

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

Thursday, March 16, 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 Sardinas, Facilities Manager
 Dan Zimmer, General Manager

Meeting Agenda Thursday, March 16, 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 2:10 to 2:30**
- 4. Staff Reports**
 - A. District Counsel 2:30 to 2:35
 - B. District Engineer
 - i. Stormwater Improvement Projects (*under separate cover*) 2:35 to 2:45
 - C. District Manager
 - i. Discussion of Upcoming Workshop Dates 2:45 to 2:50
 - ii. Update on Reimbursements from Golf/Food & Beverage 2:50 to 3:00
 - D. Field Manager
 - i. Inframark Monthly Report Page 9 3:00 to 3:10
 - ii. Floralawn Inspections and Reports Page 33 3:10 to 3:15
 - iii. Sidewalk Repair Proposal Page 44 3:15 to 3:20
 - E. Community Director
 - i. Proposals for Pest Control Page 47 3:20 to 3:25
 - ii. Bench Placement on the Golf Course Page 61 3:25 to 3:30
 - F. General Manager: Golf, Food & Beverage
 - i. Monthly Report Page 64 3:30 to 3:40
- 5. Business Items**
 - A. Ratification of Aqua-Brite Proposal for Sauna Repair Page 69 3:40 to 3:45
 - B. Pool Tile Color Choices from Vermana Page 72 3:45 to 3:55
 - C. Veterans Memorial Rendering Page 74 3:55 to 4:00
 - D. Rules for Use of Operating Reserve Page 76 4:00 to 4:20
 - E. Proposal for Cart Path Additions Page 78 4:20 to 4:25
 - F. Cost Estimate for Blue Ridge Activity Center Renovations Page 83 4:25 to 4:40
 - G. Roanoke Berm Page 87 4:40 to 5:05
 - H. Ratification of Invoice from TWC Services for Freezer Repair Page 91 5:05 to 5:10
- 6. Consent Agenda**
 - A. Minutes from the February 16, 2023, Meeting Page 97 5:10 to 5:11
 - B. Financial Statements (*NOTE: do not include golf/food & beverage*) Page 110 5:11 to 5:13
 - C. Invoices and Check Register Page 132 5:13 to 5:15
- 7. Other Business 5:15 to 5:25**
- 8. Supervisor Requests 5:25 to 5:40**
- 9. Audience Comments – Three- (3) Minute Time Limit 5:40 to 6:00**
- 10. Adjournment**

The next meeting is scheduled for Thursday, April 20, 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 and Updates

Subsection 4B

Engineer

Subsection 4B(i)

Stormwater Improvement Projects

Section 4C

District Manager

Subsection 4D

Field Manager

Subsection 4D(i)

Monthly Report

MARCH FIELD INSPECTION 2023

Arlington Ridge CDD

Monday, March 6, 2023

Prepared For Board Of Supervisors

40 Items Identified



Item 1

Assigned To Floralawn
Remove weeds from brick paver walkway near Admin building.



Item 2

Assigned To Inframark Field Staff
Pressure wash sidewalk near Lexington Spa.



Item 3

Assigned To Inframark Field Staff

Replace light bulbs for theater sign.



Item 4

Assigned To Inframark Field Staff

Used leaf blower on theater emergency exit stairs.



Item 5

Assigned To Inframark Field Staff
Fix lifted pavers near theater.



Item 6

Assigned To Inframark Field Staff
Remove paint tape of roof Lexington
spa.



Item 7

Assigned To Inframark Field Staff
Remove debris from windows.



Item 8

Assigned To Inframark Field Staff
Grind marked sidewalks throughout
community.



Item 9

Assigned To Inframark Field Staff
Pressure wash sidewalk near
Lexington Spa.



Item 10

Assigned To Inframark Field Staff
Pressure wash columns near admin
building.



Item 11

Assigned To Inframark Field Staff
Gutter for restaurant needs to be put
back up.



Item 12

Assigned To Inframark Field Staff
Remove wasp nest near restaurant



Item 13

Assigned To Floralawn

Trim top of bushes near pro shop .



Item 14

Assigned To Floralawn

Trim down branch so it doesn't touch roof of coffee shop.



Item 15

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



Item 16

Assigned To Floralawn
Trim bushes to make walkway to
pool saver.



Item 17

Assigned To Floralawn

Remove branches that are low near jacuzzi area.



Item 18

Assigned To Inframark Field Staff

New spa electric box for spa was added.



Item 19

Assigned To Floralawn

Hedging need for wall near jacuzzi.



Item 20

Assigned To Floralawn

Trim down bushes near beach pool.



Item 21

Assigned To Floralawn

Remove all weeds near Golf shack.



Item 22

Assigned To Floralawn

Trim down bushes near golf shack.



Item 23

Assigned To Floralawn

Remove weeds near back entrance of Fairfax Hall.



Item 24

Assigned To Floralawn

Remove weeds on beds near extra parking grass area.



Item 25

Assigned To Floralawn

Remove all weeds near Arlington Ridge Blvd.



Item 26

Assigned To Inframark Field Staff

Place back loose windscreen on pickle ball court.



Item 27

Assigned To Floralawn
Remove weeds on bed near
Arlington Ridge Blvd.



Item 28

Assigned To Floralawn
Please Trim down bushes near
Arlington Ridge Blvd.



Item 29

Assigned To Floralawn

Pick up branch debris on bed near
Arlington Ridge Blvd.



Item 30

Assigned To Floralawn

Trim down bushes near guard shack.



Item 31

Assigned To Inframark Field Staff
Pressure wash front entrance sign.



Item 32

Assigned To Floralawn
Remove weeds on bed near
Hopewell Pass.



Item 33

Assigned To Floralawn
remove weeds on bed near Roanoke
DR.



Item 34

Assigned To Inframark Field Staff
Replace parking ropes for R/V lot.



Item 35

Assigned To Floralawn

Trim down golf cart trail bushes near
Arlington Ridge Blvd.



Item 36

Assigned To Inframark Field Staff

Organize backstage area of Fairfax
Hall.



Item 37

Assigned To Inframark Field Staff
Replace bad light bulb on chandelier
of Fairfax Hall.



Item 38

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



Item 39

Assigned To Inframark Field Staff
Pressure wash benches on greens.



Item 40

Assigned To Inframark Field Staff
Reattach kick pad to wall in kitchen
of admin building.

Chris Semko
Branch Manager
March 6, 2023

Arlington Ridge CDD: Responses to items listed in Report:

1. Weeds will be removed and are a part of normal treatment.
2. N/A
3. N/A
4. N/A
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. This will be trimmed as part of our normal trimming rotation.
14. No problem will do. Palm trimming schedules have also been included in calendar invites for the total pool area.
15. N/A
16. No problem we will create a path.
17. We will trim the palms no problem.
18. N/A
19. We will trim and touch up the jasmine.
20. We will trim and touch up the jasmine.
21. **FLORALAWN DOES NOT MAINTAIN THIS AREA. THIS IS THE GOLF COURSE. HAS BEEN SINCE DAY 1.**
22. We will trim these hedges, but it was just recently done from the pic. You don't want to over trim hedges you want to let them grow a little for health reasons.
23. How do we remove them? It's a non-irrigated area.
24. We will take care of the weeds.
25. This is a Bahia turf area and weeds are hard to control in Bahia areas. I suggest sodding if you want full control of weeds.
26. N/A
27. We will take care of the weeds in the tree ring.
28. Bushes will be trimmed as part of normal rotation. Schedules were provided with detail maps.
29. Branch will be picked up
30. Bushes will be trimmed as part of normal rotation. Schedules were provided with detail maps.
31. N/A
32. Weeds will be treated.
33. Weeds will be treated.
34. N/A



35. FLORALAWN DOES NOT MAINTAIN THIS AREA. THIS IS THE GOLF COURSE. HAS BEEN SINCE DAY 1.

36. N/A

37. N/A

38. N/A

39. N/A

40. N/A

Subsection 4D(ii)

Floralawn Reports



Arlington Ridge CDD February 2022 Inspection Clock A

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Date: Jan 30, 2023 12:10 pm
 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 Jan 30, 2023	
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			4							
17	Sprays and Rotors lado izquierdo y sprays	Pass										
18	Rotors lado izquierdo	Pass			3							
19	Rotors	Pass										
20	Rotors one Mxj	Pass										
21	Rotors temporary battery timer	Pass			1							
22	Rotors	Pass										
23	Rotors	Pass										
24	Rotors	Pass										
25		Pass										



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Arlington Ridge CDD Clock B February 2022 Inspection

Date: Jan 30, 2023 1:06 pm
 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 Jan 30, 2023	
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			5							
30	Rotors	Pass			2							
31	Rotors	Pass			2							
32	Rotors temporary battery timer	Pass	2									
33	Temporary battery timer	Pass										
34		Pass										
35		Pass										



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Arlington Ridge CDD Clock C February 2022 Inspection

Date: Jan 30, 2023 1:07 pm
 Inspector: Irrigation Tech 2

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

Controller	
Name	Clock C cross from Ranoake
Location	
Model	
Modules	17
Controller ID	62312

Water Days as of Jan 30, 2023	
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	Lado izquierdo del clock Rotors	Pass										
24	Rotors frente al clock	Pass			3							
25	Isla en medio sprays	Pass										
26	Crusando la Calle frente al clock	Pass										
27	Roanoke lado izquierdo sprays	Pass										
28	Dos puntas lado derecho del boulevard	Pass										
29	Frente al clock Rotors	Pass			2							
30	Sprays and Rotors zone 30 lado park	Pass	2									
31	Isla en medio sprays	Pass	1									
32		Pass										
33		Pass										
34		Pass										
35		Pass										



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Arlington Ridge CDD Clock D February 2022 Inspection

Date: Jan 30, 2023 1:40 pm
 Inspector: Irrigation Tech 2

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

Controller	
Name	Clock D
Location	
Model	
Modules	24
Controller ID	62313

Water Days as of Jan 30, 2023	
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	Sprays and Rotors	Pass										
4		Pass										
5	Sprays and rotors back pool area	Pass										
6		Pass										
7	Rotors	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	Sprays	Pass										
16		Pass										
17		Pass										
18		Pass										
19		Pass										
20	Sprays	Pass										
21	Sprays	Pass										
22	Sprays	Pass							1			
23	Parking lot / sprays	Pass	3									
24	Middle idle/ Sparys and rotters	Pass										
25		Pass										
26	Rotters	Pass										
27		Pass										
28		Pass										
29	Bubbles one flex broken	Pass			1							
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										

	Location	Valve Status	Clogged Nozzle	Blocked Head	Broken Head	Raise Head	Lower Head	Broken Drip Micro Spray	Broken Lateral	Broken Main	Scope	Estimated Cost
41	Sprays 1 flex	Pass										
42	Sprays	Pass										
43	Rotters	Pass										
44	Sprays pool area	Pass										
45	Rotters	Pass										
46	Rotters bobles	Pass										
47	Sprays one broken line	Pass										
48		Pass										

Lawn & Ornamental Report

Contractor: Floralawn Inc.

Property: Arlington Ridge

Date: 2 124 123

Applicator Information:

Name - Austin Hicks

Turf Application

Scheduled Application

I.D. Card # - JF 287012

Ornamental Application

Service Call

Turf Application Information

Ornamental Application Information

Fertilization	Weed Control	Disease & Insect	Fertilization	Disease & Insect
Liquid: <input type="checkbox"/>	Liquid: <input checked="" type="checkbox"/>	Fungicide / Insecticide Used:	Liquid: <input type="checkbox"/>	Fungicide / Insecticide Used:
Granular: <input type="checkbox"/>	Herbicide(s) Used:	1) _____	Granular: <input type="checkbox"/>	1) _____
1) Analysis: _____	1) <u>Avenue South</u>	Target Pest:	1) Analysis: _____	Target Pest:
Application Rate: _____ (lbs. N / 1000 Sq. Ft.)	2) <u>Lontrel</u>	Area(s) Treated:	Palms: _____	Plants(s) Treated:
Area(s) Treated: _____	Area(s) Treated: <u>CDD</u>	_____	Annuals: <input type="checkbox"/>	2) _____
2) Analysis: _____	Granular: _____	2) _____	Plants: All <input type="checkbox"/>	Target Pest:
Application Rate: _____ (lbs. N / 1000 Sq. Ft.)	Herbicide Used:	Target Pest:	Selected <input type="checkbox"/>	Plants(s) Treated:
Area(s) Treated: _____	1) _____	_____	2) Analysis: _____	3) _____
Report Item #(s) : _____	Area(s) Treated: _____	Area(s) Treated:	Palms: _____	Target Pest:
	Report Item #(s) : _____	_____	Annuals: <input type="checkbox"/>	Plants(s) Treated:
		Report Item #(s) :	Plants: All <input type="checkbox"/>	Report Item #(s) :
			Selected <input type="checkbox"/>	
			Report Item #(s) :	

Comments & Observations:

Austin Hicks
Technician's Signature

Austin Hicks
Manager's Signature

Subsection 4D(iii)

Sidewalk Repair Proposal



Inframark, LLC
 313 Campus Street, Celebration, FL 34747
 Phone: 407-566-1935

Date 02/28/2023
Work Order # WOAG02282023
Customer ID Arlington Ridge CDD

Quotation For
 Arlington Ridge CDD

Quotation valid until: 04/28/2023
Prepared by Freddy Blanco

Work order for Sidewalk installation next to the theater

Quantity	Description	Unit Price	Taxable?	Amount
	Work order prep and install (8x8) pad in the base of the emergency exit to the theater	\$ 1,408.00	No	\$ 1,408.00
	Removal existing pavers and install 685 sq/ft of sidewalk (panels of 5 ft width)	\$ 18.50/sqft.	No	\$ 12,672.50
	Quote includes labor, materials and pavers disposal fee.			

Full payment due within 30 days of finalizing project.

If you have any questions concerning this quotation, please contact Freddy Blanco
Freddy.Blanco@inframark.com 407-947-2489

Thank you for your business!

Subtotal	\$	14,080.50
Tax Rate		0.00%
Sales Tax	\$	-
Other		

Approved By:

TOTAL	14,080.50
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Subsection 4E

Community Director

Subsection 4E(i)

Proposals for Pest Control



Phone: (407)524-0643
Fax: (407)330-3023

Licensed Bonded and Insured

Arlington Ridge
4463 Arlington Ridge Blvd.
Leesburg, Florida 34787
Manager: Bryan 813-340-7192

Date: Feb. 6th, 2023

Proposal for monthly pest control with interior warranty.

Scope of treatment: Service performed monthly.

1. Spray liquid insecticide around exterior perimeter of 8 buildings and cart barn including the following addresses: 4463 Arlington Ridge Blvd, 4467 Arlington Ridge Blvd, 4469 Arlington Ridge Blvd, 4475 Arlington Ridge Blvd, 4479 Arlington Ridge Blvd, 4483 Arlington Ridge Blvd, 4487 Arlington Ridge Blvd, and 26820 Haywood Worm Road (Trailer)
2. Check for any interior problems and apply product to the interior of clubhouse and restaurant.
3. Apply a three foot band of granular bait around the exterior perimeter of all buildings.
4. Wipe down any wasp nest and spider web activity around the windows and eaves of all buildings. (Within 18' of ground)

Service plan: \$375.00 per monthly treatment including pest control, and rodenticide added to four rodent control stations. Interior service calls will be performed at no additional charge on day of service. There will be an additional one time charge of \$240 for the purchase of four rodent control stations. (\$60 per station) These stations are weighted and locked for community safety. They are designed to last about 10 years.

Please contact us at 407-524-0643 or 407-592-2725 for any additional information.

Service Agreement Signatures:

David Williamson - Manager David Williamson 02-07-2023

Representative _____



734 South Combee Road
Lakeland, FL 33801

863-668-0494 – Phone
863-668-0495 – Fax

www.floralawn.com

Arlington Ridge CDD Pest Control

February 23, 2023

General Pest Control Program

Service	Service Charge
General Pest Control Program	\$350
Rodent Station Initial Charge (4 Stations)	\$140
*Emergency Service Calls	\$45
Monitoring Rodent Stations	Included
Monthly Service Calls (Service calls will be at the time of service)	Included
Monthly Total	\$350
Initial Service Charge (Rodent Stations)	\$140
Yearly Total	\$4,340

*Emergency service calls will be managed and initiated by the customer.

Pest Control Program Scope of Services

General Pest Control

The exterior of buildings shall be treated 12 times per year with preventative pest control practices. If there are active insects inside the buildings at any time, Floralawn shall inspect and treat on service days. Eaves and walkways shall be swept to knock down all umbrella wasps nests and spider webs present on buildings.

Pest Control Program does not cover the following, and can be treated at an additional charge:

- Fleas
- Ticks
- Bed Bugs
- Hornets
- Bees
- German Roach Clean-out

Rodent Control

Rodent Stations shall be installed and monitored on all buildings 12 times per year.

Customer Authorized Signature

Signature

Print Name

FLORALAWN, INC., a Florida Corporation

Signature

Print Name



Campbell, Jason W.

352-571-0181

j.campbell@flapest.com

District:839

District License: JB293290

**2334 Montclair Rd. Leesburg,
FL 34748**

877.339.1902

<https://www.flapest.com>

SERVICE SUMMARY

THANK YOU!

We look forward to protecting your home and family.

Customer Information	
SERVICE ADDRESS	BILLING ADDRESS
Arlington Ridge CDD	Arlington Ridge CDD
26820 Haywood Worm Road, Leesburg, FL, 34748	26820 Haywood Worm Road, Leesburg, FL, 34748
813-340-7192	813-340-7192
bryan.cooper@inframark.com	bryan.cooper@inframark.com

Service Description	
PestFree365+ with 1 Svc Trip	Job Value: \$93
Corrective	Monthly Value: \$30.83
Structure: Commercial Building	
Service instructions: Number of trap checks needed = 0, Job scheduled time = 08:00 AM, Payment type = none	
Is payment collected? = No	
Other instructions = Main Building and one trailer behind building for Arlington Ridge CDD	

Summary Of Charges	
Initial service charge	\$ 93

Prices listed above do not include applicable sales tax. Invoices will include any and all applicable sales tax based on state and local requirements.

THIS SERVICE AGREEMENT SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

Agreement. "Customer" and Rentokil North America, Inc. d/b/a Florida Pest Control ("Company") agree to the following terms and conditions in connection with the Services and Plan indicated on this agreement (hereinafter collectively referred to as "Agreement").

Additionally for Disinfectant: This Agreement and its Quote/Service Specifications constitute the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

Standard of Care. Company will use its professional expertise to determine the products and services appropriate for treatment, and will follow all label and legal requirements. All reasonable care will be used in installing and maintaining the specified services. Company hereby affirmatively disclaims any liability for damage or injury caused by the use of any materials in accordance with the manufacturer label directions. Reasonable care will be taken in applying the treatment, however, the nature of the work is such that Company cannot be responsible for the safety of domestic animals, stains, discolorations, or other damages, except those directly caused by willful negligence on the part of the Company.

If, for whatever reason, the Customer is dissatisfied with the service provided, the Customer will provide reasonable notice and allow the Company a period of up to 45 days to remedy the problem to the extent reasonably required.

Additionally for Lawn/Landscape care: Company will schedule Customer in route, meaning on a designated service route. Routing is subject to change based on weather and other factors, at Company discretion.

Company service technicians at their own discretion may skip treating areas permanently or on occasion as needed to reduce environmental risks.

Additionally for Irrigation: Company will use its professional expertise to determine the products and services appropriate for installation and/or repair, and will follow all manufacturer and legal requirements. All reasonable care will be used in installing and maintaining the specified services. Company hereby affirmatively disclaims any liability for damage or injury caused by the use of any materials in accordance with the manufacturer directions. Reasonable care will be taken in installing and/or maintaining equipment, however, the nature of the work is such that Company cannot be responsible for necessary and reasonable disturbance of turf or damages to lawn, except when directly caused by willful negligence on the part of the Company.

Company will schedule Customer in route, meaning on a designated service route. Routing is subject to change based on weather and other factors, at Company discretion.

Additionally for Disinfectant: Company will use its professional expertise to determine the products and services appropriate for treatment, and will follow all label and legal requirements. All reasonable care will be used in installing and maintaining the specified services. Company hereby affirmatively disclaims any liability for damage or injury caused by the use of any materials in accordance with the manufacturer label directions. Reasonable care will be taken in applying the treatment, however, the nature of the work is such that Company cannot be responsible for the safety of domestic animals, stains, discolorations, or other damages, except those directly caused by willful negligence on the part of the Company.

Customer Responsibilities. Effective service requires the cooperation of the Customer. The Customer, therefore, warrants full cooperation with Company during this Agreement.

Customer agrees to maintain premises free from any factor or condition conducive to identified issues and services and following instructions provided. This cooperation includes, but is not limited to, proper garbage handling; repairing structure; not adding chemicals or self-treating in ways that are not part of Service; emptying grease traps, not damaging or turning off equipment, etc. Any damage warranty specified in the Agreement will be voided should the presence of pests or issue be associated with conditions arising from Customer's non-cooperation. Company's failure to alert the Customer to any negative conditions does not alter the Customer's responsibility. If Customer is unable to comply with preparation or maintenance requirements, the Company will make determination on site if service can be completed or rescheduled; additional fees may be applied.

If the Customer or other occupants of the structure(s), believe they are or may be sensitive to products being used or their odors, or if the Customer or other occupants have consulted with a medical doctor or other healthcare provider, regarding such sensitivity, the Customer must notify Company in writing, in advance of treatment of the structure(s). Company assumes no liability should Customer fail to warn Company of these sensitivities. Company reserves the right, upon receipt of such notification, to deny or terminate services.

Any arrangements, costs or inconvenience resulting from the need to evacuate occupants, or other precautions deemed necessary, shall be the sole responsibility of the Customer.

The Customer agrees to give Company complete or reasonable access to all areas, as may be required to enable effective service and maintenance, including individual units of multi-unit residential structures and electrical outlets, if needed.

Additionally for Lawn/Landscape care: This cooperation includes, but is not limited to, maintaining the premises in a condition that does not promote infestations of landscape pests or plant stresses, irrigating properly, mowing appropriately, etc. Also, Customer will not treat on their own, nor enlist another party to provide treatment services.

Additionally for Irrigation: This cooperation includes, but is not limited to, keeping the irrigation controller and system turned on at all times, following proper watering guidelines provided by Company, maintaining a working rain sensor, notifying Company of any adjustments made by Customer or other party, not self-adjusting in ways that are not part of Service, etc. Any damage warranty specified in the Agreement will be voided should the issue be associated with conditions arising from Customer's non-cooperation.

Additionally for Disinfectant: Effective service requires the cooperation of the Customer. The Customer, therefore, warrants full cooperation with Company during this Agreement. Customer agrees to:

- 1) thoroughly clean all heavily exposed surfaces to be treated;
- 2) remove or carefully protect (cover) all items not to be treated that are in the treatment area;
- 3) ensure that service personnel have access to all areas to be treated; and
- 4) ensure all other persons not part of service team leave and are not exposed to the treatment area until active treatment is completed.

The Customer also warrants that for at least the fourteen-day period preceding the scheduled treatment, no person has been present in the treated facility who has a confirmed or suspected case of Coronavirus (COVID19). If Customer is unable to comply with preparation or maintenance requirements, the Company will make determination on site if service can be completed or rescheduled; additional fees may be applied.

Modification. Any deviation from the requirements outlined that involve extra cost of material and labor will result in extra charges. If conditions require Company to use specialized equipment or products to control the problem(s), Company shall advise the Customer of the additional costs.

Due to safety concerns and regulations, Company may be required to use fall protection when Service involves working on the roof of a structure. Fall protection safety equipment includes a number of devices and may include roof anchors, of which Customer will be advised. Some roof anchors are designed to be left on the roof; others are to be removed. If Customer prefers to have anchors removed, this should be discussed with the sales representative before service is performed.

Additionally for Disinfectant: Any deviation from the requirements outlined that involve extra cost of material and labor will result in extra charges. If conditions require Company to use specialized equipment or products to control the problem(s), Company shall advise the Customer of the additional costs.

Substructure. Services under this Agreement do not include services to the substructure of the premises. Should substructural treatment be required, additional costs shall apply, of which the Company will advise the Customer.

Moisture, Mold and Mildew. Moisture is a condition found in varying degrees in most structures. Moisture conditions in and around structures can be conducive to a variety of pests and wood destroying insects. Moisture conditions can also provide an environment favorable to the growth of mold, mildew and other fungi. It is the Customer's sole responsibility to direct questions concerning the presence or dispersal of mold, mildew, mold spores or fungi; health-related issues; or indoor air quality to qualified professionals.

Company does not possess the knowledge or expertise to identify mold, mildew or fungi that may lower air quality or be injurious to health, nor does it possess the knowledge or expertise to give opinion or recommendation regarding exposure to, or effective remediation of mold, mildew or other fungi (including decay or non-decay) as they might relate to air quality or health related risks. However, Company may provide services to control wood decaying fungus and high moisture conditions in crawl spaces.

Company is not responsible for personal injury or property damage resulting from the presence, disruption or dispersal of mold, mold spores, mildew or fungi, even if Company inadvertently causes such disruption or dispersal by its inspection or treatment of pest-related problems. Customer waives and releases Company from any claim or injuries related to mold, mildew or fungal growth.

Warranty. For Equipment and Products, manufacturer warranties apply; there is no further warranty from Company on Products, Equipment or Service. Certain Services may carry limited Company warranty; refer to Service definition.

Additionally for Bedbug: Unless otherwise specified in writing, this Agreement includes one of the following, which provides for additional chemical treatment service, as deemed appropriate by Company, to the Service Area(s), should bed bug activity be identified during the warranty period:

- a. for Commercial customers, a 90-day service warranty from the date of service completion, except
- b. for Sensitive Customers (Healthcare, Assisted Living, Educational Institutions or when otherwise specified by Customer protocol) no warranty beyond initial treatment and a two-week follow-up inspection, or
- c. for Residential customers (single-family or multifamily), a 30-day warranty from the date of service completion, or
- d. for Heat Treatment, a 30-day warranty from the date of service completion.

Company's warranty is specifically limited to the labor and products for treatment services; no additional warranty is included or implied. Any claim under the terms of this warranty must be made immediately upon siting of bed bug activity in the location of treatment, by written or verbal communication. Company is only obligated to perform under this Agreement if the Customer allows Company personnel access to the Service Area(s) for any purpose encompassed by the Agreement. Customer's failure to comply with the Bed Bug Prep Sheet requirements shall render this warranty null and void.

Additionally for Irrigation: For Equipment and Products, manufacturer warranties apply; there is a one-year mechanical warranty from Company on parts and Service, from date of the installation/repair. Certain Services may carry limited Company warranty; refer to Service definition.

Additionally for Disinfectant: Company makes and extends to the Customer only those warranties and representations contained on the product labels of the products used by Company for the service. Those product labels are available upon request. Company disclaims all other warranties and representations of whatever nature or type.

Right to Subcontract. Company, in its sole discretion, may subcontract or delegate to an affiliate or third party any of its duties and obligations hereunder.

Ownership and Replacement of Equipment. All equipment, devices and components are property of and/or remain property of or under the control of the Company. Company will replace rental devices and components as required, except for those items lost or damaged due to Customer's neglect, in which event, the Customer will be responsible for replacement cost. Company will be granted access to the Customer's location to recover equipment, devices and components at the expiration of this Agreement, or at any time an amount due from the Customer to Company is more than sixty (60) days beyond due date.

If Customer terminates an Equipment rental earlier than the term of the Agreement then in effect, Customer is responsible for paying the full amount remaining for rental of devices.

Force Majeure. Company shall not be liable for any delay or failure in performing the services due to any cause beyond its reasonable control.

Insurance. Public liability and property damage insurance against injury to members of the public from accidents that may arise from operations will be carried by Company, and evidence of insurance will be issued to the Customer upon request. Georgia Customers, please note: The Georgia Structural Pest Control Act requires all pest control companies to maintain insurance coverage. Information about this coverage is available from this pest control Company.

Limitation of Liability. The Customer agrees that the work provided under this Agreement is not to be construed as Insurance, or as a covenant, guarantee, warranty, or promise of any kind that the Customer is in compliance with any legal guidelines or requirements. Company disclaims any liability or responsibility regarding the practices and operations of the Customer, and bears no responsibility or liability for whether the Customer carries out the recommendations made by Company, and in no event will the Company be liable for consequential, indirect or economic damages. The Customer shall indemnify and hold Company harmless from and against all claims, demands, liabilities, obligations and attorneys' fees or costs brought by any third parties, arising out of, or related to this Agreement, or by failure of the Customer to act in accordance with any requirements in connection with the Services.

Company will be responsible for only those damages, claims, causes of action, injuries or legal costs caused by its own direct negligence or misconduct, but then only to an amount not to exceed the annual fees charged under this Agreement.

Animal Disposal. Company will dispose of any trapped wildlife in accordance with the laws and regulations of local governing authorities; however, if Customer requests the release of the animal on his/her property, Company shall not be responsible for, nor guarantee, that the animal will not return to infest or damage the serviced property.

Choice of Law. Any and all disputes, claims or lawsuits related to this Agreement or to the services shall be determined in accordance with the laws of the Commonwealth of Pennsylvania.

Class Action Waiver. Where permitted under the applicable law, Customer and Company agree that each may bring claims against the other only in each Party's individual capacity and not as a plaintiff or class member in any purported class or representative action. Unless Customer and Company both agree, no action, or court of law, may consolidate more than one person's claims or otherwise preside over any form of a representative or class proceeding.

Mandatory Arbitration. Claims, disputes and other matters in question between the parties to this agreement, arising out of or relating to the agreement or warranty, shall be submitted to arbitration by a single, neutral arbitrator.

Intellectual Property. Except as expressly set forth herein, between Company and Customer, each is and shall remain the owner of all Intellectual Property that it owns or controls as of the Effective Date, or that it develops or acquires thereafter. This shall be binding upon all successors of the Customer's business.

Data Security. Company may provide Customer with access to Company's online and digital tools to store service reports and visit history, or other applications that may be developed, to give Customers access to their Service information, if applicable to the Services in this Agreement. While Company follows standard procedures to secure systems and Customer data, including securing online tools and applications through the use of hashed passwords, HTTPS encryption and a secure data center, Customer confirms and acknowledges that:

- a. Company and/or any of its subsidiaries are not responsible for the integrity or confidentiality of Customer's access credentials. Customers are encouraged to take precautions to secure login IDs and passwords.
- b. All usage rights to Company's online or digital tools are immediately discontinued upon the Customer's termination of the Service Agreement.
- c. The Customer agrees to indemnify, defend, and hold Company harmless from any claims arising out of, or connected or associated with the use of Company's online and digital tools, including but not limited to, any claims arising from internet hacking.
- d. This agreement shall be binding upon all successors of the Customer's business.

Refer to Legal Statements and Privacy Policies as posted on online tool Web Sites for additional information.

Third Party and Marketing Disclosure. The Customer agrees to permit Company to use the Customer's name and contact information for sharing with Company's business partners. Company will never sell this data. It is to be used to improve the Customer's experience with Company. Additionally, unless Customer notifies Company otherwise or opts out, Customer agrees to and accepts the receipt of periodic marketing and sales information relating to Company's service offerings.

Anti-Bribery and Anti-Corruption. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

Term. Service Agreements shall extend from month to month, with either party having the ability to cancel this Agreement upon 60-days notice to the other party.

Additionally for Bioremediation: This Agreement shall be in effect for a period of one (1) year. The Agreement will then renew for successive one-year terms, unless either party provides the other with written notice before the expiration of a term then in effect.

Additionally for Odor Management: The initial term of this Agreement is two (2) years from the date hereof, and term shall automatically renew for additional terms of one (1) year thereafter, unless either party provides the other with written notice before the expiration of a term then in effect.

Additionally for Bedbug: This applies to Protect+ Premium Program(Maintenance & Warranty), which is only available to commercial Hospitality and Multi-unit Residential customers.

Additionally for Hospitality: The initial term of this Agreement is two (2) years from the date hereof, and term shall automatically renew for additional terms of one (1) year thereafter, unless either party provides the other with written notice before the expiration of a term then in effect.

Additionally for Multi-unit Residential: This Agreement shall be in effect for a period of one (1) year. The Agreement will then renew for successive one-year terms, unless either party provides the other with written notice before the expiration of a term then in effect.

Termination. Agreements may be terminated by either party with 60 days written notice, providing all accounts are current. See Ownership and Replacement of Equipment for further ramification of termination for Services that have Term other than month-to-month. In cases of Customer nonpayment or entering bankruptcy or insolvency per the Bankruptcy Code, Company reserves the right to terminate the Agreement upon immediate written notification.

Pricing. The initial price for services is set forth in the specifications of this Agreement. Company reserves the right to annually increase the amount charged for the services, which shall be communicated by written notice to Customer, which notice may be by invoice.

Payment. Introductory Service Fees are due upon completion of the service, unless another payment plan is selected on the Agreement. Other corrective service, rental and/or equipment/product fees will be invoiced upon completion/delivery. Subsequent services will be invoiced in accordance with the Agreement and payment plan selected by Customer.

If a service date has been mutually agreed upon by Company and the Customer, it will be the Customer's responsibility to pay for service if Company has attempted to render service at the Customer's property.

Payments for services are due within thirty (30) days from the date of each invoice. Customer agrees to remit payment in one of the acceptable forms of payment detailed in the Agreement or invoice. In the event full payment is not made within thirty (30) days after invoicing, a finance charge per month will be added to the unpaid balance, up to the maximum allowed by law. Late fee charges may also be applied. Additionally, the Customer is responsible for all collection costs, including reasonable attorneys' fees, for any invoices not paid by the due date.

Any check returned for any reason, will result in a fee in the amount charged by Company's bank.

All service warranties under this Agreement will be voided should any payment due exceed sixty (60) days.

Should it become necessary to temporarily discontinue a periodic service due to causes beyond the Company's control, it is agreed that the periodic payments due under this agreement will be suspended until service is resumed, and that such temporary discontinuation of service will, in no way, breach this agreement.

Fuel/Transportation Surcharge. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

Signature

Customer may cancel this transaction at any time prior to midnight on the 3rd business day after the date of this transaction with a full refund of payment.

Rentokil North America d/b/a Florida Pest Control

Customer Representative:

Representative Printed Name

Customer Representative Printed Name

Signature

Date

Signature

Date



Campbell, Jason W.

352-571-0181

j.campbell@flapest.com

District:839

District License: JB293290

**2334 Montclair Rd. Leesburg,
FL 34748**

877.339.1902

<https://www.flapest.com>

SERVICE SUMMARY

THANK YOU!

We look forward to protecting your home and family.

Customer Information	
SERVICE ADDRESS	BILLING ADDRESS
Arlington Ridge CDD	Arlington Ridge CDD
4460 Arlington Ridge Blvd (8 Address Total), Leesburg, FL, 34748	4460 Arlington Ridge Blvd (8 Address Total), Leesburg, FL, 34748
813-340-7192	813-340-7192
bryan.cooper@inframark.com	bryan.cooper@inframark.com

Service Description	
Rodent Bait Stations Service	Job Value: \$140
Structure: Arlington Ridge Community Buildings	
Service instructions: Number of trap checks needed = 0, Job scheduled time = 08:00 AM, Payment type = none	
Is payment collected? = No	
Other instructions = This bid is for: 4460, 4463, 4467, 4469, 4475, 4479, 4483, 4487 Arlington Ridge blvd. Bait boxes are for the restaurant.	
PestFree365+ with 1 Svc Trip	Job Value: \$103
Corrective	Monthly Value: \$274.00
Structure: Arlington Ridge Restaurant	
Service instructions: Number of trap checks needed = 0, Job scheduled time = 08:00 AM, Payment type = none	
Is payment collected? = No	
Other instructions = Place 4 bait stations around Arlington Ridge restaurant and check with monthly service	

Summary Of Charges	
Initial service charge	\$ 243

Prices listed above do not include applicable sales tax. Invoices will include any and all applicable sales tax based on state and local requirements.

THIS SERVICE AGREEMENT SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

Agreement. "Customer" and Rentokil North America, Inc. d/b/a Florida Pest Control ("Company") agree to the following terms and conditions in connection with the Services and Plan indicated on this agreement (hereinafter collectively referred to as "Agreement").

Additionally for Disinfectant: This Agreement and its Quote/Service Specifications constitute the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.

Standard of Care. Company will use its professional expertise to determine the products and services appropriate for treatment, and will follow all label and legal requirements. All reasonable care will be used in installing and maintaining the specified services. Company hereby affirmatively disclaims any liability for damage or injury caused by the use of any materials in accordance with the manufacturer label directions. Reasonable care will be taken in applying the treatment, however, the nature of the work is such that Company cannot be responsible for the safety of domestic animals, stains, discolorations, or other damages, except those directly caused by willful negligence on the part of the Company.

If, for whatever reason, the Customer is dissatisfied with the service provided, the Customer will provide reasonable notice and allow the Company a period of up to 45 days to remedy the problem to the extent reasonably required.

Additionally for Lawn/Landscape care: Company will schedule Customer in route, meaning on a designated service route. Routing is subject to change based on weather and other factors, at Company discretion.

Company service technicians at their own discretion may skip treating areas permanently or on occasion as needed to reduce environmental risks.

Additionally for Irrigation: Company will use its professional expertise to determine the products and services appropriate for installation and/or repair, and will follow all manufacturer and legal requirements. All reasonable care will be used in installing and maintaining the specified services. Company hereby affirmatively disclaims any liability for damage or injury caused by the use of any materials in accordance with the manufacturer directions. Reasonable care will be taken in installing and/or maintaining equipment, however, the nature of the work is such that Company cannot be responsible for necessary and reasonable disturbance of turf or damages to lawn, except when directly caused by willful negligence on the part of the Company.

Company will schedule Customer in route, meaning on a designated service route. Routing is subject to change based on weather and other factors, at Company discretion.

Additionally for Disinfectant: Company will use its professional expertise to determine the products and services appropriate for treatment, and will follow all label and legal requirements. All reasonable care will be used in installing and maintaining the specified services. Company hereby affirmatively disclaims any liability for damage or injury caused by the use of any materials in accordance with the manufacturer label directions. Reasonable care will be taken in applying the treatment, however, the nature of the work is such that Company cannot be responsible for the safety of domestic animals, stains, discolorations, or other damages, except those directly caused by willful negligence on the part of the Company.

Customer Responsibilities. Effective service requires the cooperation of the Customer. The Customer, therefore, warrants full cooperation with Company during this Agreement.

Customer agrees to maintain premises free from any factor or condition conducive to identified issues and services and following instructions provided. This cooperation includes, but is not limited to, proper garbage handling; repairing structure; not adding chemicals or self-treating in ways that are not part of Service; emptying grease traps, not damaging or turning off equipment, etc. Any damage warranty specified in the Agreement will be voided should the presence of pests or issue be associated with conditions arising from Customer's non-cooperation. Company's failure to alert the Customer to any negative conditions does not alter the Customer's responsibility. If Customer is unable to comply with preparation or maintenance requirements, the Company will make determination on site if service can be completed or rescheduled; additional fees may be applied.

If the Customer or other occupants of the structure(s), believe they are or may be sensitive to products being used or their odors, or if the Customer or other occupants have consulted with a medical doctor or other healthcare provider, regarding such sensitivity, the Customer must notify Company in writing, in advance of treatment of the structure(s). Company assumes no liability should Customer fail to warn Company of these sensitivities. Company reserves the right, upon receipt of such notification, to deny or terminate services.

Any arrangements, costs or inconvenience resulting from the need to evacuate occupants, or other precautions deemed necessary, shall be the sole responsibility of the Customer.

The Customer agrees to give Company complete or reasonable access to all areas, as may be required to enable effective service and maintenance, including individual units of multi-unit residential structures and electrical outlets, if needed.

Additionally for Lawn/Landscape care: This cooperation includes, but is not limited to, maintaining the premises in a condition that does not promote infestations of landscape pests or plant stresses, irrigating properly, mowing appropriately, etc. Also, Customer will not treat on their own, nor enlist another party to provide treatment services.

Additionally for Irrigation: This cooperation includes, but is not limited to, keeping the irrigation controller and system turned on at all times, following proper watering guidelines provided by Company, maintaining a working rain sensor, notifying Company of any adjustments made by Customer or other party, not self-adjusting in ways that are not part of Service, etc. Any damage warranty specified in the Agreement will be voided should the issue be associated with conditions arising from Customer's non-cooperation.

Additionally for Disinfectant: Effective service requires the cooperation of the Customer. The Customer, therefore, warrants full cooperation with Company during this Agreement. Customer agrees to:

- 1) thoroughly clean all heavily exposed surfaces to be treated;
- 2) remove or carefully protect (cover) all items not to be treated that are in the treatment area;
- 3) ensure that service personnel have access to all areas to be treated; and
- 4) ensure all other persons not part of service team leave and are not exposed to the treatment area until active treatment is completed.

The Customer also warrants that for at least the fourteen-day period preceding the scheduled treatment, no person has been present in the treated facility who has a confirmed or suspected case of Coronavirus (COVID19). If Customer is unable to comply with preparation or maintenance requirements, the Company will make determination on site if service can be completed or rescheduled; additional fees may be applied.

Modification. Any deviation from the requirements outlined that involve extra cost of material and labor will result in extra charges. If conditions require Company to use specialized equipment or products to control the problem(s), Company shall advise the Customer of the additional costs.

Due to safety concerns and regulations, Company may be required to use fall protection when Service involves working on the roof of a structure. Fall protection safety equipment includes a number of devices and may include roof anchors, of which Customer will be advised. Some roof anchors are designed to be left on the roof; others are to be removed. If Customer prefers to have anchors removed, this should be discussed with the sales representative before service is performed.

Additionally for Disinfectant: Any deviation from the requirements outlined that involve extra cost of material and labor will result in extra charges. If conditions require Company to use specialized equipment or products to control the problem(s), Company shall advise the Customer of the additional costs.

Substructure. Services under this Agreement do not include services to the substructure of the premises. Should substructural treatment be required, additional costs shall apply, of which the Company will advise the Customer.

Moisture, Mold and Mildew. Moisture is a condition found in varying degrees in most structures. Moisture conditions in and around structures can be conducive to a variety of pests and wood destroying insects. Moisture conditions can also provide an environment favorable to the growth of mold, mildew and other fungi. It is the Customer's sole responsibility to direct questions concerning the presence or dispersal of mold, mildew, mold spores or fungi; health-related issues; or indoor air quality to qualified professionals.

Company does not possess the knowledge or expertise to identify mold, mildew or fungi that may lower air quality or be injurious to health, nor does it possess the knowledge or expertise to give opinion or recommendation regarding exposure to, or effective remediation of mold, mildew or other fungi (including decay or non-decay) as they might relate to air quality or health related risks. However, Company may provide services to control wood decaying fungus and high moisture conditions in crawl spaces.

Company is not responsible for personal injury or property damage resulting from the presence, disruption or dispersal of mold, mold spores, mildew or fungi, even if Company inadvertently causes such disruption or dispersal by its inspection or treatment of pest-related problems. Customer waives and releases Company from any claim or injuries related to mold, mildew or fungal growth.

Warranty. For Equipment and Products, manufacturer warranties apply; there is no further warranty from Company on Products, Equipment or Service. Certain Services may carry limited Company warranty; refer to Service definition.

Additionally for Bedbug: Unless otherwise specified in writing, this Agreement includes one of the following, which provides for additional chemical treatment service, as deemed appropriate by Company, to the Service Area(s), should bed bug activity be identified during the warranty period:

- a. for Commercial customers, a 90-day service warranty from the date of service completion, except
- b. for Sensitive Customers (Healthcare, Assisted Living, Educational Institutions or when otherwise specified by Customer protocol) no warranty beyond initial treatment and a two-week follow-up inspection, or
- c. for Residential customers (single-family or multifamily), a 30-day warranty from the date of service completion, or
- d. for Heat Treatment, a 30-day warranty from the date of service completion.

Company's warranty is specifically limited to the labor and products for treatment services; no additional warranty is included or implied. Any claim under the terms of this warranty must be made immediately upon siting of bed bug activity in the location of treatment, by written or verbal communication. Company is only obligated to perform under this Agreement if the Customer allows Company personnel access to the Service Area(s) for any purpose encompassed by the Agreement. Customer's failure to comply with the Bed Bug Prep Sheet requirements shall render this warranty null and void.

Additionally for Irrigation: For Equipment and Products, manufacturer warranties apply; there is a one-year mechanical warranty from Company on parts and Service, from date of the installation/repair. Certain Services may carry limited Company warranty; refer to Service definition.

Additionally for Disinfectant: Company makes and extends to the Customer only those warranties and representations contained on the product labels of the products used by Company for the service. Those product labels are available upon request. Company disclaims all other warranties and representations of whatever nature or type.

Right to Subcontract. Company, in its sole discretion, may subcontract or delegate to an affiliate or third party any of its duties and obligations hereunder.

Ownership and Replacement of Equipment. All equipment, devices and components are property of and/or remain property of or under the control of the Company. Company will replace rental devices and components as required, except for those items lost or damaged due to Customer's neglect, in which event, the Customer will be responsible for replacement cost. Company will be granted access to the Customer's location to recover equipment, devices and components at the expiration of this Agreement, or at any time an amount due from the Customer to Company is more than sixty (60) days beyond due date.

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Insurance. Public liability and property damage insurance against injury to members of the public from accidents that may arise from operations will be carried by Company, and evidence of insurance will be issued to the Customer upon request. Georgia Customers, please note: The Georgia Structural Pest Control Act requires all pest control companies to maintain insurance coverage. Information about this coverage is available from this pest control Company.

Limitation of Liability. The Customer agrees that the work provided under this Agreement is not to be construed as Insurance, or as a covenant, guarantee, warranty, or promise of any kind that the Customer is in compliance with any legal guidelines or requirements. Company disclaims any liability or responsibility regarding the practices and operations of the Customer, and bears no responsibility or liability for whether the Customer carries out the recommendations made by Company, and in no event will the Company be liable for consequential, indirect or economic damages. The Customer shall indemnify and hold Company harmless from and against all claims, demands, liabilities, obligations and attorneys' fees or costs brought by any third parties, arising out of, or related to this Agreement, or by failure of the Customer to act in accordance with any requirements in connection with the Services.

Company will be responsible for only those damages, claims, causes of action, injuries or legal costs caused by its own direct negligence or misconduct, but then only to an amount not to exceed the annual fees charged under this Agreement.

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Choice of Law. Any and all disputes, claims or lawsuits related to this Agreement or to the services shall be determined in accordance with the laws of the Commonwealth of Pennsylvania.

Class Action Waiver. Where permitted under the applicable law, Customer and Company agree that each may bring claims against the other only in each Party's individual capacity and not as a plaintiff or class member in any purported class or representative action. Unless Customer and Company both agree, no action, or court of law, may consolidate more than one person's claims or otherwise preside over any form of a representative or class proceeding.

Mandatory Arbitration. Claims, disputes and other matters in question between the parties to this agreement, arising out of or relating to the agreement or warranty, shall be submitted to arbitration by a single, neutral arbitrator.

Intellectual Property. Except as expressly set forth herein, between Company and Customer, each is and shall remain the owner of all Intellectual Property that it owns or controls as of the Effective Date, or that it develops or acquires thereafter. This shall be binding upon all successors of the Customer's business.

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- a. Company and/or any of its subsidiaries are not responsible for the integrity or confidentiality of Customer's access credentials. Customers are encouraged to take precautions to secure login IDs and passwords.
- b. All usage rights to Company's online or digital tools are immediately discontinued upon the Customer's termination of the Service Agreement.
- c. The Customer agrees to indemnify, defend, and hold Company harmless from any claims arising out of, or connected or associated with the use of Company's online and digital tools, including but not limited to, any claims arising from internet hacking.
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Third Party and Marketing Disclosure. The Customer agrees to permit Company to use the Customer's name and contact information for sharing with Company's business partners. Company will never sell this data. It is to be used to improve the Customer's experience with Company. Additionally, unless Customer notifies Company otherwise or opts out, Customer agrees to and accepts the receipt of periodic marketing and sales information relating to Company's service offerings.

Anti-Bribery and Anti-Corruption. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.

Term. Service Agreements shall extend from month to month, with either party having the ability to cancel this Agreement upon 60-days notice to the other party.

Additionally for Bioremediation: This Agreement shall be in effect for a period of one (1) year. The Agreement will then renew for successive one-year terms, unless either party provides the other with written notice before the expiration of a term then in effect.

Additionally for Odor Management: The initial term of this Agreement is two (2) years from the date hereof, and term shall automatically renew for additional terms of one (1) year thereafter, unless either party provides the other with written notice before the expiration of a term then in effect.

Additionally for Bedbug: This applies to Protect+ Premium Program(Maintenance & Warranty), which is only available to commercial Hospitality and Multi-unit Residential customers.

Additionally for Hospitality: The initial term of this Agreement is two (2) years from the date hereof, and term shall automatically renew for additional terms of one (1) year thereafter, unless either party provides the other with written notice before the expiration of a term then in effect.

Additionally for Multi-unit Residential: This Agreement shall be in effect for a period of one (1) year. The Agreement will then renew for successive one-year terms, unless either party provides the other with written notice before the expiration of a term then in effect.

Termination. Agreements may be terminated by either party with 60 days written notice, providing all accounts are current. See Ownership and Replacement of Equipment for further ramification of termination for Services that have Term other than month-to-month. In cases of Customer nonpayment or entering bankruptcy or insolvency per the Bankruptcy Code, Company reserves the right to terminate the Agreement upon immediate written notification.

Pricing. The initial price for services is set forth in the specifications of this Agreement. Company reserves the right to annually increase the amount charged for the services, which shall be communicated by written notice to Customer, which notice may be by invoice.

Payment. Introductory Service Fees are due upon completion of the service, unless another payment plan is selected on the Agreement. Other corrective service, rental and/or equipment/product fees will be invoiced upon completion/delivery. Subsequent services will be invoiced in accordance with the Agreement and payment plan selected by Customer.

If a service date has been mutually agreed upon by Company and the Customer, it will be the Customer's responsibility to pay for service if Company has attempted to render service at the Customer's property.

Payments for services are due within thirty (30) days from the date of each invoice. Customer agrees to remit payment in one of the acceptable forms of payment detailed in the Agreement or invoice. In the event full payment is not made within thirty (30) days after invoicing, a finance charge per month will be added to the unpaid balance, up to the maximum allowed by law. Late fee charges may also be applied. Additionally, the Customer is responsible for all collection costs, including reasonable attorneys' fees, for any invoices not paid by the due date.

Any check returned for any reason, will result in a fee in the amount charged by Company's bank.

All service warranties under this Agreement will be voided should any payment due exceed sixty (60) days.

Should it become necessary to temporarily discontinue a periodic service due to causes beyond the Company's control, it is agreed that the periodic payments due under this agreement will be suspended until service is resumed, and that such temporary discontinuation of service will, in no way, breach this agreement.

Fuel/Transportation Surcharge. Like many other companies that are impacted by the price of gasoline, a rise in gasoline prices may necessitate a fuel surcharge. As such, the Company reserves the right to add a fuel surcharge to Customer's invoice for any increase in the cost of fuel as measured above the same time period in the prior year (by the National U.S. Average Motor Gasoline-Regular Fuel Price per Gallon Index reported by the U.S. Department of Energy). The surcharge may be adjusted monthly (up or down) with the price of gasoline.

Signature

Customer may cancel this transaction at any time prior to midnight on the 3rd business day after the date of this transaction with a full refund of payment.

Rentokil North America d/b/a Florida Pest Control

Customer Representative:

Representative Printed Name

Customer Representative Printed Name

Signature

Date

Signature

Date

Subsection 4E(ii)

Bench Placement

Bench Placement on the Golf Course



Subsection 4F

General Manager

Subsection 4F(i)

Monthly Report



February 2023 General Manager Report

February was a strong month for Revenue for both food & beverage and golf. Total F&B sales were \$116,362 which was \$11,426 ahead of budget. We hosted a couple of restaurant events in February. There were 120 guests for our Valentine's Day dinner special and the Mardi Gras Dinner & Dance was well enjoyed. A total of 5,162 rounds were played in February, that was 473 rounds ahead of budget. This led to a total revenue of \$189,353 which was \$24,668 ahead of budget. The Arlington Ridge Mixed Couples and The Veteran's Memorial fundraising events along with the many travel groups that were scheduled thru the month played a great part in exceeding our revenue goals.

Expenses in a few line items were higher in February. There was \$7,921.69 in "catch up" electric expenses in maintenance, which was caused by golf course utilities being paid by the CDD and corrected this month. In addition, there was a \$10,861 insurance expense from last year, which was due to an invoice not being sent during the transition of CDD management companies last year.

Financial have not been finalized as of writing this report, but despite the additional expenses Golf is projected to only miss bottom line budget by a small amount and the Restaurant will still be ahead. In addition, year to date, both Golf and the Restaurant continue to maintain their bottom-lines ahead of budget and well ahead of previous year. March is forecasting to be another solid month. We have the Leesburg Blues Brother Tribute Band (a second show has been added due to high demand), St. Patty's Day where we will be featuring Corned Beef & Cabbage Dinner and don't forget the green beer. On the golf side we kick off our Member-Member Tournament on March 29th.

Agronomy Update

Golf Course Maintenance Schedule

- Spin and rake bunkers daily.
- Set-up daily, changing cups and moving tee-markers, empty trash.
- Greens foliar program-Spray greens every week with liquid fertilizer, with fungicide apps every other week.
- Driving Range- mow range tee box on Monday and Thursday, along with target greens.
- Greens- mow greens everyday and cleanup every other day.
- Tee Boxes- mow tee boxes on Monday, Wednesday & Friday

February Completed Projects

- Begin mowing fairways.
- Observe weed pressure (poa and broad leaf) and eradicate with post-emergent.
- Completed Ronstar application (pre-emergent and fertilizer combination) on 90 acres.
- Continue to rope off approaches in high traffic areas to ensure healthy turf growth (visible improvement).
- Continue research and data gathering for cart path improvements.
- Measure weak areas for sod and/or sprigs.
- Ongoing irrigation auditing.
- Placed pine mulch near #6 tee box.
- Trimmed live oaks near #17 green.
- Mowed the low area, pond on the right of #14 green.
- Spiked and fertilized compacted areas (greenside #10).
- Fertilized many of the fairways with 13-2-0 with organics.
- Foliar application of nitrogen on the fairways for increased growth.

Golf Ops

- The Mixed Couples event had 58 players which was up from 44 players last year. It brought in \$1,475 in revenue split between golf and the restaurant. The Arlington Ridge Veterans Event had 136 players and raised over \$11,000.
- Advertising in The Villages newspaper has worked well in January. The golf shop received 170 coupons that brought in \$7,012.50 in greens fee revenue. The ad will continue to run throughout the season.
- Area travel groups continued to come thru weekly averaging 24 players per group. The groups bring in great revenue for both golf operations and food & beverage.
- John and his crew are looking forward to hosting our upcoming club tournaments. Member-Member and Men's and Women's Club Championships are scheduled at the end of March and in April.

Food & Beverage

We want to thank all the residents who filled out the restaurant survey. There were 375 surveys completed and was valuable feedback and ideas, which will be utilized as we formulate plans for the restaurant in the future.

Group dining from the surrounding communities has still been very strong. Multiple groups from Plantation, Legacy, Hawthorne and Highlands Lakes, just to name a few, all held luncheons throughout February. There were 474 total guests which resulted in \$10,887.30 in food revenue.

Upcoming restaurant events.

- 3.05 -Leesburg Blues Brother Tribute
- 3.17 -St. Patty's Day Dinner
- 3.19 -Leesburg Blues Brother Tribute (2nd show added)
- 4.09 -Easter Brunch

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

Section 5

Business Items

Subsection 5A

Aqua-Brite Proposal



Aqua-Brite of FL Inc sent you an estimate

Estimate expires on February 26, 2023

We look forward to working with you.

Customer

Arlington ridge Arlington ridge // Bryan Cooper
 Arlington ridge
 resident@arlingtonridgecdd.org
 +1 (352) 551-3229
 4463 Arlington ridge Blvd
 Leesberg, FL 34748

Estimate #000008

January 27, 2023

Hide full details 

Men's and Women's Sauna repair

Replace 8KW heaters and replace all stones inside heaters	\$5,286.00
Comes with 90day labor and 1yr parts warranty	\$0.00
OPTIONAL - Replace Contactors for both units (constant on/off cycle has almost reached its limit)	\$894.00
Subtotal	\$6,180.00

Total

\$6,180.00

Deposit

\$2,800.00

Due upon invoice date

Balance

\$3,380.00

Due within 14 days

Paul H. Homan 2-17-2023

Aqua-Brite of FL Inc

12221 Towne Lake Dr

STE A #145

Fort Myers, FL 33913

aquabriteinc@gmail.com

+1 (941) 702-2225

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Square Privacy Policy | Security



Subsection 5B

Pool Tile Color Choices

Vermana Pool Tile Choices



Black 6x6



Teal 6x6



Sapphire 6x6



Colonial Blue 6x6



Cobalt Blue 6x6



Stone Blue 6x6

Subsection 5C

Veterans Memorial Rendering



Arlington Ridge Veterans Group

We Are On A Mission



***Note, All Military logos will be on the Pillars, except, National Guard Bureau. *Not to scale.**

Subsection 5D

Rules for Use of Operating Reserve

Arlington Ridge Golf Course – Golf Course Operating Reserve Fund – Rules For Use Of Funds

1. 100 percent of stated year end profits from the golf course will be transferred to a General Fund Operating Reserve Account, unless otherwise decided by the Board.
2. A line item will be created and show the balance of the Golf Course Operating Reserve Fund on the Arlington Ridge CDD monthly financial reports.
3. The intended use of the Account is for the following:
 - a. Golf Course Operational Maintenance.
 - i. Emergency funding, or projects larger than day to day maintenance
 - ii. No more than 50% of any given year's profits from the golf course may be used for maintenance in any given year unless the Board determines, by year, a different percentage.
 - b. Golf Course Emergency Funding
 - i. If a need for emergency funds is needed, or 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 as stipulated in the Arlington Ridge community Development District – Policy Statement for Staff Spending Guidelines / Section D. Authorization Levels
 - ii. If emergency spending occurs without a Board review and vote, the Board will be notified, and the expenditure will discussed and a vote taken to ratify the spending in a concurrent Board Meeting.
4. No funds will be removed from the account unless approved by the board ¹.
5. A ledger sheet will be created to track revenues and expenditures to and from this fund. 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.

¹With the rule exception of 3.b.ii

Subsection 5E

Proposal for Cart Path Additions



TO: Arlington Ridge Golf Course c/o James Kelly

DATE: 3-1-2023

PHONE: 214-335-8797 **EMAIL:** James.Kelly@arlingtonridgegolfclub.com

ADDRESS: 4463 Arlington Ridge Blvd, Leesburg, FL 34748

JOB NAME: Arlington Ridge Golf Club – Crushed shell paths.

ADDRESS: 4463 Arlington Ridge Blvd, Leesburg, FL 34748

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR THE FOLLOWING:

- **CRUSHED SHELL PATHS:** Element Environmental will provide all labor, equipment, and materials to create approximately 6'x480' of crushed shell paths in four different locations. Each path is 6'x120'. Edges will be beveled to create a border and barrier for each path. Paths will be graded prior and material disposed of on-site. A heavy duty landscape fabric will be installed, 4-6" of crushed shell added, graded & compacted.

TOTAL: \$12,250

Lakeland Office:
1236 Stratton Ct West
Lakeland, FL 33813
PHONE: 863-797-9970



TERMS AND CONDITIONS OF PAYMENT

Net 30 days

Prices quoted are valid for 90 days from the date of this proposal.

Thank you for the opportunity to partner with you on this project.

Sincerely,

James "PJ" Piney
ELEMENT ENVIRONMENTAL
863-797-9970

The undersigned parties warrant that they are authorized representatives of their respective companies or residence and have the requisite authority to bind their employer and/or principle.

Client Signature: _____ **Date:** _____

Print Name / Title: _____

Element Environmental

Signature: _____ **Date:** _____

Print Name / Title: _____

Lakeland Office:
1236 Stratton Ct West
Lakeland, FL 33813
PHONE: 863-797-9970



General Terms and Conditions

Estimate Approval: The authorizing party automatically enters a contract with Element Environmental when they confirm their estimate, pay a deposit, and/or verbally agree to the description and cost via our scheduling application. The authorizing party cannot request additional work from the crew directly unless it is approved by the project manager, and the additional costs are expressly approved by the authorizing party.

Scheduling: Job scheduling is dependent on weather conditions, workload, and geographic relationship to other scheduled work and other unforeseen issues. Element Environmental will do our best to meet all scheduled work dates but shall not be liable for damages due to delays. If the client requires that they be on site the day of the job, this must be expressed when confirming the estimate. If times are given, they are approximate, and Element Environmental will not be responsible for being late or early.

Cancellation of Work: The customer shall provide at least 24 hours' advance notice of any full or partial work cancellation. If a crew has been mobilized to the job site, the customer will be assessed a mobilization fee of \$250.00 for incurred expenses. If the job site is made inaccessible to the crews of SYTE because of parked vehicles or other obstructions a \$300 fee will be assessed.

Withdrawal of Proposal by Element Environmental: Proposals for work expire within 90 days of estimate unless otherwise noted. Element Environmental reserves the right to withdraw a proposal for any reason. In cases where Element Environmental withdraws a proposal (before work has begun), all deposits and payments will be refunded.

Completion of Contract: Element Environmental agrees to do its best to meet performance dates but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other cause beyond its control.

Insurance by Contractor: Element Environmental warrants that it is insured for liability resulting from injury/damage to person(s) or property and that all employees are fully covered by Workers' Compensation as required by law. Current Certificates of Insurance are available upon request.

Safety & Tree Care Standards: All Element Environmental arboricultural operations will follow the latest version of the ANSI Z133.1 industry safety standards. All work is performed in accordance with the Best Management Practices (BMPs) set forth by the International Society of Arboriculture (ISA) as well as current American National Standards Institute (ANSI) Standards for Tree Care Operations. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on site.

Concealed Contingencies: Element Environmental is not responsible for damage to underground sprinklers, drain lines, invisible fences, or underground cables unless the system(s) are adequately and accurately mapped by the authorizing party. Any additional work or equipment required to complete the work, caused by the authorizing party's failure to make known or caused by previously unknown foreign material in the trunk, the branches, underground, or any other condition not apparent in estimating the work specified, shall be paid for by the customer on a time and materials basis.

Driveways/Sidewalks/Lawns: Element Environmental will reasonably attempt to minimize damage to driveways, sidewalks, lawns, patios or other property. In the event that our equipment causes settling, cracking, or other damage to driveways and/or sidewalks, and/or disturbances to the customer's lawn, or property, Element Environmental is not liable for any repairs or incurred costs.

Tree Risk: When prominent risk conditions in trees are detected by Element Environmental, we will make every effort to proceed with the work promptly. However, Element Environmental does not assume any liability for any accident, damage or injury that may occur on the ground or on any other object or structure prior to the work beginning, nor are we liable for any unforeseen hazards encountered.

Site Preparation: Customer agrees to remove or clearly mark any hazardous debris within the site. Items such as plastic tarps, tires, rebar, large metal objects, etc. can be detrimental to clearing equipment. Element Environmental reserves the right to charge daily rate pricing in the event that such debris are not removed or clearly marked causing equipment to break down and need repairs. If such an event occurs, Element Environmental agrees to communicate with the client and work diligently to repair equipment in a timely manner.

Lakeland Office:
1236 Stratton Ct West
Lakeland, FL 33813
PHONE: 863-797-9970



Ownership: The customer warrants that all trees, plant material and property upon which work is to be performed are either owned by him/her or that permission for the work has been obtained by the owner. The customer is solely responsible for obtaining any required permit to complete the work. Element Environmental is to be held harmless from all claims for damages resulting from the customer's failure to obtain such permission and permits.

Billing, Deposits, Terms of Payment: The final invoice for the balance due will be issued via email and/or text message at the completion of work. For extended period projects lasting several weeks, or other proposals requiring upfront purchase of materials, progress payments will be required prior to commencement of the job. Payment responsibility automatically falls to the authorizing party; it is not the responsibility of Element Environmental to wait for or seek payment from a third party (neighbor, insurance company, client, etc.). All invoices are payable upon completion of issuance of invoice. Accounts not paid in full within 15 days will result in a finance charge of 5% per month. Any fees incurred due to insufficient funds or returned checks will be the responsibility of the authorizing party and are subject to the terms of the original invoice. Please note that additional services will be delayed or cancelled due to outstanding balances.

Permitting: Hiring contractor will be responsible for obtaining any required permits prior to the start of any work.

Lakeland Office:
1236 Stratton Ct West
Lakeland, FL 33813
PHONE: 863-797-9970

Subsection 5F

Cost Estimates for Renovations

Blue Ridge Activity Center - Project Estimate

OPTION 1	Item Amount	Funding Remaining
Total Budget		75,000.00
Kross Inspectors Deficiency Summary / Some Work Deferred	14,850.00	60,150.00
Contengency @ 15%	31,598.00	28,552.00
Construction	165,000.00	(136,448.00)
Electronic Entry System Front	2,500.00	(138,948.00)
Electronic Entry System Back	2,500.00	(141,448.00)
Furnishings	25,000.00	(166,448.00)
Permits .40 per square foot	8,394.00	(174,842.00)
Remaining Funding	249,842.00	(174,842.00)

Estimates excludes A/E drawings & possibility of moving AHU to attic (if necessary)

OPTION 2	Item Amount	Funding Remaining
Total Budget		\$75,000.00
Kross Inspectors Deficiency Summary / Some Work Deferred	\$14,850.00	\$60,150.00
Contengency @ 15%	\$29,798.00	\$30,352.00
Construction	\$153,000.00	(\$122,648.00)
Electronic Entry System Front	\$2,500.00	(\$125,148.00)
Electronic Entry System Back	\$2,500.00	(\$127,648.00)
Furnishings	\$25,000.00	(\$152,648.00)
Permitting	\$7,914.00	(\$160,562.00)
Remaining Funding	\$235,562.00	(\$160,562.00)

Estimates excludes A/E drawings & possibility of moving AHU to attic (if necessary)

Permit calculated at .4 of construction cost



Kross Inspectors Deficiency Summary - 22043226 (4460 Arlington Ridge Boulevard)

Location	System	Condition	Recommended Action	Deferred Maintenance, Damaged Component, or Normal Wear & Tear	Notes	Page # in Original Report	Estimated Cost Of Repair*	Possible Deferrment	Corrected? Y/N
Exterior Right	Roof	Soffit is loose	Repair	Deferred Maintenance		7	\$200.00		
Exterior Rear	Roof	Gutter is loose	Repair	Deferred Maintenance		7	\$200.00		
Exterior REar	Roof	Deteriorated drip edge	Review or Replace	Deferred Maintenance		8	\$1,200.00		
Exterior Rear	Roof	Fascia wood is rotted	Replace	Deferred Maintenance		8	\$1,500.00		
Exterior Rear	Roof	Asphalt roll roofing is patched	Monitor closely; consider replacing	Deferred Maintenance	Condition reflected in estimated remaining life. See full report.	8			
Exterior Rear	Roof	Downspout elbow and tail piece is missing	Monitor Closely	Deferred Maintenance		9	\$200.00		
Throughout	Exterior	Settlement of Common Parking Area	Repair	Deferred Maintenance	Parking lot is due for sealcoate.	11		\$10,000.00	
South Parking Lot	Exterior	Car Stops Damaged or Deteriorated	Repair or Replace	Deferred Maintenance		11		\$250.00	
South Parking Lot	Exterior	Damaged or Deteriorated Curbing	Repair or Replace	Deferred Maintenance		12		\$1,000.00	
Exterior Rear	Exterior	Trim Is Damaged Or Deteriorated	Review	Deferred Maintenance		12	\$250.00		
Exterior Rear	Exterior	Washed Out Area Of Grading	Repair	Deferred Maintenance		12	\$500.00		
North Parking Lot	Exterior	Heaving Of Parking Lot From Tree Roots	Repair	Deferred Maintenance		13	\$1,500.00		
Throughout	Exterior	Faded Parking Lot Paint	Repair	Deferred Maintenance	See Line Item 9. Included with sealcoat estimate.	13			
Womens Restroom	Interior	Failed flood light test	Repair or Replace	Deferred Maintenance		17		\$3,000.00	
Hallway North	Interior	Failed flood light test	Repair or Replace	Deferred Maintenance		17	\$300.00		
Office Rear	Interior	Floor cover is damaged	Repair	Deferred Maintenance		18	\$1,500.00		
Hallway South	Interior	Failed flood light test	Repair or Replace	Deferred Maintenance		18	\$300.00		
Office Front	Interior	DRY Ceiling Stain Adjacent Wall	Repair Ceiling	Deferred Maintenance		19	\$250.00		
Attic	Insulation Ventilation	Insulation is loose or displaced between framing members	Adjust	Deferred Maintenance		21	\$2,000.00		
Exterior Front	Plumbing	Leaking Backflow Device Observed	Repair	Deferred Maintenance		26	\$800.00		
Exterior Rear	Electrical	Damaged or Missing Cover of Exterior Electrical Outlet	Repair	Deferred Maintenance		28	\$150.00		
Exterior Rear	Electrical	Damaged or Missing Cover of Exterior Electrical Outlet	Repair	Deferred Maintenance		29	\$150.00		
Throughout	Electrical	Electrical fixture has missing or burned out bulbs	Replace	Deferred Maintenance		29	\$500.00		
	ADA	Trip Hazards Observed in Accessible Parking Space Access Aisle	Repair	Deferred Maintenance	See Line Item 9. Included with sealcoat estimate.	Item 1.3			
	ADA	Missing Designated Van Accessible Parking Space	Repair	Deferred Maintenance	See Line Item 9. Included with sealcoat estimate.	Item 1.4			
	ADA	Insufficient Width of North Accessible Parking Space	Repair	Deferred Maintenance	See Line Item 9. Included with sealcoat estimate.	Item 1.5			
	ADA	Accessible Parking Lines are Faded	Repair	Deferred Maintenance	See Line Item 9. Included with sealcoat estimate.	Item 1.7			
	ADA	Excessive Grade of Accessible Parking Access Aisle	Repair	Deferred Maintenance	See Line Item 9. Included with sealcoat estimate.	Item 1.8			
	ADA	Missing Designating Sign at North Accessible Parking Space	Repair	Deferred Maintenance		Item 1.10	\$250.00		
	ADA	Trip Hazards Observed on Aisle 1 to Entry Exterior Route	Repair	Deferred Maintenance		Item 2.1	\$250.00		
	ADA	Front Entry to Sidewalk Accessible Route Not Striped	Repair	Deferred Maintenance		Item 2.1	\$600.00		
	ADA	Inadequate Closing Time of Main Accessible Entrance Door	Repair	Deferred Maintenance		Item 2.46	\$150.00		
	ADA	Improper Location of Sign at Women's Accessible Restroom	Repair	Deferred Maintenance		Item 3.6	\$100.00		

ADA	Inadequate Closing Time of Men's and Women's Accessible Restroom Entrance Door	Repair	Deferred Maintenance		Item 3.12	\$100.00		
ADA	Insufficient Depth of Pull Side Maneuvering Clearance at Men's and Women's Accessible Restroom Entrance	Repair	Deferred Maintenance	Replace trash can with smaller shallow 4 inch can.	Item 3.13	\$300.00		
ADA	Improper Positioning of Toilet Paper Dispenser in Women's Accessible Lobby Restrooms	Repair	Deferred Maintenance		Item 3.26	\$200.00		
ADA	Insufficient Knee Clearance Under Lavatory in Men's and Women's Accessible Restrooms	Repair	Deferred Maintenance		Item 3.32	\$300.00		
ADA	Insufficient Clearance Around Toilet in Men's and Women's Accessible Restroom	Repair	Deferred Maintenance		Item 3.37	\$500.00		
ADA	Improper Location of Toilet Flush Control in Women's Accessible Restroom	Repair	Deferred Maintenance		Item 3.41	\$300.00		
ADA	Improper Positioning of Side Grab Bar in Men's and Women's Accessible Restrooms	Repair	Deferred Maintenance		Item 3.42	\$300.00		
						\$14,850.00	\$14,250.00	

This report reflects local builder/contractor estimates for repairs of items found during our inspection. If local builder or contractor costs were not available, Marshall & Swift estimating service was utilized. Please note that these are itemized repair costs and multiple services provided by a single provider may be discounted significantly. Furthermore, these estimates are to be used with caution as actual repair costs of contractors may vary depending on variables such as material costs, labor costs, and location of property.

Kross Inspectors strongly urges the user of this attached report to consult a licensed professional for each of the items requiring attention. Should the licensed professional's opinion regarding corrective action for any item listed differ from those of Kross Inspectors, the opinion of the individual holding the license for that specific trade should be considered. For items considered as major repairs, it is recommended to obtain multiple proposals from licensed individuals in order to receive a competitive bid.

The attached cost estimate report is not to be considered a Full Inspection Report of the subject property. The report does not contain all details necessary in order to make an informed decision about the condition of the property.

Subsection 5G

Roanoke Berm

Summary of berm ownership:

- The berm (390553) is owned by Arlington Ridge CDD
- The adjacent strip of land (highlighted 3905522) is also owned by the CDD.
- The Elks Lodge property (3784747) is owned by Lake County Eagles Aerie #4273 Inc.
- The property adjacent to the Elks Lodge (1294878) is owned by MBH Services Inc.
- Property 1741858 is owned by Kenton & Doreen Rutledge Family Trust



Agenda Item:

Close out and repair of Roanoke Berm crossover to the Eagles.

This has been an issue for sometime and now multiple residents have raised concern. The continual crossover has contributed to erosion, irrigation piping has been damaged, tree roots now exposed, as well as security and potential safety issues.

Elsewhere within this community if a resident or residents damage CDD property they are held accountable to the extent of being charged for the damage, issued warnings and or prohibited from use of CDD resources.

In addition, if a resident in their golf cart is injured in some form of an accident, what is the level of liability for the District. This regular traffic flow also has the potential to invite others from outside of the Community to enter and leave in an uncontrolled manner as well as various times of the day and night.

This past year the board began to replant some of the berm for aesthetics purposes as well to provide a level of comfort to the immediate affected residents.

Possible solutions are:

Replanting as was done on the mid-section of the berm. This would entail repair and reestablishing the irrigation system and planting bushes to match the mid-section.

Another option to extend the fence line down with a post and rail fence approximately 200 feet from the corner and repairing the worm berm with turf.



**Fraternal Order of Eagles
Lake County Eagles Aerie #4273 Inc.
27150 Haywood Worm Farm Rd.
Okahumpka, FL 34762
(352) 787-7020
"people helping people"**

To CDD board members:

The Eagles owns the land from the planted pine trees North to the next tree line that borders Arlington Ridge .Many of the residents are members of the Eagles and make their way to the eagles via their golf cart which is great perk as we are neighbors.

2/1/23

Thanks Rod Pickens Trustee

And AR resident

Subsection 5H

Invoice from TWC Services

Commercial
 Refrigeration
 Air Conditioning
 Heating Systems
 Kitchen Equipment
 Ventilation Systems
 Beverage Equipment



EPA Certified
 State Certified
 CFESA Certified
 Established in 1906
 24hr Emergency Service
 Parts and Equipment Sales
 Ice Machine Sales and Leasing

PROPOSAL

Customer: Arlington Ridge CDD (224619)
 Arlington Ridge Golf Club (000)
 4463 Arlington Ridge Blvd
 Leesburg, FL 34748

Date: 3/2/2023
Quote #: 330504.1

Customer PO:
Work Order: 6984691

Attention: Arlington Ridge CDD
 Arlington Ridge CDD

Is Equipment Running: Partially
Condition of Equipment: Recommend Replacement

Project: Replace Condensing Unit
 WO#6984691

We propose to furnish the materials and/or perform the work described below:

WALK IN FREEZER C/U TECUMSEH M#AWA?464 S#CANT READ Cond: Fair

TWC purposes to replace the WIF condensing unit. The current condensing unit has a failing compressor. TWC will recover the refrigerant, remove the old equipment, and install a new Trenton condensing unit to existing electrical, and piping. TWC will test the unit for proper operation, and clean up the work space.

We have included the following:

- All labor during regular business hours
- Delivery of materials and equipment to the job site
- Final adjustment and calibration of equipment

We have not included:

- Parts or labor from original call
- Any work not specifically stated in the proposal
- Next day or Express shipping is not included

All for the sum of: seven thousand two hundred fifty-five dollars and eighty-seven cents
\$7,255.87

Summary:	Material	6,120.87
	Labor	1,035.00
	Tools & Usage Fees	100.00
	Grand Total	\$7,255.87

This quote is good for 7 (seven) day(s).

Upon Purchaser's approval signature, this proposal will become a legal and binding contract.

Purchaser's Acceptance:
Arlington Ridge Golf Club

Respectfully Submitted:
TWC Services, Inc.



3/2/2023

Signature

Date

Signature

Date

Printed Name

James OFallon

Printed Name

Commercial
 Refrigeration
 Air Conditioning
 Heating Systems
 Kitchen Equipment
 Ventilation Systems
 Beverage Equipment



EPA Certified
 State Certified
 CFESA Certified
 Established in 1906
 24hr Emergency Service
 Parts and Equipment Sales
 Ice Machine Sales and Leasing

PRICING DETAIL

Customer:	Arlington Ridge CDD (224619) Arlington Ridge Golf Club (000)	Date: 3/2/2023
Project:	Replace Condensing Unit WO#6984691	Quote #: 330504 Customer PO: Work Order: 6984691

MATERIAL

Description	Quantity	Unit Price	Subtotal
Electrical:Wire Nuts/Tape/Ties	1.00	20.00	20.00
Condensing Unit	1.00	5,785.87	5,785.87
R404A Refrigerant	5.00	55.00	275.00
Plumbing Supplies - 10 Plus Fi	1.00	40.00	40.00
Subtotal			6,120.87

LABOR

Description	Hours	Hourly Rate	Subtotal
Installation Labor	8.00	115.00	920.00
Trip Charge	1.00	115.00	115.00
Subtotal			1,035.00

OTHER

Description	Quantity	Unit Price	Subtotal
Recovery Charge	1.00	50.00	50.00
Torch Charge	1.00	30.00	30.00
Vacuum Pump Fee	1.00	20.00	20.00
Subtotal			100.00

SUMMARY

Material	6,120.87
Labor	1,035.00
Tools & Usage Fees	100.00
Grand Total	\$7,255.87

[View Images \(2\)](#) — Click this link to review the quote's photos. The link expires 60 days after the customer approves this quote.

Paul Hoover

3-6-2023

Section 6

Consent Agenda

Subsection 6A

Minutes

**MINUTES OF MEETING
ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Arlington Ridge Community Development District was held Thursday, February 16, 2023, at 2:00 p.m. at Fairfax Hall, 4475 Arlington Ridge Boulevard, Leesburg, Florida 34748.

Present and constituting a quorum were the following:

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

Also present, either in person or via Zoom Video Communications, were the following:

Angel Montagna	Manager: Inframark, Management Services
Jennifer Kilinski	Attorney: Kilinski Van Wyk
David Hamstra	Engineer: Pegasus Engineering
Frank Bruno	General Manager: Golf, Food & Beverage
Brenda Burgess	Inframark, Management Services
Jackeline Garcia	Inframark, Management Services
Brett Perez	Inframark, Management Services
Robert Sardinias	Inframark, Management Services
Donise Streit	Community Association Manager
Dan Zimmer	Vice President of Operations, Troon
Residents and Members of the Public	

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.

FIRST ORDER OF BUSINESS **Call to Order and Roll Call**

Ms. Montagna called the meeting to order at 2:00 p.m.

Ms. Montagna called the roll and indicated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

Mr. Hoover led the *Pledge of Allegiance*.

THIRD ORDER OF BUSINESS **Audience Comments**

A Resident commented on the sales office, previous and current annual assessments, and comparison of ad valorem taxes to non-ad valorem assessments.

A Resident (Lot 566) thanked the Board members for their service and commented on use of sales center, zumba and exercise classes in Fairfax Hall, need for larger spaces, and position on renovations.

A Resident (Lot 908) commented on the pools, need for cleaning, and not getting money's worth.

Arlington Ridge CDD
 February 16, 2023, regular meeting

A Resident (Lot 469) commented on the Roanoke berm.

A Resident (Lot 503) commented on the Roanoke berm, access to the community, and taking care of the property.

A Resident commented on the sales center, renovations, comments from majority of residents, and suggested uses for the facility.

A Resident read a prepared statement from the attorney for the homeowners association (HOA) regarding the sales center purchase process, loan, renovations, terms, building lease, question of proper use of the building, does not approve the continued use of the sales center.

A Resident (Lot 126) commented on parking lot striping proposals, timing of spending the money for repairs, and suggestion to address all the pools at one time.

A Resident (Lot 433) commented on the meditation garden and asked questions regarding the fundraising process, willingness of the garden club to work with the Board,

A Resident (Lot 1038) commented that Board members represent the residents, financials for the restaurant and golf course,

A Resident (Lot 796) commented on exercise classes and sales center, requests from Zumba class, and requested the Board members' opinions on the Zumba class.

A Resident (Lot 212) commented on the restaurant finances and losses, suggestion to defer losses, sales office transaction, commented on his amenity suspension,

A Resident (Lot 940) commented on the Roanoke berm and requested it be repaired.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Kilinski discussed the informal request from the HOA, desire for the HOA and the District to maintain a good relationship, progress being made, the HOA's position whether or not to extend the lease at the sales center,

Mr. Kostich made a MOTION to approve termination of the month-to-month lease for the sales center when it expires.
 Mr. Piersall seconded the motion.

Discussion ensued regarding notification to the City of Leesburg regarding the use.

Arlington Ridge CDD
February 16, 2023, regular meeting

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to terminate the month-to-month lease for the sales center when it expires.

B. Engineer

Discussion ensued regarding update on bids for projects directed at the last meeting, to be provided at the March meeting.

i. Depression at Hole #6 Proposals

Discussion ensued regarding scope of services for the proposal received.

Mr. Piersall made a MOTION to approve the proposal from Element Environmental for option 1 to repair the depression at hole #6 going down six feet, in the amount of \$8,660.
Mr. Hoover seconded the motion.

Discussion ensued regarding recommended depth for the repair, expected costs, budget for common area repair line item for storm cleanup that will be reclassified and sufficient funds for this repair, request the work be coordinated with the golf course, and request for residents to allow the contractor to do the work without interference.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the proposal from Element Environmental for option 1 to repair the depression at hole #6 going down six feet, in the amount of \$8,660.

C. District Manager

i. Booking Policy

Mr. Hoover made a MOTION to approve the booking policy, as provided.
Mr. Kostich seconded the motion.

Discussion ensued regarding having the system automated with the form filled out and submitted online, available to submit via email, and limitations of the calendar on the website.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the booking policy, as provided.

Arlington Ridge CDD
 February 16, 2023, regular meeting

D. Field Manager

i. Monthly Report

Discussion ensued regarding the monthly report, and the hold put on the irrigation mainline break repair.

ii. Floralawn Inspections and Reports

Discussion ensued regarding the reports.

iii. Parking Lot Striping Proposals

Discussion ensued regarding the proposals received for parking lots, no proposals received for Arlington Ridge Boulevard and stop bars, previous proposal for both work elements, and life expectancy of striping materials.

Mr. Kostich made a MOTION to table consideration of all striping proposals.
 Ms. Murphy seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to table consideration of all striping proposals.

iv. Greens Sod Replacement Proposals

Discussion ensued regarding proposals provided, risks of sod replacement, scope of Floralawn proposal, issues with maintenance, activities of garden club, weeds, previous discussions of going out to bid for this area, and need to add to capital project list.

Mr. Middlemiss made a MOTION to table proposals for the Greens sod replacement.
 Mr. Piersall seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to table proposals for the Greens sod replacement.

v. Greens Irrigation Mainline Repair Proposals

Discussion ensued regarding scope of services and the two options presented, responsibilities of Floralawn, proposal received after the agenda package deadline, and Floralawn making connections on both ends.

Mr. Middlemiss made a MOTION to approve the revised proposal from Jimerico Construction dated February 13, 2023, in an amount not to exceed \$6,000.
 Mr. Piersall seconded the motion.

Arlington Ridge CDD
 February 16, 2023, regular meeting

Upon VOICE VOTE, with all in favor except Mr. Kostich and Mr. Hoover, approval was given (by a margin of 3-2) to the revised proposal from Jimerico Construction dated February 13, 2023, in an amount not to exceed \$6,000.

Discussion ensued regarding reasons Mr. Kostich was not in favor of the motion, scope of the original proposal, difference between contractors' proposals, and length of time for this repair.

Mr. Middlemiss made a MOTION to rescind the motion approving the revised proposal from Jimerico Construction dated February 13, 2023.
 Ms. Murphy seconded the motion.

Discussion ensued regarding direction being given to contractors by Board members instead of the manager as provided in the contracts.

Upon VOICE VOTE, with all in favor except Mr. Hoover, approval was given (by a margin of 4-1) to rescind the motion approving the revised proposal from Jimerico Construction dated February 13, 2023.

Discussion ensued regarding proposals received and work required for the repair.

Mr. Kostich made a MOTION to approve the revised proposal from Jimerico Construction dated February 13, 2023, in the amount of \$4,768 and the proposal from Floralawn to install the water line and make connections in the amount of \$2,680, in a total amount not to exceed \$8,000.
 Ms. Murphy seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the revised proposal from Jimerico Construction dated February 13, 2023, in the amount of \$4,768 and the proposal from Floralawn to install the water line and make connections in the amount of \$2,680, in a total amount not to exceed \$8,000.

vi. Pine Tree Removal Proposals

Discussion ensued regarding the condition of the leaning pine tree and need to remove.

Arlington Ridge CDD
 February 16, 2023, regular meeting

Mr. Kostich made a MOTION to approve the proposal from BrightView for removal of the pine tree at Heritage Trail and Hopewell Pass, in the amount of \$2,850.
 Ms. Murphy seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the proposal from BrightView for removal of the pine tree at Heritage Trail and Hopewell Pass, in the amount of \$2,850.

E. Community Manager

i. Pest Control Proposals

Discussion ensued regarding awaiting additional proposals.

F. 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.

ii. Golf Cart Proposals

Discussion ensued regarding proposals received from Club Car, E-Z-GO, and Yamaha for 50 carts, utilities, maintenance, battery life, comparison of lease payments, reduction in operational costs, warranties, current cart inventory, insurance, and staff's recommendation for the Yamaha proposal.

Mr. Kostich made a MOTION to approve the proposal from Yamaha to lease 50 golf carts in the amount of \$97.85 per cart per month for 60 months.
 Mr. Piersall seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the proposal from Yamaha to lease 50 golf carts in the amount of \$97.85 per cart per month for 60 months.

Discussion ensued regarding short-term lease information for additional carts.

FIFTH ORDER OF BUSINESS

Business Items

A. Three-Inch Irrigation Line Replacement

This item having been discussed earlier in the meeting, the next item followed.

B. Amenity Suspension Settlement Offer

Discussion ensued regarding the settlement offer received, the District's request for extension of the settlement offer, applicant's request for reinstatement of amenity privileges immediately, and original one-year suspension ends April 7, 2023.

Arlington Ridge CDD
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Ms. Murphy made a MOTION to reinstate privileges to Mr. Citro for amenity suspension after February 16, 2023. Mr. Middlemiss seconded the motion.

Further discussion ensued regarding request for public apology, motion did not include receiving an apology, review of previous conduct, support to uphold full suspension due to repetitive and extreme nature of Mr. Citro’s behavior, desire to move forward past this issue, need to support staff, request for public apology to staff, and desire to see consistent behavior.

Upon VOICE VOTE, with none in favor, motion does not pass and the suspension stands for the original one-year term, ending April 7, 2023.

The meeting recessed at 3:51 p.m. and resumed at 4:01 p.m.

C. Roanoke Berm

Discussion ensued regarding previous condition and maintenance activities, uses, access cards for the gate, public roads, liability, safety and security, past police activity, property ownership, access to the property, need for a barrier, issue with headlights and options to address, solutions to resolve, opposing positions and suggestions for remedies, suggestion to table, desire to hear from property owners, and direction to staff to determine ownership of the field and verify any objections to access.

D. Ratification of Florida Aqua Group Estimate #14, Beach Pool Filter

E. Ratification of Florida Aqua Group Estimate #15 for Lap Pool Filter

Ms. Murphy made a MOTION to ratify Florida Aqua Group estimate #14 for beach pool filter in the amount of \$1,308.80 and estimate #15 for lap pool filter in the amount of \$1,308.80, coded from spa maintenance line item. Mr. Kostich seconded the motion.

Further discussion ensued regarding continual issues with the pool contractor, and current conditions.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to ratify Florida Aqua Group estimate #14 for beach pool filter in the amount of \$1,308.80 and estimate #15 for lap pool filter in the amount of \$1,308.80, coded from spa maintenance line item.

Arlington Ridge CDD
February 16, 2023, regular meeting

F. Tennis Court/Pickleball Court Barrier

Discussion ensued regarding the barrier request.

Mr. Kostich made a MOTION to the request for a temporary barrier between the tennis court and the pickleball court, with purchase and construction at the players' expense.
Mr. Middlemiss seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the request for a temporary barrier between the tennis court and the pickleball court, with purchase and construction at the players' expense.

G. Memorial Policy

Discussion ensued regarding review of the proposed policy, allowing multiple plaques on one bench, donation amount and where it goes, ability to restrict uses if in the general fund, coordination with staff on locations, and consultation with the garden club and the veterans group.

Ms. Murphy made a MOTION to approve the memorial policy as provided, allowing multiple plaques on a bench and a donation amount to be determined in consultation with the garden club and the veterans group.
Mr. Middlemiss seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the memorial policy as provided, allowing multiple plaques on a bench and a donation amount to be determined in consultation with the garden club and the veterans group.

H. Golf Funds Allocation

Mr. Hoover made a MOTION beginning immediately to transfer golf course net profits annually to the golf course operating reserve fund, to be used for golf course maintenance and/or projects unless decided otherwise by the Board, with the amount determined after the end of each fiscal year.
Mr. Middlemiss seconded the motion.

Arlington Ridge CDD
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Further discussion ensued regarding reserve fund details, how the fund will be managed, and clarification of using profits beginning fiscal year 2023.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) beginning immediately to transfer golf course net profits annually to the golf course operating reserve fund, to be used for golf course maintenance and/or projects unless decided otherwise by the Board, with the amount determined after the end of each fiscal year.

Discussion ensued regarding profits from fiscal years 2021 and 2022, \$35,816 was from the general fund that the District invested in golf course maintenance and repairs including irrigation, and confirmation of accuracy of the numbers.

Mr. Hoover made a MOTION to (1) allocate the \$91,194.60 golf course deficit as follows: \$25,000 from fiscal year 2023 pine straw application, \$10,000 from revenue generated by the RV lot, \$20,378.60 from the general fund, and transferring \$35,816 from fiscal year 2022 golf course profits; (2) transfer funds from the golf course operating reserve funds held by Indigo, in an amount agreed upon by the Board, into a newly created golf course operating reserve fund to be its own line item within the District's general fund, such funds to be used for maintenance and projects deemed necessary by golf course management and approved by the Board; and (3) establish a set of protocols to stipulate the administration of the golf course operating reserve fund prior to removal of any monies from said fund.

Mr. Piersall seconded the motion.

Discussion ensued regarding previous conversations regarding use and designation of golf course profits and RV lot revenues addressed previously by motion, disagreement with the available monies to transfer, RV revenues previously approved to be included in the general fund, emergency funds, capital reserves, desire not to use capital funds to fund the golf course operations, review of previous transfer of \$136,630 into capital reserves in fiscal year 2022, current balance of \$404,000 in capital reserves, transfer of \$170,000 to capital reserve fund, options for transfer amounts, and desire to uphold previous motion.

Arlington Ridge CDD
February 16, 2023, regular meeting

Mr. Hoover amended the MOTION to (1) allocate the \$91,194.60 golf course deficit as follows: \$25,000 from fiscal year 2023 pine straw application, \$10,000 from revenue generated by the RV lot, \$20,378.60 from the capital reserves, and transferring \$35,816 from fiscal year 2022 golf course profits; (2) transfer funds from the golf course operating reserve funds held by Indigo, in an amount agreed upon by the Board, into a newly created golf course operating reserve fund to be its own line item within the District's general fund, such funds to be used for maintenance and projects deemed necessary by golf course management and approved by the Board; and (3) establish a set of protocols to stipulate the administration of the golf course operating reserve fund prior to removal of any monies from said fund.

Mr. Piersall seconded the amendment.

Further discussion ensued regarding the need to save money and not fund the deficit from capital reserves, difference between capital projects and reserves, addressing previous deficit from restaurant shortfall, options where to pull dollars from, suggestion to table, and clarification of the dates included in the motion.

Upon VOICE VOTE, with Mr. Hoover, Mr. Piersall, and Mr. Kostich in favor and Mr. Middlemiss and Ms. Murphy opposed, approval was given (by a margin of 3-2) to (1) allocate the \$91,194.60 golf course deficit as follows: \$25,000 from fiscal year 2023 pine straw application, \$10,000 from revenue generated by the RV lot, \$20,378.60 from the capital reserves, and transferring \$35,816 from fiscal year 2022 golf course profits; (2) transfer funds from the golf course operating reserve funds held by Indigo, in an amount agreed upon by the Board, into a newly created golf course operating reserve fund to be its own line item within the District's general fund, such funds to be used for maintenance and projects deemed necessary by golf course management and approved by the Board; and (3) establish a set of protocols to stipulate the administration of the golf course operating reserve fund prior to removal of any monies from said fund.

I. Use of Blue Ridge Activity Center *(formerly Sales Center)*

Discussion ensued regarding tax-exempt status depending on uses designated for the building, hostile email sent to Mr. Piersall from a resident that was reported to law enforcement, previous communication regarding purchase of Blue Ridge Activity Center,

Arlington Ridge CDD
 February 16, 2023, regular meeting

square footage and requirement for fire sprinklers, current and proposed uses, and designation for activities and recreation.

Mr. Middlemiss made a MOTION to designate use of the Blue Ridge Activity Center (*formerly sales center*) as recreational.
 Ms. Murphy seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to designate use of the Blue Ridge Activity Center (*formerly sales center*) as recreational.

J. Thermostat Settings at All Amenity Buildings

Discussion ensued regarding changes being requested from temperature that is being set, possibility of smart thermostats, standard settings, and average cost of utility bills.

SIXTH ORDER OF BUSINESS Consent Agenda

A. Minutes from the Regular Meeting on January 19, 2023

The minutes 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 vote for naming the sales center, Mr. Kostich did not vote but it was noted as in favor, and requested to be recorded as opposed.

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.

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.

Ms. Murphy made a MOTION to approve consent agenda, minutes as amended.
 Mr. Middlemiss seconded the motion.

Discussion ensued regarding financial statements, Ms. Murphy’s research into financials and invoices, some invoices miscoded, need to be reimbursed by the golf course for certain expenses, investigation into electric meters and areas they serve, post office box rental for golf course invoices, continued review and clarification of invoices going forward, appreciation for accounting staff, thanks to Ms. Murphy for her efforts

Arlington Ridge CDD
 February 16, 2023, regular meeting

researching this issue, capital reserve fund, better explanation for capital outlays, insurance settlement, correction of account numbers, checks issued for various items that do not match the total on the balance sheet, amount of legal fees and timing of receipt of invoices, request for legal invoices to be paid promptly, trend reports.

Upon VOICE VOTE, with all in favor except Mr. Kostich, approval was given (by a margin of 4-1) to approve the consent agenda, minutes as amended.

SEVENTH ORDER OF BUSINESS Other Business

There being none, the next order of business followed.

EIGHTH ORDER OF BUSINESS Supervisors' Requests

Ms. Murphy thanked the community activities group and reviewed upcoming events.

Mr. Hoover thanked Mr. Middlemiss for issues he addressed.

Mr. Middlemiss requested a map be posted showing the location of fire extinguishers, discussed CPR orientation, requested Supervisor names be listed on attorney invoices, and discussed solar lights.

Mr. Piersall discussed fish kills, which was reported to SŌLitude. Discussion ensued regarding conditions of ponds, and desire for references and project lists for future proposals.

NINTH ORDER OF BUSINESS Audience Comments

A Resident (Lot 796) commented on engineering and fire marshal issues, and the difference from civil engineering.

A Resident (Lot 268) appreciates fiscal responsibility, requested the Board develop strategic plan for spending money on projects, thanked staff notably Ms. Garcia for her assistance, and wanted to discuss uses and renovations of the Blue Ridge Activity Center. Discussion ensued regarding the need for drawings, and the desire for the Board to work effectively.

TENTH ORDER OF BUSINESS Adjournment

- *The next meeting is scheduled for Thursday, March 16, 2023, at 2:00 p.m.*

On MOTION by Ms. Murphy, seconded by Mr. Piersall, with all in favor, the meeting was adjourned at 5:51 p.m.

Angel Montagna, Secretary

Robert Hoover, Chairman

Subsection 6B

Financials

NOTE:

(These financials do not include golf/food & beverage, which will be sent under separate cover.)

ARLINGTON RIDGE
Community Development District

Financial Report
(Unaudited)

February 28, 2023

Prepared by



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ARLINGTON RIDGE
Community Development District

Financial Statements

(Unaudited)

February 28, 2023

ARLINGTON RIDGE

Community Development District

Governmental Funds

Balance Sheet
February 28, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	CAPITAL RESERVE FUND	SERIES 2006A DEBT SERVICE FUND	SERIES 2019 DEBT SERVICE FUND	SERIES 2019 CAPITAL PROJECTS FUND	TOTAL
ASSETS						
Cash - Checking Account	\$ 1,905,726	\$ 288,194	\$ -	\$ -	\$ -	\$ 2,193,920
Cash with Fiscal Agent	17,973	-	-	-	-	17,973
Accounts Receivable	25	-	-	-	-	25
Due from Golf	14,908	-	-	-	-	14,908
Due From Other Funds	-	3	14,835	4,169	-	19,007
Investments:						
Construction Fund	-	-	-	-	7,624	7,624
Fee & Expense A	-	-	8	-	-	8
Prepayment Account	-	-	-	3,964	-	3,964
Prepayment Account A	-	-	12,450	-	-	12,450
Reserve Fund	-	-	-	27,445	-	27,445
Reserve Fund A	-	-	137,423	-	-	137,423
Revenue Fund	-	-	-	75,091	-	75,091
Revenue Fund A	-	-	298,695	-	-	298,695
Deposits	24,050	-	-	-	-	24,050
Deposits - Electric	820	-	-	-	-	820
TOTAL ASSETS	\$ 1,963,502	\$ 288,197	\$ 463,411	\$ 110,669	\$ 7,624	\$ 2,833,403
LIABILITIES						
Accounts Payable	\$ 24,813	\$ -	\$ -	\$ -	\$ -	\$ 24,813
Accrued Expenses	58,402	-	-	-	-	58,402
Deposits	780	-	-	-	-	780
Due To Other Funds	18,943	-	-	-	64	19,007
TOTAL LIABILITIES	102,938	-	-	-	64	103,002
FUND BALANCES						
Nonspendable:						
Deposits	24,870	-	-	-	-	24,870
Restricted for:						
Debt Service	-	-	463,411	110,669	-	574,080
Capital Projects	-	-	-	-	7,560	7,560
Special Revenue	-	-	-	-	-	-
Assigned to:						
Reserves - Roof	-	84,813	-	-	-	84,813
Unassigned:	1,835,694	203,384	-	-	-	2,039,078
TOTAL FUND BALANCES	\$ 1,860,564	\$ 288,197	\$ 463,411	\$ 110,669	\$ 7,560	\$ 2,730,401
TOTAL LIABILITIES & FUND BALANCES	\$ 1,963,502	\$ 288,197	\$ 463,411	\$ 110,669	\$ 7,624	\$ 2,833,403

ARLINGTON RIDGE

Community Development District

General Fund**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 100	\$ 54	54.00%	\$ 15
Lexington Spa	3,000	1,211	40.37%	749
Rental Income- Fairfax Hall	2,500	-	0.00%	-
Special Assmnts- Tax Collector	2,233,233	2,152,297	96.38%	37,714
Settlements	-	27,307	0.00%	-
Other Miscellaneous Revenues	-	238	0.00%	227
Access Cards	-	10	0.00%	-
RV Parking Lot Revenue	17,700	12,158	68.69%	12,158
TOTAL REVENUES	2,256,533	2,193,275	97.20%	50,863
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	15,000	5,200	34.67%	1,431
FICA Taxes	1,148	306	26.66%	122
Workers' Compensation	-	850	0.00%	-
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	5,000	-	0.00%	-
ProfServ-Trustee Fees	10,000	5,388	53.88%	-
Attorney Fees	70,000	31,311	44.73%	-
Engineering Fees	35,000	19,844	56.70%	13,344
Management Services	53,500	22,292	41.67%	4,458
Assessment Roll	7,500	-	0.00%	-
Auditing Services	4,500	-	0.00%	-
Postage	6,500	63	0.97%	-
Insurance - General Liability	15,000	14,400	96.00%	-
Legal Advertising	6,000	1,732	28.87%	119
Website Administration	3,000	1,553	51.77%	1,553
Information Technology	2,775	700	25.23%	-
Miscellaneous Expenses	3,000	678	22.60%	15
Dues, Licenses, Subscriptions	175	728	416.00%	553
Total Administration	238,698	105,045	44.01%	21,595
<u>Gatehouse</u>				
Contracts-Security Services	150,000	60,465	40.31%	12,552
Utility - Water & Sewer	510	208	40.78%	43
Utility - Electric	4,200	1,013	24.12%	214
Street Lights	108,000	45,994	42.59%	9,631
Repairs & Maintenance	2,500	2,169	86.76%	(3,608)
Security Enhancements	4,500	115	2.56%	-
Total Gatehouse	269,710	109,964	40.77%	18,832

ARLINGTON RIDGE

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 ACTUAL
<u>Capital Expenditures & Projects</u>				
Capital Projects	200,000	-	0.00%	-
Total Capital Expenditures & Projects	200,000	-	0.00%	-
<u>Towncenter Administration</u>				
Pest Control	4,500	1,592	35.38%	-
Onsite Management	266,822	109,830	41.16%	22,235
Janitorial Services & Supplies	50,000	11,996	23.99%	-
Utility - Water & Sewer	1,851	1,678	90.65%	79
Utility - Electric	4,000	1,368	34.20%	443
Rentals & Leases	4,500	1,111	24.69%	-
Liability/Property Insurance	68,517	71,609	104.51%	-
Repairs & Maintenance	7,000	4,421	63.16%	3,286
Special Events	36,000	9,035	25.10%	6,030
Information Technology	-	315	0.00%	315
Office Supplies	9,000	887	9.86%	461
Computer Supplies/Equipment	5,000	845	16.90%	-
Club Activity Supplies	1,000	-	0.00%	-
Total Towncenter Administration	458,190	214,687	46.86%	32,849
<u>Common Area/Recreation</u>				
Utility - Water & Sewer	9,000	1,365	15.17%	246
Utility - Electric	1,250	820	65.60%	213
Repairs & Maintenance	30,000	11,831	39.44%	783
Roadway Repair & Maintenance	25,000	-	0.00%	-
R&M-Emergency & Disaster Relief	-	-	0.00%	(3,120)
Irrigation Repairs & Maintenance	35,000	18,099	51.71%	2,370
Landscape - Mulch	25,000	-	0.00%	-
Landscape Maintenance	291,114	122,110	41.95%	23,684
Landscape Replacement	30,000	4,558	15.19%	(7,988)
Landscape- Storm Clean Up & Tree Removal	25,000	21,003	84.01%	20,608
Pond/Littoral Shelf & Wetland Mgmt	33,475	10,160	30.35%	3,380
Sports Courts Maintenance & Supplies	3,000	9,990	333.00%	-
Holiday Decoration	10,000	3,228	32.28%	-
Special Events	-	2,100	0.00%	(360)
Operating Supplies	4,000	24	0.60%	(553)
Total Common Area/Recreation	521,839	205,288	39.34%	39,263

ARLINGTON RIDGE

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 ACTUAL
<u>Fairfax Hall</u>				
Utility - Water & Sewer	1,378	550	39.91%	111
Utility - Electric	14,392	8,035	55.83%	1,603
Repairs & Maintenance	15,000	27,041	180.27%	-
Total Fairfax Hall	30,770	35,626	115.78%	1,714
<u>Social Center</u>				
Utility - Water & Sewer	1,500	-	0.00%	-
Utility - Electric	5,343	2,512	47.01%	779
Repairs & Maintenance	7,500	575	7.67%	-
Operating Supplies	2,000	-	0.00%	-
Dues, Licenses, Subscriptions	2,200	-	0.00%	-
Total Social Center	18,543	3,087	16.65%	779
<u>Lexington Spa</u>				
ProfServ-Pool Maintenance	70,000	28,826	41.18%	5,700
Fitness Instructors	12,000	2,880	24.00%	610
Utility - Water & Sewer	28,620	9,117	31.86%	1,301
Utility - Electric	56,709	22,355	39.42%	5,367
Repairs & Maintenance	20,000	15,765	78.83%	8,944
Operating Supplies	2,500	407	16.28%	-
Dues, Licenses, Subscriptions	1,050	-	0.00%	-
Total Lexington Spa	190,879	79,350	41.57%	21,922
<u>Sales Center</u>				
Utility - Water & Sewer	-	440	0.00%	440
Utility - Electric	-	3,106	0.00%	1,727
Operations & Maintenance	28,850	-	0.00%	-
Total Sales Center	28,850	3,546	12.29%	2,167
TOTAL EXPENDITURES	1,957,479	756,593	38.65%	139,121
Excess (deficiency) of revenues				
Over (under) expenditures	299,054	1,436,682	480.41%	(88,258)

ARLINGTON RIDGE

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 ACTUAL
<u>OTHER FINANCING SOURCES (USES)</u>				
Transfer Out - Capital Reserve	(200,000)	-	0.00%	-
Transfer Out - Golf Course/Food & Beverage	(11,554)	-	0.00%	-
Transfer Out- Sales Center Revenue	(87,500)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(299,054)	-	0.00%	-
Net change in fund balance	\$ -	\$ 1,436,682	0.00%	\$ (88,258)
FUND BALANCE, BEGINNING (OCT 1, 2022)	423,882	423,882		
FUND BALANCE, ENDING	\$ 423,882	\$ 1,860,564		

ARLINGTON RIDGE

Community Development District

Capital Reserve Fund**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending February 28, 2023

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>FEB-23 ACTUAL</u>
<u>REVENUES</u>				
Interest - Investments	\$ 214	\$ 18	8.41%	\$ 3
TOTAL REVENUES	214	18	8.41%	3
<u>EXPENDITURES</u>				
<u>Administration</u>				
Miscellaneous Expenses	-	30	0.00%	-
Total Administration	-	30	0.00%	-
<u>Other Physical Environment</u>				
Capital Outlay	-	57,856	0.00%	46,660
Total Other Physical Environment	-	57,856	0.00%	46,660
<u>Reserves</u>				
Reserve - Roof	-	69,258	0.00%	69,258
Total Reserves	-	69,258	0.00%	69,258
TOTAL EXPENDITURES & RESERVES	-	127,144	0.00%	115,918
Excess (deficiency) of revenues Over (under) expenditures	214	(127,126)	0.00%	(115,915)
<u>OTHER FINANCING SOURCES (USES)</u>				
Transfer In - General Fund	200,000	-	0.00%	-
Transfer In - GF (Sales Center)	87,500	-	0.00%	-
Contribution to (Use of) Fund Balance	287,714	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	575,214	-	0.00%	-
Net change in fund balance	\$ 287,714	\$ (127,126)	-44.18%	\$ (115,915)
FUND BALANCE, BEGINNING (OCT 1, 2022)	415,323	415,323		
FUND BALANCE, ENDING	\$ 703,037	\$ 288,197		

ARLINGTON RIDGE

Community Development District

Series 2006A Debt Service Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>FEB-23 ACTUAL</u>
<u>REVENUES</u>				
Interest - Investments	\$ 125	\$ 4,430	3544.00%	\$ 1,165
Special Assmnts- Tax Collector	228,315	190,366	83.38%	3,801
Special Assmnts- Prepayment	-	8,631	0.00%	-
TOTAL REVENUES	228,440	203,427	89.05%	4,966
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	100,000	-	0.00%	-
Principal Debt Retirement - Special Call	-	165,000	0.00%	-
Interest Expense	110,825	55,413	50.00%	-
Total Debt Service	210,825	220,413	104.55%	-
TOTAL EXPENDITURES	210,825	220,413	104.55%	-
Excess (deficiency) of revenues Over (under) expenditures	17,615	(16,986)	-96.43%	4,966
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	17,615	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	17,615	-	0.00%	-
Net change in fund balance	\$ 17,615	\$ (16,986)	-96.43%	\$ 4,966
FUND BALANCE, BEGINNING (OCT 1, 2022)	480,397	480,397		
FUND BALANCE, ENDING	\$ 498,012	\$ 463,411		

ARLINGTON RIDGE

Community Development District

*Series 2019 Debt Service Fund***Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending February 28, 2023

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>	<u>FEB-23 ACTUAL</u>
<u>REVENUES</u>				
Interest - Investments	\$ 27	\$ 839	3107.41%	\$ 266
Special Assmnts- Tax Collector	62,406	52,682	84.42%	1,052
Special Assmnts- Prepayment	-	1,381	0.00%	-
TOTAL REVENUES	62,433	54,902	87.94%	1,318
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	35,000	-	0.00%	-
Principal Prepayments	-	10,000	0.00%	-
Interest Expense	22,960	11,000	47.91%	-
Total Debt Service	57,960	21,000	36.23%	-
TOTAL EXPENDITURES	57,960	21,000	36.23%	-
Excess (deficiency) of revenues Over (under) expenditures	4,473	33,902	757.93%	1,318
<u>OTHER FINANCING SOURCES (USES)</u>				
Interfund Transfer - In	-	180	0.00%	-
Operating Transfers-Out	-	(265)	0.00%	-
Contribution to (Use of) Fund Balance	4,473	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	4,473	(85)	-1.90%	-
Net change in fund balance	\$ 4,473	\$ 33,817	756.03%	\$ 1,318
FUND BALANCE, BEGINNING (OCT 1, 2022)	76,852	76,852		
FUND BALANCE, ENDING	\$ 81,325	\$ 110,669		

ARLINGTON RIDGE

Community Development District

Series 2019 Capital Projects Fund

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	FEB-23 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 204	0.00%	\$ 24
TOTAL REVENUES	-	204	0.00%	24
<u>EXPENDITURES</u>				
Excess (deficiency) of revenues Over (under) expenditures	-	204	0.00%	24
<u>OTHER FINANCING SOURCES (USES)</u>				
Interfund Transfer - In	-	265	0.00%	-
Operating Transfers-Out	-	(180)	0.00%	-
TOTAL FINANCING SOURCES (USES)	-	85	0.00%	-
Net change in fund balance	\$ -	\$ 289	0.00%	\$ 24
FUND BALANCE, BEGINNING (OCT 1, 2022)	-	7,271		
FUND BALANCE, ENDING	\$ -	\$ 7,560		

ARLINGTON RIDGE
Community Development District

Supporting Schedules

February 28, 2023

Arlington Ridge

Community Development District

Monthly Trend Report

FY 2023 - General Fund

	October	November	December	January	February	Total
REVENUES						
Interest - Investments	\$ 4	\$ 3	\$ 14	\$ 19	\$ 15	\$ 55
Lexington Spa	259	-	203	-	749	1,211
Rental Income- Fairfax Hall	-	-	-	-	-	-
Special Assmnts- Tax Collector	-	292,519	1,747,891	74,172	37,714	2,152,296
Settlements	-	27,307	-	-	-	27,307
Other Miscellaneous Revenues	-	-	11	-	227	238
Access Cards	10	-	-	-	-	10
RV Parking Lot Revenue	-	-	-	-	12,158	12,158
TOTAL REVENUES	273	319,829	1,748,119	74,191	50,863	2,193,275

EXPENDITURES

Administration

P/R-Board of Supervisors	200	1,800	1,000	769	1,431	5,200
FICA Taxes	-	122	61	-	122	305
Workers' Compensation	-	850	-	-	-	850
ProfServ-Arbitrage Rebate	-	-	-	-	-	-
ProfServ-Dissemination Agent	-	-	-	-	-	-
ProfServ-Trustee Fees	5,388	-	-	-	-	5,388
Attorney Fees	-	6,914	-	24,397	-	31,311
Engineering Fees	-	-	-	6,500	13,344	19,844
Management Services	4,458	4,458	4,458	4,458	4,458	22,290
Assessment Roll	-	-	-	-	-	-
Auditing Services	-	-	-	-	-	-
Insurance - General Liability	10,000	4,400	-	-	-	14,400
Printing and Binding	-	154	-	(154)	-	-
Legal Advertising	-	-	-	1,613	119	1,732
Website Administration	-	-	-	-	1,553	1,553
Information Technology	700	-	-	-	-	700
Miscellaneous Expenses	40	15	439	169	15	678
Dues, Licenses, Subscriptions	-	-	175	-	553	728
Total Administration	20,801	18,725	6,156	37,764	21,595	105,041

Gatehouse

Contracts-Security Services	12,280	12,500	10,332	12,801	12,552	60,465
Utility - Water & Sewer	-	85	42	38	43	208
Utility - Electric	-	329	253	217	214	1,013
Street Lights	-	12,978	6,455	16,931	9,631	45,995
Repairs & Maintenance	1,042	156	-	4,579	(3,608)	2,169

Arlington Ridge

Community Development District

Monthly Trend Report

FY 2023 - General Fund

	October	November	December	January	February	Total
Security Enhancements	-	-	-	115	-	115
Information Technology	-	-	115	(115)	-	-
Total Gatehouse	13,322	26,048	17,197	34,566	18,832	109,965

Capital Expenditures & Projects

Capital Projects	-	-	-	-	-	-
Total Capital Expenditures & Projects	-	-	-	-	-	-

Towncenter Administration

Pest Control	398	398	398	398	-	1,592
Onsite Management	22,235	20,889	22,235	22,235	22,235	109,829
Janitorial Services & Supplies	2,828	2,836	476	5,855	-	11,995
Utility - Water & Sewer	-	873	435	291	79	1,678
Utility - Electric	-	663	444	(181)	443	1,369
Rentals & Leases	221	386	336	168	-	1,111
Liability/Property Insurance	76,859	(5,250)	-	-	-	71,609
Repairs & Maintenance	-	-	-	1,135	3,286	4,421
Special Events	300	-	-	2,705	6,030	9,035
Information Technology	-	-	720	(720)	315	315
Office Supplies	-	-	-	426	461	887
Computer Supplies/Equipment	-	-	-	845	-	845
Club Activity Supplies	-	-	-	-	-	-
Total Towncenter Administration	102,841	20,795	25,044	33,157	32,849	214,686

Common Area/Recreation

Utility - Water & Sewer	-	609	300	211	246	1,366
Utility - Electric	-	8,222	3,514	(11,129)	213	820
Repairs & Maintenance	674	105	3,269	7,000	783	11,831
Roadway Repair & Maintenance	-	-	-	-	-	-
R&M-Emergency & Disaster Relief	-	3,120	-	-	(3,120)	-
Irrigation Repairs & Maintenance	-	7,717	3,472	4,541	2,370	18,100
Landscape - Mulch	-	-	-	-	-	-
Landscape Maintenance	26,194	20,491	23,342	28,399	23,684	122,110
Landscape Replacement	9,846	-	-	2,700	(7,988)	4,558
Landscape- Storm Clean Up & Tree Removal	269	(269)	395	-	20,608	21,003
Pond/Littoral Shelf & Wetland Mgmt	1,700	1,680	1,700	1,700	3,380	10,160
Sports Courts Maintenance & Supplies	-	-	-	9,990	-	9,990
Holiday Decoration	-	-	-	3,228	-	3,228

Arlington Ridge

Community Development District

Monthly Trend Report

FY 2023 - General Fund

	October	November	December	January	February	Total
Special Events	-	-	-	2,460	(360)	2,100
Operating Supplies	-	-	24	553	(553)	24
Total Common Area/Recreation	38,683	41,675	36,016	49,653	39,263	205,290
<u>Fairfax Hall</u>						
Utility - Water & Sewer	-	211	105	122	111	549
Utility - Electric	-	6,806	2,818	(3,193)	1,603	8,034
Repairs & Maintenance	571	109	5,673	20,688	-	27,041
Total Fairfax Hall	571	7,126	8,596	17,617	1,714	35,624
<u>Social Center</u>						
Utility - Water & Sewer	-	250	125	(375)	-	-
Utility - Electric	-	814	336	584	779	2,513
Repairs & Maintenance	-	-	575	-	-	575
Operating Supplies	-	-	-	-	-	-
Dues, Licenses, Subscriptions	-	-	-	-	-	-
Total Social Center	-	1,064	1,036	209	779	3,088
<u>Lexington Spa</u>						
ProfServ-Pool Maintenance	5,700	5,700	5,700	6,026	5,700	28,826
Pest Control	-	-	-	-	-	-
Fitness Instructors	740	720	170	640	610	2,880
Utility - Water & Sewer	-	5,816	2,900	(900)	1,301	9,117
Utility - Electric	-	7,585	5,087	4,316	5,367	22,355
Repairs & Maintenance	304	749	4,625	1,143	8,944	15,765
Operating Supplies	-	-	407	-	-	407
Dues, Licenses, Subscriptions	-	-	-	-	-	-
Total Lexington Spa	6,744	20,570	18,889	11,225	21,922	79,350
<u>Sales Center</u>						
Utility - Water & Sewer	-	-	-	-	440	440
Utility - Electric	-	319	-	1,060	1,727	3,106
Operations & Maintenance	-	-	-	-	-	-
Total Sales Center	-	319	-	1,060	2,167	3,546
Total Revenues	273	319,829	1,748,119	74,191	50,863	2,193,275
Total Expenditures	182,962	136,322	112,934	185,251	139,121	756,590
Excess Revenue / Over (Under) Expenditures	(182,689)	183,507	1,635,185	(111,060)	(88,258)	1,436,685

Arlington Ridge

Community Development District

Monthly Trend Report

FY 2023 - General Fund

	October	November	December	January	February	Total
<i>Other Sources/(Uses)</i>						
Transfer Out - Capital Reserve	-	-	-	-	-	-
Transfer Out - Golf Course and F&B	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Total Other Sources/(Uses)	-	-	-	-	-	-
Net Change in Fund Balance	\$ (182,689)	\$ 183,507	\$ 1,635,185	\$ (111,060)	\$ (88,258)	\$ 1,436,685

Arlington Ridge

Community Development District

**Non-Ad Valorem Special Assessments
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2023**

Date Received	Net Amount Received	Discounts/ Commissions Amount	Gross Amount	Allocation by Funds		
				General Fund	Series 2006 Debt Service	Series 2019 Debt Service
Assessments Levied FY 2023			\$ 2,656,274	\$ 2,375,780	\$ 219,695	\$ 60,798
Allocation%			100%	89%	8%	2%
11/23/22	\$ 36,098	\$ 2,565	\$ 38,664	\$ 36,098	\$ -	\$ -
11/23/22	2,956	224	\$ 3,180	-	2,316	641
11/23/22	256,421	16,135	\$ 272,556	256,421	-	-
11/23/22	19,221	1,210	\$ 20,431	-	15,055	4,166
12/07/22	506,431	31,867	\$ 538,298	506,431	-	-
12/07/22	51,243	3,225	\$ 54,468	-	40,136	11,107
12/14/22	1,064,147	66,961	\$ 1,131,107	1,064,147	-	-
12/14/22	131,837	8,297	\$ 140,134	-	103,261	28,576
12/27/22	177,313	11,041	\$ 188,354	177,313	-	-
12/27/22	18,850	1,166	\$ 20,016	-	14,764	4,086
01/17/23	74,172	4,187	\$ 78,359	74,172	-	-
01/17/23	14,087	800	\$ 14,887	-	11,034	3,054
02/10/23	37,714	1,660	\$ 38,484	37,714	-	-
02/10/23	4,853	206	\$ 5,059	-	3,801	1,052
TOTAL	\$ 2,395,345	\$ 149,542	\$ 2,543,996	\$ 2,152,297	\$ 190,366	\$ 52,682

TOTAL OUTSTANDING	\$ 112,277	\$ 223,484	\$ 29,329	\$ 8,116
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% COLLECTED TO DATE	95.77%	90.59%	86.65%	86.65%
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Arlington Ridge

Community Development District

Notes to the Financial Statements**Balance Sheet - General Fund****Assets**

- ▶ Cash - Truist Operating & Capital Reserves accounts.
- ▶ Cash with Fiscal Agent - deposit en route to the bank for deposit.
- ▶ Accounts Receivable - Late fees due to District. Credit will be reflected in next management services invoice.
- ▶ Due from Golf - FY 2023 shared expenses with the Golf course.

Due from Other Funds - Assessments due from the general fund to the debt service funds for tax collector assessments revenue received into the general fund's operating account via direct deposit. Funds will be

- ▶ transferred to US Bank for the debt service in March. A check will be cut for each debt service series from the operating checking account and sent to US Bank for deposit into the revenue accounts for each debt service series.
- ▶ Deposits - Stephn W. Young 1st and 2nd deposit to the Golf Club for 120 dining chairs.
- ▶ Deposits Electric - Deposit for new account opened for 4460 Sales Center (Blue Ridge Activity Center).

Liabilities

- ▶ Accounts Payable - Invoices received that will be paid in following month.

Accrued Expenses - In order to provide a more accurate picture for the financials, expenses were accrued for the month of January for invoices that have not been received at the time the financials were prepared. These expenses are reversed in March. Details available upon request.

- ▶ Deposits - Utility deposits carrying over from prior fiscal years. Inframark currently working with the Board to resolve

Due To Other Funds - Assessments due from the general fund to the debt service funds for tax collector assessments revenue received into the general fund's operating account via direct deposit. Funds will be transferred to US Bank for the debt service in March. A check will be cut for each debt service series from the operating checking account and sent to US Bank for deposit into the revenue accounts for each debt service series.

The notes are intended to provide additional information helpful when reviewing the financial statements.

Arlington Ridge
Community Development District

Notes to the Financial Statements
Revenues and Expenditures

Budget Analysis - Significant Variances

<u>Account Name</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
<u>Revenues</u>				
Special Assmnts - Tax Collector	\$ 2,233,233	\$ 2,152,297	96%	Assessments collected through February 2023.
<u>Expenditures</u>				
<u>Administration</u>				
Worker's Compensation	\$ -	\$ 850	n/a	Egis insurance for Worker's Compensation.
Dues, Licenses, Subscriptions	\$ 175	\$ 728	416%	FL Department of Economic Opportunity filing fee and Sesac music license.
<u>Gatehouse</u>				
Repairs & Maintenance	\$ 2,500	\$ 2,169	87%	Gate repairs.
<u>Towncenter Administration</u>				
Utility - Water & Sewer	\$ 1,851	\$ 1,678	91%	City of Leesburg services through February 2023.
<u>Common Area/Recreation</u>				
Utility-Water & Sewer	\$ 9,000	\$ 1,365	15%	City of Leesburg services through February 2023.
Utility-Electric	\$ 1,250	\$ 820	66%	Duke Energy services through February 2023.
Irrigation Repairs & Maintenance	\$ 35,000	\$ 18,099	52%	Includes monthly Floralawn contracted services and irrigation repairs.
Landscape- Storm Clean Up & Tree Removal	\$ 25,000	\$ 21,003	84%	Storm clean up costs.
Sports Courts Maintenance & Supplies	\$ 3,000	\$ 9,990	333%	Recarpeting of two Bocce Courts.
Special Events	\$ -	\$ 2,100	n/a	Band Jimmy Mazz.

The notes are intended to provide additional information helpful when reviewing the financial statements.

Arlington Ridge
Community Development District

Notes to the Financial Statements
Revenues and Expenditures

Budget Analysis - Significant Variances
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Account Name	Annual Budget	YTD Actual	%	Explanation
			of Budget	
<u>Fairfax Hall</u>				
Utility-Electric	\$ 14,392	\$ 8,035	56%	Duke Energy services through February 2023.
Repairs & Maintenance	\$ 15,000	\$ 27,041	180%	Fairfax Hall various repairs. Details available upon request.
<u>Lexington Spa</u>				
Repairs & Maintenance	\$ 20,000	\$ 15,765	79%	Pool/spa area repairs and maintenance.

The notes are intended to provide additional information helpful when reviewing the financial statements.

Subsection 6C

Invoices and Check Register

ARLINGTON RIDGE

Community Development District

**Payment Register by Fund
For the Period from 02/01/22 to 02/28/22
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	2603	02/24/22	ALLIED UNIVERSAL SECURITY SERVICES	12344413	SEC SVC 1/1-1/31/22	Contracts-Security Services	534037-53904	\$12,534.75
001	2604	02/24/22	APTRONICS COMMUNICATION DEPOT, INC	CL0338052	TECH SVC ACCESS CARDS 2/10/22	Access Ctrl software trouble shooting/update	534127-53948	\$625.00
001	2604	02/24/22	APTRONICS COMMUNICATION DEPOT, INC	CL0338049	NEW DESKTOP COMPUTER SETUP 2/7/22	New access ctrl computer software update/install	534127-53948	\$375.00
001	2604	02/24/22	APTRONICS COMMUNICATION DEPOT, INC	CL0338048	SUPPLIES/LABOR	Fairfax Hall kitchen door access ctrl repair	534127-53948	\$496.68
001	2604	02/24/22	APTRONICS COMMUNICATION DEPOT, INC	CL0338051	PAXTON DOOR CONTROL SVCS 2/9/22	Trouble shoot access ctrl/review FFH kitchen door	534127-53948	\$125.00
001	2604	02/24/22	APTRONICS COMMUNICATION DEPOT, INC	CL0338050	NEW DESKTOP INSTALL/SETUP 2/8/22	New desktop setup for access ctrl software	534127-53948	\$625.00
001	2604	02/24/22	APTRONICS COMMUNICATION DEPOT, INC	CL0338059	TECH SVC PAXTON NET2 PLUS	Computer Services	534127-53948	\$187.50
001	2605	02/24/22	CA FLORIDA HOLDINGS, LLC	0004346269	NOTICE OF MEETING / RFQ / PUBLIC NOTICE	Legal Advertising	548002-51302	\$655.68
001	2606	02/24/22	DEANS SERVICES	20756301	PEST CONTROL 2/14/22	Pest Control	531170-53948	\$27.47
001	2606	02/24/22	DEANS SERVICES	20756299	PEST CONTROL 2/14/22	Pest Control	531170-53948	\$57.90
001	2606	02/24/22	DEANS SERVICES	20756501	PEST CONTROL 2/14/22	Pest Control	531170-53948	\$68.17
001	2606	02/24/22	DEANS SERVICES	20756300	PEST CONTROL 2/14/22	Pest Control	531170-57245	\$88.52
001	2606	02/24/22	DEANS SERVICES	20756502	PEST CONTROL 2/14/22	Pest Control	531170-57255	\$78.35
001	2606	02/24/22	DEANS SERVICES	20769070	PEST CONTROL 2/16/22	Pest Control	531170-57221	\$55.00
001	2608	02/24/22	FITNESS SERVICES OF FLORIDA INC	24647	PM SVCS FITNESS EQUIPMENT 1/6/22	Repairs & Maintenance	546156-57258	\$290.00
001	2609	02/24/22	FLORALAWN INC	11188	IRR REPAIRS - ARLINGTON RIDGE BLVD 1/11/22	Irrig. repairs	546179-57221	\$217.19
001	2609	02/24/22	FLORALAWN INC	95496	IRR REPAIRS	Irrigation Repairs & Maintenance	546179-57221	\$36.00
001	2609	02/24/22	FLORALAWN INC	96893	LANDSCAPE MAINT	Landscape Maintenance	546300-57221	\$210.00
001	2610	02/24/22	INNERSYNC STUDIO LTD	20162	ADA COMPLIANT / REMEDIATION OF HIST DOCS	Website Administration	549936-51302	\$1,512.30
001	2610	02/24/22	INNERSYNC STUDIO LTD	20163	WEBSITE SVCS / ACCESS COMPLIANCE	Website Administration	549936-51302	\$615.00
001	2610	02/24/22	INNERSYNC STUDIO LTD	20163	WEBSITE SVCS / ACCESS COMPLIANCE	Website Administration	549936-51302	\$937.50
001	2611	02/24/22	KALOS SERVICES INC	22-141049-PCG	#1 POOL HEATER SVC CALL (FIRST 1 HR)/REPAIRS	Repairs & Maintenance	546156-57221	\$1,129.00
001	2612	02/24/22	KUTAK ROCK LLP	30079951223-1	LEGAL SVCS THRU JAN 2022	Kutak/Rock	531058-51302	\$10,764.70
001	2613	02/24/22	MICROSOFT	E0400HJ0E8	MONTHLY SUBSCRIPTION 2/15-3/14/22 MS-365	MS 365 - Basic	551002-53948	\$45.00
001	2614	02/24/22	PITNEY BOWES INC	02162022-1819	POSTAGE SUPPLIES	Postage	541010-51302	\$238.01
001	2614	02/24/22	PITNEY BOWES INC	02162022-1819	POSTAGE SUPPLIES	Postage	541010-51302	\$29.99
001	2614	02/24/22	PITNEY BOWES INC	02162022-1819	POSTAGE SUPPLIES	Postage	541010-51302	\$4.54
001	2615	02/24/22	ROBERTS POOL SERVICE & REPAIR INC	7111	FEB 2022 POOL MAINT	Pool maintenance February	531034-57258	\$1,600.00
001	2616	02/24/22	SPIES POOL LLC	379321	FEB 2022 CHEMICALS	ProfServ-Pool Maintenance	531034-57258	\$3,800.00
001	2617	02/24/22	UNI-FIRST CORPORATION	920 1380864	JANITORIAL SVCS - MATS CLEANING	Janitorial Services and Supplies	534349-53948	\$75.28
001	2617	02/24/22	UNI-FIRST CORPORATION	920 1382861	JANITORIAL SVCS - MATS CLEANING	Janitorial Services and Supplies	534349-53948	\$81.68
001	2617	02/24/22	UNI-FIRST CORPORATION	920 1378802	JANITORIAL SVCS - MATS	Janitorial Services and Supplies	534349-57221	\$75.28
001	2617	02/24/22	UNI-FIRST CORPORATION	920 1384905	JANITORIAL SVCS - MATS CLEANING	Janitorial Services and Supplies	534349-53948	\$81.68
001	2618	02/24/22	US BANK	6307784	SERIES 2006 3/1/21-10/12/21 CURE LTR	Miscellaneous Expenses	549999-51302	\$500.00
001	2619	02/24/22	RALEX BUSINESS SERVICES, INC.	28351	COPIER LEASE	Office copier/scanner Kyocera	544025-53948	\$196.45
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Utility - Electric	543041-53948	\$389.11
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Street Lights	543057-53904	\$15,285.08
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Utility - Electric	543041-53904	\$366.58
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Utility - Electric	543041-57245	\$1,917.67
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Utility - Electric	543041-57255	\$694.81
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Utility - Electric	543041-57258	\$5,649.91
001	DD1001	02/23/22	DUKE ENERGY	020222 ACH	BILL PRD 12/31-1/31/22	Utility - Electric	543041-57221	\$32.90
001	DD1004	02/24/22	SESAC	10529281 ACH	MUSIC LICENSE	Operating Supplies	552025-57221	\$513.99
001	DD1004	02/24/22	SESAC	10529281 ACH	CREDIT FOR INV 10529281	Operating Supplies	552025-57221	(\$0.01)
001	DD1004	02/24/22	SESAC	10529281	CREDIT INV 10529281	Operating Supplies	552025-57221	(\$0.99)
Fund Total								\$63,288.67

Total Checks Paid	\$63,288.67
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