified water level without interruption as rapidly as possible with clean potable water to help prevent a bowl ring. Place a clean rag on the end of the hose, always placed in the deepest area, to prevent damage to the surface material. If a water truck is required, 24 inches (60 cm) of water should be placed at the deepest area for a water cushion. Wheeled devices should not be used in the pool until after 28 days.
- Step 4. At no time should any person or pets be allowed in the pool during the fill. Do not allow any external sources of water to enter the pool to help prevent streaking. It is recommended that you do not swim in the pool until the water is properly balanced.
- Step 5. Test fill water for pH, alkalinity, calcium hardness and metals. Record test results.
- Step 6. Start the filtration system **immediately** when the pool is full to the middle of the skimmer or specified water level.

1st DAY (It's vital to follow these steps in order - prior to proceeding to the next step)

- Step 1. Test pH, alkalinity, calcium hardness and metals. Record test results.
- Step 2. High alkalinity should be adjusted to 80 ppm¹ using pre-diluted Muriatic Acid (31-33% Hydrochloric acid). Always pre-dilute the acid by adding it to a five gallon (19 L) bucket of pool water².
- Step 3. Low alkalinity should be adjusted to 80 ppm¹ using sodium bicarbonate (baking soda)¹.
- Step 4. pH should be reduced to 7.2 to 7.6 adding pre-diluted² Muriatic Acid **if the alkalinity is already 80-100 ppm¹**.
- Step 5. Brush the entire pool surface thoroughly at least **twice** daily to remove all plaster dust.
- Step 6. Although optional, it is highly recommended to pre-dilute and add a quality sequestering agent using the recommended initial start-up dosage and then the recommended maintenance dosage per the sequestering agent's manufacturer.²
- Step 7. Operate filtration system continuously for a minimum of 72 hours.
- Step 8. DO NOT add chlorine for 48 hours. DO NOT turn on pool heater until there is no plaster dust in the pool.

2nd DAY - Brush the Pool

- Step 1. Test pH, Alkalinity and Calcium Hardness and repeat steps of 1st Day **except** for Step 6.
- Step 2. Once the alkalinity is adjusted to 80ppm and the pH is adjusted to 7.2 to 7.6, then adjust calcium hardness levels to a minimum of 150 ppm.
(Caution: Adjustments requiring more than 20 lbs. of CaCl₂ should be pre-diluted and added in 10 lbs. increments - morning and afternoon)

3rd DAY

- Step 1. Test pH, Alkalinity and Calcium Hardness and repeat 1st Day Steps 1 through 6.
- Step 2. Pre-diluted² chlorine may now be added to achieve 1.5 to 3 ppm¹. NO SALT SHOULD BE ADDED FOR 28 DAYS.
- Step 3. Brush the entire pool surface thoroughly at least **twice** daily to remove all plaster dust.

4th THROUGH THE 28th DAY

- Step 1. Test pH, **Carbonate** Alkalinity and Calcium Hardness and repeat 1st Day Steps 1 through 5 every day for 14 days to help prevent the scaling of the pool surface.
- Step 2. On the 7th day, if there is any plaster dust remaining - remove it using a brush pool vacuum.
- Step 3. After the 4th Day - calcium levels should be adjusted slowly over the 28 day period not to exceed 200 ppm¹
- Step 4. After the 4th Day - adjust Cyanuric acid levels to 30 to 50 ppm¹ based on the primary sanitizer of the pool (pre-dissolve² and add through the skimmer).

Purchase Taking Care of Your Pool DVD from the National Plasterers Council www.npconline.org or call (866) 483-4672

By approving this estimate our customer understand that this recommendation needs to be follow for a proper care of a new pool plaster.

Local: 407.601.3943

Fax: 1.888.519.2283

E-mail: info@vermana.com

Address: 8248 Parkline Boulevard, Suite 100 • Orlando, FL 32809

www.vermana.com

CPC-1458858

CGC-060109



Please note that permitting for pool resurface is included on the pool/spa resurface price

Payments:

- ✓ 50% Upon Acceptance of this Proposal.
- ✓ 50% Upon Completion of Project.

If Approved please sign estimate and email to amesa@vermana.com, cc admin@vermana.com, asolarte@vermana.com, operations@vermana.com All checks must be payable to Electro -Mechanic Industries DBA Vermana and mail to 8248 Parkline Boulevard, Suite 100 • Orlando, FL 32809.

Print your name here: _____

Sign your name: _____

PO# _____ Date: _____

For tile selection please visit our website www.vermana.com

Materials Selection:

Waterline Tile Selection: _____

Beam Tile Selection: _____

Step Tile Selection: _____

Plaster Color Material: _____

Deck Color options:

Local: 407.601.3943

Fax: 1.888.519.2283

E-mail: info@vermana.com

Address: 8248 Parkline Boulevard, Suite 100 • Orlando, FL 32809

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Deck color selection: _____

Local: 407.601.3943

Fax: 1.888.519.2283

E-mail: info@vermana.com

Address: 8248 Parkline Boulevard, Suite 100 • Orlando, FL 32809

www.vermana.com

CPC-1458858

CGC-060109



Subsection 4D(iii)c-3

Spa



Big Z Pool Service, LLC
 172 Stokes Landing Rd
 Saint Augustine, FL 32095
 office@bigzpoolservice.com
 bigzpoolservice.com

Estimate 3300

ADDRESS 4463 Arlington Ridge Blvd Leesburg, FL 34748	DATE 11/01/2022	TOTAL \$9,056.00	EXPIRATION DATE 11/30/2022
---	--------------------	----------------------------	----------------------------------

PRODUCT/SERVICE	QTY	RATE	AMOUNT
RE: SPA Resurface Project NOTE: the prices are reflected if this spa is completed along with either the lap pool or zero-entry beach pool, not on its own as there are minimums for plaster.			
Plaster Finishes:Sunstone Pearl Plaster Sunstone Pearl Pebble Plaster Finish Color: Cove Blue 114 sqft Warranty: Includes a limited 15-yr. warranty from date of install from the manufacturer if installed by a certified plaster company. We use Tempool Inc.	114	20.00	2,280.00
Remodel:Commercial Prep Labor Remodel Prep Labor Includes: To drain the body of water, chip out remove and dispose of hollow spots in existing plaster, install 1 new 12x12 VGB main drains, 14 wall fittings then we will seal around all of the pool fittings including the light niches; followed by pressure washing of the entire pool surface with a 4000 psi oscillating tip to remove the rest of the old plaster/marcite finally we then apply a bonding agent preparing the pool for the new plaster.	114	18.00	2,052.00
Job Material:Materials Wall Fittings	14	9.50	133.00
Job Material:Materials VGB Main Drain Covers w/ Frames 7-year lifespan covers	1	147.00	147.00

If you have any questions please give us a call at 904-868-4660!
 Zach Sullivan
 Big Z Pool Service, LLC
 Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Remodel:Commercial Waterline Tile and Install Waterline Tiles, Installed 47 linear feet Includes: to remove existing waterline tiles, install the new waterline tiles on a commercial application this includes grouting. The new waterline tiles will be 6x6 tiles. Tile Color: TBD Grout Color: TBD *Samples will be provided by email for choosing*	47	30.00	1,410.00
Remodel:Stair Cap Tile and Installation Stair Cap Tiles and Installation, this is for the steps and spa bench. 56 linear feet Color: TBD *Samples will be provided by email for choosing*	56	18.00	1,008.00
Job Material:Materials Pentair White LED 12v 100ft corded Spa Lights	1	976.00	976.00
Permit Fees:Permit Fee Permit Fee for the County covers the documentation process for the application, permit, notice of commencement and department of health forms and reporting for notice of resurfacing.	1	1,050.00	1,050.00
Remodel:Travel Fee No Travel Fee, when completed with another pool	1	0.00	0.00

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

PRODUCT/SERVICE	QTY	RATE	AMOUNT
<p>Deposit and Approval Notice: a signed copy of this estimate is required along with a signed contract that will be submitted once we have the signed estimate back along with a deposit. Once the deposit and contract are received, we will apply for the permit and after the permit is received, we will confirm the actual commencement date.</p> <p>Please note that this is an estimated cost to complete the work described. prices on materials and plaster can increase at any time due to industry demand and shortages of materials. If a price change does go into effect, a change order will be issued.</p> <p>Deposit Schedule: 20% due upon contract signing (net7) 35% commencement deposit (due 3 days prior to arrival) 35% plaster deposit (due 3 days prior to plater application) 10% Final Payment (due net 10 upon completion)</p> <p>Terms: Work will be completed as requested and payment is due based on the schedule provided. In the even Big Z Pool Service, LLC is required to employ legal counsel or incur any other expenses to enforce timely payment under this agreement, it shall be entitled to recover the reasonable amount of all attorney's fees of such counsel, costs incurred, and all other expenses incurred in enforcing such obligation. It is acknowledged that venue for any dispute shall be in St. Johns County, Florida and that this agreement shall be governed by the laws of the State of Florida.</p> <p>Commencement Availability: with a signed contract, deposit and approval permit, we could begin in December 2022 into January 2023.</p>			
		TOTAL	\$9,056.00

THANK YOU.

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

Accepted By

Accepted Date

If you have any questions please give us a call at 904-868-4660!

Zach Sullivan

Big Z Pool Service, LLC

Licensed & Insured CPC#1459355

Pool 2000
Turret 200
Pool 3500
60 feet 300
SPA 1000

Classic Marcite, INC.

COMMERCIAL & RESIDENTIAL SWIMMING POOL RENOVATIONS

430 Fairvilla Rd.
Orlando, FL 32808

4960 Stepp Ave.
Jacksonville, FL 32216

Ph# 407-521-6260 Fax# 407-521-6248

Ph# 904-448-4150 Fax# 904-448-9914

- Pebble Tec _____
- Quartz KRYSTAL BLUE
- Other _____

Date: 10-25-22

Name "Purchaser": ARLINGTON RIDGE
 Address: 4463 ARLINGTON RIDGE BLVD.
 Job Name: LEESBURG FL.
 Jobsite Address: ATTN: BRETT PEREZ
 City: _____ Zip Code: _____

Cell Phone: 407-433-0515
 Work Phone: _____
 Email: BRETT.PEREZ@INFRAMARK.COM
 LIGHTS FUNCTIONAL (circle one): Y or N
 EQUIPMENT WORKING (circle one): Y or N
 WATER (circle one): CITY or WELL

Classic Marcite, Inc. hereinafter called "Seller", does hereby propose to furnish material and labor in accordance with specifications below and/or attached for the sum of SEVENTY NINE THOUSAND EIGHT HUNDRED Dollars (\$ 79,800.)

Payment to be made as follows:

- 30% of total contract price as a DEPOSIT to get on Schedule
- 60% of total contract price as a PARTIAL at time of Prep/Bondkote for Plaster
- 10% of total contract price as FINAL payment at Chemical Startup

This proposal may be withdrawn by Classic Marcite, Inc. if not accepted within 30 days. The work, subject to all terms and conditions as set forth on both sides of this contract as follows:

1. Drain water from pool, taking necessary precautions to prevent hydrostatic pressure displacement.
2. Saw-cut under tile, fittings, light(s) and main drain(s) to obtain a flush finish.
3. Acid wash to clean and roughen surface.
4. Apply bonding agent to achieve a better bond between old and new material.
5. Pneumatically apply and hand trowel: CLI KRYSTAL KREE KRYSTAL BLUE finish.
6. Fill pool with water from garden hose.
7. Provide 5 year manufacturer warranty and 1 year labor warranty from date of project completion.
8. Remove all job-related debris from jobsite.
9. Start up equipment and balance water with necessary chemicals.
10. *) Install New 2"x6" Bullnose Non-Skid tile on steps & SPA. \$800.00
11. *) Resurface Small pool: \$27,550.00
12. *) Resurface Large pool: \$46,950.00
13. *) Resurface SPA: \$4,500.00
- 14.
- 15.
- 16.

SIGNED CONTRACT MUST BE RETURNED WITH THE 30% DEPOSIT PAYMENT before ordering of special materials or scheduling of any work.
 ALL CONTRACTS AND PRICES QUOTED HEREIN ARE CONFIDENTIAL-Contract includes ALL NEW fittings and main drain covers

Accepted By: _____
 "Purchaser" PRINTED NAME
 Accepted By: _____
 "Purchaser" SIGNATURE

Respectfully submitted,
 CLASSIC MARCITE, INC.
 BY: [Signature]
 Salesperson

****3% Surcharge on Discover, Mastercard, Visa** **5% Surcharge on American Express****

CC #: _____
 Exp. Date: _____ CVC Code: _____ Zip Code: _____
 Name on Credit Card _____
 DL #: _____



Electro Mechanic Industries,
Inc. DBA Vermana
 8248 Parkline Blvd.
 Suite 100
 Orlando, FL 32809
 4076013943
 www.vermana.com
 admin@vermana.com



Estimate

Name / Address
Arlington Ridge CDD (Inframark) 4463 Arlington Ridge Blvd Leesburg, FL 34748 USA

Ship To
Arlington Ridge CDD (Inframark) 4463 Arlington Ridge Blvd Leesburg, FL 34748 USA

Estimate #	Date	P.O. No.
911328	1/4/2023	

**YOUR APPROVAL OF THIS ESTIMATE MUST BE
 FORWARDED TO THE OPERATIONS DEPARTMENT!**
operations@vermana.com
This estimate is valid for 30 days from the date listed above

Sales Rep

DKS

Activity	Qty	Rate	Amount
SPA RESURFACE WITH QUARTZ	1	4,300.00	4,300.00
THIS INCLUDES 2X6 NON-SKID WATERLINE TILE AND STEP TILE			
TILE REPLACEMENT:	1	1,050.00	1,050.00
6x6 FLAT BEAM TILE			
6x6 FLAT BEAM MARKERS			
LED SPA LIGHT REPLACEMENT	1	885.00	885.00
Non-Taxable Sales Tax		0.00%	0.00

Total

\$6,235.00

Accepted By:

Accepted Date:

Subsection 4F

General Manager Monthly Report



December 2022 General Manager Report

December was another strong month for revenue in both food & beverage and golf. Even with a couple of cold snaps affecting a few days of business, we still managed to have a solid month. Golf rounds and revenue were both in line with budget and the previous year. The restaurant was \$7,305 ahead of budget and \$15,089 ahead of last year, driven by increased event sales and a la carte dining in the grille and tavern.

Both the Golf and the Restaurant continue to maintain their bottom-lines ahead of budget and previous year (see summary below). Both areas should continue to do well heading in to 2023, if we have minimal stretches of cold weather in January.

Labor was high in the restaurant in December due to increased labor hours and more overtime driven by an increased number of parties and reopening on Mondays. Staffing levels have become more consistent, and overtime will decline significantly in January. Operating expenses were also higher than budget for the restaurant, driven by higher linen and entertainments expenses associated with events and timing of the new ice machine lease. We expect expenses to return to budgeted levels moving forward, and year to date expenses are right in line with budget.

<u>Golf Operations Financial Summary</u>										
<i>December</i>					<i>YTD</i>					
		Budget	Last Year	Last Year		Actual	Budget	Budget	Last Year	Last Year
Actual	Budget	Variance	Last Year	Variance		Actual	Budget	Variance	Last Year	Variance
3,837	3,844	(7)	4,154	(4,161)	Rounds	12,411	10,829	1,582	11,698	(10,116)
139,224	143,397	(4,173)	132,669	6,555	Revenue	405,508	399,068	6,440	366,608	38,900
10,536	12,197	(1,661)	8,582	1,954	Cost of Sales	30,230	29,409	821	23,821	6,409
54,878	53,934	944	46,584	8,294	Labor	151,642	156,373	(4,730)	131,144	20,498
46,942	49,716	(2,774)	48,666	(1,724)	Operational Expenses	148,462	154,329	(5,866)	176,435	(27,973)
8,194	9,290	(1,097)	8,976	(782)	Equipment Leases	27,844	27,790	53	26,851	993
17,710	17,764	(54)	19,051	(1,341)	Change In Net Position	45,817	29,601	16,217	5,852	39,965
<u>F&B Operations Financial Summary</u>										
<i>December</i>					<i>YTD</i>					
		Budget	Last Year	Last Year		Actual	Budget	Budget	Last Year	Last Year
Actual	Budget	Variance	Last Year	Variance		Actual	Budget	Variance	Last Year	Variance
105,721	98,416	7,305	90,633	15,089	Revenue	284,329	268,562	15,767	250,820	33,509
38,391	36,455	1,936	41,833	(3,442)	Cost of Sales	104,764	99,092	5,672	108,771	(4,007)
52,615	44,134	8,481	41,110	11,505	Total Labor	120,689	127,037	(6,348)	122,539	(1,850)
28,057	22,168	5,889	24,074	3,983	Operational Expenses	78,241	77,841	400	75,706	2,535
(13,342)	(4,342)	(9,000)	(16,384)	3,042	Change In Net Position	(19,366)	(35,409)	16,043	(56,196)	36,831

Memberships continue to filter in as more Arlington Ridge residents return for the 2023 season. Both full and social members have been taking advantage of this year's benefits. Total annual membership revenue sold through December is \$564,720, which is \$71,346 ahead of last year and \$18,255 behind budget. We continue to get closer to our budgeted total as more and more residents return.

Agronomy Update

The cold has definitely forced the grass to go dormant, but the greens are still holding strong. Continued work around the course has been ongoing. The agronomy team has been tackling many of the bumpy areas throughout the course, and will continue to do so as weather and play on the course allows.

Tee boxes are doing well after over-seeding along with the driving range. James has a plan ready to be executed to push growth in the fairways, as soon as the weather/temperature becomes favorable for growing. In the meantime, he will continue with his detailing projects around the course.

Golf Ops

- Everything is working well with online booking portal. Both full and social members have had access to all tee times available thru each of their portals.
- We continue to see a great number of travel groups come thru nearly every day. A few of these groups have returned with greater numbers than last season.
- John and his crew are looking forward to hosting our upcoming club tournaments. Plans are already in the works for the Mixed Couples, Member-Member and Men's and Women's Club Championships.
- The club will be hosting the Community Street Challenge on January 17th. We are expecting a great turnout because this is the first time that the club will be hosting the men's and women's group on the same day.
- Advertising in The Villages newspaper will begin again in January. This has been successful in driving public rounds in prior seasons.
- IT Update – Phones in the golf shop continue to work with minimal interruptions. The new cellular backup has been installed and has kept the entire system working efficiently.

Food & Beverage

The restaurant survey has been sent off to our marketing team so that it may be sent out to all the Arlington Ridge residents. In addition, we plan to schedule a F&B Town Hall Meeting once confirmation that the survey has been sent. This will provide an opportunity to talk through details of current performance, plans going forward, and get valuable feedback from residents as we begin the FY24 budget process.

Other F&B Updates:

- The different menu options offered by the restaurant has had a very positive response. Our Saturday Prime Rib Night is still a guest favorite. Carl and staff will continue create their daily specials so that guests will have additional delicious food options.
- Residents and golfers have taken advantage of the new Monday hours. Average Monday revenue in January has been \$1,601, which is ahead of what we were averaging when opened previously. We expect business will continue to grow as the word continues to spread.
- Jimmy Mazz has been a community favorite and will be performing January 20th in Fairfax Hall. Both VIP tickets (includes dinner) and Show Only Tickets are available through the Arlington Ridge Golf Club website.
- A big thank you to all the different NFL fans that supported the restaurant throughout this past football season.

We appreciate the support from residents and encourage everyone to participate in the upcoming events.

Section 5

Business Items

Subsection 5C

Benches (Memorial Policy)

ROUGH DRAFT – NOT APPROVED BY THE BOARD

ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT

Memorial Donation Policy

Adopted: _____, 2023

Purpose

The Arlington Ridge Community Development District (“District”) can play an important role in commemorating current and past residents of the Arlington Ridge community and other individuals who have left a lasting impact on the community and its residents, through establishing a process by which such persons may be memorialized. Such memorials augment District property and facilities. The purpose of this Memorial Donation Policy (“Policy”) is to establish guidelines for a sustainable and consistent method of establishing memorials in the District. This Policy was developed based on the needs and resource capabilities of the District and the desire of residents to recognize loved ones through monetary contributions providing for specific memorials.

Types of Memorials

- Benches: Only pre-designated areas will be available for benches with memorial designation. Memorial designation will be accomplished by placement of a memorial plaque to be ordered by the District. Applicants recognize that there are a limited number of benches available for memorialization within the Arlington Ridge community.
- Bricks: Only pre-designated areas will be available for memorial brick placement. Memorial designation will be accomplished by inscription on a pre-approved brick to be ordered by the District.
- Other: The District may add additional and different types of memorials at any time in its sole discretion. The District will inventory, date, and maintain a listing of all existing memorials that have been installed under this Policy.

Costs of Memorials (“Donation”)

- Benches: The required minimum donation required to participate in the memorial bench program described by this Policy shall be \$_____ per named bench, for the duration of the useful life of the bench.
- Bricks: The required minimum donation required to participate in the memorial brick program described by this Policy shall be \$_____ per brick.
- Other: The District may, in its discretion, establish minimum donations for different types of memorials.

How Donations Are Recognized

For each memorial, the District will allow a brief inscription. Inscriptions are recommended to say; “In Memory of (name),” “In Honor of (name),” or “Dedicated to (name).” Inscriptions are subject to approval by the District. Final decision on the placement of memorials will be made by the District.

Approval Criteria

Memorials may only honor current or past residents of the Arlington Ridge community or other individuals who have left a lasting impact on the community and its residents, and may commemorate nationally recognized historic events. Inscription language cannot be offensive and must be politically, socially, and religiously neutral. Memorials cannot have a commercial appearance or corporate label. No advertising is allowed. Only one memorial per person. Memorials will be considered in the order in which they are received.

Memorial Application and Installation Process

1. Applicants may apply for a memorial by completing a Memorial Donation Agreement (“Agreement”), which is available by contacting _____ at (____) ____-____.

ROUGH DRAFT – NOT APPROVED BY THE BOARD

2. The General Manager shall forward all completed applications to the District Manager. The District Manager shall include applications on the agenda for the next feasible meeting of the District’s Board of Supervisors (“Board”).
3. The Board shall consider the proposed Agreement and make a final decision regarding whether the application should be approved or denied. The Board will be the final source of appeal for any disputes regarding approval or denial of an application.
4. If approved, the applicant shall pay the Donation via a check made out to the “Arlington Ridge Community Development District” within thirty (30) days of approval by the Board.
5. Upon receipt of the Donation, the District Manager (or his/her designee) will order the memorial plaque.
6. The District cannot guarantee installation by a set date due to potential workload issues and unforeseen circumstances.
7. Notification of completion of the installation of the memorial will be sent to the applicant.

Miscellaneous

1. The District reserves the right to terminate any Agreement and/or deny any application.
2. The District reserves the right at any time and without making a donation to provide for a memorial to recognize an individual or organization that has made an unusual contribution, service, or gift to the Arlington Ridge community.
3. The District cannot guarantee the permanence of any memorial, and is not responsible for replacing memorials that are stolen or damaged before the useful life of the memorial is exhausted. Damaged memorials may be removed in the District’s discretion.

ROUGH DRAFT – NOT APPROVED BY THE BOARD

**MEMORIAL DONATION AGREEMENT
ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT**

Information:

Donor Name: _____

Address: _____

Home Phone: _____ Work Phone: _____

E-Mail: _____

Type of Memorial: Bench (min. \$____) Brick (min \$____) Other _____

Inscription:

Line 1

- In Memory Of
- In Honor Of
- Dedicated To

Line 2

Name: _____

Acknowledgements:

Memorial donations are considered outright and unrestricted donations. The District does not guarantee permanence of any memorial installed as a result of an accepted donation, and is not responsible for replacing any memorial that is damaged or stolen. The donor declares he or she has read the Memorial Donation Policy, which is incorporated herein by reference. The donor understands and agrees with the conditions set forth in the Memorial Donation Policy, acknowledges that this Memorial Donation Agreement is not effective until reviewed and approved by the District’s Board of Supervisors, and agrees to pay the District at least the specified minimum in donation funds within thirty (30) days of notification of Memorial Donation Agreement approval.

I have read, understand and agree to be bound by this Memorial Donation Agreement.

Signature of Donor

Date

E-Mail completed form to: _____ at _____ @ _____

FOR OFFICE USE ONLY

Accepted By _____ Date _____

Chair/Vice Chair _____ Date _____

Cost \$ _____ Paid \$ _____ Date _____

Exact Location Verified _____

Inscription Proof Reviewed by Donor _____

Subsection 5D

Veteran's Memorial

Veteran's Memorial

January 2023 agenda

Arlington Ridge CDD Board,

On behalf of the Arlington Ridge Veteran's Group, we would like to request one of two possible sites be dedicated to the group for the purpose of building a Veteran's Memorial. The sites in order of preference are the area between Fairfax Hall and the movie theater and the area to the left adjacent to the former sales building. We plan to begin memorial fundraising efforts in earnest once a site is approved by the board.

Thanks, Ted K





Subsection 5E

Garden Club Request

Garden Club Request

January 10, 2023

The Garden Club would like to request to be put on the agenda for the January CDD meeting. We would like to request permission to begin work on planning a Meditation Garden for the community. (This was tabled at the December meeting). We would also like permission to begin selling inscribed bricks to raise money for this project and to create a pathway in the garden. We have decided to make this a Meditation Garden rather than a Memorial Garden because we would like anyone to feel free to use it. Also, bricks could then be purchased for any reason, not just memorials. I would like to make clear that the placement of this garden will be on property that the CDD already owns. Although it is to the right of the sales building, it is not connected to that building in any way, therefore the future use of that building should not affect this request.

Also, the garden club would like to request that some sod be added to the Village Green, specifically between the 2 oak trees and the bricked pathway on the SE corner of the green (the corner that is nearest the Admin Building)

Please let me know if you have any questions.

Nettie Goeler
315-727-8441

Subsection 5F

Softball Team Request



Ladies Softball

December 20, 2022

Angel Montagna
Arlington Ridge District Manager
Leesburg, FL 34748

Dear Angel,

As requested, I am submitting this letter to the Arlington Ridge CDD requesting funds to support our Arlington Ridge Softball Teams.

Arlington Ridge currently has three softball teams. The two men's teams play in the Lakes Senior Softball League and the ladies play in the Tri County Ladies Golden Softball League. All of the men are Arlington Ridge residents. Most of the ladies are also Arlington Ridge residents with the exception of three that live at our sister community Legacy and one that lives at Hawthorne (they did not have enough ladies to field a team this year).

Almost every community in both leagues has their own softball field. As you know, Arlington Ridge does not. All three of our teams pay Spanish Village \$300 each for the use of their field to host our home games. This fee includes preparation of the field and use of the PA system.

Three receipts in the amount of \$300 each have been submitted to the CDD in the hope of obtaining reimbursement for the use of the Spanish Village Softball Field for the 2022-2023 softball season. If this is not possible, we hope the board would consider adding this cost to the fiscal budget to cover this expense for next season.

Your consideration to support Arlington Ridge Senior Softball is appreciated.

Sincerely,

Robert Beall, Ladies Team Manager
26662 Otter Creek Lane
Leesburg, FL 34748
Cell: 603-315-6884
robertbeall555@gmail.com

Gary Partridge, AR Men's Blue Team Manager
Jamie Block, AR Men's Red Team Manager

RECEIPT No. 413365

DATE 11/1/22

FROM Arlington Ridge (Ladies) \$ 300⁰⁰

Three Hundred and 00/100 DOLLARS

FOR RENT
 FOR Ball field Usage (Spanish Village)

ACCT.		<input type="radio"/> CASH	FROM	TO
PAID		<input type="radio"/> CHECK		
DUE		<input type="radio"/> MONEY ORDER	BY <u>Clayd Oberle</u>	A-1152 T-4161
		<input type="radio"/> CREDIT CARD		

RECEIPT No. 413366

DATE 11/1/22

FROM Arlington Ridge (Blue team) \$ 300⁰⁰

Three Hundred and 00/100 DOLLARS

FOR RENT
 FOR Ball field Usage (Spanish Village)

ACCT.		<input type="radio"/> CASH	FROM	TO
PAID		<input type="radio"/> CHECK		
DUE		<input type="radio"/> MONEY ORDER	BY <u>Clayd Oberle</u>	A-1152 T-4161
		<input type="radio"/> CREDIT CARD		

RECEIPT No. 413367

DATE 11/1/22

FROM Arlington Ridge (Red team) \$ 300⁰⁰

Three Hundred and 00/100 DOLLARS

FOR RENT
 FOR Ball field Usage (Spanish Village)

ACCT.		<input type="radio"/> CASH	FROM	TO
PAID		<input type="radio"/> CHECK		
DUE		<input type="radio"/> MONEY ORDER	BY <u>Clayd Oberle</u>	A-1152 T-4161
		<input type="radio"/> CREDIT CARD		

Subsection 5H

Golf Funds Allocation

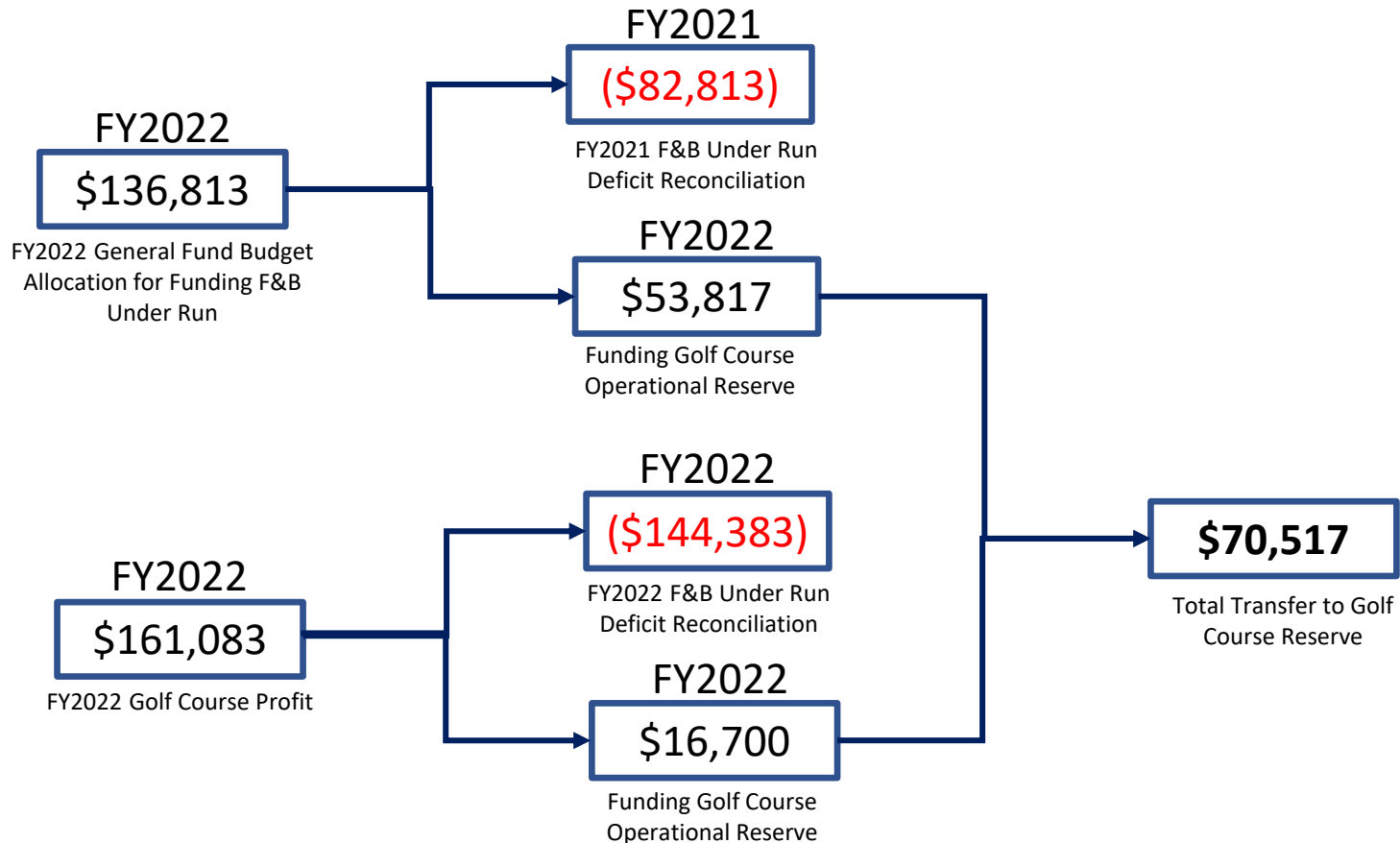
Arlington Ridge CDD

12/31/2022

Golf Course / Restaurant Funding

December 15, 2022 - Decision

Reconciles FY2021 & FY2022 F&B Deficit using 57% of golf course profits as contributions. A decision on F&B Funding for FY2022 & FY2023 is needed to determine what funding source(s) will be used to offset the F&B losses.



Golf Course / Restaurant Funding

Problem Statement – Arlington Ridge Golf Course Operating Reserve

1. A decision has to be made how a Operating Reserve for the Arlington Ridge Golf Course will be funded. Although the Arlington Ridge Golf Course has generated \$196,106 in total profits over the last three years, none of these funds were directed to a working capital reserve from which golf course operations could fund major maintenance and course upgrades. This has led in part, to a deterioration in golf course conditions as well as creating an at-risk funding condition should a major “event” occur.

Golf Course Profits

Fiscal Year	Amount
2022	\$161,083
2023*	\$118,889
Total	\$279,972

* Budgeted 2023 Golf Course Profit Projection

Prior Year Emergency & Maintenance Items Funded by General Fund & Emergency Reserve

Item to Repay	Date	Non-Funded Running Totals
Pressure & Flow LLC - Two Pump Replacements / Irrigation	8-30-2022	\$11,196.30
Citrus Seven Pump Station Services – Replace 2 pumps / Irrigation	05-26-2022	\$2,200.00
Citrus Seven Pump Station Services – Replace 2 pumps / Irrigation	05-16-2022	\$12,327.85
3 Gang HD Multiflex Picker (Range Ball Collector)	02-08-2022	\$4,092.20
Sink Hole Repair*	January 2022	\$6,000.00
Total		\$35,816.35

* Estimate: Actual amount may be more or less than estimate

Golf Course / Restaurant Funding

Problem Statements

2. A F&B deficit of \$87,777 exists from FY2021 and a decision on reconciliation is needed. The F&B deficit for 2021 was -\$229,999. The 2021-year end subsidy (funded by the General Fund) estimate was \$82,813 over the FY2021 budgeted amount of \$142,222.
3. In FY 2022, the sum of \$136,629 was budgeted to offset the expected FY2022 losses of F&B performance. Currently, this sum (\$136,629) exists in the General Fund and is awaiting disposition. A decision needs to be made on the disposition of this sum.
4. The FY2023 Budget has \$11,554 allocated from the General Fund to offset a portion the FY2023 F&B Shortfall. The FY2023 Budget also directs \$118,889 to be transferred from golf course profits to complete the F&B deficit funding. Depending on the Board's decision on item three, this could create an unfunded amount of \$118,889 in the FY2023 Budget. A decision is required to either confirm the FY2023 plan to use golf course profits, or to fund F&B underperformance from another source.

Three Year Snapshot - F&B General Fund Contributions

Budget Year	F&B Losses	Golf Course Contributions to F&B	General Fund Carryover Contributions To F&B	Total Transferred To F&B	General Fund Contributions to F&B	Available Funding	F&B LOSSES TO BE FUNDED
FY2021	(\$229,999)	\$0	\$142,222	\$142,222	\$4,964		(\$82,813)
FY2022	(\$144,383)	\$0	\$136,629*	\$0		\$136,629*	(\$144,383)
FY2023 Budget	(\$130,444)*	\$118,889**	\$11,555***	\$0		\$11,554***	(\$130,444)
Totals	(\$504,826)						(\$357,640)

* Budgeted 2023 F&B Deficit Projection ** Budgeted 2023 Golf Course Contributions to F&B *** Projected 2023 General Fund Contribution to F&B

Deficit Funding

Item	Amount Paid	Non-Funded Running Totals
Total F&B Non-Funded		(\$357,640)
FY2022 F&B Budgeted Contribution	\$136,629	(\$221,011)
2021/2022 Repayment of Golf Course Emergency and Operational Funding From Golf Course Profits	\$35,816	(\$185,195)
FY2023 Budgeted Contribution	\$11,554	(\$173,641)
Cancellation Of 2023 Pine Straw Installation	\$23,000	(\$150,641)
Total	\$206,999	

Golf Course Profit Totals – Previous Maintenance Owed

Fiscal Year	Amount
2022 Profits	\$161,083
2023 Profits*	\$118,889
Sub Total	279,972
Transfer Out Of Golf Course Profits For Past Maintenance Financed by General Fund	(\$35,816)
Total	\$244,156

* Budgeted 2023 Golf Course Profit Projection

Adding Stability to both the General Fund, and Golf Course Operational Maintenance

The following are some of the items that are either currently needed or will be soon. Under the current process, these items would be funded either from the General Fund, Project fund, or the Emergency fund. Providing the golf course with its own operating maintenance fund (funded by golf course profits), would separate this maintenance and emergency funding from the General Fund.

The existence of a golf course Operational Maintenance fund would add stability to General fund and allow the golf course to plan and prioritize their necessary maintenance with a relatively stable revenue source.

Golf Course Trouble Areas

- Irrigation Pump House Repairs
- Main Inlet valve Repairs
- Routine replacement of broken cart Paths
- Rough maintenance and repair
- Nematodes and associated damage
- Over Seeding
- Tee markers
- Upcoming replacement of golf carts
- Upgrades to Pro Shop
- Some mowing equipment getting near end of life
- Repairs to greens (such as Green Three)
- Identify areas that are beyond treatment, and utilize “sprigs” to start from scratch
- Level tee box and replace irrigation where needed. Also sod where needed beyond tee box.
- Routine Green Renovation
- Eventually replacement of sand in sand traps (Fairway & Green Side)
- Permanent repair of “potholes” at the end of sand traps. rough, and some fairways.
- Enhance quality of current landscaping. Remove end of life plants, create new features.
- Provide tree maintenance.
- Increase the amperage of service to the golf cart barn.
- Replacement of Range Ball Washer
- Addition of 3 AED’s for Maintenance building and one at each restroom on the course.
- Improve current mixing station making it more efficient to load and clean Spray Rig
- Routine replacement for maintenance building

Current Operational Budgeted Spending

The following planned spending in the three operational categories for the golf course.

Category	Amount
Maintenance Direct Labor	\$284,416
Maintenance Operating Expenses	\$303,045
Maintenance Equipment Capital Leases	\$117,426
Total	\$704,887

The above numbers were provided by Golf Course Management

Golf Course / Restaurant Funding

Addendum

Golf Course / Restaurant Funding

Arlington Ridge Golf Course – Operating Reserve Account Guidelines

1. 100 percent of stated year end profits from the golf course will be transferred to the General Fund Operating Reserve Account.
2. A line item will be created and show the balance of the account on the Arlington Ridge monthly financial report.
3. The intended use of the Account is for the following:
 - a. Operational Maintenance.
 - i. Emergency funding, or projects larger than day to day maintenance
 - ii. No more than 50% of a year's profits from the golf course may be used for maintenance in any given year unless the Board considers the need for additional funding to be an emergency.
 - b. Emergency Funding
 - i. If a need for emergency funds is time sensitive (Lack of funding will cause negative effect on Golf Course Operation, or a need is deemed critical to avoid additional damage to Golf Course or related equipment), protocols may be followed in Arlington Ridge community Development District – Policy Statement for Staff Spending Guidelines / Section D. Authorization Levels
 1. If emergency spending occurs, the Board will be notified and will discuss and approve the spending in the concurrent Board Meeting.
4. No funds will be removed from the account unless approved by the board.
5. A ledger sheet will be created to track revenues & expenditures to and from this account. This information will be included with monthly Board Preparation materials.
6. If the Golf Course Operating Reserve Account reaches a sum of \$750 thousand dollars, the board will discuss the percentage of profit transferred into the account each year (100% to start) and determine if the percentage should be reduced until a time the account drops under the stated amount.

Golf Course / Restaurant Funding

Summary Memorandum

MEMORANDUM

To: Board of Supervisors of Arlington Ridge Community Development District (“District”)
From: District Staff
Date: December 13, 2022
Re: Golf Course Revenues/Restaurant Deficit Funding Options

In 2019, the District issued bonds to purchase the golf course and additionally included an approximately \$288,274.55 construction fund for golf course improvements. Prior to purchasing the golf course, the District commissioned the National Golf Foundation to provide it with a report regarding the purchase price, ongoing operations and recommendations around golf course matters.

As the Board is aware, the golf course has generated a positive cash flow. The restaurant, on the other hand, has been operated as an amenity – it has not made money but the golf course revenues were sufficient last year to fully offset the losses of the restaurant, eliminating the need to utilize budgeted funds from the general fund to offset the losses. For Fiscal year 2021-2022 (October 1, 2021 to September 30, 2022 (“FY22”), the golf course had a profit of \$161,083.00, while the restaurant had a loss of \$144,383.00. When the golf course profits were used to offset the restaurant losses, the District realized a net gain of \$16,700.00. The District budgeted \$136,630.00 in assessment revenue to offset expected losses in the restaurant last fiscal year, which funds were never applied because of the success of the golf course and instead will be applied to carry forward surplus for the current fiscal year, unless otherwise directed by the Board. These monies can be used to resolve the FY21 deficit.

Certain members of the Board and residents contacted District Staff regarding a desire for the District Board to consider allocating a portion, or all, of the profits realized from golf course operations into a golf course reserve fund to be used for golf course enhancements, maintenance, construction, etc. This memorandum is intended to provide background for the District Board to discuss whether it wants adjustments to the way these funds were allocated for last fiscal year (2021-2022) and how it wants to treat revenues, expenditures and deficit funding the golf and restaurant operations for this fiscal year. For fiscal year 2023, the District budgeted \$11,554.00 to be transferred from the general fund and \$118,889.00 to be transferred from golf course net revenues to cover the total loss of \$130,444.00 for the restaurant. If the restaurant performs better than budget the need to transfer funds from the golf course or general fund would be reduced. Through the first two months of the current fiscal year the restaurant is \$23,755 ahead of budget.

Golf Course / Restaurant Funding

Summary Memorandum (Continued)

The FY21 financials show a transfer of \$142,222 that was made to F&B from the General Fund which reduced its loss from (\$229,999) to (\$87,776) and left it with a negative fund balance of (\$82,813). There was also a transfer of \$10,749 to the Golf Course from the General Fund which improved its surplus to \$31,703, thereby increasing its available fund balance. These were the only transfers. The outstanding deficit for FY21 for the restaurant is \$82,813.00. The Board needs to provide direction as to where these funds will come from.

Options

1. Apply golf course revenues to offset restaurant losses and use the balance, if any, for any legal purpose as identified by the Board.
1. Use revenues realized from the golf course only for golf course related expenditures and offset restaurant deficits with funds budgeted for such purpose (recognizing that for Fiscal Year 2022, the District would have been short approximately \$8,000 and would have needed to pull that from another available source).
1. Utilize some hybrid approach to the above (i.e. allocate a portion of golf course revenues to a reserve fund for the golf course based on an improvement plan or capital reserve plan adopted by the Board).

Your staff can take direction on providing a more in-depth financial analysis of each of these options to you should you desire them and looks forward to your discussion on this item.

Subsection 5I

Sales Center

Arlington Ridge Community Development District
Sales Center Workshop Discussion
01-12-2023



Sale Center Committee – High Level Punch List Draft

Sales Center Renovation High Level Punch List (Draft)

Owner	Task	Due By
Board	Discussion and decision on a new name For Sales Center	1/12/23
Hoover	Meet with Stakeholders Zoomba, to verify: 1) they are agreeable to move, 2) receive any input on renovations to fit their needs	1/12/23
Hoover	Meet with Stakeholders / Billiard room users to verify: 1) they are agreeable to move, 2) receive any input on renovations to fit their needs	1/12/23
Board	Determine Full Prioritized Scope of Project (Renovations, maintenance, other repairs to structure)	1/15/23
Board	Decide On FY2023 Project Funding Strategy	1/15/23
Board	Select Board Member for Sales Center Renovation Liasian Position	1/15/23
Inframark	Send RFPs To Three Architect Firms	Feb-23
Inframark	Receive Back RFPs	Mar-23
Board	Board Supervisors Review RFPs	Mar-23
Board	Board Interview Architect Candidates	Mar-23
Board	Board Selects Vender	Mar-23
Inframark	Chosen Architect Notified	Mar-23
Inframark	Create Line item in FY2023 Budget for Sales Center Expenditures / FY2023 Budgeted amount	Mar-23
Inframark	Develop Community Update template, method of delivery, Monthly after Board Meetings	Mar-23
Board Liaison & Inframark	Meet with Archetect to discuss project (notes of meeting forwarded to Board Supervisors)	Apr-23
Architect	Analizes work to be done and provides renovation costs - per step approach	May-23
Architect	Presents project plan and cost to Board	May/June-23
Board	Discuss and decide on scope for FY2023	May/June-23
Architect	Begins work on design, permitting, construction schedule, and Contractor bid process	July/August-23
Architect	Provides Monthly updates at Board Meetings (10 minuits) (place near beginning of agenda) Update includes current planned vs. actual costs, schedule update, issues needing Board attention. Narrative to be provided to Board Supervisors prior to Board meetings.	Ongoing

Sale Center Committee – Building Name Selection

Building Naming Decision

The following are the top two names collected from residents during the open house. Please pick one of the two names or be prepared to supply one of your own at the Workshop.

- Magnolia House (2 resident votes)
- First Landing Center (2 resident votes)
- ?

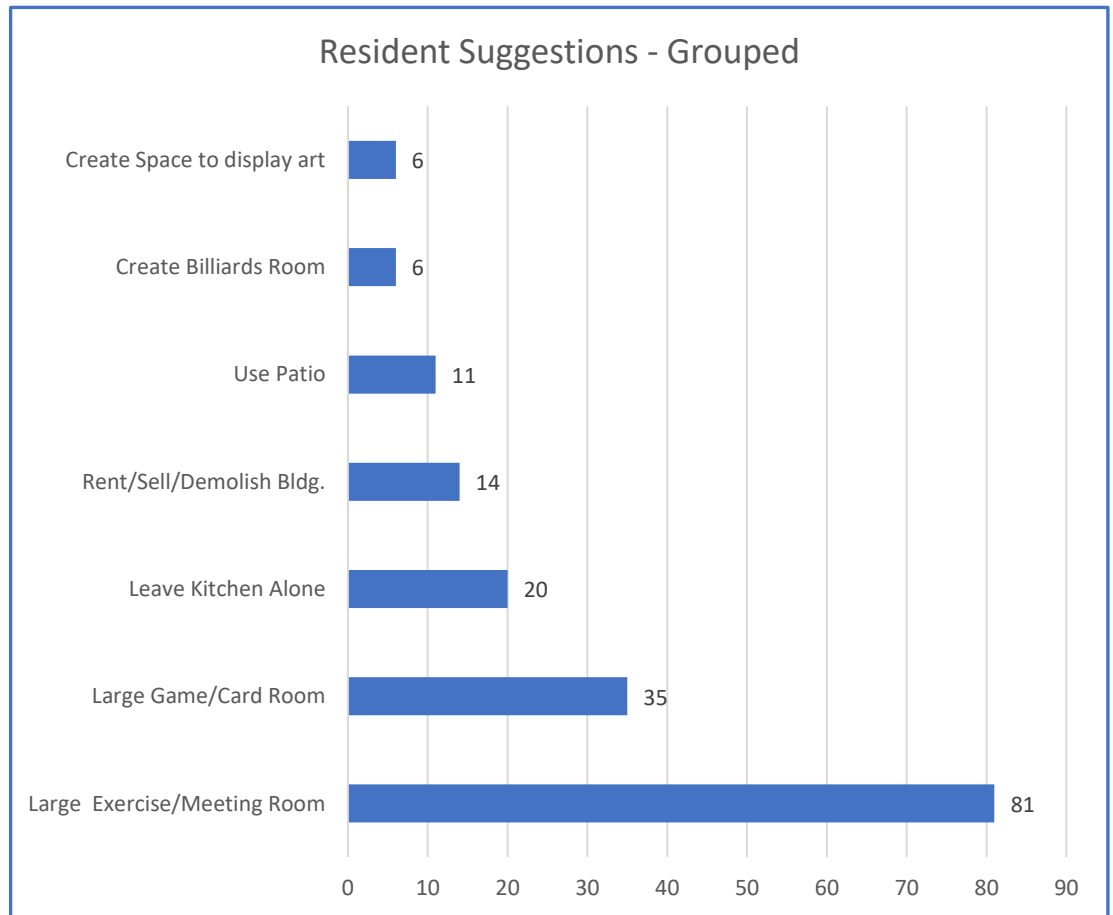
Sales Committee – Usage Poll Results

Renovation Scope

Prior to enlisting the help of an Architect, the scope and priority of renovation work to the building must be decided. The following page contains a summary of the use suggestions residents made for the Sales Center. Please review the list and be prepared discuss the options shown or other options you wish to put on the table.

* More details on options in Appendix

Resident Suggestions - Grouped	Separate	Grouped
Create large exercise/meeting room	48	81
Create large meeting/multi-purpose area	33	
Create large game room	24	35
Create card room	11	
Leave kitchen area	20	20
Rent/sell building	11	14
Demolish the building	3	
Use patio area	19	11
Do not use patio area	-8	
Create billiards room	19	6
Don't move billiards	-13	
Create space to display art	6	6
Resident Suggestions - Grouped	#	
Large Exercise/Meeting Room	81	
Large Game/Card Room	35	
Leave Kitchen Alone	20	
Rent/Sell/Demolish Bldg.	14	
Use Patio	11	
Create Billiards Room	6	
Create Space to display art	6	



Sale Center Committee – Additional Detail on Building Usage

1. Create A Large Exercise/Multi-Purpose Room

- Use for exercise classes, large gatherings, parties, meetings, etc.
- Create large exercise/meeting area by eliminating 4 offices in rear right and installing wall all the way across left side
- Consider moving air handling unit
- Create doored entry into exercise room
- Create storage area with door into/out of exercise/meeting room
- Ensure floor is adequate

2. Create A Large Game Room

- Use for ping pong, darts, foosball, table shuffleboard, pinball, etc. While a number of residents recommended relocating the billiards tables to this game room, our recommendation neither includes nor excludes this action.
- Remove all walls separating offices in far left which would eliminate hallway
- Create opening into kitchen area
- Create wall with door into storage area
- Make floor consistent
- Create doorway outside

3. Create A Small Meeting Room For Groups Of Less Than 20

- Eliminate wall between 2 conference room and office in front right
- Use as meeting room
- Use as art display area

4. Create Front Entry To Separate Entry From Exercise Room

- Install community bulletin board
- Use as art display area
- Separate the large exercise/meeting room from other areas of the building

5. Maintain The Kitchenette

6. Patio

- Have seating availability
- Install entrance door into game room
- Consider noise barrier
- Define hours of use

Sale Center Committee – 2023 Renovation Funding

2023 Budget Decision

Sales Center Financial Snapshot

Item	Amount	Owed To
Purchase Deposit Payback	\$25,000	Emergency Reserve
Purchase Payoff	\$65,000	Emergency Reserve
Sub Total	\$90,000	
Renovation	\$60,000	
Renovation Contingency	\$15,000	
Sub Total	\$75,000	
2023 Available Funds	\$87,500	
Total	\$77,500	

Sale Center Committee – 2023 Renovation Funding

Funding Option One

Focus on renovations, and carry over bulk of repayment to Emergency Reserve (\$90,000) Until FY 024

Item	Amount	Remaining
Starting Balance		\$87,500
Purchase Deposit Payback	\$25,000	\$62,500
Renovation Funding	\$62,500	\$0
Total	\$87,500	

Carry Over to FY2024

Item	Amount	Remaining
Purchase Payoff	\$65,000	Emergency Reserve
Renovation Funding	\$12,500	
Unspecified	\$10,000	Emergency Reserve
Total	\$77,500	

Sale Center Committee – 2023 Renovation Funding

Funding Option Two

Focus on repayment of funds to Emergency Reserve, Engage Architect in FY2023, Defer Renovation till a plan is in place in FY2024.

Item	Amount	Remaining
Starting Balance		\$87,500
Engage Architect	\$25,000	\$62,500
Emergency Reserve Payback	\$62,500	\$0
Total	\$87,500	

Carry Over to FY2024

Item	Amount	Remaining
Renovation	\$75,000	
Remaining Emergency Reserve Payback	\$12,500	Emergency Reserve
Total	\$87,500	

Section 6

Consent Agenda

Subsection 6A

Minutes

A Resident thanked the Board members for serving during challenging times, and suggested current officers retain their positions for continued leadership experience.

A Resident thanked the Board members, suggested changing leadership periodically, and commented on the sales center.

A Resident (Lot 731) thanked the Board members, commented on sales center purchase, and commented on election results.

A Resident thanked the Board members, expressed support for Chairman to continue in his officer role, and discussed reasons for such continuity.

A Resident (Lot 539) discussed the golf course, feasibility study, day-to-day operations, upgrades, shortfalls, restaurant, funding operational losses, and suggested the Board adopt a formal policy regarding shortfalls.

A Resident (Lot 86) thanked the Board members, suggested new leadership, expressed financial concerns, and recommended Mr. Hoover as Chairman and Mr. Piersall as Vice Chairman.

A Resident (Lot 276) discussed history of officers and management over the past year, and recommended keeping current officers.

A Resident speaking on behalf of the HOA and requested retaining Mr. Middlemiss as Chairman, discussed relationship between the HOA and the District with his leadership, and discussed experience and expertise of Mr. Middlemiss and his contributions to the community.

A Resident (Lot 303) requested the Board retain Mr. Middlemiss as Chairman for continuity and consistency, and reviewed his experience.

A Resident (Lot 503) thanked the Board members, discussed issues over past year, and requested continuity of current Board officers.

A Resident (Lot 86) suggested improvement still has not occurred with the management company, commented on parking stickers, expressed disappointment with Inframark's performance, and suggested it is time for a change.

A Resident (Lot 48) welcomed Mr. Kostich, and requested the Chairman and Vice Chair remain in their officer positions.

A Resident (Lot 246) discussed golf course and restaurant budgets, and requested information be made available.

A Resident suggested the Chairman and Vice Chair remain in their officer positions.

A Resident thanked the Board members and staff, and requested maintaining continuity with the current Chairman and Vice Chair.

A Resident (Lot 65) mentioned the contributions of Mr. Middlemiss and Ms. Murphy, requested consistency, and requested maintaining current officers.

A Resident (Lot 196) discussed the RV storage lot, fee beginning January 1, 2023, requested advanced notice of the fees and indicated this was the first notification he received regarding fees, and recommended separation of RV fee revenue and not included in general budget.

FOURTH ORDER OF BUSINESS Administrative Matters

A. Oath of Office for Mr. Kostich, Mr. Hoover, and Mr. Middlemiss

Ms. Montagna administered the oaths of office.

Mr. Kostich elected to receive compensation.

Mr. Hoover elected to receive compensation.

Mr. Middlemiss elected to receive compensation.

Ms. Murphy congratulated the Supervisors on the results of the election.

B. Resolution 2023-04, Designation of Officers of the District

Ms. Montagna read Resolution 2023-04 into the record by title.

Ms. Murphy made a MOTION to approve Resolution 2023-04, keeping the current slate of offices and adding Mr. Kostich as Assistant Secretary.
Mr. Middlemiss seconded the motion.

Upon VOICE VOTE, with Ms. Murphy and Mr. Middlemiss in favor and Mr. Hoover, Mr. Kostich, and Mr. Piersall opposed, the motion failed (by a margin of 2-3).

Mr. Piersall made a MOTION to appoint Mr. Hoover to serve as Chairman.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, with Mr. Hoover, Mr. Kostich, and Mr. Piersall in favor and Ms. Murphy and Mr. Middlemiss opposed, approval was given (by a margin of 3-2) to appoint Mr. Hoover to serve as Chairman.

Mr. Piersall made a MOTION to appoint Mr. Kostich to serve as Vice Chairman.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, with Mr. Hoover, Mr. Kostich, and Mr. Piersall in favor and Ms. Murphy and Mr. Middlemiss opposed, approval was given (by a margin of 3-2) to appoint Mr. Kostich to serve as Vice Chairman.

Mr. Hoover made a MOTION to approve Resolution 2023-04, designating Mr. Hoover as Chairman; Mr. Kostich as Vice Chairman; Mr. Middlemiss, Ms. Murphy, and Mr. Piersall as Assistant Secretaries; Ms. Montagna as Secretary and Assistant Treasurer; and Mr. Stephen Bloom as Treasurer.
Mr. Piersall seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to approve Resolution 2023-04, designating Mr. Hoover as Chairman; Mr. Kostich as Vice Chairman; Mr. Middlemiss, Ms. Murphy, and Mr. Piersall as Assistant Secretaries; Ms. Montagna as Secretary and Assistant Treasurer; and Mr. Stephen Bloom as Treasurer.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Hammock reviewed Sunshine Law, public records law, disclosures, conflicts, and penalties for violations.

Mr. Piersall discussed the Sunshine Law further.

The meeting recessed at 2:55 p.m.

The meeting reconvened at 3.10 p.m.

B. Engineer

Mr. Hoover discussed alternatives for repairing the depression that occurred on District property, as identified in the technical memorandum provided by Geotechnical and Environmental Consultants, Inc. Ms. Montagna requested the Board direct staff to obtain pricing for both alternatives to be presented at the next meeting.

Mr. Middlemiss made a MOTION to direct staff to provide proposals for both alternative repairs for the depression to the next meeting.
Ms. Murphy seconded the motion.

Discussion ensued regarding depth of repairs and discussions with the engineer.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to direct staff to provide proposals for both alternative repairs for the depression to the next meeting.

C. District Manager

i. Discussion of Holding a Workshop

Discussion ensued regarding holding a workshop in either January or February 2023 with potential agenda items to include the sales center surplus items, pool proposals and vendor presentations, source of funding, future budget workshops., Board preference to hold the workshop on a date different from the regular meeting, and counsel and engineer not needed to attend workshops unless required based on agenda items.

Ms. Murphy made a MOTION to waive \$200 fees paid to Supervisors for the January workshop.
Mr. Middlemiss seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to waive \$200 fees paid to Supervisors for the January workshop.

Supervisors will provide available dates in early January to Ms. Montagna by end of day on December 16, 2022.

ii. Discussion of Groups

a. Pickleball

Discussion ensued regarding resident request to have an instructor provide a pickleball class at the pickleball courts located on District property, charging fees for a professional to teach and coach on District property, current policy, non-residents attending the class, permitting the instructor to charge a fee of \$30 per person with \$25 going to the vendor and remainder for supplies, the District retaining a percentage of the fees collected, whether or not the instructor has insurance, hosting a one-time social event for 24 students for three hours, and the Board's determination that the requested pickleball class is not considered an official District event but would be on District-owned property.

Mr. Kostich made a MOTION to allow a one-time social event for a three-hour pickleball clinic on January 6, 2023.
Ms. Murphy seconded the motion.

Discussion ensued regarding waivers and insurance.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to allow a one-time social event for a three-hour pickleball clinic on January 6, 2023.

b. Trivia Group

Discussion ensued regarding group's activities, offering prizes, charging admission, resident groups holding a sports trivia event in Fairfax Hall and charging \$2 per person for prizes, opening the trivia event to all residents, reserving Fairfax Hall; District policies regarding bingo and card game rules and application of the policies to trivia,; and counsel's comments regarding the distinction between trivia and gambling, such as questions to be of chance so as not to be construed as gambling.

Mr. Piersall made a MOTION to approve the trivia group utilizing Fairfax Hall for sports trivia events, as discussed.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the trivia group utilizing Fairfax Hall for sports trivia events, as discussed.

c. Garden Club

Discussion ensued regarding soda machine, sodas provided at the garden club's cost, and revenues from the machine being used for purchasing plants for the community.

iii. Discussion of Indigo Contract

a. Update Points of Contract/Review Section 4.2(a)

Discussion ensued regarding points of contact to Indigo to be updated in the agreement to titles rather than specific names (e.g., District Manager and Community Director), and adding Chairman and/or his designee.

Mr. Middlemiss made a MOTION to amend the contract with Indigo for Section 4.2(a) to refer to titles for District Manager and Community Director, and adding Chairman and/or his designee.
Mr. Piersall seconded the motion.

Upon VOICE VOTE, with all in favor, approval was given (by a margin of 5-0) to amend the contract with Indigo for Section 4.2(a) to refer to titles for District Manager and Community Director, and adding Chairman and/or his designee.

Discussion ensued regarding the change will be made by addendum.

b. Discussion of Restaurant Deficit

Discussion ensued regarding fiscal year 2022 deficit of \$229,999, budget of \$136,630 for projected losses, history of losses, breakout details of the deficit over the past year, \$16,700 net profit between restaurant losses and golf course profits; noting no transfers have been made; and clarification of the restaurant as an amenity or a for-profit entity.

Mr. Middlemiss made a MOTION to classify the restaurant as an amenity.
Ms. Murphy seconded the motion.

Discussion ensued regarding classifying the restaurant as an amenity, budget, minimizing the cost of the restaurant, structure of the accounting, and the budget process.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to classify the restaurant as an amenity.

Discussion ensued regarding accounting practices, funds between golf course and the restaurant not being comingled, surplus golf course funds used to offset negative funds of the restaurant, historical accounting data, suggestions how to use current funds and reserve accounts, suggestion that golf course profits remain with the golf course in a reserve account and be used for golf course future projects as opposed to operation and maintenance, characteristics of the restaurant being in a community like Arlington Ridge, budgeting for restaurant losses, previous accounting practices, and moving forward.

Mr. Middlemiss made a MOTION to transfer \$82,813 from the general fund budgeted amount of \$136,630 to food and beverage to cover the fiscal year 2021 deficit, transfer the remainder of \$53,817 to a golf reserve account, and transfer fiscal year 2022 profit of \$16,700 into a golf reserve account, for a total of \$70,517 transferred into the golf reserve account.
Ms. Murphy seconded the motion.

Discussion ensued regarding budget workshop to discuss things in totality, projected date for budget workshop in March or April or May, and preference to have numbers before voting which were sent to Board members in a memorandum.

Upon VOICE VOTE, with Mr. Middlemiss, Ms. Murphy, and Mr. Hoover in favor and Mr. Piersall and Mr. Kostich against, approval was given (by a margin of 3-2) to transfer \$82,813 from the general fund budgeted amount of \$136,630 to food and beverage to cover the fiscal year 2021 deficit, transfer the remainder of \$53,817 to a golf reserve account, and transfer fiscal year 2022 profit of \$16,700 into a golf reserve account, for a total of \$70,517 transferred into the golf reserve account.

Discussion ensued regarding how funds from the general fund can be used going forward for revenues and projected losses.

Further discussions will be tabled until the budget workshop, to be scheduled.

The meeting recessed at 4:19 p.m.

The meeting reconvened at 4:29 p.m.

D. Field Manager

i. Update on HVAC Work with Del-Air

Ms. Montagna discussed an update regarding waiting on the permit, clarification from the vendor, Mr. Piersall's involvement with the replacement, and staff will continue to monitor.

ii. Monthly report

The monthly and field inspection reports are included in the agenda package and are available for review in the local records office and the District Office during normal business hours.

iii. Field Proposals

a. Floralawn #4467 Holiday Color Proposal

Discussion ensued regarding budget line item coming from landscape replacement, budget of \$30,000, spent about 32% so far, and question about poinsettias.

Mr. Piersall made a MOTION to approve proposal #4467 from Floralawn to install winter annuals, in the amount of \$2,700.
Mr. Kostich seconded the motion.

Mr. Kostich requested the budget line item ne included with future proposals.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to proposal #4467 from Floralawn to install winter annuals, in the amount of \$2,700.

b. Floralawn #4481 Removal of Dead Pine Tree

Discussion ensued regarding the budget line item being landscape replacement

Mr. Kostich made a MOTION to approve proposal #4481 from Floralawn to remove a dead pine tree, in the amount of \$395.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to proposal #4481 from Floralawn to remove a dead pine tree, in the amount of \$395.

c. USA Seal & Stripe Proposal for Roadway and Parking Lot Striping

Discussion ensued regarding the scope of work, will be funded from capital projects, item can be tabled, request for more proposals, four vendors approached but only one received for the agenda, requests for larger handicapped spaces, and other items for ADA compliance.

This item was tabled to be considered at the January meeting.

E. General Manager: Golf, and Food & Beverage

i. Monthly report

The monthly report was included in the agenda package and is available for review in the local records office and the District Office during normal business hours.

Discussion ensued regarding financial statements and current position, trends, tees reseeded, golf advisory group, new tavern menu launched, restaurant reopening on Mondays, and holiday hours.

SIXTH ORDER OF BUSINESS

Business Items

A. Discussion of RV Lot Revenue

Discussion ensued regarding previous actions regarding the RV lot and charging fees effective January 1, 2023, what to do with RV revenues, and anticipated expenses.

Mr. Piersall made a MOTION for RV revenues to go into the general fund.
Ms. Murphy seconded the motion.

Discussion ensued regarding historic revenues, benefits of access to the storage lot, security or maintenance upgrades, previous survey, accessibility for RV lot compared to the golf course, monies should be earmarked for the RV lot, access to District amenities, and other property available outside the District.

Upon VOICE VOTE, with none in favor, the motion was unanimously denied (by a margin of 5-0) for RV revenues to go into the general fund.

Discussion ensued regarding residents' questions, budget line item for revenues, and revenues will be received beginning January 1, 2023, until directed otherwise by the Board.

This item was tabled.

B. Discussion of Softball Team

Discussion ensued regarding the request for a softball team, availability of fields in the City of Leesburg, residents have to pay for access to fields in Spanish Village, the community does not have its own fields, tabling this item, number of residents who are softball players, manager for the women's team and the need for a field on Saturdays, anticipated cost of \$300 per team or \$900 per year for three teams, written proposal from the softball players.

This item was tabled to be considered at the January meeting.

C. Ratification of Pressure and Flow #1545 for an Emergency Repair

Discussion ensued regarding the emergency repair.

Ms. Murphy made a MOTION to ratify invoice #1545 from Pressure and Flow for an emergency repair of the variable frequency drive, in the amount of \$10,490, which does not include sales tax.
Mr. Hoover seconded the motion.

Discussion ensued regarding confirmation sales tax was not paid, fund to pay the invoice can be golf course maintenance, and monies can be reclassified if necessary.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to ratify invoice #1545 from Pressure and Flow for an emergency repair of the variable frequency drive, in the amount of \$10,490, which does not include sales tax.

D. Discussion of Garden Club Request

Discussion ensued regarding the memorial garden proposal, garden club's desire to start fund raising for it, suggestion to delay pending Board determination of actions for the sales center property, requested approval to begin fund raising through the sale of memorial bricks, memorial benches, price per bench, number of benches that are spoken for, and the suggestion to reevaluate in January with a process provided by legal counsel and more details provided by the applicant.

SEVENTH ORDER OF BUSINESS **Consent Agenda**

A. Minutes from the Regular Meeting on November 17, 2022

The minutes were included in the agenda package, available for review in the local records office and the District Office during normal business hours.

B. Financial Statements

The financials were included in the agenda package, available for review in the local records office and the District Office during normal business hours.

Ms. Murphy requested financial statements be broken out, invoice double paid last month, staff working on reimbursement for double payment, reviewed errors, and the Board is not comfortable with accepting the financial statements. Staff is reviewing.

C. Invoices and Check Register

The invoices and check register were included in the agenda package, available for review in the local records office and the District Office during normal business hours.

Discussion ensued regarding utility bills, and the Board is not comfortable approving the invoices and check register.

D. Assigning Roof Monies

Discussion ensued regarding monies received from insurance.

<p>Ms. Murphy made a MOTION to approve the minutes and assignment of roof monies. Mr. Kostich seconded the motion.</p>
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<p>Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to approve the minutes and assignment of roof monies.</p>
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EIGHTH ORDER OF BUSINESS **Other Business**

Mr. Middlemiss reviewed the covid reimbursement from FEMA, and the dollar amount to be confirmed, which is approximately \$26,000.

Mr. Piersall reviewed water leaks and repairs. Discussion ensued regarding staff working with Floralawn on irrigation repairs, and considering additional contractors to perform repairs.

Ms. Murphy reviewed the need for updated reservation forms, procedure, had previously requested this discussion be on today's agenda, only Ms. Murphy's revisions have been submitted to management, and revised forms can be implemented upon review and approval by counsel. The Board had no objection.

NINTH ORDER OF BUSINESS **Supervisors' Requests**

Mr. Middlemiss thanked the community for participation in the election.

Mr. Piersall discussed election results, and complimented Board members for serving and putting in their hard work on challenging topics.

Mr. Kostich requested invoices and checks be tied to a budget line item, or ledger-based accounting system, which chart of account numbers are already shown on the check register. The chart of accounts will be provided to the Board. Staff will look into cloud-based sharing of invoices.

Mr. Hoover commented on the strength of the Board.

TENTH ORDER OF BUSINESS **Audience Comments**

A Resident thanked the Board, suggested ways to work together, and offered his assistance.

A Resident (Lot 764) discussed possible veteran's memorial, and Mr. Kostich will resubmit proposal to management for a future agenda.

ELEVENTH ORDER OF BUSINESS **Adjournment**

- *The next meeting is scheduled for Thursday, January 19, 2023, at 2:00 p.m.*

On MOTION by Mr. Kostich, seconded by Ms. Murphy, with all in favor, the meeting was adjourned at 5:45 p.m.
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Angel Montagna, Secretary

Robert Hoover, Chairman

A Resident (Lot 1016) discussed the golf course subsidizing the restaurant, and example in another State for turning a similar situation into a successful restaurant.

A Resident (Lot 246) discussed the golf course, oversight on daily restaurant operations, calendar of events, and other golf course and restaurant communities have their budgets available on websites.

A Resident speaking on behalf of the HOA recommended a slowdown on the plan for the sales center, utilization of current spaces, and financial assistance provided from the HOA.

A Resident discussed pool proposals, timing for the proposals, and thoughts about the process.

A Resident discussed golf course funds subsidizing the restaurant.

A Resident (Lot 468) discussed dogs running off leash near Roanoke and Heritage.

A Resident (Lot 682) discussed use of sales office, support for fitness center, and suggestion to solicit opinions now.

FOURTH ORDER OF BUSINESS

Discussion Items

A. Golf Funds

Discussion ensued regarding the presentation provided by Mr. Hoover related to golf course and restaurant funding, budgeted dollars for golf course improvements, previous motion to transfer monies into a golf reserve account, improving the golf course, contract for golf course management, identification of additional revenue sources, improvements and upgrades to the golf course, retaining funds within golf course operations, moving forward, moving money into the reserve accounts without increasing assessments to residents, working within the budget, emergencies, use of golf course profits, future projects, solicit input from residents, budget amendment and process, how transfers are accounted, and when monies are transferred.

B. Sales Center

i. Committee Report

ii. Occupancy

Discussion ensued regarding the presentation provided by Mr. Hoover regarding the sales center, punch list, uses of Fairfax Hall and the sales center, recommendation for Mr. Middlemiss to serve as the sales center liaison, sales center suggested names, results of the survey, recommendations, utilities, dedicating the building to the HOA, project priority list, limit priorities, no need for an architect, remove stove from the kitchen,

allow Zumba in Fairfax Hall, multiple uses, scheduling, obtaining proposals, and scope of services needed.

Sales center liaison and names will be included on the January 19, 2023, agenda.

C. Pool Proposals

i. Beach Pool Resurfacing Proposals

ii. Lap Pool Resurfacing Proposals

iii. Spa Resurfacing Proposals

Discussion ensued regarding the resurfacing proposals, materials used, cost elements, evaluation of needs, suggestion that certain work is not needed, refurbishment process and timing, suggestion to resurface the beach pool this year, and utilizing a scope of services to solicit proposals.

The Board directed staff to work with the pool vendor to review proposals to confirm validity of the proposals.

FIFTH ORDER OF BUSINESS

Supervisor Comments

There being none the next order of business followed.

SIXTH ORDER OF BUSINESS

Audience Comments

A Resident (Lot 286) discussed unnecessarily resoliciting pool proposals, and recommendation to rely on proposers to submit a proposal.

A Resident discussed the golf course, reserves, subsidizing restaurant losses, and accounting for various budget elements.

SEVENTH ORDER OF BUSINESS

Adjournment

- *The next meeting is scheduled for Thursday, January 19, 2023, at 2:00 p.m.*

The workshop adjourned at 4:14 p.m.

Angel Montagna, Secretary

Robert Hoover, Chairman

Subsection 6B

Financials

Provided under separate cover.

Subsection 6C

Invoices and Check Register

Provided under separate cover.

Subsection 6D

Ratification of Florida Aqua Group Invoice

Florida Aqua Group LLC
PO BOX 637
Mascotte, FL 34753
(888) 575-7665
AP@FloridaAquaGroup.com
www.FloridaAquaGroup.com

Estimate 10174



ADDRESS	SHIP TO	DATE	TOTAL
Arlington Ridge CDD 4463 Arlington Ridge Blvd Leesburg, Florida 34748 United States	Arlington Ridge CDD 4463 Arlington Ridge Blvd Leesburg, Florida 34748 United States	12/14/2022	\$730.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	PLD70 D.E Replacement Module	D.E Replacement Module Filter	2	365.00	730.00T

Please review the estimate before approval. Please remember that Florida Aqua Group will perform no work until we receive an email stating the estimate is approved.
SPA FILTER

SUBTOTAL	730.00
TAX	
TOTAL	\$730.00

THANK YOU.

Accepted By


ANGEL MONTAGNA

Accepted Date