

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

Thursday, February 15, 2024

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
 Jeanie Johnson, District Manager
 Jennifer Kilinski, District Counsel
 Meredith Hammock, District Counsel
 David Hamstra, District Engineer
 Lee Graffius, Community Director
 John Barnett, Facilities Manager
 Jason DeWildt, General Manager
 Dan Zimmer, VP Operations, Troon

Meeting Agenda

Thursday, February 15, 2024 – 2:00 p.m.

Public Conduct Notice:

Members of the public are provided the opportunity for public comment at specific times during the meeting.

Each member of the public is limited to three (3) minutes, at the discretion of the Presiding Officer, which may be shortened depending on the number of speakers.

Speakers shall refrain from disorderly conduct, including launching personal attacks.

The Presiding Officer and District Manager shall have the discretion to remove any speaker who disregards the District’s public decorum policies.

Public comments are not a Q&A session; Board Supervisors and District staff are not expected to respond to questions during the public comment period.

- 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 2:50
 - B. District Engineer 2:50 to 3:00
 - C. District Manager
 - i. Staff Spending Guidelines..... Page 7 3:00 to 3:10
 - ii. Events 3:00 to 3:10
 - iii. Removal of Trailers..... 3:00 to 3:10
 - D. Floralawn
 - i. Regular Report (*December and January*) Page 12 3:10 to 3:15
 - ii. Proposal #9734 for Mulch, All Areas Page 17 3:15 to 3:20
 - iii. Proposal #9789 for Mulch, Clubhouse..... Page 20 3:20 to 3:25
 - iv. Proposal #10059 for Mulch, Focal Points Page 24 3:25 to 3:30
 - E. Community Director: Regular Report Page 28 3:30 to 3:35
 - F. General Manager: Golf, Food & Beverage: Regular Report Page 31 3:35 to 3:50
- 5. BREAK..... 3:50 to 4:00**
- 6. Business Items**
 - A. Consideration to Cancel UniFirst Agreement for Rug Cleaning Page 35 4:00 to 4:05
 - B. Consideration of Two Requests from the Garden Club Page 42 4:05 to 4:10
 - C. Consideration of Tree Removal Proposals (*Floralawn, Triple D*) Page 45 4:10 to 4:20
 - D. Consideration of Fitness Services Proposals #4930, #4938, #4939 .. Page 53 4:20 to 4:25
 - E. Consideration of Roof Proposals (*Roof, HVAC, Interior*) Page 57 4:25 to 4:30
 - F. Discussion of Disposal of Broken Grill and Ice Machine Page 86 4:45 to 4:50

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

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- 7. Consent Agenda**
 - A. Minutes of the January 18, 2024, Meeting Page 90 4:50 to 5:00
 - B. Financial Statements (*January*) Page 99 4:50 to 5:00
 - C. Check Register (*January*) Page 144 4:50 to 5:00
 - D. Ratification of Change Order to Re-Level Billiard Table..... Page 150 4:50 to 5:00
 - E. Ratification of Backflow Replacement Page 152 4:50 to 5:00
 - F. Ratification of Lap Pool Heater Page 155 4:50 to 5:00
 - G. Ratification of Restaurant Door Replacement Page 157 4:50 to 5:00
- 8. Supervisor Requests 5:00 to 5:15**
- 9. Audience Comments – Three- (3) Minute Time Limit..... 5:15 to 5:30**
- 10. Adjournment**

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Section 4

Staff Reports

Subsection 4C

District Manager

Section 4C(i)

Spending Guidelines

Arlington Ridge

Community Development District

219 E. Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

POLICY STATEMENT FOR STAFF SPENDING GUIDELINES

The Arlington Ridge Community Development District is organized according to the board - administration form of government. As such, the Board of Supervisors serves as the governing body, which is tasked with establishing district policies and adopting district budgets. The board employs a District Manager to serve as the chief administrator of the district and is charged with the supervision and oversight of the operations of the district's activities. The board may also employ a staff to assist the District Manager with the day-to-day responsibilities of the district's business. The staff report to the District Manager. Select staff may have the authority to spend district funds for the ongoing operations. However, strict spending guidelines are expected to be followed in order to adhere to a cost efficient operation. As such, the follow guidelines are to be followed:

A. Purchasing Policy Ethics:

1. Acceptance of gifts at any time from supplies or contractors is prohibited.
2. The provisions of Chapter 112, Florida Statutes, including section 112.313, pertaining to standards of conduct for public officers, shall apply.
3. No contract or purchase shall be subdivided to evade the threshold amounts or other requirements of this policy. Purchases, orders or contracts that are subdivided to circumvent this policy shall be considered unauthorized purchases.
4. No District employee or officer shall bid for, enter into, or be in any manner interested in any contract for District purchases or public works, nor shall any officer or employee seek to influence the purchase of a product or service from any proposer.

B. Purchasing Process:

- **If the cost of construction will be less than \$325,000 and the cost of goods or services will be less than \$195,000, it is appropriate to informally solicit proposals for the work (amounts subject to change and based on statutory thresholds).** These should be written proposals, bid from a standard scope of services or scope of materials. The proposals should be included in the District's agenda packages and reviewed by the District's Board of Supervisors. A summary of the proposals should be included in the agenda package with the individual, unaltered proposals available upon request. An Amenity Manager (Community Director or General Manager) or other District representative shall secure,

whenever possible, a minimum of three written proposals, which shall be the result of written specifications transmitted by mail, electronic format or facsimile. In those instances when securing three proposals is not practicable, written justification may be provided. When applicable to the proposed project, companies must be properly licensed and insured to perform the work. Proposers may alter a proposal at any time and that altered proposal can be considered by the District's Board of Supervisors.

C. Purchasing Categories:

1. Budgeted Expenses

- a. **Mandatory Expenses** - These are individual expenses that are routinely required in order to timely conduct business. Examples include - office supplies, cleaning supplies, basic tools, small repairs, etc.
- b. **Discretionary Expenses** - These are individual expenses that are not routinely required and are typical of a project and not part of the day-to-day operations. Examples include - equipment rentals, large repairs, party supplies, etc.

2. Unbudgeted Expenses

- a. **Emergency Expenses** - These are individual expenses that require immediate action due to an event that affects the general welfare of the community. Examples include - Trees blown down in a storm blocking a roadway, sinkhole or other depressions, etc. that are not covered by insurance or other means and require immediate action for the safety and welfare of the District and its guests.
- b. **Non-emergency Expenses** - These are individual expenses that do not require immediate action but may be deemed necessary. These jobs were not contemplated at the time of budget adoption. Examples include - painting repair of a clubhouse, pressure washing, furniture replacement, etc. for the safety and welfare of the District and its guests.

D. Authorization Levels:

1. Budgeted Expenses

- a. **Mandatory Expenses** -
 Individual Expenses up to \$500 can be approved by the Amenity Manager or General Manager
 Individual Expenses \$501 - \$5,000 require approval by the District Manager
 Individual Expenses \$5,001+ require approval by the District Manager and Chairman
 (ratification of all expenses by the Board at a subsequent meeting)

- b. **Discretionary Expenses** -

Individual Expenses up to \$5,000 require approval by the District Manager
Individual Expenses \$5,001+ require approval by the District Manager and
Chairman (ratification of all expenses by the Board at a subsequent meeting)

2. Unbudgeted Expenses

a. Emergency Expenses -

Individual Expenses up to \$500 can be approved by the Amenity
Manager Individual Expenses \$501 - \$5,000 require approval by the District
Manager

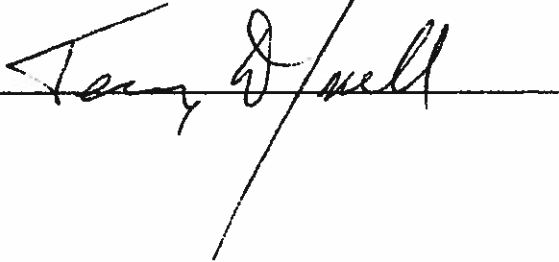
Individual Expenses \$5,001+ require approval by the District Manager and Chairman
(ratification of all expenses by the Board at a subsequent meeting)

b. Non-emergency Expenses -

Individual Expenses up to \$5,000 require approval by the District Manager
Individual Expenses \$5,001 - \$10,000 require approval by the District Manager and
Chairman (ratification of all expenses by the Board at a subsequent meeting)

Agreed and approved on this date: January 21, 2021

Chairman: _____

A handwritten signature in black ink, appearing to read "Tony D. Wells", is written over a horizontal line. A diagonal line is drawn through the signature from the bottom left to the top right.

Subsection 4D

Floralawn

Subsection 4D(i)

Regular Report



Arlington Ridge CDD Landscape Report - December 2023 Report

Account Manager: Luis Islas Site supervisor: Hector Brocato Division Manager: Bryan Clyborne

****December Lawn Maintenance Service Report****

****Overview:****

During the month of December, our lawn maintenance team faced some challenges due to cold temperatures that minimized lawn growth. We also identified invasive grass in the St. Augustine turf and discovered main line breaks during an irrigation inspection. However, we successfully applied lawn and shrub treatments, trimmed viburnum hedges, conducted weed control, inspected trees for potential dangers, and addressed fallen pine trees.

****Key Activities:****

1. **Lawn Growth and Invasive Grass:**

- Cold temperatures in December led to minimal lawn growth.
- Identified invasive grass in the St. Augustine turf, particularly noticeable during the winter when it dries out.

2. **Irrigation Inspection:**

- Conducted our monthly irrigation inspection.
- Discovered main line breaks that will require repair.

3. **Lawn and Shrub Treatments:**

- Applied treatments to maintain the health and appearance of lawns and shrubs.

4. **Trimming Viburnum Hedges:**

- Trimmed the growth of viburnum hedges by sections to maintain their shape and appearance.

5. **Weed Control:**

- Applied weed control measures, including hand-pulling.
- Collaborated with the garden club for additional weed control efforts.
- Planned to use a pre-emergent called "free hand" in focal areas.
- Focused on areas with juniper, which tends to retain moisture and promote weed growth.
- Scheduled three applications of "free hand" to effectively control weeds, with no extra charge.

6. **Trees on the Blvd:**

- Hector inspected trees that could pose a potential danger to RVs.
- Collaborated with Jimm to assess trees near the RV parking lot entrance and develop a plan for their maintenance and safety.

7. **Muhly Grasses:**

- Ongoing trimming of Muhly grasses along common areas for aesthetic maintenance.

8. **Dead Pine Trees:**

- Assisted in removing fallen pine trees at no charge.
- Proposed the removal of additional dead pine trees to prevent future damage.
- Identified four dead pine trees in the White Plains area near the back entrance and six dead pine trees by Roanoke.
- Planned to send a proposal for the removal and proper disposal of these dead pine trees.



****Conclusion:****

Despite the challenges posed by cold weather and invasive grass, our team successfully conducted various maintenance tasks, including irrigation inspection, weed control, and tree safety assessments. We remain committed to maintaining the community's landscaping and addressing potential hazards. We will proceed with proposals for the removal of dead pine trees to ensure the safety and aesthetics of the area.



Arlington Ridge CDD Landscape Report - January 2024 Report

Account Manager: Luis Islas Site supervisor: Hector Brocato Division Manager: Bryan Clyborne

Arlington Ridge CDD Landscape Report

Date: February 1, 2024

To: Arlington Ridge CDD Board Members and Residents

From: Floralawn Inc.

Subject: Landscape Report and Updates

Dear Board Members and Residents,

I hope this report finds you well. We would like to provide you with an overview of the recent activities and developments related to the landscape maintenance within the Arlington Ridge Community Development District (CDD).

****Lawn Maintenance:****

- ****Weather:**** Over the past month, our landscape maintenance team has encountered challenges related to cold temperatures affecting the growth of the lawn. Additionally, the weather has caused some stress on the lawn. We have taken steps to address this issue.

- ****Brown Patch:**** There have been reports of brown patches along the Blvd. Our team promptly treated the affected areas and temporarily suspended mowing over these sections to prevent the spread of the issue. We are actively monitoring the situation to ensure it does not worsen.

****Shrub Trimming and Weed Control:****

- ****Hedge Trimming:**** All hedges along the Blvd, tennis courts, and clubhouse have been recently trimmed to maintain their appearance and health. In March, we are planning to perform a more extensive cutback on the Ligustrums located near Bull Run, Cameron's Run, and Antietam Creek Trail.

- ****Lift Stations:**** Trimmed hedges around lift stations to maintain clear access and aesthetics.

- ****Weed Control:**** Regular weed control measures have been carried out in landscape beds throughout the Blvd and common areas, including the RV parking lot.

****Irrigation:****

- Our team conducts monthly inspections of the irrigation system as per the maintenance contract.

- We have promptly addressed mainline breaks and provided quotes for necessary repairs when required.

****Lawn and Shrub Treatment:****



- Prior to any treatment application, we have ensured that notifications were sent out to all residents.

- Shrub treatment application was completed on January 9, 2024.

- We have performed cutbacks on Crepe myrtles and various grasses, including Muhly grasses and fountain grasses in all common areas.

- The pruning of Crepe myrtles is nearing completion, with a few areas remaining, which we plan to finalize by the middle of February.

****Landscape Projects and Proposals:****

- proposal for tree replacement behind 4263 James River Circle

- The last approved pine tree removal has been completed.

- Proposal for the palm and tree removal has been provided

- A mulch proposal has been submitted along with maps indicating the areas that will receive mulch installation, pending approval. We are focusing our efforts on the main focal areas identified in the proposal.

We are committed to providing exceptional landscape maintenance services to the Arlington Ridge community and appreciate the continued partnership with our residents. Should you have any questions, concerns, or suggestions, please feel free to reach out to us.

Thank you for your trust and support.

Subsection 4D(ii)

Proposal #9734



Proposal

Date: 1/11/2024

Work Order #9734

PO #

Customer:

Arlington Ridge CDD
Arlington Ridge CDD
Angel Montagna
313 Campus Street
Celebration, FL 34747

Property:

Arlington Ridge CDD
Angel Montagna
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Mulch Install

Mulching the entire property.

- This proposal it's for the common areas Blvd. and club house for 2" depth. (does not include the pine straw areas)
- 800 yards of pine bark (mini nuggets) per the contract \$45.00 per yard
- areas included are the back gate entrance, tree rings along White planes and traffic median.



Mulch Install

Mulch Install

Items	Quantity	Unit
Pine Bark Mulch Install	800.00	cuyd
		PROJECT TOTAL: \$36,000.00

Terms & Conditions

Special Instructions/Remarks: Floralawn, Inc. is not responsible for any damage to driveways or walk that are in poor condition prior to start of work. Floralawn will also not be responsible for any damage to septic tanks or underground utilities that are not previously identified by the Owner or marking service.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications for the sum of: ----- (\$36,000.00), with payments to be made as follows:

50% Deposit with the Remaining Balance Due Upon Completion with a signed proposal.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Floralawn offers a one year warranty on live plant material outside of acts of God and damage caused from wildlife. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

By _____

Bryan Clyborne

Date 1/11/2024

Floralawn

By _____

Date _____

Arlington Ridge CDD

Subsection 4D(iii)

Proposal #9789



Proposal

Date: 1/15/2024

Work Order #9789

PO #

Customer:

Arlington Ridge CDD
Arlington Ridge CDD
Angel Montagna
313 Campus Street
Celebration, FL 34747

Property:

Arlington Ridge CDD
Angel Montagna
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Extra Mulch for Clubhouse

Clubhouse Mulch

- extra 50 yards of mulch to complete the clubhouse areas.
- including the berm behind the Villas
-



Default Group

Bed Prep, Plant Installation, and Mulching

Items	Quantity	Unit
Disposal	0.00	ea
Mini Pine Bark Mulch - Installation	50.00	cuyd

Irrigation Repair and Modification

Irrigation work could be +/-20% of total cost.

PROJECT TOTAL: \$2,250.00

Terms & Conditions

Special Instructions/Remarks: Floralawn, Inc. is not responsible for any damage to driveways or walk that are in poor condition prior to start of work. Floralawn will also not be responsible for any damage to septic tanks or underground utilities that are not previously identified by the Owner or marking service.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications for the sum of: ----- (\$2,250.00), with payments to be made as follows: 50% deposit to begin job with the balance due upon completion.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Floralawn offers a one year warranty on live plant material outside of acts of God and damage caused from wildlife. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

By _____
Luis Islas
Date 1/15/2024

Floralawn

By _____
Date _____

Arlington Ridge CDD

Subsection 4D(iv)

Proposal #10059



Proposal

Date: 2/5/2024

Work Order #10059

PO #

Customer:

Arlington Ridge CDD
Arlington Ridge CDD
Angel Montagna
313 Campus Street
Celebration, FL 34747

Property:

Arlington Ridge CDD
Angel Montagna
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Mulch proposal for highlighted areas.

Mulch proposal for highlighted areas

- this proposal is for the highlighted areas on the map attached for this proposal.
- proposal is at 300 yards of Pine bark mulch at \$45.00 a yard per the contract agreement.
- Chatham way entrance
- Roanoke Dr. entrance
- Camerons Run entrance.
- Tennis court entrance and highlighted areas.
- Antietam Creek and Camerons Run Entrance
- Bull Run entrance.
- Arlington Ridge back entrance.





Mulch Install

Mulch Install

Items	Quantity	Unit	
Pine Bark Mulch - Installation	450.00	cuyd	
PROJECT TOTAL:			\$20,250.00

Terms & Conditions

Special Instructions/Remarks: Floralawn, Inc. is not responsible for any damage to driveways or walk that are in poor condition prior to start of work. Floralawn will also not be responsible for any damage to septic tanks or underground utilities that are not previously identified by the Owner or marking service.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications for the sum of: ----- (\$20,250.00), with payments to be made as follows:

50% Deposit with the Remaining Balance Due Upon Completion with a signed proposal.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Floralawn offers a one year warranty on live plant material outside of acts of God and damage caused from wildlife. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

By _____

Bryan Clyborne

Date 2/5/2024

Floralawn

By _____

Date _____

Arlington Ridge CDD

Subsection 4E

Community Director: Regular Report



Arlington Ridge Community Development District

c/o Inframark Management Services | 313 Campus Street | Celebration, FL 34747

Community Directors Report February 2024

Fairfax Hall

Leak and A/C replacement on agenda.

Dynafire has sealed roof top system and no further error notifications have been received.

Irrigation leak was completed, and sidewalk replacement has been completed.

Pool Update

Lap pool is in its chemical balancing stage and is estimated to be open on or around February 18th. Beach pool heater was replaced. Spa heater was replaced. Repair on last beach heater still waiting on heat exchanger. Additional repairs needed for one lap pool heater. Proposal given.

Retention Pond Report

Quote is on agenda to remove the palm tree near the retention pond overflow drain. Retention Pond depression between golf course holes #15 & #15 has been filled and compacted by Element. Continued observation of depression at the end of Roanoke near GC hole #1. Continued observation of recently filled and compacted depression in retention pond behind Heritage Trail. No sign of any settling occurring.

Cart Barn Electrical Replacement

Cart Barn electric was scheduled for February 6th. Will provide update at meeting.

Hopewell Sidewalk Addition

As of 2/5/24 Work is scheduled to be performed the week of 2/12 or 2/19 based upon shipment of rumble pad.

Palm Tree/ Dead Pines

Awaiting the schedule date for the removal of the dead pines.

Retention Palm Tree and Manassas dead tree removal are on the agenda.

Mulch Quote

Updated mulch quote is on the agenda.

Backflow Inspections

Backflow replacements are being performed today 2/5/24.

Unifirst Rug Cancellation

Updated for the agenda. Recommend the buy out to save money over the course of the remaining agreement.

Golf Course and Food & Beverage RFPs

All requests for RFP's by potential bidders have been sent. Meeting for preproposal mandatory meeting is scheduled for February 12, at 9am. Update will be provided at the meeting.

Parking Lot Car Stop Curb Painting

Volunteers will be painting the car stop curbs in the golf course parking lot to make them more visible. Work was scheduled for 2/5 and was changed to 2/12 due to weather. Project update will be provided at meeting.

Golf Course Restaurant Repairs and Inspection

Chairman Hoover created a working document for Jason and Lee to correct and repair reports from health department inspection and observed repair needs in the restaurant. These repairs will be performed on Mondays when the restaurant is closed, and an updated spreadsheet will be provided weekly to document progress.

Subsection 4F

General Manager: Golf, Food & Beverage

Regular Report

2.6.24

Arlington Ridge Board Members

Monthly Update for January 2024

January was a learning month as we continue to make changes and continue to work on the culture change that we are working through currently. We continue to grow as a team and will continue to more positive changes to our operation. We are committed to keep making positive changes and continue to educate the team with the training and coaching. Our main focus is to continue to grow revenue and continue to push the property as much as we can. In my short time here, we've made great strides but at the same time have a long way to go. I've said this numerous times as I'm very excited in the direction we are heading in.

Department Updates:

Golf Operations:

- January was not a great month in golf as we had over 8 days of bad weather where we didn't have many golfers.
- We continue to get new golfers and they make great comments on conditions and have come back to play.
- Continued success on rate integrity and making sure we are competitive in the local market.
- New Merchandise continues to arrive, and it has done a great job moving it out the door.
- The Village Daily Sun advertisement we are running has been a great ROI for us and this also brings in new golfers daily to our property.

Maintenance:

- Challenging month in the Golf Course side with the weather. It has made some difficult challenges for the team.
- We received over 5 inches of rain in January 2024, this is supposed to be our dry season as well.
- Had numerous cooler mornings and days then we are used to in Florida and with the El Nino weather pattern we are in it continue to slow the growth process.
- We've got through hole #15 with tree trimming and are looking at ways to get to the branches we can't reach cut as well.
- The areas on #14 & #17 that had leaks were fixed and we are putting in French drains to help these areas.
- Continued work on the greens as a few are struggling through this weather we are having. But we are doing the correct practices and watching them daily.

Overall, we are slowly getting the conditions we are looking for. With that said we still have a long way to go for what I'm looking for. With the correct team in place and the correct daily practices I'm confident we will get there. Hopefully, we will get some warmer weather and see some positive growth.

F&B:

- We rolled out a new menu on January 18th and have seen some great reactions and tons of positive comments.
- Also, we've started daily lunch specials and dinner specials and they are working nicely and getting more people in the restaurant.
- The month started out very slow and we made positive changes when we did the menu rollout and daily specials.
- We did a great job again this month maintain a better COGS and in pace with what we budgeted.
- Our Labor was a little high as we were busier the last 12 days and we still had to use a temp agency for help in the kitchen as it's a struggle to get qualified employees.
- The ROI on the ad in The Daily Village Sun for the F&B area has been tremendous and we continue to gain new patrons.
- Continued education with the team and making sure they all understand the "cultural changes" we are making.

Overall, we are slowly heading in the correct direction that we need to get to. There has been a lot of changes and "new" expectations for the team to follow. We still have a long way to go, and this process isn't an easy one to fix but we will find the correct individuals that want to make this a winning team. I wish we can have all these processes done tomorrow but we ask for patience and understanding as I know we are going to get there, and I know we are going to be successful.

As I said last month, I'm very excited in the direction we are heading in and can't wait to see the future.

Thanks,

Jason R. DeWildt

Section 6

Business Items

Subsection 6A

UniFirst Agreement



NEW ACCOUNT EXISTING ACCOUNT

INSTALLATION DATE _____
MM/DD/YYYY

CUSTOMER SERVICE AGREEMENT

COMPANY NAME (Customer) ARLINGTON RIDGE CDD LOC. NO. _____
 ADDRESS 4463 ARLINGTON RIDGE BLVD ROUTE NO. _____
Leesburg FL 34748 DATE _____
 PHONE 352-728-2186 SIC/NAICS _____

The undersigned (the "CUSTOMER") orders from UniFirst Corporation and/or UniFirst Holdings, Inc. d.b.a. UniFirst and/or UniFirst Canada LTD. ("UNIFIRST") the rental service(s) at the prices and upon the conditions outlined:

MERCHANDISE SERVICED								
ITEM DESCRIPTION	LOST/ DAMAGED REPLACEMENT CHARGE	SERVICE FREQUENCY	NO. OF PERSONS/ ISSUE PER PERSON	TOTAL NO. OF CHANGES/ PIECES	PRICE PER CHANGE/ PIECE	STANDARD/ NON- STANDARD ¹	TOTAL FULL SERVICE	TOTAL VAL-U-LEASE ²
4X6 MAT	110.00	W		3	3.50			
4X6 LOGO MAT	130.00	W		4	4.00			
4X6 SCRAPPER MAT	100.00	W		4	3.50			

Minimum weekly charge applies, equal to 75% of the initial weekly instal value.

OTHER CHARGES	AMOUNT
Garment preparation per piece	
Name emblem per piece	
Company emblem per piece	
Direct Embroidery: Wearer name per piece	
Company name per piece	

OTHER CHARGES	AMOUNT
Non-stock sizes per piece	
Special cuts per piece	
Restock/Exchange per piece	
Automatic Wiper Replacement	
Automatic Linen Replacement	
DEFE (See description on reverse side)	10.00

PAYMENT TERMS: C.O.D. E.F.T. Approved Charge³

COMMENTS

Approved charge: CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1½% per month (18% per year) for any amount in arrears may be applied.⁴

SALES REP: _____ DATE _____
SALES REP (Print Name)
 ACCEPTED⁵: _____ DATE _____
LOCATION MANAGER (Signature)

LOCATION MANAGER (Print Name and Title)

The undersigned agrees to all terms on the reverse and attests to have the authority to execute for the named CUSTOMER, and to approve use of any personalization – including logos or brand identities – that has been requested.

ACCEPTED: *Emily Roslin-Grimes* 10/26/2020
CUSTOMER (Signature) DATE
Emily Roslin-Grimes
CUSTOMER (Print Name and Title)
CD@Arlingtonridge.cdd.org
EMAIL

¹ Out-sizes of otherwise Standard Merchandise are deemed to be Non-Standard Merchandise.
² Merchandise which is Val-U-Leased is not cleaned by UniFirst.
³ Charge status contingent upon continuing credit worthiness and may be revoked at UniFirst's discretion.
⁴ All returned checks and declined credit/debit cards subject to \$35 processing fee.
⁵ This Agreement is effective only upon acceptance by UniFirst Location Manager.

CUSTOMER SERVICE AGREEMENT TERMS

REQUIREMENTS SUPPLIED. Customer orders from UniFirst Corp. ("UniFirst") the rental garments and/or other items of the type specified in this Agreement ("Merchandise") and related pickup/delivery and maintenance services (collectively with Merchandise, "Services") for all of Customer's requirements therefor, at the prices and upon the terms and conditions set forth herein. Additional Services requested by Customer, verbally or in writing, will also be covered by this Agreement. All rental Merchandise supplied to Customer remains the property of UniFirst. Customer warrants that it is not subject to, and that this Agreement does not interfere or conflict with, any existing agreement for the supply of the Merchandise or Services covered.

PERFORMANCE GUARANTEE. UNIFIRST GUARANTEES TO DELIVER HIGH-QUALITY SERVICE AT ALL TIMES. All items of Merchandise cleaned, finished, inspected, repaired and delivered by UniFirst will meet or exceed industry standards, or non-conforming items will be replaced by the next scheduled delivery day at no cost to Customer. Items of rental Merchandise requiring replacement due to normal wear and tear will be replaced at no cost to Customer, save for any applicable personalization and setup charges.

Customer expressly waives the right to terminate this Agreement during the initial term or any extension thereof for deficiencies in the quality of Services unless: (1) complaints are first made in writing to UniFirst which set forth the precise nature of any deficiencies; (2) UniFirst is afforded at least 60 days to correct any deficiencies complained of; and (3) UniFirst fails to correct those deficiencies complained of within 60 days. In the event Customer complies with the foregoing and UniFirst fails to correct such deficiencies, Customer may terminate this Agreement by written notice to UniFirst, providing that all previous balances due to UniFirst have been paid in full and that all other conditions to terminate have been satisfied. Any delay or interruption of the Services provided for in this Agreement by reason of acts of God, fires, explosions, strikes or other industrial disturbances, or any other cause not within the control of UniFirst, shall not be deemed a breach or violation of this Agreement.

TERM AND RENEWAL. This Agreement is effective when signed by both the Customer and UniFirst Location Manager and continues in effect for 60 months after installation of Merchandise (or new customers) or any renewal date. This Agreement will be renewed automatically and continuously for multiple successive 60-month periods unless Customer or UniFirst gives written notice of non-renewal to the other at least 90 days prior to the next expiration date.

PRICES AND PAYMENTS. Prices are based on 52 weeks of service per year. Any increase(s) to Service Frequency could result in additional charges. On an annual basis, the prices then in effect will be increased by the greater of the annual percent increase in the Consumer Price Index - All Urban Consumers, Series ID: CUUROOOSAG, other goods and services, or by 5%. Additional price increases and other charges may be imposed by separate written notice or by notation on Customer's invoice. Customer may, however, decline such additional increases or charges by notifying UniFirst in writing within 10 days after receipt of such notice or notation. If Customer declines said additional price increases, UniFirst may terminate this Agreement. Customer also agrees to pay the other charges and minimum weekly charge herein specified. Charges relating to a wearer leaving Customer's employ can be terminated by (1) giving notice thereof to UniFirst and (2) returning or paying for any missing Merchandise issued to that individual. Any Merchandise payments required pursuant to this Agreement will be at the replacement price(s) then in effect hereunder. If an authorized Customer representative is not available to receive and acknowledge delivery of Merchandise, Customer authorizes UniFirst to make delivery and assumes responsibility for related charges/invoices.

If Customer fails to make timely payment, UniFirst may, at any time and in its sole discretion, terminate this Agreement by giving written notice to Customer, whether or not UniFirst has previously strictly enforced Customer's obligation to make timely payments. Customer agrees to pay, and will pay, all applicable sales, use, personal property and other taxes and assessments arising out of this Agreement.

DEFE CHARGE. Customer's invoices may also include a DEFE charge to cover all or portions of certain expenses including:

D = DELIVERY, or expenses associated with the actual delivery of Services and Merchandise to Customer's place of business, primarily Route Sales Representative commissions, management salaries, vehicle depreciation, equipment maintenance, insurance, road use charges and local access fees.

E = ENVIRONMENTAL, or expenses (past, present and future) UniFirst absorbs related to wastewater testing, purification, effluent control, solids disposal, supplies and equipment for pollution controls and energy conservation and overall regulatory compliance.

F = FUEL, or the gas, diesel fuel, oil and lubricant expenses associated with keeping UniFirst's fleet vehicles on the road and servicing its customers.

E = ENERGY, primarily the natural gas UniFirst uses to run boilers and gas dryers, plus other local utility charges.

MERCHANDISE. Customer acknowledges and agrees to notify all employees that Merchandise supplied is for general occupational use and, except as expressly specified below, affords no special user protections. Customer further acknowledges that: (1) Customer has unilaterally and independently determined and selected the nature, style, performance characteristics, number of changes and scope of all Merchandise to be used and the appropriateness of such Merchandise for Customer's specific needs or intended uses; (2) UniFirst does not have any obligation to advise, and has not advised, Customer concerning the fitness or suitability of the Merchandise for Customer's intended use; (3) UniFirst makes no representation, warranty or covenant regarding the performance of the Merchandise (including without limitation Flame Resistant and Visibility Merchandise); and (4) UniFirst shall in no way be responsible or liable for any injury or harm suffered by any Customer employees while wearing or using any Merchandise. Customer agrees to indemnify and hold harmless UniFirst and its employees and agents from and against all claims, injuries or damages to any person or property resulting from Customer's or Customer's employee use of the Merchandise, whether or not such claims, injuries or damages arise from any alleged defects in the Merchandise.

Flame Resistant ("FR") Merchandise supplied hereunder is intended only to prevent the ignition and burning of fabric away from the point of high heat impingement and to be self-extinguishing upon removal of the ignition source. FR items will not provide significant protection from burns in the immediate area of high heat contact due to thermal transfer through the fabric and/or destruction of the fabric in the area of such exposure. FR items are designed for continuous wear as only a secondary level of protection. Primary protection is still required for work activities where direct or significant exposure to heat or open flame is likely to occur.

Visibility Merchandise is intended to provide improved conspicuity of the wearer under daylight conditions and when illuminated by a light source of sufficient candlepower at night. It is Customer's responsibility to determine the level of conspicuity needed by wearers under specific work conditions. Further, Customer agrees that Visibility Merchandise alone does not ensure conspicuity of the wearer and that additional safety precautions may be necessary. The Visibility Merchandise supplied satisfied particular ANSI/ISEA standards only when they were new and unused and only if so labeled. Customer acknowledges that usage and laundering of Visibility Merchandise may adversely affect its conspicuity.

Healthcare/Food-Related Customer acknowledges that: (1) UniFirst does not guarantee or warrant that the Merchandise selected by Customer or that processed garments delivered by UniFirst will be appropriate or sufficient to provide a hygienic level adequate for individual Customer's needs; and (2) optional poly-bagging* is recommended to reduce the risk of cross-contamination of Merchandise, and the failure to utilize such service may adversely affect the efficacy of UniFirst's hygienic cleaning process. (* Poly-bag services incur additional charges.)

If any Merchandise supplied hereunder is Merchandise that: (1) UniFirst does not stock for whatever reason (including due to style, color, size or brand); (2) consists of non-UniFirst manufactured or customized FR Merchandise; or (3) consists of Merchandise that has been permanently personalized (in all cases known as "Non-Standard Merchandise"), then, upon the discontinuance of any Service hereunder at any time for any reason, including expiration, termination, or cancellation of this Agreement, with or without cause, deletion of any Non-Standard Merchandise from Customer's Service Program, or due to employee reductions (in each case a "Discontinuance of Service"), Customer will purchase at the time of such Discontinuance of Service all affected Non-Standard Merchandise items then in UniFirst's inventory (in-service, shelf, as well as any manufacturer's supplies ordered for Customer's use), paying for same the replacement charges then in effect.

Customer agrees not to contaminate any Merchandise with asbestos, heavy metals, solvents, inks or other hazardous or toxic substances ("contaminants"). Customer agrees to pay UniFirst for all Merchandise that is lost, stolen, damaged or abused beyond repair. As a condition to the termination of this Agreement, for whatever reason, Customer will return to UniFirst all standard Merchandise in good and usable condition or pay for same at the replacement charges then in effect.

OBLIGATIONS AND REMEDIES. If Customer breaches or terminates this Agreement before the expiration date for any reason (other than for UniFirst's failure under the performance guarantee described above), Customer will pay UniFirst, as liquidated damages and not as a penalty (the parties acknowledging that actual damages would be difficult to calculate with reasonable certainty) an amount equal to 50 percent of the average weekly amounts invoiced in the preceding 26 weeks, multiplied by the number of weeks remaining in the current term. These damages will be in addition to all other obligations or amounts owed by Customer to UniFirst, including the return of Standard Merchandise or payment of replacement charges, and the purchase of any Non-Standard Merchandise items as set forth herein.

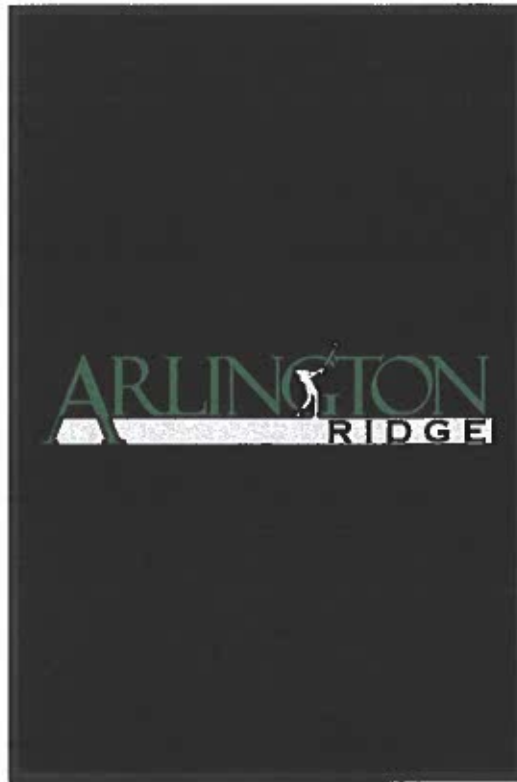
This Agreement shall be governed by Massachusetts law (exclusive of choice of law). If a dispute arises from or relates in any way to this Agreement or any alleged breach thereof at any time, the parties will first attempt to resolve the claim or dispute by negotiation at agreed time(s) and location(s). All negotiations are confidential and will be treated as settlement negotiations. Any matter not resolved through direct negotiations within 30 days shall be resolved exclusively by final and binding arbitration, conducted in the capital city of the state where Customer has its principal place of business (or some other location mutually agreed); pursuant to the Expedited Rules of the Commercial Arbitration Rules of the American Arbitration Association; and, governed by the Federal Arbitration Act, to the exclusion of state law inconsistent therewith. The parties will agree upon one (1) Arbitrator to settle the controversy or claim. The successful or substantially prevailing party in any proceeding, including any appeals thereof (as determined by the Arbitrator/court) shall recover all of its costs and expenses including, without limitation, reasonable attorney fees, witness fees and discovery costs, all of which shall be included in and as a part of the judgment or award rendered hereunder. This provision for Arbitration is specifically enforceable by the parties; the Arbitrator shall have no power to vary or ignore the provisions hereof; and, the decision of the Arbitrator in accordance herewith, may be entered in any court having jurisdiction thereof. Customer acknowledges that, with respect to all such disputes, it has voluntarily and knowingly waived any right it may have to a jury trial or to participate in a class action or class litigation as a representative of any other persons or as a member of any class of persons, or to consolidate its claims with those of any other persons or class of persons. If this prohibition against class litigation is ruled to be unenforceable for any reason in any proceeding, then the prohibition against class litigation shall be void and of no force and effect in that proceeding.

MISCELLANEOUS. The parties agree that this Agreement represents the entire agreement between them. In the event Customer issues a purchase order to UniFirst at any time, none of the standard pre-printed terms and conditions therein shall have any application to this Agreement, or any transactions occurring pursuant hereto or thereto. UniFirst may, in its sole discretion, assign this Agreement. Customer may not assign this Agreement without the prior written consent of UniFirst. Customer agrees that in the event it sells or transfers its business, it will require the purchaser or transferee to assume all obligations and responsibilities under this Agreement; provided that such assumption shall not relieve Customer of its liabilities hereunder; and provided further that any failure by a purchaser or transferee to assume this Agreement shall constitute a breach and early termination of this Agreement resulting in the obligation to pay all amounts on account thereof as set forth in this Agreement. Neither party will be liable for any incidental, consequential, special or punitive damages. In no event shall UniFirst's aggregate liability to Customer for any and all claims exceed the sum of all amounts actually paid by Customer to UniFirst. In the event any portion of this Agreement is held by a court of competent jurisdiction or by a duly appointed arbitrator to be unenforceable, the balance will remain in effect. All written notices provided to UniFirst must be sent by certified mail to the attention of the Location Manager. In Texas and certain other locations, UniFirst's business is conducted by, and the term "UniFirst" as used herein means, UniFirst Holdings, Inc. d.b.a. UniFirst.

ACCEPTED. Customer Signature  Date 10/26/2020 (I have read and agree to all of the above Terms.)

UniFirst Logo Mats
Design #1000251943

UniFirst



Images are computer generated artwork and may appear slightly different when printed. Please refer to carpet samples for printed colors.

ARLINGTON RIDGE
4x6 Portrait

CONDITIONS: UniFirst Corporation will assume no liability for trademark, copyright, or licensing infringements that may arise from the use and reproduction of customer-supplied artwork. Material submitted by the customers authorized representative is accepted as being free of any restrictions or limitations, and is used with the understanding and belief that its requested application by the customer is in compliance with all applicable copyright, trademark, and licensing laws and agreements. UniFirst reserves the right to refuse to reproduce any artwork that it considers inappropriate or believes is not authorized by a qualified customer representative. Please check for spelling and typographical errors as text is generally re-set on our design. Please refer to our terms and conditions for the supply of goods. Please note that the manufacturing process may result in minor variations between color and definition of the artwork above and on the finished product. For exact colors, please refer to the printed color palette.

Customer Signature: Emily Quinn Date: 10/29/2020
1 mat vertical @ social hall

UniFirst invoice

Invoice #: 3090087830 Amount Due: USD 112.32
 Customer #: 1652423 Payment Terms: Net30
 Bill To #: 1652423 Route #: F2120
 Invoice Date: 11/27/2023 Purchase Order:

Service Location: 2304 W. TAFT VINELAND RD, ORLANDO, FL 32837


Page 1 of 1

SHIP TO	ARLINGTON RIDGE CDD 4463 ARLINGTON RIDGE BLVD LEESBURG, FL 34748
	ARLINGTON RIDGE CDD 4463 ARLINGTON RIDGE BLVD LEESBURG, FL 34748

Total Current Charges:	USD 112.32
Current Charges Due:	12/27/2023
Pay by Mail:	UNIFIRST CORPORATION PO BOX 650481 DALLAS, TX 75265-0481
Contact UniFirst:	For Customer Service contact us by: Phone: 800-794-2706 Email: Customerservice@unifirst.com Chat: unifirst.com/contact/current-customers/

LKR/DEPT	QTY	ITEM	DESCRIPTION OF SERVICE	RATE	AMOUNT	TAX	TOTAL
	7	538912	MAT 4X6 SCRAPER	5.6700	39.69	0.00	39.69
	4	76AT12	MAT-CP WET AREA 3X5	4.8700	19.48	0.00	19.48
	5/10	JL1644	4X6H ARLINGTON RIDGE CDD	6.4800	32.40	0.00	32.40
		EEFX	DEFE Charge Fixed	18.5000	18.50	0.00	18.50
		ENER	Energy Surcharge	2.2500	2.25	0.00	2.25
Invoice Total					112.32	0.00	112.32
Total Amount Due By 12/27/2023							112.32

Invoice #: 3090087830 Signature Date: 11/27/2023



AUTHORIZED SIGNATURE

Name on File: JN

Total current charges: USD 112.32

112.32
+ 49.92

Lee.Graffius@InfraMark.com
Graffius

Please detach and return
remit slip with payment.

remit slip

Current	Over 30	Over 60	Over 90	Total
336.96	224.64	0.00	0.00	561.60

Payment Options:

Pay by Mail: UNIFIRST CORPORATION
PO BOX 650481
DALLAS, TX 75265-0481

Invoice #: 3090087830 Amount Due: USD 112.32
 Customer #: 1652423 Payment Terms: Net30
 Bill To #: 1652423 Route #: F2120
 Invoice Date: 11/27/2023 Purchase Order:

Total Current Charges:	USD 112.32
Current Charges Due:	12/27/2023
Amount Enclosed:	USD _____
Make check payable to Unifirst Corporation. Please include invoice number.	



Premature Cancellation Account Worksheet

NOTE: Fill in ALL light yellow shaded areas. All entered information will be automatically copied onto the "Form" worksheet.

Route #: F-212 A/R #: 1652423
 Customer Name: Arlington Ridge
 Address: 4463 Arlington Ridge Blvd
 City: Leesburg
 State/Province: FL Zip Code: 34748

Date Agreement Signed: _____
 Date Account Installed: _____
 Agreement Renewal Date: _____
 Date of Buyout: _____

Preceding 26 Weeks "Settled" Invoices

(Enter each settled invoice total below in the provided fields. The "Average Weekly Volume" will be automatically calculated and inserted below.)

Rental Agreement Buyout

Renewal Date	Last Approved Delivery Date	Weeks Remaining	Average Weekly Volume	Liquidated Damages (%)	Total Liquidated Damages Due
					\$ -

Merchandise

Item Code	Item Description	Replacement Cost	Item Qty	Total Due
UI1644	Arlington Ridge Logo mats	\$242.38	10	\$ 2,423.80
				\$ -
				\$ -
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Sub Total: \$ 2,423.80

Tax %: \$ -

Standard Merchandise Total Replacement Cost:	\$	2,423.80
as of: <u>08/09/23</u>	Total Past Due Receivables:	_____
Amount Due As Allowed For (Principal):	\$	-
Interest (.015 x Principal x ___ months):	\$	-
Cost of Arbitration:	_____	
Attorney Fees:	_____	
TOTAL COST:	\$	-

Subsection 6B

Garden Club Requests

ARLINGTON RIDGE CDD Garden Club Request

On Jan 24, 2024, at 10:28 PM, Nettie Goeler <nettiegoeler@icloud.com> wrote:

Dear Jeanie and Angel

In my attempt to trying follow all of the proper procedures, I am submitting this Garden Club request. According to our agreement with the CDD, Section 3 B which states "Prior to altering any property, Licensee shall submit its plans for the subject area to the District Manager or other District Staff identified by the District Manager." I am not sure if you have identified a District Staff but if so, I will send a copy of this to that person. Hence the following requests:

First, the Garden Club would like to put some pots in front of the Admin Building. Currently there is a depression in this area. See the circled area on the map below - it is the area under the tree in the map. We are considering putting some of the pots that we removed which would be planted with the same plants as the other pots (red begonias, dusty millers, wandering jew). Our other option is to remove some of the grass and make true garden which would be planted similar to those in the Green (crotons, elephant ears in the center surrounded by oyster plants)



Second, we would like to plant false peanut plants under the trees along ARB between Antietam and the BRAC and between Camerons Run and the pool parking lot. See the circled areas on the map below. I have also attached a picture of false peanut plants. These plants grow very densely keeping out weeds and reducing the need for mulch in the future which will save the District money. They also spread but not quickly and they can be easily mowed so that they don't spread into the grass. They are cold and drought tolerant and require part sun but will tolerate part shade so they should grow well in these areas.



Both of these requests would be funded by donated money and plants. There would be no cost to the CDD. Please let me know if we have permission for these new gardens.

Thank you so much. I am looking forward to hearing from you.

Nettie Goeler
President, Arlington Ridge Garden Club

Subsection 6C

Tree Removal Proposals



Proposal

Date: 1/24/2024

WO #9977

PO #

Customer:

Arlington Ridge CDD
Arlington Ridge CDD
Angel Montagna
313 Campus Street
Celebration, FL 34747

Property:

Arlington Ridge CDD
Angel Montagna
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Tree and palm removal

Tree and Palm Removal

- Floralawn proposes to flush cut and remove debris on the following areas.
-
- Behind 26605 Manassas theres 2 trees to be flush cut and remove (picture attached).
- Palm tree behind the pool area close to the retention pond shown on the picture below.





palm and trees to be flush cut and debris removed and haul away

Tree Work

Items	Quantity	Unit	Unit Price	Price
Debris Disposal	1.00	ea	\$500.00	\$500.00
Landscape Removal	10.00	Hr	\$55.15	\$551.50
Tree Work:				\$1,051.50
PROJECT TOTAL:				\$1,051.50

Terms & Conditions

Special Instructions/Remarks: Floralawn, Inc. is not responsible for any damage to driveways or walk that are in poor condition prior to start of work. Floralawn will also not be responsible for any damage to septic tanks or underground utilities that are not previously identified by the Owner or marking service.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications for the sum of: ----- (\$1,051.50), with payments to be made as follows: 50% deposit to begin job with the balance due upon completion.

Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Floralawn offers a one year warranty on live plant material outside of acts of God and damage caused from wildlife. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

By _____
Luis Islas
Date 1/24/2024

Floralawn

By _____
Date _____

Arlington Ridge CDD

Estimate

From Triple D Service
 P.O. Box 1086
 Altoona, FL 32702
 tripledtreeservice@gmail.com

Customer Lee Graffius
 Arlington Ridge CDD
 4463 Arlington Ridge Blvd
 Leesburg, FL 34748

Estimate Number 0527

Sent Date February 7, 2024

Expires Never

Estimate for Revision of Tree Care For Multiple Sites

Item	Quantity	Price	Taxable	Total
Palm by retention pond Notes: 1- palm/ near pond Cut close to ground Clean up and haul debris	1	\$500.00	0.000%	\$500.00
Manassas Notes: 1- dead tree/ rear Remove. Cut close to ground. Stump grinding would be \$100 additional for this stump Clean up and haul debris	1	\$300.00	0.000%	\$300.00
Subtotal				\$800.00
Tax				\$0.00
Total				\$800.00

Notes

Thank you for considering Triple D Service!

Notes

Disclaimer



Subsection 6D

Fitness Services Proposals

NEW ADDRESS
12427 NW 35th St.
Coral Springs, FL 33065
(954)753-6088 gymrepair.com



Date	Quote#
1/24/2024	4930

Customer Contact	Emily Grimes		
Bill To:	Customer Phone	Service Location:	
Arlington Ridge CDD 4463 Arlington Ridge Blvd Leesburg, FL 34748	352-728-2186 x1401	Arlington Ridge CDD 4463 Arlington Ridge Blvd Leesburg, FL 34748	
	Customer Alt. Phone	Hours 9am-5pm, check in w/Tricia at admin bldg across parking lot	

Qty	Parts To Be Ordered	Cost	Total
	Received a request from FSF SO 87044 for parts and repair quote. TG		
1	Servo Motor for Landice ElliptiMill Elliptical S/N: E-0103247	86.00	86.00
1	Rack Top for Spirit CT850 Treadmill S/N: 8508451705001059	95.00	95.00
1	Rack Bottom for Spirit CT850 Treadmill S/N: 8508451705001059	80.00	80.00
1	Inbound Shipping and Handling FSF-(Ground)	45.00	45.00
1	Service Charge-PM Rates	65.00	65.00
2	Labor-PM Rates	70.00	140.00
1	Gas Surcharge	15.00	15.00

Subtotal	\$526.00
Sales Tax (0.0%)	\$0.00
Total	\$526.00

I hereby agree that all repairs are the sole responsibility of the equipment owner including but not limited to parts, labor and transportation expenses. In the event your account is sent to collections, there will be a 45% fee added to the outstanding balance.

Quote valid for 30 Days, prices subject to change.

Please sign and return quote ASAP to order parts indicated above as needed per the diagnosis by FSF technician. You will be notified in the event of any back orders or delays with the parts. The Service Department will contact you to schedule the service completion when parts arrive.

Quote for the LABOR is only an estimate and subject to change at time of service.

UPDATED TERMS:
Payment in Full is required for parts/repairs with a Total of \$500.00 or more.
If you require an Invoice, please email us ar@gymrepair.com
Payment via Credit Card will require a 3% payment processing fee for the total of the Invoice.
Thank you.

Customer Signature _____ Date _____

Print Name: _____

**Approved signed quotes may be returned to
parts@gymrepair.com**

**Equipment / Flooring
Quote**

dba Mobile Upholstery Services



NEW ADDRESS
12427 NW 35th St.
Coral Springs, FL 33065

(954)753-6088 or
(888)753-8553

Date	Quote#
1/24/2024	4938

gymrepair.com
mobileupholsteryservices.com

Bill To:

Arlington Ridge CDD
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Delivery Location:

Arlington Ridge CDD
4463 Arlington Ridge Blvd
Leesburg, FL 34748
Hours 9am-5pm, check in w/Tricia
at admin bldg across parking lot

Serving all of Florida

Celebrating over 20 Years as the Largest Sales and Service Provider of Fitness Equipment in Florida!

Customer Contact	Emily Grimes	Phone #	954-753-6088
------------------	--------------	---------	--------------

Qty	Equipment Description	Cost	Total
1	Received a request from FSF SO 87044 for refurbished equipment quote. TG Refurbished Life Fitness Discover Treadmill **Includes 1 year Parts & Labor Warranty	2,400.00	2,400.00
1	Delivery/ Installation Charge	400.00	400.00

**Payment in full required prior to ordering
equipment and flooring.
Quote is valid for 30 days, while supplies last.**

Subtotal	\$2,800.00
Sales Tax (0.0%)	\$0.00
Total	\$2,800.00
Wire Transfer Information: Available upon request	

Print Name: _____

Customer Signature: _____

Date _____

Fitness Services of Florida, Inc

dba Mobile Upholstery Services

Upholstery Quote



NEW ADDRESS

12427 NW 35th St.
Coral Springs, FL 33065

(954)753-6088
gymrepair.com
mobileupholsteryservices.com

Date	Quote#
1/24/2024	4939

Bill To:

Arlington Ridge CDD
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Service Location

Arlington Ridge CDD
4463 Arlington Ridge Blvd
Leesburg, FL 34748
Hours 9am-5pm, check in w/Tricia
at admin bldg across parking lot

Serving all of Florida

Celebrating over 20 Years as the Largest Sales and Service Provider of Fitness Equipment in Florida!

Customer Contact	Emily Grimes	Customer Phone	352-728-2186 x1401	Customer Alt. Phone	
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Qty	Item/Part#	Description of Job	Cost	Total
6	Slipcover	Received a request from FSF for upholstery repair quote. TG Slipcover for: Nautilus S4 Seated Leg Curl Seat - Large, (2) Nautilus S4 Seated Leg Curl Roller - Large, Nautilus S4 Leg Extension Seat - Large, (2) Nautilus S4 Lat. Pulldown Roller- Small	35.00	210.00
11	Pad	Pads for: Nautilus S4 Seated Leg Curl Seat - Large (2) Nautilus Seated Leg Curl Roller - Large Nautilus S4 Leg Extension Seat - Large Nautilus S4 Vertical Chest Seat - Medium Nautilus S4 Overhead Press Seat - Medium Nautilus S4 Lateral Pulldown Seat - Medium (2) Nautilus S4 Lateral Pulldown Roller - Small Nautilus S4 Tricep Press Seat - Medium Nautilus S4 Bicep Curl Arm - Medium	65.00	715.00
5	Foam	Foam for: Nautilus S4 Seated Leg Curl Roller - Large Nautilus S4 Vertical Chest Seat - Medium Nautilus S4 Overhead Press Seat - Medium Nautilus S4 Tricep Press Seat - Medium Nautilus S4 Bicep Curl Arm - Medium	35.00	175.00
1	Service Charge-Uphols...	Service Charge-Upholstery	175.00	175.00
4	Labor-Upholstery	Labor-Upholstery	90.00	360.00
1	Gas Surcharge	Gas Surcharge	15.00	15.00

PAYMENT TERMS:
All jobs require a 50% deposit upon approval by customer.
All balances owed are COD upon completion of work performed. Payment is accepted in the form of MC/Visa or Company Check.

Subtotal	\$1,650.00
Sales Tax (0.0%)	\$0.00
Total	\$1,650.00

Please sign and return this quote asap to indicate your approval of this job. Please refer to payment terms.

Customer Signature: _____

Print Name: _____

Date _____

Subsection 6E

Roof Proposals



Jurin Roofing Services, Inc.

Corporate Office and Remittance:

560 Seminary St, Pennsburg, Pa 18073

PA Contr. #PA019043

Florida Branch Office:

29716 US Highway 27, Dundee, FL 33838

Florida Contr. #CCC1325665 FL Business Lic. #23289

Tel. (800) 710-7525 Fax (215) 536-6182 www.jurinroofing.com

Proposal

**Arlington Ridge CDD
1412 S Narcoossee Rd
Saint Cloud, FL 34771**

Date: 01/02/2024

Building:
4463 Arlington Ridge Blvd
Leesburg, FL 34748

Job: PRJ #9132: Fairfax - Curb Raising

Work To Be Performed:

WE HEREBY PROPOSE TO furnish and install all necessary labor, materials, equipment and supervision to properly raise up 3 RTU Curbs and properly flash them in.

1. MOBILIZATION

- 1.1 Setup site to meet OSHA fall protection requirements. This will include setup of various items including guard rails at load and at discharge points.
- 1.2 Load all materials onto roof surface via crane or boom lift. Jurin Roofing Services, Inc. will make maximum efforts to limit the storage of materials and equipment on the ground during the construction project.

2. DEMOLITION

- 2.1 Remove TPO membrane and polyisocyanurate from the curb locations as needed. Membrane and insulation will be removed to expose the metal decking.
 - 2.2 All debris will be loaded into disposal containers and removed from site. Debris will be disposed of in a legal manner.
- *NOTE*** Jurin Roofing Services will not cut through the metal decking.

3. CARPENTRY

- 3.1 Install a wood blocking as needed at the perimeter of the curb locations. Wood blocking will be fastened using screw fasteners.
- 3.2 After each of the three (3) curbs are installed, 3/4" plywood will be secured as a fall prevention. A tarp will cover the 3/4" plywood as a temporary waterproofing to prevent water intrusion into the inside of the curb.

NOTE Jurin Roofing Services will need the mechanical contractor present during the time of installation of the curbs to approve the level of the curb.



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4. ROOFING

- 4.1 Remove and re-install up to three existing curbs. Curbs will be installed to wood blocking using screw type fasteners.
- 4.2 Install TPO membrane and flashing material at up to three (3) new curbs. All flashing will be installed to meet manufacturers specifications.
- 4.3 No split wraps or flashing of additional penetrations included in this scope of work.

****NOTE:** Under deck structural support - All under deck structural support must be installed prior to the cutting of the roof deck. Structural support must be designed by a licensed architect or engineer and must be completed according to these requirements. The contractor or owner must be able to produce these drawings on demand to confirm that this requirement has been met. Under no conditions will Jurin Roofing Services, Inc. proceed with any portion of the scope of work as outlined unless all structural work has been completed. Any damages that occur to the interior of the building or the roof system because of the delay in the installation of the structural work will be the responsibility of the contractor or owner.

5. LIMITED WARRANTY

- 5.1 All roof repairs installed by Jurin Roofing Services, Inc. are warranted for a period of six (6) months from the date of installation. This warranty is limited to the applied repairs and the existing roof system is explicitly excluded from this warranty. Any failure of the existing roof system, whether attributable to the applied repair in full or in part, is not covered under this warranty. All remedies available to the buyer are limited to making the applied repairs watertight. The limit of liability for Jurin Roofing Services, Inc. is the original cost of the installed repairs. Jurin Roofing Services, Inc. is not responsible and explicitly excludes any liability for damages to the interior of the building, building contents, or bodily injury as the result of a failure of the applied repairs or overall failure of the applied repairs. No other warranty or remedy is implied through this warranty.

6. UNITARY COST

- 6.2 All unforeseen deficiencies uncovered during the installation of the new roofing system will be billed as a change order. Any requests beyond the included scope of work issued by the Mechanical contractor or General Contractor will be billed as a change order. Additional requests for work must be cleared by the General Contractor or a representative of the General Contractor, or by the Mechanical Contractor or a representative of the Mechanical Contractor. The rates for change orders are \$90.00 per hour with a 10% mark-up added to all materials. All personnel hours that contribute to find a resolution for any unforeseen deficiency will be invoiced for.

NOTEAs the nature of this project includes discovery of information AFTER the HVAC units are moved to the ground, there is a higher chance of a change order taking place on this project.

7. CONTRACT PROVISIONS AND EXCLUSIONS

- 7.1 Asbestos, lead based paint, and toxic materials exclusion - This proposal and contract is based upon the work to be performed by Jurin Roofing Services, Inc. not involving contact with asbestos-containing, lead based, or toxic materials and that such materials will not be encountered or disturbed during the



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7. CONTRACT PROVISIONS AND EXCLUSIONS (cont.)

course of performing the re-roofing work. Jurin Roofing Services, Inc. is not responsible for expenses, claims or damages arising out of the presence, disturbance or removal of asbestos-containing, lead based, or toxic materials. In the event such materials are encountered, Owner will make arrangements with others for the handling and/or removal of such materials and/or Jurin Roofing Services, Inc. shall be entitled to additional time and compensation for additional expenses incurred as a result of the presence of asbestos, asbestos-containing, lead based, or toxic materials at the work site.

7.2 Change Orders - If Jurin Roofing Services, Inc. is requested by general contractor, prime contractor or owner to perform extra or changed work that was not part of Jurin Roofing Services, Inc.'s original scope of work, general contractor, prime contractor or owner will provide reasonable compensation to Jurin Roofing Services, Inc. for said work. General contractor, prime contractor or owner shall not give orders to Jurin Roofing Services, Inc. for the work that is required to be performed at that time and then refuse to make payment on the grounds that a Change Order was not executed at the time the work was performed or the general contractor, prime contractor or owner's representative was not authorized to order the change. General contractor, prime contractor, owner and Jurin Roofing Services, Inc. recognize that in order for construction projects to proceed in a timely and efficient manner, changes in the original specifications frequently are made prior to execution of formal Change Order documents. The parties agree to work in good faith with each other so that Jurin Roofing Services, Inc. does not proceed with changed work without authorization and Jurin Roofing Services, Inc. receives fair compensation for authorized change work.

7.3 Dispute Resolution - In the event of a dispute between the parties hereto, the parties shall seek to mediate the dispute. If mediation is not successful, arbitration shall be promptly conducted. Both mediation and arbitration shall be held in the county where the Project is located.

7.4 Electrical Conduit - Owner represents there is no electrical conduit embedded within the existing roofing to be removed or attached directly to the underside or topside of the roof deck upon which contractor will be installing the new roof. Owner will indemnify Jurin Roofing Services, Inc. from any personal injury, damage, claim or expense because of the presence of electrical conduit, shall render the conduit harmless so as to avoid injury to Jurin Roofing Services, Inc. personnel, and shall compensate Jurin Roofing Services, Inc. for additional time and expense resulting from the presence of such materials.

7.5 Indemnify and Hold Harmless Clause - Jurin Roofing Services, Inc. agrees to indemnify and hold harmless the Owner from all claims, damages, losses and expenses for personal injury, including death and property damage, to the extent caused by a negligent act or omission by Jurin Roofing Services, Inc. or someone for whose acts Jurin Roofing Services, Inc. is responsible. Jurin Roofing Services, Inc. is not obligated to provide indemnity for damages, losses, claims or expenses to the extent due to the negligence or fault of indemnities or others for whose conduct Jurin Roofing Services, Inc. is not responsible. Similarly, Owner shall indemnify and hold harmless Jurin Roofing Services, Inc. from all claims for bodily injury, including death or other damages, to the extent due to the negligence of Owner or the fault of its agents, representatives or employees. Owner agrees to hold harmless and indemnify Jurin Roofing Services, Inc. from any and all future construction defect claims. Additionally, Owner is responsible for maintaining its premises in a condition that is safe for its employees, tenants, patrons, customers and other third parties. To the fullest extent permitted by law,



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7. CONTRACT PROVISIONS AND EXCLUSIONS (cont.)

Owner shall defend, indemnify, and hold harmless Jurin Roofing Services, Inc. from all damages, losses, and expenses, including attorneys' fees, arising from any and all claims or damages for bodily injury, sickness, disease, or death, including claims or damages from slip and fall incidents, caused by the Owner's or its tenant's failure to promptly clean up water from the floors of the premises.

7.6 Jurin Roofing Services, Inc. is not responsible for condensation, moisture migration from the building interior or other building components, location or size of roof drains, adequacy of drainage or ponding on the roof due to structural conditions. Additionally, Jurin Roofing Services Inc. shall not be liable for any claims or damages arising from or related to deficiencies in drainage. It is the Customer's responsibility to retain a licensed architect or mechanical engineer to determine and evaluate the drainage design and compliance with existing plumbing codes, including potential need for additional drains, scuppers or overflow drains, prior to commencement of reroofing. Jurin Roofing Services Inc.'s work does not include evaluation of code compliance, existing drainage, proper location or size of roof drains, or adequacy of drainage.

7.7 Mold growth exclusion - Jurin Roofing Services, Inc. and Owner are committed to acting promptly so that roof leaks are not a source of potential interior mold growth. Owner will make periodic inspections for signs of water intrusion and act promptly, including notice to Jurin Roofing Services, Inc., if Owner believes there are roof leaks, to correct the condition. Upon receiving notice Jurin Roofing Services, Inc. will make repairs promptly so that water entry through the roofing installed by Jurin Roofing Services, Inc. is not a source of moisture. Jurin Roofing Services, Inc. is not responsible for indoor air quality. Owner shall hold harmless and indemnify Jurin Roofing Services, Inc. from claims due to poor indoor air quality and resulting from a failure by Owner to maintain the interior of the building in a manner to avoid growth of mold.

7.8 Customer acknowledges that tear-off of existing roofing materials and re-roofing of an existing building may cause disturbance, dust or debris to fall into the interior. Customer agrees to remove or protect property directly below the roof in order to minimize potential interior damage. Jurin Roofing Services, Inc. shall not be responsible for disturbance, damage, and cleanup or loss of use or loss to interior property that Customer did not remove or protect prior to commencement and during the course of roofing tear-off and re-roofing operations. Customer shall notify tenants and building occupants of re-roofing and the need to provide protection underneath areas being re-roofed. Customer agrees to hold Jurin Roofing Services, Inc. harmless from claims of tenants and occupants who were not so notified and did not provide protection.

7.9 Fumes and Emissions - Customer acknowledges that roofing involves the use of solvent based materials. Odors and emissions from roofing products will be released and noise will be generated as part of the roofing operations to be performed by Jurin Roofing Services, Inc. Customer shall be responsible for interior air quality, including controlling mechanical equipment, HVAC units, intake vents, wall vents, windows, doors and other openings to prevent fumes and odors from entering the building. Customer is aware that roofing products emit fumes, vapors and odors during application process. Customer shall indemnify and hold harmless Jurin Roofing Services, Inc. from claims from third parties relating to fumes and odors that are emitted during the normal roofing process.

7.10 This proposal is being submitted based upon standard roofing practices with the intention of providing long-term moisture protection. No consideration has been given to local building code requirements.



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7. CONTRACT PROVISIONS AND EXCLUSIONS (cont.)

Change to the specifications may be required in order to comply with local codes. Any changes to this scope of work in order to comply with code requirements will be considered a change order to the project.

- 7.11** Jurin Roofing Services, Inc.'s commencement of the roof installation indicates only that Jurin Roofing Services, Inc. has accepted the surface of the roof deck as suitable to attach the roofing materials. Jurin Roofing Services, Inc. is not responsible for the construction, structural sufficiency, durability, and fastening, moisture content or physical properties of the roof deck or other trades' work or design.
- 7.12** Owner warrants that the structures on which Jurin Roofing Services, Inc. is to work are in sound condition and capable of withstanding normal activities of roofing construction equipment and operations. Owner represents that there is no electrical conduit embedded in the existing roofing or attached directly to the underside or topside of the roof deck upon which Jurin Roofing Services, Inc. will be installing the new roof. Owner will indemnify Jurin Roofing Services, Inc. from any personal injury, damage, claim or expense due to unsafe structural conditions and the presence of electrical conduit, shall render the conduit harmless so as to avoid injury to Jurin Roofing Services' personnel, and shall compensate Jurin Roofing Services, Inc. for additional time and expense resulting from the presence of such materials and unsafe structures.
- 7.13** Design Professional is responsible to design the work to be in compliance with applicable codes and regulations and to specify or show the work that is to be performed. Jurin Roofing Services, Inc. is not responsible for design, including calculation or verification of wind load design. To the extent minimum wind loads or pressures are required; Jurin Roofing Services, Inc.'s bid is based solely on manufacture's printed test results. Jurin Roofing Services, Inc. is not responsible for the construction or structural sufficiency of the roof deck or other building components not constructed by Jurin Roofing Services, Inc.
- 7.14** Building Permit Exclusion - The cost of the building permit, if required, is not included in the proposed price as noted. Jurin Roofing Services, Inc. will pull the permit on behalf of the owner. The cost of the building permit plus a handling fee of 10% will be added to the cost of the project if a building permit is required. This will be handled as a change order. In addition, if additional services are required by the municipality including but not limited to engineering or architectural design services these additional costs will be burdened by the building owner at cost plus 10%.
- 7.15** Jurin Roofing Services, Inc. is not responsible for leakage through the existing roof or other portions of the building that have not yet been re-roofed by Jurin Roofing Services, Inc. Jurin Roofing Services, Inc. is not responsible for damages or leaks due to existing conditions or existing sources of leakage simply because Jurin Roofing Services, Inc. started work on the building.
- 7.16** The failure of Customer to make proper payment to Jurin Roofing Services, Inc. when due shall, in addition to all other rights, constitute a material breach of contract and shall entitle Jurin Roofing Services, Inc. at its discretion to suspend all work and shipments, including furnishing warranty, until full payment is made. The time period in which Jurin Roofing Services, Inc. shall perform the work shall be extended for a period equal to the period which the Work was suspended, and the contract sum to be paid Jurin Roofing Services, Inc. shall be increased by the amount of Jurin Roofing Services, Inc. reasonable costs of shut-down, delay and start-up.



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7. CONTRACT PROVISIONS AND EXCLUSIONS (cont.)

- 7.17 Customer shall purchase and maintain builder's risk and property insurance, including the labor and materials furnished by Jurin Roofing Services, Inc., covering fire, extended coverage, malicious mischief, vandalism and theft on the premises to protect against loss or damage to material and equipment and partially completed work until the job is completed and accepted.
- 7.18 Existing drain assemblies will be re-used. Any new drain components needed as result of removal and re-installation (i.e. broken bolts, etc.) will be billed separately.
- 7.19 Warranty Conditioned Upon Receipt of Payment - Warranties provided by Jurin Roofing Services Inc., including manufacturer warranties, shall not be effective unless and Jurin Roofing Services Inc. has been paid in full.
- 7.20 Severability - If, for any reason, any provision contained in this contract is found, to any extent, be invalid or unenforceable, the remainder of this contract shall nonetheless remain binding and valid and be enforced to the fullest extent permitted by law.

Notes: Statement of Quality - All material is guaranteed to be the same as specified. All work is done in accordance with accepted roofing practices as determined by the NRCA. All extra work will be done through change orders and will be an extra cost above and beyond the stated price. All agreements are contingent upon delays beyond our control. Owner to carry all necessary fire, tornado, and other insurance. Our workers are fully covered by workman's compensation insurance.

Unless stated otherwise on the face of this proposal, Customer shall pay the contract price plus any additional charges for changed or extra work within ten (10) days of substantial completion of the Work. All sums not paid when due shall earn interest at the rate of 1 1/2 percent per month. Contractor shall be entitled to recover from Customer all costs of collection, including attorney's fees, resulting from Customer's failure to make proper payment when due. Jurin Roofing Services, Inc. entitlement to payment is not dependent upon criteria promulgated by Factory Mutual Global, including wind uplift testing.

This proposal may be withdrawn if not accepted within 15 days of submission.

PRICE FOR THE ABOVE SCOPE OF WORK: \$9,555.00

Matthew Palmer
Estimator
Jurin Roofing Services, Inc.

I, _____ accept the above proposal on _____ 20____

Authorized Signature

ESTIMATE

Prepared For



Arlington Ridge Community Development
 District
 4463 Arlington Ridge Blvd
 Leesburg, FL 34748

Level Up Pros

4004 ORKNEY AVE
 ORLANDO, FL 32809
 Phone: (863) 582-2800
 Email: levelup.pros1@gmail.com

Estimate # 304
 Date 01/07/2024
 Business / Tax # 81-5216002

Description	Total
Setting Up Space & Disconnect RTU's -Go in and disconnect 3 RTU's so roofers can get in and work on roof curbs. After disconnecting and lifting off RTU with crane we will set them down on the ground so roofers can do their work.	\$4,000.00
RTU replacement Quote to replace 10 ton RTU 11.2 EER / 15.2 IEER	\$23,680.00
Subtotal	
\$27,680.00	
Total	
\$27,680.00	

By signing this document, the customer agrees to the services and conditions outlined in this document.

Arlington Ridge Community Development
District



AIR CONDITIONING, HEATING & REFRIGERATION SERVICES
 STATE CERTIFIED MECHANICAL CONTRACTOR CMC1249501

HVAC PROPOSAL

PROJECT: ARLINGTON RIDGE- FAIRFAX HALL
 RTU REPLACEMENT & CURB EXTENSIONS

BID DATE: 1/15/24

ATTN: LEE GRAFFIUS

THE FOLLOWING IS OUR COST PROPOSAL TO COMPLETE THE HVAC SYSTEM IN ACCORDANCE WITH THE FOLLOWING SCOPE:

HVAC

- ❖ PROPOSAL IS FOR REPLACEMENT OF (1) EXISTING 10-TON CARRIER RTU AND PROVIDE (3) CURB EXTENSIONS.
- ❖ FURNISH AND INSTALL (1) 10-TON STRAIGHT COOL ROOFTOP PACKAGE UNIT EQUAL TO CARRIER BRAND.
- ❖ FURNISH AND INSTALL (3) CURB EXTENSIONS TO RAISE UNITS UP PER CODE REQUIREMENT. **ROOFING BY OTHERS.**
- ❖ REMOVE AND DISPOSE OF OLD RTU IN AN ENVIRONMENTALLY SAFE MANNER.
- ❖ RECLAIM OLD REFRIGERANT IF NEEDED.
- ❖ EXTEND & RE-CONNECT TO EXISTING CONDENSATE LINES.
- ❖ EXTEND & RE-CONNECT TO EXISTING SUPPLY & RETURN DUCT DROP-INS.
- ❖ **ELECTRICAL/POWER CONNECTIONS NOT INCLUDED.**
- ❖ CRANE LIFT INCLUDED.
- ❖ START-UP OF NEW HVAC EQUIPMENT.
- ❖ HVAC PERMIT AS REQUIRED.
- ❖ ALL APPLICABLE TAXES INCLUDED.
- ❖ PROPOSAL IS FOR LABOR AND MATERIAL.

CLARIFICATIONS

- ❖ **CRANE IS INCLUDED FOR (2) DAYS ONLY. ADDITIONAL DAYS IS AN EXTRA CHARGE.**
- ❖ **DURING SITE VISIT IT WAS FOUND (2) OTHER UNITS APPEAR TO BE RAISED HIGH ENOUGH, HOWEVER, THE ROOFING MATERIAL IS NOT COVERING ADEQUATE PORTION OF CURB. YOU MAY BE REQUIRED TO ROOF OVER THE REST OF THE CURB, PER CODE. SEE ALTERNATE 1 PRICE ADD FOR RIGGING OF THESE UNITS SHOULD CURBS NEED TO BE ROOFED OVER AS WELL.**

EXCLUSIONS

- ❖ ELECTRICAL/POWER, DISCONNECTS, ROOFING, ANY OTHER SCOPE NOT MENTIONED ABOVE.

TOTAL QUOTE: \$ 43,260

ALTERNATE 1: RIGGING OF (2) ADDITIONAL EXISTING UNITS IF CURBS NEED TO BE ROOFED OVER. NO CURB EXTENSIONS, LABOR ONLY. **(ROOFING BY OTHERS.) ADD \$550**

ALTERNATE 2: ADDITIONAL CRANE RENTAL P/ DAY, IF NEEDED. **ADD \$3,480 / DAY**

RESPECTFULLY SUBMITTED, **Amaury Sosa | Estimator**

Client: Arlington Ridge-Fairfax Hall-RTU Curb Leak
 Property: 4467 Arlington Ridge Blvd
 Leesburg, FL 34748

Business: (352) 728-2186

Operator: SPHILBEC

Estimator: Simon Philbeck
 Position: Estimator
 Company: Signal Restoration Services
 Business: 2490 Industrial Row
 Troy, MI 48084

Business: (770) 337-4366
 E-mail: sphilbeck@signalrestoration.com

Type of Estimate: Other

Date Entered: 12/11/2023

Date Assigned: 12/4/2023

Date Est. Completed: 12/15/2023

Date Job Completed:

Price List: FLLE8X_DEC23

Labor Efficiency: Restoration/Service/Remodel

Estimate: 40-2302-15130

Signal Restoration Services (Signal) respectfully submits the attached Scope of Work to provide our services for the structure at the above referenced location. The Scope of Work is based on our site visit conducted for damages associated with a OTHER loss. The following processes were prepared without the aid of drawings: architectural, framing; mechanical; electrical; & plumbing. Signal reserves the right to adjust pricing upon the completion of demolition operations. We have created the Scope of Work based on our visible inspection and general knowledge of the structures typical construction. Additional drywall layers, insulation, or other materials may be found once demolition is started, which will need to be added to this scope. This Scope of Work includes all labor, material, and taxes as projected for the site conditions as they are known. If additional items become apparent, that were not readily visible during our inspection, the Scope of Work may change. If the Scope of Work decreases from what has been identified, the attached Scope of Work will be adjusted as well.

It is assumed that Signal Restoration Services will have necessary access to the facility. Common utilities such as water and electrical power must be readily available in suitable quantities. Signal Restoration Services can provide these items at an additional cost if not available.

EXCLUSIONS

This proposal does not include any of the following:

- 1 - Removal and disposal of any harmful building materials or contents. Pursuant to Federal Regulations an Asbestos Containing Materials survey must be obtained before any demolition of building components occur. This proposal does not include any testing or abatement associated with the removal of Asbestos Containing Materials.
- 2 - Removal or disposal of any hazardous materials or other environmental contaminants.
- 3 - Allowances for any issues concerning Apparent Mold Growth on building materials.
- 4 - Overtime or premium rates for after hours work.
- 5 - Hidden damages or defects.
- 6 - Code compliance items that may be required by the local building authority.
- 7 - Damages to concrete flat work and landscape.

NOTE

- Attached is an overhead picture for labeling and concise understanding of which units are referenced for work.

Our estimate and/or report is confidential and proprietary. We understand that it may be submitted to or made available to the insured's insurance company. Permission is hereby granted for this limited distribution and/or review. No further distribution, including by the insured's insurer, is permitted without our prior written consent.

The Scope of Work has been prepared using the Xactimate estimating platform, which is based on unit pricing. Not all line items may be necessary to be completed but they are part of the overall project price. Signal reserves the right to use alternate methods to restore the facility to its pre-loss condition, with like kind and quality materials. The Xactimate unit costs are updated at the beginning of every month. Due to the current market conditions for material and labor costs, Signal reserves the right to re-price projects that have not started prior to the beginning of the new price list cycle. Any increase or decrease in unit costs will be provided to the owner and their insurance carrier.

If you have any questions regarding this proposal, please do not hesitate to contact Simon Philbeck directly at 770-337-4366 or via email at sphilbeck@signalrestoration.com.

Regards,

Simon Philbeck
Estimator
Signal Restoration Services
2490 Industrial Row
Troy, MI 48084
Cell: 770-337-4366
Office: 248-288-6300
Fax: 817-394-1605
Emergency: 800.533.9898
www.signalrestoration.com

40-2302-15130

Roof

Roof

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
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Mechanical

1. Heat, Vent, & Air Conditioning (Bid Item)	1.00 EA	0.00	27,552.00	0.00	5,785.92	33,337.92
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RTU- 1

(1) Carrier 10 ton Packaged Rooftop Unit- 50FC-M12A2B5

(1) Curb Adapter to raise unit up 12"

Connect to existing condensate piping

Permit

Crane- 50 Ton- 90ft reach

Unit accessories included: Heater, Motorized fresh air unit, thermostat.

2. Heat, Vent, & Air Conditioning (Bid Item)	1.00 EA	0.00	9,836.96	0.00	2,065.77	11,902.73
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RTU 3 and Daiken-(RTU2) unit:

8" Curb adapter to raise bottom of unit to 12" above roof.

Crane

Connect to existing condensate piping.

3. Heat, Vent, & Air Conditioning (Paid Bill)	1.00 EA	0.00	218.00	0.00	45.78	263.78
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Inspection for the assessment and development of a load plan.

Electrical

4. Electrical (Bid Item)	3.00 EA					OPEN ITEM
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Please note that this item may be added if the sum total dependant upon the need for wiring to be replaced at the time of the install.

General

5. Crane and operator - 50 ton capacity	1.00 HR					OPEN ITEM
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The crane is accounted for in the HVAC bid price for a maximum eight hours, If there is additional time needed a supplement shall be added as required.

Total: Roof				0.00	7,897.47	45,504.43
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General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
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6. Commercial Supervision / Project Management - per hour	20.00 HR	0.00	80.52	0.00	338.18	1,948.58
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8 hours site supervision, 4 hours for travel, 6 hours for estimation and project oversight.

7. Barricade/warning sign/traffic cone - Min. equip. charge	1.00 EA	0.00	52.50	0.00	11.03	63.53
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Totals: General Conditions				0.00	349.21	2,012.11
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Total: Roof	0.00	8,246.68	47,516.54
Line Item Totals: 40-2302-15130	0.00	8,246.68	47,516.54

Summary

Line Item Total	39,269.86
Overhead	3,926.99
Profit	4,319.69
Replacement Cost Value	\$47,516.54
Net Claim	\$47,516.54

Simon Philbeck
Estimator

Recap of Taxes, Overhead and Profit

	Overhead (10%)	Profit (10%)	Material Sales Tax (7%)	Cleaning Mat Tax (7%)	Total Cleaning Tax (7%)	Laundrying Tax (2%)	Manuf. Home Tax (6%)	Storage Rental Tax (7%)
Line Items	3,926.99	4,319.69	0.00	0.00	0.00	0.00	0.00	0.00
Total	3,926.99	4,319.69	0.00	0.00	0.00	0.00	0.00	0.00

Recap by Room

Estimate: 40-2302-15130

Area: Roof	37,606.96	95.77%
General Conditions	1,662.90	4.23%
<hr/>		
Area Subtotal: Roof	39,269.86	100.00%
<hr/>		
Subtotal of Areas	39,269.86	100.00%
<hr/>		
Total	39,269.86	100.00%

Recap by Category

O&P Items	Total	%
HEAT, VENT & AIR CONDITIONING	37,606.96	79.14%
LABOR ONLY	1,610.40	3.39%
TEMPORARY REPAIRS	52.50	0.11%
O&P Items Subtotal	39,269.86	82.64%
Overhead	3,926.99	8.26%
Profit	4,319.69	9.09%
Total	47,516.54	100.00%



Roof

Client: Arlington Ridge-Fairfax Hall-RTU Curb Leak
 Property: 4467 Arlington Ridge Blvd
 Leesburg, FL 34748

Business: (352) 728-2186

Operator: SPHILBEC

Estimator: Simon Philbeck
 Position: Estimator
 Company: Signal Restoration Services
 Business: 2490 Industrial Row
 Troy, MI 48084

Business: (770) 337-4366
 E-mail: sphilbeck@signalrestoration.com

Type of Estimate: Water Damage
 Date Entered: 12/11/2023 Date Assigned: 12/4/2023
 Date Est. Completed: 12/15/2023 Date Job Completed:

Price List: FLLE8X_DEC23
 Labor Efficiency: Restoration/Service/Remodel
 Estimate: 40-2308-15130

Signal Restoration Services (Signal) respectfully submits the attached Scope of Work to provide our services for the structure at the above referenced location. The Scope of Work is based on our site visit conducted for damages associated with a WATER loss. The following processes were prepared without the aid of drawings: architectural, framing; mechanical; electrical; & plumbing. Signal reserves the right to adjust pricing upon the completion of demolition operations. We have created the Scope of Work based on our visible inspection and general knowledge of the structures typical construction. Additional drywall layers, insulation, or other materials may be found once demolition is started, which will need to be added to this scope. This Scope of Work includes all labor, material, and taxes as projected for the site conditions as they are known. If additional items become apparent, that were not readily visible during our inspection, the Scope of Work may change. If the Scope of Work decreases from what has been identified, the attached Scope of Work will be adjusted as well.

It is assumed that Signal Restoration Services will have necessary access to the facility. Common utilities such as water and electrical power must be readily available in suitable quantities. Signal Restoration Services can provide these items at an additional cost if not available.

EXCLUSIONS

This proposal does not include any of the following:

- 1 - Removal and disposal of any harmful building materials or contents. Pursuant to Federal Regulations an Asbestos Containing Materials survey must be obtained before any demolition of building components occur. This proposal does not include any testing or abatement associated with the removal of Asbestos Containing Materials.
- 2 - Removal or disposal of any hazardous materials or other environmental contaminants.
- 3 - Allowances for any issues concerning Apparent Mold Growth on building materials.
- 4 - Overtime or premium rates for after hours work.
- 5 - Hidden damages or defects.
- 6 - Code compliance items that may be required by the local building authority.
- 7 - Damages to concrete flat work and landscape.

NOTE

- During the initial inspection of the property there were several indicators of water damage on the ceiling of the Ballroom, as staining was minimal from underneath Signal believes the best course of action is to open the substrate of

building material in order to visually confirm the lack of any secondary damage being present. The following estimate outlines the course of work to be performed in order to confirm the current state while taking correct precautions.

- We recommend containment staying in place for the reconstruction / repairs to be made with a separate reconstruction estimate to be submitted after visual confirmation for lack of or completion of removal for any secondary damage if prevalent in the damaged area.

Our estimate and/or report is confidential and proprietary. We understand that it may be submitted to or made available to the insured's insurance company. Permission is hereby granted for this limited distribution and/or review. No further distribution, including by the insured's insurer, is permitted without our prior written consent.

The Scope of Work has been prepared using the Xactimate estimating platform, which is based on unit pricing. Not all line items may be necessary to be completed but they are part of the overall project price. Signal reserves the right to use alternate methods to restore the facility to its pre-loss condition, with like kind and quality materials. The Xactimate unit costs are updated at the beginning of every month. Due to the current market conditions for material and labor costs, Signal reserves the right to re-price projects that have not started prior to the beginning of the new price list cycle. Any increase or decrease in unit costs will be provided to the owner and their insurance carrier.

If you have any questions regarding this proposal, please do not hesitate to contact Simon Philbeck directly at 770-337-4366 or via email at sphilbeck@signalrestoration.com.

Regards,

Simon Philbeck
Estimator
Signal Restoration Services
2490 Industrial Row
Troy, MI 48084
Cell: 770-337-4366
Office: 248-288-6300
Fax: 817-394-1605
Emergency: 800.533.9898
www.signalrestoration.com

40-2308-15130

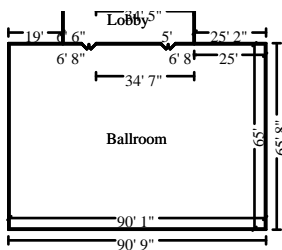
Main Level

Main Level

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
1. Commercial Supervision / Project Management - per hour	7.50 HR	0.00	80.52	0.00	603.90
Total: Main Level				0.00	603.90

General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
2. Equipment setup, take down, and monitoring (hourly charge) half and hour for set up and half an hour for take down. .15 hours per day to insure good operating order and containment being secure at the equipments securing point.	1.75 HR	0.00	64.57	0.00	113.00
3. Equipment decontamination charge - per piece of equipment	1.00 EA	0.00	37.97	0.40	38.37
Totals: General Conditions				0.40	151.37



Ballroom

Height: 16'

4,894.33 SF Walls	5,855.42 SF Ceiling
10,749.75 SF Walls & Ceiling	5,855.42 SF Floor
650.60 SY Flooring	300.17 LF Floor Perimeter
310.17 LF Ceil. Perimeter	

Door	5' X 6' 10"	Opens into LOBBY
Door	5' X 6' 10"	Opens into LOBBY

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
DEMOLITION					
4. Tear out wet drywall, cleanup, bag - Cat 3 Exploratory Demo	32.00 SF	1.95	0.00	0.47	62.87
5. Remove wet ceiling tile & drywall and bag - Cat 3	8.00 SF	2.03	0.00	0.08	16.32
CLEANING					
6. Clean suspended ceiling grid	8.00 SF	0.00	0.40	0.23	3.43
7. HEPA Vacuuming - Detailed - (PER SF)	32.00 SF	0.00	0.98	0.00	31.36

CONTINUED - Ballroom

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
This number is speculative and may need to be increased dependant upon findings.					
8. Clean the surface area - Light	1,680.00 SF	0.00	0.35	42.42	630.42
Cleaning of containment and demo'd area with surfactant.					
9. Seal floor/ceiling joist system (anti-microbial coating)	40.00 SF	0.00	3.32	5.99	138.79
Number is speculative.					
<u>EQUIPMENT</u>					
10. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	5.00 DA	0.00	106.51	0.00	532.55
11. Containment Barrier - tension post (per day)	84.00 DA	0.00	3.35	0.00	281.40
12 post for 7 days					
12. Scaffolding Setup & Take down - per hour	3.00 HR	0.00	52.41	0.00	157.23
Half hour per section per set up and per take down.					
13. Scaffold - per section (per week)	3.00 WK	0.00	60.43	0.00	181.29
<u>CONTENTS</u>					
14. Content Manipulation charge - per hour	1.00 HR				OPEN ITEM
This number may be subject to supplementation based upon the need if any.					
<u>GENERAL</u>					
15. Containment Barrier/Airlock/Decon. Chamber	1,680.00 SF	0.00	1.21	19.99	2,052.79
16. Peel & seal zipper - heavy duty	2.00 EA	0.00	17.78	1.76	37.32
17. Add for personal protective equipment - Heavy duty	4.00 EA	0.00	39.81	11.15	170.39
Two set for two workers.					
18. Add for HEPA filter (for canister/backpack vacuums)	1.00 EA	0.00	82.53	4.56	87.09
19. Add for HEPA filter (for neg. air machine/vacuum - Large)	1.00 EA	0.00	327.59	21.72	349.31
20. Haul debris - per pickup truck load - including dump fees	1.00 EA	173.41	0.00	0.00	173.41
21. Apply plant-based anti-microbial agent to the surface area	100.00 SF	0.00	0.38	0.35	38.35
Disinfecting any surfaces inside the ceiling cavity that may need to be treated, this number is speculative.					
Totals: Ballroom				108.72	4,944.32
Total: Main Level				109.12	5,699.59

Labor Minimums Applied

CONTINUED - Labor Minimums Applied

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
22. Water extract/remediation labor minimum	1.00 EA	0.00	1.02	0.00	1.02
23. Painting labor minimum	1.00 EA	0.00	184.03	0.00	184.03
Totals: Labor Minimums Applied				0.00	185.05
Line Item Totals: 40-2308-15130				109.12	5,884.64

Grand Total Areas:

5,851.33 SF Walls	6,689.57 SF Ceiling	12,540.90 SF Walls and Ceiling
6,689.57 SF Floor	743.29 SY Flooring	418.33 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	438.33 LF Ceil. Perimeter
6,689.57 Floor Area	6,821.04 Total Area	5,851.33 Interior Wall Area
5,278.50 Exterior Wall Area	349.83 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	

Summary

Line Item Total	5,775.52
Material Sales Tax	66.47
Cleaning Mat Tax	1.19
Subtotal	5,843.18
Total Cleaning Tax	41.46
Replacement Cost Value	\$5,884.64
Net Claim	\$5,884.64

Simon Philbeck
Estimator

Recap of Taxes

	Material Sales Tax (7%)	Cleaning Mat Tax (7%)	Total Cleaning Tax (7%)	Laundering Tax (2%)	Manuf. Home Tax (6%)	Storage Rental Tax (7%)
Line Items	66.47	1.19	41.46	0.00	0.00	0.00
Total	66.47	1.19	41.46	0.00	0.00	0.00

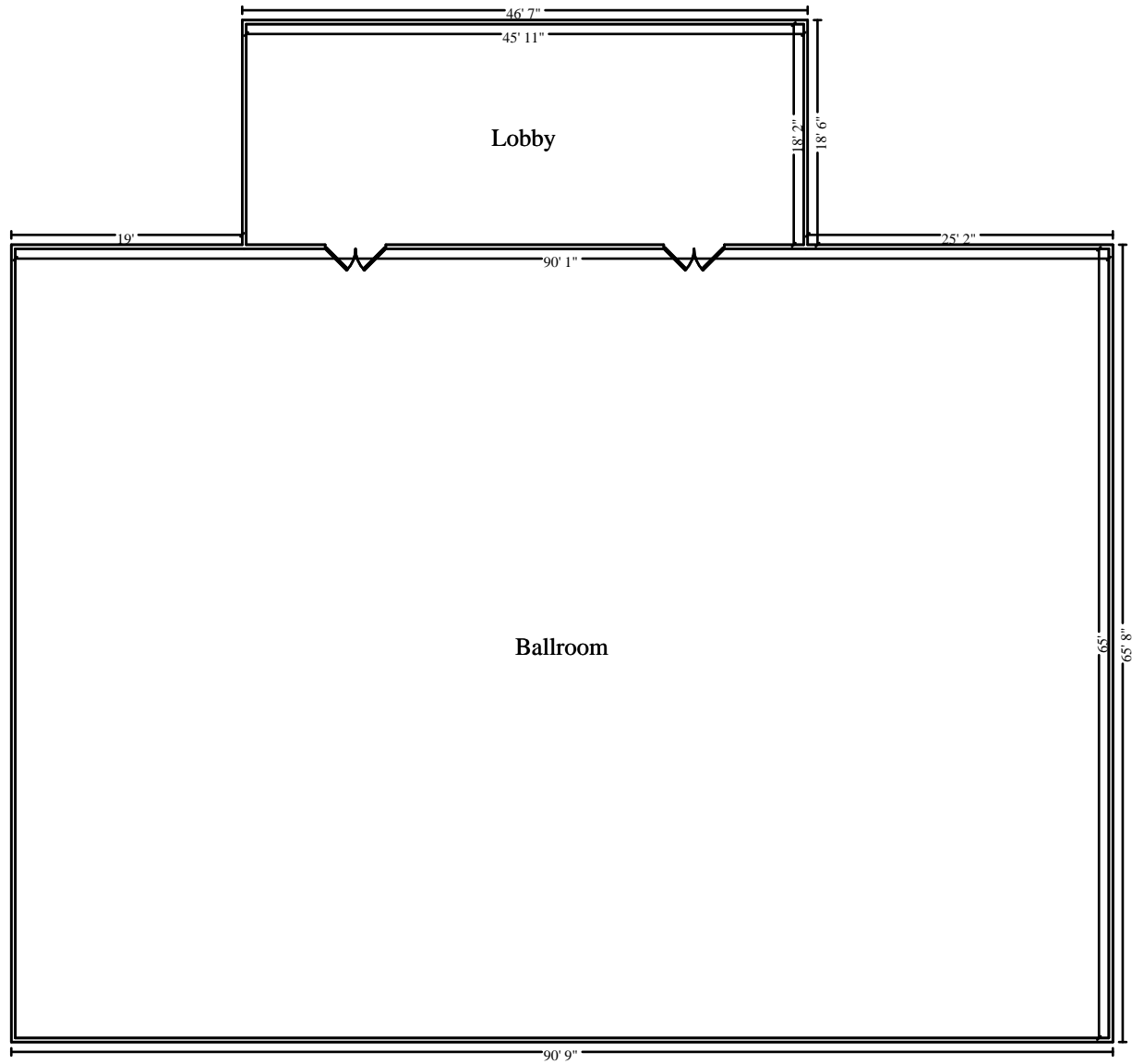
Recap by Room

Estimate: 40-2308-15130

Area: Main Level	603.90	10.46%
General Conditions	150.97	2.61%
Ballroom	4,835.60	83.73%
<hr/>		
Area Subtotal: Main Level	5,590.47	96.80%
Labor Minimums Applied	185.05	3.20%
<hr/>		
Subtotal of Areas	5,775.52	100.00%
<hr/>		
Total	5,775.52	100.00%

Recap by Category

Items	Total	%
CLEANING	591.20	10.05%
GENERAL DEMOLITION	252.05	4.28%
HAZARDOUS MATERIAL REMEDIATION	3,521.03	59.83%
LABOR ONLY	603.90	10.26%
PAINTING	316.83	5.38%
SCAFFOLDING	338.52	5.75%
WATER EXTRACTION & REMEDIATION	151.99	2.58%
Subtotal	5,775.52	98.15%
Material Sales Tax	66.47	1.13%
Cleaning Mat Tax	1.19	0.02%
Total Cleaning Tax	41.46	0.70%
Total	5,884.64	100.00%



Main Level

Subection 6F

Disposal Items

Arlington Ridge CDD Disposal Items





Section 7

Consent Agenda

Subsection 7A

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, January 18, 2024, 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 |
| Jim Piersall | Assistant Secretary |

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

- | | |
|-------------------------------------|-------------------------------------|
| Angel Montagna | District Manager: Inframark |
| Jeanie Johnson | District Manager: Inframark |
| Meredith Hammock | Attorney: Kilinski Van Wyk |
| Jason DeWildt | Director of Golf, Troon |
| Lee Graffius | Community Director, Inframark |
| 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

Mr. Hoover 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 on Agenda Items

A Resident (Lot 851) commented on emails sent to the Board, read part of one email into the record, management, restaurant, RFPs, and example of successful golf course in Sebring.

A Resident (Lot 468) commented on hiring staff with management companies, how long it takes for employees who are newly hired, and requested they be given a chance to learn.

A Resident (Lot 908) commented on the RFPs, lease-management option, and timing of a new contract.

Arlington Ridge CDD
 January 18, 2024, regular meeting

44 A Resident (Lot 735) commented the Board is not listening to the community, Troon
 45 should not manage the restaurant, losses, lease the restaurant so it does not drain the rest
 46 of the community, unknowns, and requested Troon needs to go.

47 A Resident (Lot 325) commented on previous problems, Mr. DeWildt is responsive,
 48 and suggested he be allowed to fix the problems.

49 A Resident (Lot 105) commented on issues, has worked with Troon, contractual
 50 language, could have prevented the community from being divided, and questioned who
 51 signs contracts.

52

53 **FOURTH ORDER OF BUSINESS** **Staff Reports**

54 **A. District Counsel**

55 **i. RFPs for Golf Course and Food and Beverage Operations**

56 Ms. Hammock reviewed changes to the RFPs, performance bond requirement, and
 57 grammar edits.

58 Discussion ensued regarding the RFP for golf course operations, agronomist, suggested
 59 revisions, clarification of definitions, flexibility to make repairs or corrections (e.g.,
 60 drainage), schedule for maintenance activities, meaningful emails from residents with
 61 some suggestions, suggestion to slow down the RFP process, end result desired, possible
 62 RFP advisory group with one Board member serving as the Chair, does not feel Board
 63 members are qualified to draft an RFP, experience of residents who could serve, timing of
 64 the budget cycle will begin before May, suggestion to lease the restaurant, availability of
 65 knowledgeable professionals, simple lease for restaurant, unlikelihood of awarding
 66 contracts prior to the budget cycle, requirements for notice of termination, reasons behind
 67 providing the RFP at the current time, obligations of management and the Board, RFP
 68 process, possibility of doing a simplified RFP process to gauge interest, cannot simplify
 69 an RFP geared toward smaller businesses, process of answering questions during the RFP,
 70 issue of risk, current contract, and current anticipated losses.

71

72 Mr. Middlemiss made a MOTION to remove performance
 73 bond requirement from both food and beverage RFP and golf
 74 course RFP.
 75 Mr. Kostich seconded the motion.

76

77 Discussion ensued regarding explanation of performance bond, why to utilize a
 78 performance bond, matrix to measure performance, protocols to cure deficiencies, updated
 79 charts, memberships, trail fees, components of the timeline, deadlines and dates to be

Arlington Ridge CDD
 January 18, 2024, regular meeting

80 included in the RFPs, RFPs available February 1, onsite visit the week of February 12,
 81 questions answered the week of February 26, proposals due April, bid opening the same
 82 day, RFPs will be advertised, dates to be provided in the RFPs and emailed to the Board,
 83 and agenda item on April 18 to award or reject all bids.

84
 85 Mr. Middlemiss AMENDED the motion to remove
 86 performance bond from food and beverage RFP but keep for
 87 golf course RFP.
 88 Mr. Kostich seconded the amendment.

89
 90 Discussion ensued regarding approval to let RFPs made in February, RFPs available
 91 February 1, pre-proposal meeting and onsite visit the week of February 12, questions
 92 answered the week of February 26, sealed proposals due April 8 at 1:00 p.m., bid opening
 93 the same day probably 1:30 p.m. where bids are publicly announced, RFPs will be
 94 advertised in a newspaper of general circulation and sent by email to interested bidders,
 95 utilize search engines, deadline to issue challenge is February 8, dates to be provided in the
 96 RFPs and emailed to the Board, agenda item on April 18 to award or reject all bids, bidders
 97 invited to attend the April 18 meeting to answer questions, contract negotiation, award
 98 letters mailed, notice of termination, and flexibility built within the schedule to allow extra
 99 time for site visits or question-and-answer period.

100
 101 Mr. Middlemiss made a MOTION to approve the RFP for
 102 golf course operations, amended as discussed, in substantial
 103 form.
 104 Mr. Kostich seconded the motion.

105
 106
 107 Upon VOICE VOTE, with all in favor, unanimous approval
 108 was given (by a margin of 5-0) to the RFP for golf course
 109 operations, amended as discussed, in substantial form.

110
 111 Discussion ensued regarding the RFP for food and beverage operations, financial
 112 statements from bidders, simple lessee option, request tax forms instead of financial
 113 statements, ability to allow small businesses to bid, local point-of-sale system, add pest
 114 control in the kitchen and restaurant areas, repairs, safe server training, employee
 115 background checks and drug-free workplace, operating hours, and requirement applies to
 116 all current Board members.

Arlington Ridge CDD
 January 18, 2024, regular meeting

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Mr. Middlemiss made a MOTION to approve the RFP for food and beverage operations, amended as discussed, in substantial form.
 Mr. Hoover seconded the amendment.

Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the RFP for food and beverage operations, amended as discussed, in substantial form.

Mr. Hammock reminded the Board of ethics training requirement of four hours completed by the end of the calendar year, Form 1 now submitted to Commission on Ethics, and training options legal counsel can provide.

B. District Engineer

Discussion ensued regarding questions asked outside the bid process, clarification how communications can be handled, Board members cannot speak with each other or with potential bidders, and key points of contact will provide answers.

i. Drainage Maintenance Repairs Report

Discussion ensued regarding one depression has been fixed and one is on hold, could not dewater the pond so waiting for it to dry out, adding larger pond numbers to the maps, and Inframark will perform some of the services.

ii. Proposal from Element Environmental for Areas #4 and #5

Discussion ensued regarding no decisions made because still observing and monitoring.

iii. Request for stop Signs

Discussion ensued regarding resident request for stop sign exchanges, not recommended to remove or exchange the stop signs at White Planes Way, suggestion to pull back bushes to increase sight line from Antietam, no suggestion to change two-way stop to four-way stop, transition period for making changes, and interim suggestion before considering a change to a four-way stop.

C. District Manager

Discussion ensued regarding efficiency of meetings, length of meetings, suggestions for more efficient meetings, residents want to be involved and listen to meetings, requested more detailed proposals from Floralawn including locations, changes to approved proposals, Zoom recordings, proposal of \$500 for a company to evaluate, suggestion for the Board to listen to the past couple meetings to determine if current situation is

Arlington Ridge CDD
 January 18, 2024, regular meeting

155 acceptable, suggestion to ask Zoom participants how the audio is, and one replied she can
 156 hear all conversations.

157 **D. Floralawn**

158 Discussion ensued regarding monthly report not included in the package but emailed
 159 today, and questions about previous estimates and the rationale, and recommendation for
 160 staff to meet with Mr. Piersall to answer his questions.

161 **E. Community Director**

162 **i. Regular Report**

163 Mr. Graffius reviewed the monthly report, including RV lot repairs complete, Fairfax
 164 Hall for roof leaks proposals sent to insurance company, Lap Pool work complete and will
 165 take 30 days for chemicals to balance, heaters for Beach Pool and spa delivered today but
 166 parts are on order, retention pond work complete, golf shop doors complete, cart barn
 167 electric notice of commencement issues, pool tables are complete, mulch needs to be
 168 revisited in February, backflow inspections and repairs, tree trimming heights and
 169 jurisdiction for trimming common area trees, no trimming on a resident’s property, cannot
 170 use licensed residents to check backflows because it has to be done with a commercial
 171 license, residents performing work on District property have to be licensed and bonded and
 172 insured, review of seminar held last week, and description of future events.

173 **F. General Manager: Golf, Food and Beverage**

174 **i. Monthly Report**

175 Mr. DeWildt reviewed the monthly report, including closures due to rain, turf practices,
 176 new merchandise to arrive, improvements in food and beverage, reduction of losses, and
 177 looking forward to improvements.

178
 179 **FIFTH ORDER OF BUSINESS** **Break**

180 *The meeting recessed at 4:00 p.m.*

181 *The meeting reconvened at 4:10 p.m.*

182
 183 **SIXTH ORDER OF BUSINESS** **Business Items**

184 **A. Proposals for Tree Removals and Stump Grinding**

185 Discussion ensued regarding proposals, staff recommendation for Floralawn to flush
 186 cut, Triple D will still honor proposal, questions on proposals, deadlines for reports and
 187 proposals, reports or proposals that miss deadlines will not be included until the next
 188 month, BrightView never responded to request for proposals, trees are dead and hazardous,
 189 and Floralawn uses templates for the proposals which will be changed.

190

Arlington Ridge CDD
January 18, 2024, regular meeting

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Mr. Middlemiss made a MOTION to approve the proposal from Floralawn for removal and flush cutting of 15 dead trees, as emailed to the Board today, in the amount of \$1,077.18.
Mr. Hoover seconded the motion.

Discussion ensued regarding no stump grinding.

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Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to the proposal from Floralawn for removal and flush cutting of 15 dead trees, as emailed to the Board today, in the amount of \$1,077.18.

- B. Ratification of Proposal from Florida Aqua Group for Spa Heater**
- C. Ratification of Proposal from Floralawn for Irrigation Repair**
- D. Ratification of White Plains Mainline Repair**

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Mr. Middlemiss made a MOTION to ratify (1) proposal #153 from Florida Aqua Group for the spa heater, in the amount of \$5,980; (2) proposal #9593 from Floralawn for irrigation repair, in the amount of \$2,874.50; and (3) proposal #9739 from Floralawn for mainline repair on White Plains, in the amount of \$3,218.92.
Ms. Murphy seconded the motion.

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Upon VOICE VOTE, with all in favor, unanimous approval was given (by a margin of 5-0) to ratify (1) proposal #153 from Florida Aqua Group for the spa heater, in the amount of \$5,980; (2) proposal #9593 from Floralawn for irrigation repair, in the amount of \$2,874.50; and (3) proposal #9739 from Floralawn for mainline repair on White Plains, in the amount of \$3,218.92.

224

SEVENTH ORDER OF BUSINESS **Consent Agenda**

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227

A. Meeting Minutes from December 21, 2023, Meeting and January 10, 2024, Workshop

228
229

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

230

B. Financial Statements

231
232

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

Arlington Ridge CDD
 January 18, 2024, regular meeting

233 Discussion ensued regarding real estate tax bills and location of the property, repeated
 234 request to move \$8,000 out of capital projects to reimburse reserve fund for the cart path
 235 project, and there should be no holdup in moving that \$8,000 for the next set of financials.

236 **C. Check Register**

237 The check register was included in the agenda package and is available for review in
 238 the local records office and the District Office during normal business hours.

239

240 Mr. Middlemiss made a MOTION to approve the consent
 241 agenda, as presented.
 242 Mr. Kostich seconded the motion.

243

244

245 Upon VOICE VOTE, with all in favor, unanimous approval
 246 was given (by a margin of 5-0) to the consent agenda, as
 247 presented.

248

249 **EIGHTH ORDER OF BUSINESS Other Business**

250 There being none, the next order of business followed.

251 This item will be deleted from future agendas.

252

253 **NINTH ORDER OF BUSINESS Supervisor Requests**

254 Mr. Middlemiss mentioned a repeated request for all references to sales office be
 255 changed to activity center or Blue Ridge Activity Center.

256 Mr. Kostich commented on money market account to be opened, budget numbers to
 257 reflect reality, and if one item is overspent, then take it from another line item. Ms.
 258 Montagna explained the purpose of the budget and why all monies are applied to
 259 appropriate line items, with budget amendments done at the end of the fiscal year, if
 260 needed. Modifications can be made at any time during the fiscal year, but cannot arbitrarily
 261 internally move monies without an official budget amendment. Suggested frequency of
 262 doing budget amendments every six months. This item is tabled for the current time.

263

264 **TENTH ORDER OF BUSINESS Audience Comments**

265 A Resident (Lot 403) commented on information for the pools to be provided to
 266 residents, time involved in allowing the pool to cure, previous requests for food and
 267 beverage and golf course to include the two numbers of how much they made and how
 268 much they lost.

269 A Resident (Lot 242) discussed food and beverage costs, and suggested putting counsel
 270 on retainer due to high legal fees.

Arlington Ridge CDD
January 18, 2024, regular meeting

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ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Middlemiss, seconded by Mr. Kostich, with all in favor, the meeting was adjourned at 4:41 p.m.
--

Secretary/Assistant Secretary

Chairman/Vice Chairman

Subsection 7B

Financial Statements

ARLINGTON RIDGE
Community Development District

Financial Report
(Unaudited)

January 31, 2024

Prepared by



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ARLINGTON RIDGE
Community Development District

Financial Statements

(Unaudited)

January 31, 2024

Balance Sheet
January 31, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	RESERVE FUND	GOLF COURSE FUND	FOOD & BEVERAGE FUND	SERIES 2006A	SERIES 2019 DEBT	SERIES 2019	TOTAL
					DEBT SERVICE FUND	SERVICE FUND	CAPITAL PROJECTS FUND	
ASSETS								
Cash - Checking Account	\$ 1,315,445	\$ 537,385	\$ 51,656	\$ -	\$ -	\$ -	\$ -	1,904,486
Cash - Payroll	-	-	-	109,022	-	-	-	109,022
Cash On Hand/Petty Cash	-	-	3,626	-	-	-	-	3,626
Cash Drawer	-	-	1,200	-	-	-	-	1,200
Accounts Receivable	-	-	2,627	(1,023)	-	-	-	1,604
Accounts Receivable - Other	-	-	31,341	1,319	-	-	-	32,660
Due from Golf	27,942	-	-	-	-	-	-	27,942
Due From General Fund	-	-	-	202,934	-	-	-	202,934
Due From Other Funds	-	-	501,153	-	181,127	50,197	-	732,477
Inventory:								
Food & Beverage	-	-	-	32,056	-	-	-	32,056
ProShop	-	-	70,169	-	-	-	-	70,169
Investments:								
Money Market Account	1,000,000	-	-	-	-	-	-	1,000,000
Construction Fund	-	-	-	-	-	410	8,377	8,787
Fee & Expense A	-	-	-	-	8	-	-	8
Prepayment Account	-	-	-	-	-	5,166	-	5,166
Prepayment Account A	-	-	-	-	17,396	-	-	17,396
Reserve Fund	-	-	-	-	-	26,625	-	26,625
Reserve Fund A	-	-	-	-	117,986	-	-	117,986
Revenue Fund	-	-	-	-	-	35,366	-	35,366
Revenue Fund A	-	-	-	-	161,357	-	-	161,357
Prepaid Items	4,477	-	34,173	500	-	-	-	39,150
Deposits	-	-	19,105	-	-	-	-	19,105
Deposits - Electric	820	-	-	-	-	-	-	820
TOTAL ASSETS	\$ 2,348,684	\$ 537,385	\$ 715,050	\$ 344,808	\$ 477,874	\$ 117,764	\$ 8,377	4,549,942
LIABILITIES								
Accounts Payable	\$ 7,051	\$ -	\$ 29,381	\$ 16,334	\$ -	\$ -	\$ -	52,766
Accrued Expenses	48,094	-	-	-	-	-	-	48,094
Due to Golf/Restaurant	202,934	-	-	-	-	-	-	202,934

Balance Sheet
January 31, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	RESERVE FUND	GOLF COURSE FUND	FOOD & BEVERAGE FUND	SERIES 2006A	SERIES 2019 DEBT	SERIES 2019	TOTAL
					DEBT SERVICE FUND	SERVICE FUND	CAPITAL PROJECTS FUND	
Accrued Payroll	-	-	42,501	19,811	-	-	-	62,312
Accrued Taxes Payable	367	-	-	-	-	-	-	367
Sales Tax Payable	-	-	7,497	4,969	-	-	-	12,466
Deposits	780	-	-	-	-	-	-	780
Outing Deposits	-	-	(3,301)	(3,277)	-	-	-	(6,578)
Deferred Revenue-Memberships	-	-	354,378	32,350	-	-	-	386,728
Other Current Liabilities	-	-	477	-	-	-	-	477
Gift Certificates	-	-	25,837	(3,757)	-	-	-	22,080
Allowance for Unredeemed Gift Cards	-	-	(10,002)	-	-	-	-	(10,002)
Credit Books	-	-	12,735	(7,481)	-	-	-	5,254
Charitable Donations	-	-	4	-	-	-	-	4
Due To Other Funds	208,737	22,587	-	501,153	-	-	-	732,477
TOTAL LIABILITIES	467,963	22,587	459,507	560,102	-	-	-	1,510,159
FUND BALANCES								
Nonspendable:								
Prepaid Items	4,477	-	34,173	500	-	-	-	39,150
Deposits	820	-	-	-	-	-	-	820
Restricted for:								
Debt Service	-	-	-	-	477,874	117,764	-	595,638
Capital Projects	-	-	-	-	-	-	8,377	8,377
Special Revenue	-	-	221,370	-	-	-	-	221,370
Assigned to:								
Operating Reserves	105,370	-	-	-	-	-	-	105,370
Unassigned:	1,770,054	514,798	-	(215,794)	-	-	-	2,069,058
TOTAL FUND BALANCES	\$ 1,880,721	\$ 514,798	\$ 255,543	\$ (215,294)	\$ 477,874	\$ 117,764	\$ 8,377	\$ 3,039,783
TOTAL LIABILITIES & FUND BALANCES	\$ 2,348,684	\$ 537,385	\$ 715,050	\$ 344,808	\$ 477,874	\$ 117,764	\$ 8,377	\$ 4,549,942

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES				
Interest - Investments	\$ 100	\$ 1,095	1095.00%	\$ 1,087
Room Rentals	-	60	0.00%	60
Lexington Spa	3,000	1,602	53.40%	747
Rental Income- Fairfax Hall	2,500	30	1.20%	30
Special Assmnts- Tax Collector	2,454,451	2,311,319	94.17%	35,310
Other Miscellaneous Revenues	-	257	0.00%	-
Access Cards	-	5	0.00%	-
RV Parking Lot Revenue	36,000	10,406	28.91%	7,265
TOTAL REVENUES	2,496,051	2,324,774	93.14%	44,499
EXPENDITURES				
Administration				
P/R-Board of Supervisors	15,000	5,000	33.33%	1,800
FICA Taxes	5,126	306	5.97%	122
Workers' Compensation	850	850	100.00%	-
ProfServ-Arbitrage Rebate	600	600	100.00%	-
ProfServ-Dissemination Agent	5,000	-	0.00%	-
ProfServ-Trustee Fees	10,000	6,869	68.69%	-
Attorney Fees	90,000	29,536	32.82%	7,916
Engineering Fees	75,000	10,430	13.91%	1,537
Management Services	58,963	19,667	33.35%	4,926
Assessment Roll	7,500	7,500	100.00%	-
Auditing Services	4,500	-	0.00%	-
Postage	2,000	44	2.20%	-
Insurance - Property	107,414	104,753	97.52%	87
Insurance - General Liability	10,000	9,745	97.45%	9
Public Officials Insurance	7,000	7,302	104.31%	-
Legal Advertising	5,000	243	4.86%	106
Website Administration	1,600	-	0.00%	-
Information Technology	3,000	-	0.00%	-
Miscellaneous Expenses	1,000	3,503	350.30%	245
Annual District Filing Fee	175	175	100.00%	-
Dues, Licenses, Subscriptions	3,250	3,669	112.89%	1,227
Total Administration	412,978	210,192	50.90%	17,975

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

<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>JAN-24 ACTUAL</u>
<u>Gatehouse</u>				
Contracts-Security Services	150,000	50,541	33.69%	12,637
Utility - Water & Sewer	600	150	25.00%	49
Utility - Electric	4,620	809	17.51%	201
Street Lights	118,800	36,073	30.36%	9,221
Repairs & Maintenance	2,500	75	3.00%	43
Security Enhancements	1,500	-	0.00%	-
Total Gatehouse	278,020	87,648	31.53%	22,151
<u>Capital Expenditures & Projects</u>				
Annual Projects	200,000	47,255	23.63%	9,850
Total Capital Expenditures & Projects	200,000	47,255	23.63%	9,850
<u>Towncenter Administration</u>				
Pest Control	576	-	0.00%	-
Onsite Management	274,827	91,609	33.33%	22,902
Janitorial Services & Supplies	77,645	33,658	43.35%	15,964
Utility - Water & Sewer	2,037	438	21.50%	146
Utility - Electric	4,400	1,049	23.84%	315
Rentals & Leases	4,500	1,101	24.47%	389
Repairs & Maintenance	32,000	2,822	8.82%	1,223
Special Events	5,000	493	9.86%	493
Office Supplies	4,500	373	8.29%	37
Computer Supplies/Equipment	3,500	-	0.00%	-
Total Towncenter Administration	408,985	131,543	32.16%	41,469
<u>Common Area/Recreation</u>				
Utility - Water & Sewer	9,900	909	9.18%	341
Utility - Electric	1,375	2,934	213.38%	731
Repairs & Maintenance	30,000	11,208	37.36%	9,044
Roadway Repair & Maintenance	25,000	-	0.00%	-
Irrigation Repairs & Maintenance	35,000	23,162	66.18%	10,128
Landscape - Mulch	23,675	2,250	9.50%	2,250
Landscape Maintenance	307,920	98,249	31.91%	24,004
Landscape Replacement	20,000	2,923	14.62%	-
Landscape- Storm Clean Up & Tree Removal	45,000	1,310	2.91%	-

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Pond/Littoral Shelf & Wetland Mgmt	33,475	10,380	31.01%	2,175
Sports Courts Maintenance & Supplies	3,000	3,120	104.00%	-
Holiday Decoration	5,000	2,169	43.38%	411
Total Common Area/Recreation	539,345	158,614	29.41%	49,084
<u>Fairfax Hall</u>				
Utility - Water & Sewer	1,516	336	22.16%	114
Utility - Electric	19,000	5,679	29.89%	1,122
Repairs & Maintenance	15,000	1,203	8.02%	145
Total Fairfax Hall	35,516	7,218	20.32%	1,381
<u>Social Center</u>				
Utility - Water & Sewer	1,650	138	8.36%	-
Utility - Electric	5,878	2,045	34.79%	792
Repairs & Maintenance	7,500	455	6.07%	-
Dues, Licenses, Subscriptions	-	(600)	0.00%	-
Total Social Center	15,028	2,038	13.56%	792
<u>Lexington Spa</u>				
ProfServ-Pool Maintenance	70,000	24,368	34.81%	6,325
Utility - Water & Sewer	25,000	7,233	28.93%	3,050
Utility - Electric	62,380	17,803	28.54%	3,584
Repairs & Maintenance	20,000	17,131	85.66%	13,513
Total Lexington Spa	177,380	66,535	37.51%	26,472
<u>Sales Center</u>				
Utility - Water & Sewer	3,500	814	23.26%	-
Utility - Electric	10,000	1,511	15.11%	467
Operations & Maintenance	36,000	3,130	8.69%	-
Total Sales Center	49,500	5,455	11.02%	467
<u>RV Lot</u>				
Maintenance & Repairs	15,500	46	0.30%	46
Total RV Lot	15,500	46	0.30%	46

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
TOTAL EXPENDITURES	2,132,252	716,544	33.61%	169,687
Excess (deficiency) of revenues Over (under) expenditures	363,799	1,608,230	442.07%	(125,188)
<u>OTHER FINANCING SOURCES (USES)</u>				
Transfer Out - Capital Reserve	(200,000)	-	0.00%	-
Transfer Out - Golf Course/Food & Beverage	(76,299)	-	0.00%	-
Transfer Out- Sales Center Revenue	(87,500)	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	(363,799)	-	0.00%	-
Net change in fund balance	\$ -	\$ 1,608,230	0.00%	\$ (125,188)
FUND BALANCE, BEGINNING (OCT 1, 2023)	272,491	272,491		
FUND BALANCE, ENDING	\$ 272,491	\$ 1,880,721		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 30	\$ 7,457	24856.67%	\$ 645
TOTAL REVENUES	30	7,457	24856.67%	645
<u>EXPENDITURES</u>				
<u>Administration</u>				
Miscellaneous Expenses	75	-	0.00%	-
Total Administration	75	-	0.00%	-
TOTAL EXPENDITURES	75	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	(45)	7,457	-16571.11%	645
<u>OTHER FINANCING SOURCES (USES)</u>				
Transfer In - General Fund	200,000	-	0.00%	-
Transfer In - GF (Sales Center)	87,500	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	287,500	-	0.00%	-
Net change in fund balance	\$ 287,455	\$ 7,457	2.59%	\$ 645
FUND BALANCE, BEGINNING (OCT 1, 2023)	507,341	507,341		
FUND BALANCE, ENDING	\$ 794,796	\$ 514,798		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES				
Interest - Investments	\$ 5,818	\$ 5,357	92.08%	\$ 1,224
Special Assmnts- Tax Collector	203,740	180,473	88.58%	4,702
Special Assmnts- Prepayment	-	15,515	0.00%	-
TOTAL REVENUES	209,558	201,345	96.08%	5,926
EXPENDITURES				
Debt Service				
Principal Debt Retirement	95,000	-	0.00%	-
Principal Debt Retirement - Special Call	-	40,000	0.00%	-
Interest Expense	95,150	47,575	50.00%	-
Total Debt Service	190,150	87,575	46.06%	-
TOTAL EXPENDITURES	190,150	87,575	46.06%	-
Excess (deficiency) of revenues Over (under) expenditures	19,408	113,770	586.20%	5,926
Net change in fund balance	\$ 19,408	\$ 113,770	586.20%	\$ 5,926
FUND BALANCE, BEGINNING (OCT 1, 2023)	364,104	364,104		
FUND BALANCE, ENDING	\$ 383,512	\$ 477,874		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 1,167	\$ 1,311	112.34%	\$ 319
Special Assmnts- Tax Collector	56,464	50,016	88.58%	1,303
Special Assmnts- Prepayment	-	2,681	0.00%	-
TOTAL REVENUES	57,631	54,008	93.71%	1,622
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	35,000	-	0.00%	-
Principal Prepayments	-	5,000	0.00%	-
Interest Expense	20,520	10,080	49.12%	-
Total Debt Service	55,520	15,080	27.16%	-
TOTAL EXPENDITURES	55,520	15,080	27.16%	-
Excess (deficiency) of revenues Over (under) expenditures	2,111	38,928	1844.05%	1,622
Net change in fund balance	\$ 2,111	\$ 38,928	1844.05%	\$ 1,622
FUND BALANCE, BEGINNING (OCT 1, 2023)	78,836	78,836		
FUND BALANCE, ENDING	\$ 80,947	\$ 117,764		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 35	0.00%	\$ -
TOTAL REVENUES	-	35	0.00%	-
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	35	0.00%	-
Net change in fund balance	\$ -	\$ 35	0.00%	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2023)	-	8,342		
FUND BALANCE, ENDING	\$ -	\$ 8,377		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES				
Green Fees-GS	\$ 718,741	\$ 217,943	30.32%	\$ 67,965
Green Fees-Outings-GS	178,478	69,289	38.82%	20,643
Green Fees-Members-GS	23,700	13,160	55.53%	3,289
PS-Other Income-GS	-	(281)	0.00%	(297)
Cart Fees-GS	965	285	29.53%	37
Cart Fees-Outings-GS	2,579	841	32.61%	47
Range-GS	27,181	9,825	36.15%	2,594
Instruction-Individual -INST	1,200	150	12.50%	75
Gratuity-Outings-F&B	-	(342)	0.00%	-
Range-Members-GS	15,050	5,172	34.37%	1,452
Membership Dues - monthly	585,940	163,791	27.95%	38,777
Golf Ball Sales	26,400	9,604	36.38%	1,711
Glove Sales	9,675	2,925	30.23%	639
Headwear Sales	7,449	2,796	37.54%	609
Ladies' Wear Sales	9,250	3,255	35.19%	278
Men's Wear Sales	25,500	4,847	19.01%	1,427
Club Sales	21,250	1,871	8.80%	1,524
Rental Clubs Sales	1,094	911	83.27%	252
Bag Sales	4,222	1,109	26.27%	-
General Merchandise Sales	12,300	2,309	18.77%	505
Outerwear Sales	600	110	18.33%	51
Footwear Sales	13,950	2,065	14.80%	424
Handicap Fee Sales	2,746	2,324	84.63%	140
Tobacco	1,675	454	27.10%	59
Other Miscellaneous Revenues	1,200	7,668	639.00%	3,917
TOTAL REVENUES	1,691,145	522,081	30.87%	146,118

COST OF SALES

COS - Golf Balls	18,084	5,985	33.10%	3,907
COS - Gloves	6,627	1,424	21.49%	146
COS - Headwear	5,102	1,870	36.65%	370
COS - Ladies' Wear	6,336	506	7.99%	506
COS - Men's Wear	17,468	5,665	32.43%	589
COS - Miscellaneous	-	1,652	0.00%	311
COS - Clubs	14,556	786	5.40%	524
COS - Outerwear	411	-	0.00%	-
COS - Bags	2,892	929	32.12%	-
COS - Tobacco	1,147	-	0.00%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
COS - Footwear	9,556	1,579	16.52%	288
COS - Inventory General	8,426	-	0.00%	-
Total Cost of Sales	90,605	20,396	22.51%	6,641
GROSS PROFIT	1,600,540	501,685	31.34%	139,477

EXPENDITURES

General & Administrative

Payroll-Hourly	6,000	-	0.00%	-
Payroll-Benefits	40,320	8,420	20.88%	1,863
Payroll-Managers	31,150	24,091	77.34%	7,026
Payroll-Processing Fee	11,520	3,707	32.18%	962
Payroll - Bonus	3,115	-	0.00%	-
Payroll Taxes	50,067	2,429	4.85%	547
401(K) Plan	-	1,001	0.00%	468
Legal/Accounting/Professional	313	-	0.00%	-
BCG Management	69,153	23,050	33.33%	5,763
Contracts-Pest Control	324	88	27.16%	-
IT Support	2,918	1,026	35.16%	320
Travel and Per Diem	2,112	911	43.13%	204
Training/Staff Development	-	240	0.00%	240
Communication - Telephone	1,728	576	33.33%	144
Communication - Mobile	576	96	16.67%	-
Postage	429	88	20.51%	17
Fed-Ex/Courier	-	24	0.00%	-
Utility - Water & Sewer	808	116	14.36%	51
Garbage Removal	1,020	191	18.73%	93
Utility - Electric	3,920	1,314	33.52%	281
Golf Cart Equip Leases	62,196	7,724	12.42%	498
Insurance-P&C	30,810	7,541	24.48%	1,809
Insurance-Workmans Comp	12,401	4,277	34.49%	1,042
Printing and Binding	528	68	12.88%	68
Marketing	5,625	(102)	-1.81%	-
Help Wanted Ads	896	-	0.00%	-
Promotions	990	-	0.00%	-
Graphic Design	2,376	792	33.33%	198
Membership Programs	792	305	38.51%	-
Advertising (Print)	2,970	1,630	54.88%	1,119
Advertising (Electronic)	681	-	0.00%	-
Misc-Employee Meals	5,226	1,307	25.01%	436

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Misc-Credit Card Fees	31,523	10,530	33.40%	2,572
Internet Access	3,120	872	27.95%	412
TV/Cable or Dish	320	(747)	-233.44%	(772)
Employee Testing-Hiring	48	-	0.00%	-
Bank Fees	192	1,071	557.81%	298
Finance Charges	-	148	0.00%	148
POS System Hardware	-	4,662	0.00%	1,103
Misc-Security	407	-	0.00%	-
Website & Newsletter	6,930	2,326	33.56%	593
Misc.-Personal Property Taxes	8,553	2,048	23.94%	473
Office Supplies	1,470	676	45.99%	168
Cleaning Supplies	714	17	2.38%	-
Computer Supplies/Equipment	-	926	0.00%	-
Operating Supplies	504	79	15.67%	79
Clubhouse Cleaning Service G&A	2,820	-	0.00%	-
Software	1,277	670	52.47%	109
Chamber / Organization Dues	250	-	0.00%	-
Total General & Administrative	409,092	114,188	27.91%	28,332
<u>Maintenance and Landscaping</u>				
Payroll-Hourly	170,026	89,266	52.50%	21,809
Payroll-Managers	84,792	27,033	31.88%	6,813
Payroll - Bonus	4,240	-	0.00%	-
Payroll Taxes	-	9,139	0.00%	2,330
Outside Services	3,372	483	14.32%	31
Oil/Lube	-	545	0.00%	-
Aerification	8,500	-	0.00%	-
Gas Diesel	26,600	7,929	29.81%	1,422
Communication - Mobile	900	150	16.67%	-
Utility - Irrigation	35,880	8,240	22.97%	706
Electricity - Irrigation	27,600	11,202	40.59%	1,534
Garbage Removal	1,596	361	22.62%	-
Utility - Electric	7,025	2,404	34.22%	643
Equipment Rental	-	3,218	0.00%	-
R&M-Buildings	1,200	436	36.33%	210
R&M-Irrigation	16,200	8,539	52.71%	1,326
R&M-Pumps	3,000	1,062	35.40%	-
Equip Maint/Repair-Fix-AGRO	36,000	17,371	48.25%	3,105

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Sod/Sprigs	5,000	28,694	573.88%	-
Misc-Employee Meals	-	19	0.00%	-
Misc-Licenses & Permits	450	-	0.00%	-
Mileage Reimbursement	-	39	0.00%	-
Cleaning Supplies	-	43	0.00%	43
Supplies-Landscape	4,500	250	5.56%	250
Supplies-Course	7,000	2,634	37.63%	-
Supplies-Shop	1,500	900	60.00%	207
Pre-Emergents	25,000	-	0.00%	-
Sand-Top Dressing greens/tees	11,500	6,317	54.93%	2,152
Op Supplies - Uniforms	1,300	-	0.00%	-
General Chemicals	3,000	-	0.00%	-
Chemicals-Fungicides	14,040	586	4.17%	-
Chemicals-Herbicides	12,000	4,100	34.17%	410
Chemicals-Insecticides	35,000	-	0.00%	-
Chemicals-Growth Regulators	1,000	-	0.00%	-
Chemicals-Wetting Agents	3,996	415	10.39%	-
Fertilizers-Fairways / Roughs	35,000	11,788	33.68%	3,547
Fertilizers-Greens	28,800	1,342	4.66%	-
Supplies-AGRO	-	28	0.00%	-
Supplies - Seeds	60,000	-	0.00%	-
Fertilizers-Trees	-	322	0.00%	322
Small Equipment/Hand Tools	1,000	34	3.40%	-
Waste Removal-Green Waste-AGRO	1,650	2,500	151.52%	-
Chamber / Organization Dues	550	-	0.00%	-
Total Maintenance and Landscaping	679,217	247,389	36.42%	46,860
<u>Golf Operations</u>				
Payroll-Salaries	42,500	12,372	29.11%	3,620
Payroll-Hourly	102,015	43,993	43.12%	10,762
Payroll - Manager-Director of Golf	85,000	18,681	21.98%	-
Payroll Taxes	-	5,052	0.00%	1,202
Training/Staff Development	200	-	0.00%	-
Communication - Mobile	720	270	37.50%	75
Utility - Water & Sewer	444	47	10.59%	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Utility - Electric	7,664	2,248	29.33%	396
Equipment Rental	3,900	-	0.00%	-
R&M-Buildings	1,200	-	0.00%	-
R&M-Golf Cart	900	93	10.33%	93
Equip Maint/Repair-Fix	-	275	0.00%	-
Misc-Handicap Fees	4,600	213	4.63%	-
Misc-Security	-	162	0.00%	81
Mileage Reimbursement	-	111	0.00%	43
Supplies-Scorecards and Pencil	2,000	-	0.00%	-
Operating Supplies	4,600	-	0.00%	-
Op Supplies - Uniforms	2,000	-	0.00%	-
Driving Range Supplies	8,500	5,645	66.41%	590
Chamber / Organization Dues	600	-	0.00%	-
Total Golf Operations	266,843	89,162	33.41%	16,862
<u>Debt Service</u>				
Principal-Capital Lease	92,958	33,959	36.53%	7,040
Interest-Capital Lease	4,431	768	17.33%	165
Total Debt Service	97,389	34,727	35.66%	7,205
TOTAL EXPENDITURES	1,452,541	485,466	33.42%	99,259
Excess (deficiency) of revenues Over (under) expenditures	147,999	16,219	10.96%	40,218
Net change in fund balance	\$ 147,999	\$ 16,219	10.96%	\$ 40,218
FUND BALANCE, BEGINNING (OCT 1, 2023)	239,324	239,324		
FUND BALANCE, ENDING	\$ 387,323	\$ 255,543		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>REVENUES</u>				
Food Sales-On Course-F&B	\$ 7,683	\$ 1,281	16.67%	\$ 277
Food Sales-Banquets-F&B	177,425	53,086	29.92%	3,985
Food Sales-Clubhouse-F&B	503,500	152,386	30.27%	47,185
Non-Alcoholic-Banquets-F&B	8,675	201	2.32%	-
Non-Alcoholic-Clubhouse-F&B	15,563	16,371	105.19%	4,515
Alc Sales (Beer)-Banquets-F&B	26,025	829	3.19%	-
Alc Sales (Beer)-Clubhouse-F&B	106,845	33,890	31.72%	9,227
Alc Sales (Wine)-Banquets-F&B	17,350	400	2.31%	-
Alc Sales (Wine)-Clubhouse-F&B	23,500	15,367	65.39%	4,408
Alc Sales (Liquor)-Banquet-F&B	26,025	1,446	5.56%	24
Alc Sales (Liquor)-Clubhouse-F&B	86,253	31,237	36.22%	8,667
Gratuity-Outings-F&B	-	(142)	0.00%	(86)
Gratuity-Banquets-F&B	-	2,820	0.00%	82
Gratuity-Clubhouse-F&B	-	(8)	0.00%	-
Room Charge-Banquets-F&B	1,400	-	0.00%	-
Room Charge-Clubhouse-F&B	-	150	0.00%	-
Service Charge-Banquets-F&B	4,599	-	0.00%	-
Entertainment-Clubhouse-F&B	-	36	0.00%	20
Food Sales-Outings	-	639	0.00%	-
Non-Alcoholic-On Course-F&B	24,990	3,855	15.43%	773
Alc Sales (Beer)-On Course-F&B	37,253	7,676	20.61%	1,181
Alc Sales (Liquor)-On Course-F&B	8,752	1,365	15.60%	21
Alc Sales (Wine)-On Course-F&B	378	12	3.17%	-
Membership Dues - monthly	29,900	14,177	47.41%	4,193
Food Sales-Snac-Pool-Dflt	28,250	-	0.00%	-
Bev Sales-Snack-Pool-Dflt	2,825	-	0.00%	-
Other Miscellaneous Revenues	3,601	(4,141)	-115.00%	1,603
TOTAL REVENUES	1,140,792	332,933	29.18%	86,075
<u>COST OF SALES</u>				
COS - Golf Balls	-	-	0.00%	(1,901)
COS - Beverage - Alch	91,856	27,619	30.07%	7,966
COS - Beverage - Non Alch	19,780	13,432	67.91%	5,619
COS - Food Sales	272,406	82,321	30.22%	17,061
Total Cost of Sales	384,042	123,372	32.12%	28,745
GROSS PROFIT	756,750	209,561	27.69%	57,330

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>EXPENDITURES</u>				
<u>General & Administrative</u>				
Payroll-Hourly	6,000	-	0.00%	-
Payroll-Benefits	22,680	425	1.87%	135
Payroll-Managers	57,850	14,254	24.64%	2,342
Payroll-Processing Fee	6,480	2,085	32.18%	541
Payroll - Bonus	5,785	-	0.00%	-
Payroll Taxes	37,128	1,029	2.77%	182
401(K) Plan	-	539	0.00%	252
Legal/Accounting/Professional	176	-	0.00%	-
BCG Management	38,898	12,966	33.33%	3,241
Contracts-Pest Control	1,296	350	27.01%	-
IT Support	1,642	577	35.14%	180
Travel and Per Diem	1,188	512	43.10%	115
Training/Staff Development	-	135	0.00%	135
Communication - Telephone	972	324	33.33%	81
Communication - Mobile	324	54	16.67%	-
Postage	231	47	20.35%	9
Fed-Ex/Courier	-	13	0.00%	-
Utility - Water & Sewer	5,927	849	14.32%	373
Garbage Removal	4,080	764	18.73%	372
Utility - Electric	28,744	9,637	33.53%	2,064
Insurance-P&C	16,590	4,061	24.48%	974
Insurance-Workmans Comp	6,976	2,406	34.49%	586
Printing and Binding	272	35	12.87%	35
Marketing	16,875	(305)	-1.81%	-
Help Wanted Ads	504	-	0.00%	-
Promotions	510	-	0.00%	-
Graphic Design	1,224	408	33.33%	102
Membership Programs	408	157	38.48%	-
Advertising (Print)	1,530	843	55.10%	580
Advertising (Electronic)	351	-	0.00%	-
Misc-Employee Meals	3,774	1,693	44.86%	314
Misc-Credit Card Fees	25,116	5,923	23.58%	1,447
Internet Access	1,680	469	27.92%	222
TV/Cable or Dish	6,080	1,458	23.98%	1,000
Employee Testing-Hiring	27	-	0.00%	-
Bank Fees	108	603	558.33%	167
Finance Charges	-	79	0.00%	79
POS System Hardware	-	2,738	0.00%	648

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Misc-Security	229	-	0.00%	-
Website & Newsletter	3,570	1,198	33.56%	306
Office Supplies	3,780	1,737	45.95%	431
Cleaning Supplies	1,836	44	2.40%	-
Computer Supplies/Equipment	-	521	0.00%	-
Operating Supplies	1,296	203	15.66%	203
Clubhouse Cleaning Service G&A	11,280	-	0.00%	-
Software	688	361	52.47%	59
Chamber / Organization Dues	135	-	0.00%	-
Total General & Administrative	324,240	69,192	21.34%	17,175
 <u>Golf Operations</u>				
Linen/Laundry	-	249	0.00%	249
Total Golf Operations	-	249	0.00%	249
 <u>Food and Beverages</u>				
Payroll-Hourly	257,950	121,989	47.29%	31,211
Payroll-Managers	55,000	33,351	60.64%	9,368
Commission-Banquet Sales	13,075	-	0.00%	-
Payroll Taxes	-	14,753	0.00%	3,866
Outside Services	4,300	2,801	65.14%	1,349
Linen/Laundry	20,000	4,349	21.75%	727
Grease Removal	700	1,025	146.43%	1,025
Training/Staff Development	1,500	365	24.33%	-
Communication - Mobile	720	-	0.00%	-
Utility - Gas	14,536	675	4.64%	-
Equipment Rental	6,900	1,550	22.46%	206
R&M-Buildings	3,600	145	4.03%	-
Equip Maint/Repair-Fix	3,000	1,766	58.87%	462
Equip Maint/Repair-Prevent	5,560	1,999	35.95%	-
Miscellaneous Services	-	27	0.00%	-
Misc-Entertainment	10,800	3,082	28.54%	750
Misc-Security	-	320	0.00%	81
Decorations	925	-	0.00%	-
Glassware/China/Silver	1,876	-	0.00%	-
Supplies-Paper and Plastic	17,750	9,213	51.90%	1,731
Supplies-Banquet	1,400	432	30.86%	54

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Supplies-Kitchen	3,100	157	5.06%	-
Op Supplies - Uniforms	2,000	-	0.00%	-
General Chemicals	7,818	3,018	38.60%	686
Total Food and Beverages	<u>432,510</u>	<u>201,017</u>	<u>46.48%</u>	<u>51,516</u>
TOTAL EXPENDITURES	756,750	270,458	35.74%	68,940
Excess (deficiency) of revenues Over (under) expenditures	-	(60,897)	0.00%	(11,610)
Net change in fund balance	\$ -	\$ (60,897)	0.00%	\$ (11,610)
FUND BALANCE, BEGINNING (OCT 1, 2023)	(154,397)	(154,397)		
FUND BALANCE, ENDING	<u>\$ (154,397)</u>	<u>\$ (215,294)</u>		

ARLINGTON RIDGE
Community Development District

Supporting Schedules

January 31, 2024

Arlington Ridge

Community Development District

**Non-Ad Valorem Special Assessments
(Monthly Assessment Collection Distributions)
For the Fiscal Year Ending September 30, 2024**

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			\$ 2,714,665	\$ 2,454,451	\$ 203,740	\$ 56,464
Allocation%			100%	90%	8%	2%
11/01/23	\$ 20	\$ 0	\$ 20	\$ 20	\$ -	\$ -
11/01/23	2		2	-	2	1
11/01/23	7,066	144	7,210	7,066	-	-
11/01/23	834	17	851	-	653	181
11/20/23	43,534	888	44,422	43,534	-	-
11/20/23	3,653	75	3,727	-	2,860	793
11/29/23	439,172	8,963	448,134	439,172	-	-
11/29/23	37,519	766	38,284	-	29,377	8,142
12/11/23	443,869	9,059	452,927	443,869	-	-
12/11/23	34,263	299	34,562	-	26,828	7,435
12/13/23	1,216,529	24,827	1,241,356	1,216,529	-	-
12/13/23	135,518	2,766	138,284	-	106,111	29,407
12/28/23	132,907	2,712	135,619	132,907	-	-
12/28/23	13,531	276	13,807	-	10,595	2,936
01/11/24	35,310	721	36,031	35,310	-	-
01/11/24	6,005	123	6,128	-	4,702	1,303
TOTAL	\$ 2,549,730	\$ 51,635	\$ 2,601,365	\$ 2,318,405	\$ 181,128	\$ 50,197

TOTAL OUTSTANDING	\$ 113,300	\$ 136,046	\$ 22,612	\$ 6,267
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% COLLECTED TO DATE	95.83%	94.46%	88.90%	88.90%
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Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Revenues					
Interest - Investments	\$ 3	\$ 2	\$ -	\$ 1,087	\$ 1,095
Room Rentals	-	-	-	60	60
Lexington Spa	409	446	-	747	1,602
Rental Income- Fairfax Hall	-	-	-	30	30
Special Assmnts- Tax Collector	(7,085)	489,791	1,793,305	35,310	2,311,319
Other Miscellaneous Revenues	-	257	-	-	257
Access Cards	5	-	-	-	5
RV Parking Lot Revenue	1,330	1,811	-	7,265	10,406
Total Revenues	(5,338)	492,307	1,793,305	44,499	2,324,774
Expenditures					
<u>Administrative</u>					
P/R-Board of Supervisors	1,000	1,000	1,200	1,800	5,000
FICA Taxes	61	61	61	122	306
Workers' Compensation	850	-	-	-	850
ProfServ-Arbitrage Rebate	-	-	600	-	600
ProfServ-Dissemination Agent	(5,000)	-	5,000	-	-
ProfServ-Trustee Fees	6,869	-	-	-	6,869
Attorney Fees	-	11,517	10,102	7,916	29,536
Engineering Fees	-	-	8,893	1,537	10,430
Management Services	4,914	4,914	4,914	4,926	19,667
Assessment Roll	-	-	7,500	-	7,500
Auditing Services	(4,500)	-	4,500	-	-
Postage and Freight	-	22	(22)	-	-
Postage	-	-	44	-	44
Insurance - Property	104,665	-	-	87	104,753
Insurance - General Liability	9,736	-	-	9	9,745
Public Officials Insurance	7,302	-	-	-	7,302
Legal Advertising	-	136	-	106	243

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Website Administration	-	-	-	-	-
Information Technology	-	-	-	-	-
Miscellaneous Expenses	15	15	3,228	245	3,503
Annual District Filing Fee	-	175	-	-	175
Dues, Licenses, Subscriptions	446	1,830	166	1,227	3,669
Total Administrative	126,358	19,670	46,186	17,975	210,192
<u>Gatehouse</u>					
Contracts-Security Services	12,638	12,473	12,794	12,637	50,541
Utility - Water & Sewer	57	48	(3)	49	150
Utility - Electric	207	202	199	201	809
Street Lights	9,336	9,113	8,403	9,221	36,073
Repairs & Maintenance	-	32	-	43	75
Security Enhancements	-	-	-	-	-
Total Gatehouse	22,238	21,868	21,393	22,151	87,648
<u>Capital Expenditures & Projects</u>					
Annual Projects	37,405	-	-	9,850	47,255
Total Capital Expenditures & Projects	37,405	-	-	9,850	47,255
<u>Towncenter Administration</u>					
Pest Control	-	-	-	-	-
Onsite Management	22,902	22,902	22,902	22,902	91,609
Janitorial Services & Supplies	225	9,375	8,094	15,964	33,658
Utility - Water & Sewer	146	160	(14)	146	438
Utility - Electric	274	264	196	315	1,049
Rentals & Leases	403	151	156	389	1,101
Repairs & Maintenance	-	984	615	1,223	2,822
Special Events	-	-	-	493	493
Office Supplies	38	297	-	37	373
Computer Supplies/Equipment	(38)	38	-	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	TOTAL
					Actual Thru 1/31/2024
Total Towncenter Administration	23,950	34,171	31,949	41,469	131,543
<u>Common Area/Recreation</u>					
Utility - Water & Sewer	316	233	19	341	909
Utility - Electric	117	689	1,396	731	2,934
Repairs & Maintenance	-	2,163	-	9,044	11,208
Roadway Repair & Maintenance	-	-	-	-	-
Irrigation Repairs & Maintenance	-	2,633	10,400	10,128	23,162
Landscape - Mulch	-	-	-	2,250	2,250
Landscape Maintenance	26,237	24,004	24,004	24,004	98,249
Landscape Replacement	-	-	2,923	-	2,923
Landscape- Storm Clean Up & Tree Removal	-	1,310	-	-	1,310
Pond/Littoral Shelf & Wetland Mgmt	2,175	3,855	2,175	2,175	10,380
Sports Courts Maintenance & Supplies	-	3,120	-	-	3,120
Holiday Decoration	-	-	1,758	411	2,169
Total Common Area/Recreation	28,845	38,007	42,675	49,084	158,614
<u>Fairfax Hall</u>					
Utility - Water & Sewer	108	106	8	114	336
Utility - Electric	1,928	1,864	765	1,122	5,679
Repairs & Maintenance	-	273	785	145	1,203
Total Fairfax Hall	2,036	2,243	1,558	1,381	7,218
<u>Social Center</u>					
Utility - Water & Sewer	-	138	-	-	138
Utility - Electric	620	597	37	792	2,045
Repairs & Maintenance	-	455	-	-	455
Dues, Licenses, Subscriptions	(446)	(154)	-	-	(600)
Total Social Center	174	1,036	37	792	2,038

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	TOTAL
					Actual Thru 1/31/2024
<u>Lexington Spa</u>					
ProfServ-Pool Maintenance	11,400	68	6,575	6,325	24,368
Utility - Water & Sewer	2,621	2,484	(923)	3,050	7,233
Utility - Electric	4,789	4,702	4,729	3,584	17,803
Repairs & Maintenance	-	2,519	1,100	13,513	17,131
Total Lexington Spa	18,810	9,773	11,481	26,472	66,535
<u>Sales Center</u>					
Utility - Water & Sewer	-	357	457	-	814
Utility - Electric	437	427	180	467	1,511
Operations & Maintenance	-	3,130	-	-	3,130
Total Sales Center	437	3,914	637	467	5,455
<u>RV Lot</u>					
Maintenance & Repairs	-	-	-	46	46
Total RV Lot	-	-	-	46	46
Total Expenditures	260,253	130,682	155,916	169,687	716,544
Excess (deficiency) of revenues Over (under) expenditures	(265,591)	361,625	1,637,389	(125,188)	1,608,230
<u>Other Financing Sources (Uses)</u>					
Transfer Out - Capital Reserve	-	-	-	-	-
Transfer Out - Golf Course/Food & Beverage	-	-	-	-	-
Transfer Out- Sales Center Revenue	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	-
Total Financing Sources (Uses)	-	-	-	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Net change in fund balance	\$ (265,591)	\$ 361,625	\$ 1,637,389	\$ (125,188)	\$ 1,608,230
Fund Balance, Beginning (Oct 1, 2023)					272,491
Fund Balance, Ending					\$ 1,880,721

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Revenues					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	-
Green Fees-GS	42,779	50,074	57,125	67,965	217,943
Green Fees-Outings-GS	16,549	20,310	11,786	20,643	69,289
Green Fees-Members-GS	3,499	3,396	2,976	3,289	13,160
PS-Other Income-GS	-	-	17	(297)	(281)
Cart Fees-GS	89	93	65	37	285
Cart Fees-Outings-GS	654	93	47	47	841
Range-GS	2,131	2,477	2,624	2,594	9,825
Instruction-Individual -INST	-	-	75	75	150
Gratuity-Outings-F&B	-	(99)	(244)	-	(342)
Range-Members-GS	860	1,113	1,747	1,452	5,172
Membership Dues - monthly	48,423	38,277	38,314	38,777	163,791
Golf Ball Sales	2,182	3,458	2,254	1,711	9,604
Glove Sales	536	900	849	639	2,925
Headwear Sales	423	1,282	482	609	2,796
Ladies' Wear Sales	849	1,133	995	278	3,255
Men's Wear Sales	848	633	1,939	1,427	4,847
Club Sales	-	348	-	1,524	1,871
Rental Clubs Sales	70	168	421	252	911
Bag Sales	-	455	654	-	1,109
General Merchandise Sales	573	603	627	505	2,309
Outerwear Sales	-	59	-	51	110
Footwear Sales	558	457	626	424	2,065
Handicap Fee Sales	165	1,682	336	140	2,324
Tobacco	83	113	199	59	454
Other Miscellaneous Revenues	(1,189)	2,680	2,259	3,917	7,668
Total Revenues	120,082	129,705	126,173	146,118	522,081

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Expenditures					
<u>Administrative</u>					
Payroll-Hourly	-	-	-	-	-
Payroll-Benefits	2,143	2,541	1,873	1,863	8,420
Payroll-Managers	2,630	1,455	12,980	7,026	24,091
Payroll-Processing Fee	924	943	877	962	3,707
Payroll - Bonus	-	-	-	-	-
Payroll Taxes	342	729	811	547	2,429
401(K) Plan	-	-	532	468	1,001
Legal/Accounting/Professional	-	-	-	-	-
BCG Management	5,595	5,930	5,763	5,763	23,050
Contracts-Pest Control	18	70	-	-	88
IT Support	235	235	235	320	1,026
Travel and Per Diem	221	291	195	204	911
Training/Staff Development	-	-	-	240	240
Communication - Telephone	144	144	144	144	576
Communication - Mobile	48	48	-	-	96
Postage	28	12	31	17	88
Fed-Ex/Courier	-	-	24	-	24
Utility - Water & Sewer	65	-	-	51	116
Garbage Removal	79	-	19	93	191
Utility - Electric	395	346	292	281	1,314
Golf Cart Equip Leases	-	3,613	3,613	498	7,724
Insurance-P&C	1,809	1,809	2,115	1,809	7,541
Insurance-Workmans Comp	1,099	1,160	976	1,042	4,277
Printing and Binding	-	-	-	68	68
Marketing	(102)	-	-	-	(102)
Help Wanted Ads	-	-	-	-	-
Promotions	-	-	-	-	-
Graphic Design	198	198	198	198	792
Membership Programs	206	99	-	-	305

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Advertising (Print)	-	-	511	1,119	1,630
Advertising (Electronic)	-	-	-	-	-
Misc-Employee Meals	436	-	436	436	1,307
Misc-Credit Card Fees	2,471	2,996	2,490	2,572	10,530
Internet Access	293	83	83	412	872
TV/Cable or Dish	12	-	12	(772)	(747)
Employee Testing-Hiring	-	-	-	-	-
Bank Fees	458	233	83	298	1,071
Finance Charges	-	-	-	148	148
POS System Hardware	1,355	1,103	1,103	1,103	4,662
Misc-Security	-	-	-	-	-
Website & Newsletter	578	578	578	593	2,326
Misc.-Personal Property Taxes	628	473	473	473	2,048
Office Supplies	237	109	162	168	676
Cleaning Supplies	-	17	-	-	17
Computer Supplies/Equipment	-	926	-	-	926
Operating Supplies	-	-	-	79	79
Clubhouse Cleaning Service G&A	-	-	-	-	-
Software	293	131	136	109	670
Chamber / Organization Dues	-	-	-	-	-
Total Administrative	22,838	26,272	36,745	28,332	114,188
<u>Maintenance and Landscaping</u>					
Payroll-Hourly	26,166	23,926	17,365	21,809	89,266
Payroll-Managers	6,813	6,593	6,813	6,813	27,033
Payroll - Bonus	-	-	-	-	-
Payroll Taxes	2,562	2,335	1,912	2,330	9,139
Outside Services	103	318	31	31	483
Oil/Lube	-	545	-	-	545
Aerification	-	-	-	-	-
Gas Diesel	3,479	1,993	1,036	1,422	7,929

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Communication - Mobile	75	75	-	-	150
Utility - Irrigation	13,220	(5,686)	-	706	8,240
Electricity - Irrigation	3,106	3,977	2,585	1,534	11,202
Garbage Removal	361	-	-	-	361
Utility - Electric	111	1,189	460	643	2,404
Equipment Rental	-	3,218	-	-	3,218
R&M-Buildings	226	-	-	210	436
R&M-Irrigation	2,956	1,759	2,497	1,326	8,539
R&M-Pumps	996	-	67	-	1,062
Equip Maint/Repair-Fix-AGRO	4,295	3,543	6,428	3,105	17,371
Sod/Sprigs	28,694	-	-	-	28,694
Misc-Employee Meals	-	19	-	-	19
Misc-Licenses & Permits	-	-	-	-	-
Mileage Reimbursement	39	-	-	-	39
Cleaning Supplies	-	-	-	43	43
Supplies-Landscape	-	-	-	250	250
Supplies-Course	957	1,345	332	-	2,634
Supplies-Shop	261	197	235	207	900
Pre-Emergents	-	-	-	-	-
Sand-Top Dressing greens/tees	1,001	-	3,163	2,152	6,317
Op Supplies - Uniforms	-	-	-	-	-
General Chemicals	-	-	-	-	-
Chemicals-Fungicides	-	586	-	-	586
Chemicals-Herbicides	1,153	1,793	743	410	4,100
Chemicals-Insecticides	-	-	-	-	-
Chemicals-Growth Regulators	-	-	-	-	-
Chemicals-Wetting Agents	-	-	415	-	415
Fertilizers-Fairways / Roughs	4,320	1,263	2,658	3,547	11,788
Fertilizers-Greens	-	730	611	-	1,342
Supplies-AGRO	-	28	-	-	28
Supplies - Seeds	-	-	-	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Fertilizers-Trees	-	-	-	322	322
Small Equipment/Hand Tools	-	34	-	-	34
Waste Removal-Green Waste-AGRO	2,500	-	-	-	2,500
Chamber / Organization Dues	-	-	-	-	-
Total Maintenance and Landscaping	103,394	49,780	47,351	46,860	247,389
<u>Golf Operations</u>					
Payroll-Salaries	-	5,291	3,462	3,620	12,372
Payroll-Hourly	15,829	7,843	9,559	10,762	43,993
Payroll - Manager-Director of Golf	9,107	9,574	-	-	18,681
Payroll Taxes	1,294	1,488	1,068	1,202	5,052
Training/Staff Development	-	-	-	-	-
Communication - Mobile	60	60	75	75	270
Utility - Water & Sewer	47	-	-	-	47
Utility - Electric	-	1,162	691	396	2,248
Equipment Rental	-	-	-	-	-
R&M-Buildings	-	-	-	-	-
R&M-Golf Cart	-	-	-	93	93
Equip Maint/Repair-Fix	275	-	-	-	275
Misc-Handicap Fees	-	-	213	-	213
Misc-Security	-	-	81	81	162
Mileage Reimbursement	10	-	58	43	111
Supplies-Scorecards and Pencil	-	-	-	-	-
Operating Supplies	-	-	-	-	-
Op Supplies - Uniforms	-	-	-	-	-
Driving Range Supplies	5,055	-	-	590	5,645
COS - Golf Balls	1,497	219	362	3,907	5,985
COS - Gloves	280	507	491	146	1,424
COS - Headwear	267	892	341	370	1,870
COS - Ladies' Wear	-	-	-	506	506
COS - Men's Wear	1,525	1,218	2,335	589	5,665

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
COS - Miscellaneous	449	430	461	311	1,652
COS - Clubs	-	262	-	524	786
COS - Outerwear	-	-	-	-	-
COS - Bags	-	385	543	-	929
COS - Tobacco	-	-	-	-	-
COS - Footwear	475	329	488	288	1,579
COS - Inventory General	-	-	-	-	-
Chamber / Organization Dues	-	-	-	-	-
Total Golf Operations	36,170	29,660	20,228	23,503	109,558
<u>Debt Service</u>					
Principal-Capital Lease	9,561	10,334	7,024	7,040	33,959
Interest-Capital Lease	225	197	181	165	768
Total Debt Service	9,786	10,531	7,205	7,205	34,727
Total Expenditures	172,188	116,243	111,529	105,900	505,862
Excess (deficiency) of revenues Over (under) expenditures	(52,106)	13,462	14,644	40,218	16,219
<u>Other Financing Sources (Uses)</u>					
Contribution to (Use of) Fund Balance	-	-	-	-	-
Total Financing Sources (Uses)	-	-	-	-	-
Net change in fund balance	\$ (52,106)	\$ 13,462	\$ 14,644	\$ 40,218	\$ 16,219
Fund Balance, Beginning (Oct 1, 2023)					239,324
Fund Balance, Ending					\$ 255,543

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Revenues					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	-
Food Sales-On Course-F&B	418	269	317	277	1,281
Food Sales-Banquets-F&B	5,837	21,063	22,202	3,985	53,086
Food Sales-Clubhouse-F&B	38,390	33,783	33,028	47,185	152,386
Non-Alcoholic-Banquets-F&B	51	104	46	-	201
Non-Alcoholic-Clubhouse-F&B	4,079	4,108	3,670	4,515	16,371
Alc Sales (Beer)-Banquets-F&B	210	326	293	-	829
Alc Sales (Beer)-Clubhouse-F&B	8,207	8,413	8,043	9,227	33,890
Alc Sales (Wine)-Banquets-F&B	44	166	190	-	400
Alc Sales (Wine)-Clubhouse-F&B	3,475	3,433	4,052	4,408	15,367
Alc Sales (Liquor)-Banquet-F&B	534	390	497	24	1,446
Alc Sales (Liquor)-Clubhouse-F&B	7,198	7,596	7,777	8,667	31,237
Gratuity-Outings-F&B	-	(299)	244	(86)	(142)
Gratuity-Banquets-F&B	(418)	2,262	894	82	2,820
Gratuity-Clubhouse-F&B	-	-	(8)	-	(8)
Room Charge-Banquets-F&B	-	-	-	-	-
Room Charge-Clubhouse-F&B	75	75	-	-	150
Service Charge-Banquets-F&B	-	-	-	-	-
Entertainment-Clubhouse-F&B	-	11	6	20	36
Food Sales-Outings	481	149	9	-	639
Non-Alcoholic-On Course-F&B	1,206	957	918	773	3,855
Alc Sales (Beer)-On Course-F&B	1,980	2,603	1,911	1,181	7,676
Alc Sales (Liquor)-On Course-F&B	456	615	273	21	1,365
Alc Sales (Wine)-On Course-F&B	8	-	4	-	12
Membership Dues - monthly	1,815	4,022	4,147	4,193	14,177
Food Sales-Snac-Pool-Dflt	-	-	-	-	-
Bev Sales-Snack-Pool-Dflt	-	-	-	-	-
Other Miscellaneous Revenues	(1,348)	(2,513)	(1,883)	1,603	(4,141)
Total Revenues	72,698	87,533	86,630	86,075	332,933

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Expenditures					
<u>Administrative</u>					
Payroll-Hourly	-	-	-	-	-
Payroll-Benefits	-	79	212	135	425
Payroll-Managers	4,884	2,702	4,327	2,342	14,254
Payroll-Processing Fee	520	531	494	541	2,085
Payroll - Bonus	-	-	-	-	-
Payroll Taxes	184	392	270	182	1,029
401(K) Plan	-	-	287	252	539
Legal/Accounting/Professional	-	-	-	-	-
BCG Management	3,147	3,336	3,241	3,241	12,966
Contracts-Pest Control	71	279	-	-	350
IT Support	132	132	132	180	577
Travel and Per Diem	124	164	109	115	512
Training/Staff Development	-	-	-	135	135
Communication - Telephone	81	81	81	81	324
Communication - Mobile	27	27	-	-	54
Postage	15	7	17	9	47
Fed-Ex/Courier	-	-	13	-	13
Utility - Water & Sewer	476	-	-	373	849
Garbage Removal	317	-	75	372	764
Utility - Electric	2,896	2,536	2,140	2,064	9,637
Insurance-P&C	974	974	1,139	974	4,061
Insurance-Workmans Comp	618	652	549	586	2,406
Printing and Binding	-	-	-	35	35
Marketing	(305)	-	-	-	(305)
Help Wanted Ads	-	-	-	-	-
Promotions	-	-	-	-	-
Graphic Design	102	102	102	102	408
Membership Programs	106	51	-	-	157
Advertising (Print)	-	-	263	580	843

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Advertising (Electronic)	-	-	-	-	-
Misc-Employee Meals	314	750	314	314	1,693
Misc-Credit Card Fees	1,390	1,685	1,401	1,447	5,923
Internet Access	158	45	45	222	469
TV/Cable or Dish	229	-	229	1,000	1,458
Employee Testing-Hiring	-	-	-	-	-
Bank Fees	257	131	47	167	603
Finance Charges	-	-	-	79	79
POS System Hardware	796	648	648	648	2,738
Misc-Security	-	-	-	-	-
Website & Newsletter	298	298	298	306	1,198
Office Supplies	608	280	417	431	1,737
Cleaning Supplies	-	44	-	-	44
Computer Supplies/Equipment	-	521	-	-	521
Operating Supplies	-	-	-	203	203
Clubhouse Cleaning Service G&A	-	-	-	-	-
Software	158	71	73	59	361
Chamber / Organization Dues	-	-	-	-	-
Total Administrative	18,577	16,518	16,923	17,175	69,192
<u>Golf Operations</u>					
Linen/Laundry	-	-	-	249	249
COS - Golf Balls	-	1,901	-	(1,901)	-
Total Golf Operations	-	1,901	-	(1,652)	249
<u>Food and Beverages</u>					
Payroll-Hourly	33,027	20,069	37,681	31,211	121,989
Payroll-Managers	4,549	13,034	6,399	9,368	33,351
Commission-Banquet Sales	-	-	-	-	-
Payroll Taxes	4,057	2,939	3,891	3,866	14,753
Outside Services	-	1,452	-	1,349	2,801

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
Linen/Laundry	717	1,758	1,147	727	4,349
Grease Removal	-	-	-	1,025	1,025
Training/Staff Development	365	-	-	-	365
Communication - Mobile	-	-	-	-	-
Utility - Gas	675	-	-	-	675
Equipment Rental	775	569	-	206	1,550
R&M-Buildings	-	145	-	-	145
Equip Maint/Repair-Fix	626	2,532	(1,853)	462	1,766
Equip Maint/Repair-Prevent	245	536	1,217	-	1,999
Miscellaneous Services	-	-	27	-	27
Misc-Entertainment	232	-	2,100	750	3,082
Misc-Security	-	-	240	81	320
Decorations	-	-	-	-	-
Glassware/China/Silver	-	-	-	-	-
Supplies-Paper and Plastic	2,064	3,747	1,670	1,731	9,213
Supplies-Banquet	-	379	-	54	432
Supplies-Kitchen	157	-	-	-	157
Op Supplies - Uniforms	-	-	-	-	-
General Chemicals	1,201	894	237	686	3,018
COS - Beverage - Alch	6,300	6,876	6,477	7,966	27,619
COS - Beverage - Non Alch	2,139	2,777	2,897	5,619	13,432
COS - Food Sales	19,294	27,497	18,468	17,061	82,321
Total Food and Beverages	76,423	85,204	80,598	82,162	324,389
Total Expenditures	95,000	103,623	97,521	97,685	393,830
Excess (deficiency) of revenues					
Over (under) expenditures	(22,302)	(16,090)	(10,891)	(11,610)	(60,897)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

Account Description	Oct	Nov	Dec	Jan	TOTAL
	Actual	Actual	Actual	Actual	Actual Thru 1/31/2024
<u>Other Financing Sources (Uses)</u>					
Contribution to (Use of) Fund Balance	-	-	-	-	-
Total Financing Sources (Uses)	-	-	-	-	-
Net change in fund balance	\$ (22,302)	\$ (16,090)	\$ (10,891)	\$ (11,610)	\$ (60,897)
Fund Balance, Beginning (Oct 1, 2023)					(154,397)
Fund Balance, Ending					\$ (215,294)

**Notes to the Financial Statements
Budget Analysis and Significant Variances**

For the Period ending January 31st, 2024.

<u>Account Name</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
REVENUES				
Special Assmnts - Tax Collector	\$ 2,454,451	\$ 2,311,319	94.2%	Assessments collections received through January 2024.
RV Parking Lot Revenue	\$ 36,000	\$ 10,406	28.9%	RV Lot rental received through January 2024.
EXPENDITURES				
<u>Administration</u>				
P/R-Board of Supervisors	\$ 15,000	\$ 4,800	32%	Board Members payroll.
Attorney Fees	\$ 90,000	\$ 29,536	33%	Attorney fees thru January 2024.
Engineering Fees	\$ 75,000	\$ 10,430	14%	Engineering fees thru January 2024.
Management Services	\$ 58,963	\$ 19,667	33%	Inframark Services through January 2024.
Insurance Property	\$ 113,784	\$ 104,753	92%	Egis policy for FY2024.
Insurance General Liability	\$ 10,630	\$ 9,745	92%	Egis policy for FY2024.
Public Officials Insurance	\$ 7,000	\$ 7,302	104%	Egis policy for FY2024.
<u>Gatehouse</u>				
Security Services	\$ 150,000	\$ 50,541	34%	Contract with Allied Universal Security Services through January 2024.
Street Lights	\$ 118,800	\$ 36,073	30%	Energy bill for Streetlighting.
<u>Capital Expenditures & Projects</u>				
Annual Projects	\$ 200,000	\$ 47,255	24%	Pool Resurfacte work paid to Vermana.
<u>Towncenter Administration</u>				
Onsite Management	\$ 274,827	\$ 91,609	33%	Inframark services through December, 2023.
Janitorial Supplies	\$ 77,645	\$ 33,658	43%	Supplies through January 2024.
<u>Common Area/Recreation</u>				
Repairs & Maintenance	\$ 30,000	\$ 16,977	57%	Repairs done through January 2024.
Irrigation Repairs & Maintenance	\$ 35,000	\$ 23,162	66%	Repairs done through January 2024.

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

**Notes to the Financial Statements
Budget Analysis and Significant Variances**

For the Period ending January 31st, 2024.

<u>Account Name</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
Landscape Maintenance	\$ 307,920	\$ 98,249	32%	Services through January 2024.
Pond/Littoral Shelf & Wetland Mgmt.	\$ 33,475	\$ 10,380	31%	Services through January 2024.
Holiday Decoration	\$ 5,000	\$ 2,169	43%	Purchases through January 2024.
<u>Fairfax Hall</u>				
Utility-Electric	\$ 19,000	\$ 5,679	30%	Electric services through January 2024.
<u>Social Center</u>				
Utility-Electric	\$ 5,878	\$ 2,045	35%	Electric services through January 2024.
<u>Lexington Spa</u>				
Prof. Services Pool Maintenance	\$ 70,000	\$ 24,368	35%	Maintenance service through January 2024.
Utility-Water & Sewer	\$ 25,000	\$ 7,233	29%	Water and Sewer services through January 2024.
Utility-Electric	\$ 62,380	\$ 17,803	29%	Electric services through January 2024.
Repairs & Maintenance	\$ 20,000	\$ 17,131	86%	Repairs performed through January 2024.
<u>Sales Center</u>				
Utility-Electric	\$ 10,000	\$ 1,511	15%	Electric services through January 2024.
Operation & Maintenance	\$ 36,000	\$ 3,130	9%	Services through January 2024.

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

Subsection 7C

Check Register

ARLINGTON RIDGE

Community Development District

**Payment Register by Fund
For the Period from 01/01/24 to 01/31/24
(Sorted by Check / ACH No.)**

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001							
CHECK # 3362							
001	01/03/24	FIELDS CONSULTING GROUP LLC	3224	INSTALL SPA RULES SIGNS	Spa Rules Sign	546156-57258	\$800.00
							Check Total
							\$800.00
CHECK # 3363							
001	01/03/24	FLORALAWN INC	22068	IRR REPAIRS	Irrigation Repairs & Maintenance	546179-57221	\$5,287.71
							Check Total
							\$5,287.71
CHECK # 3364							
001	01/03/24	LEE GRAFFIUS	12062023	HOLIDAY ENTRANCE DECORATENCE 2023	Holiday Decoration	549027-57221	\$1,757.54
							Check Total
							\$1,757.54
CHECK # 3365							
001	01/03/24	SOLITUDE LAKE MANAGEMENT	PSI033582	DEC 2023 MAINT PRESERVE / WETLANDS	Pond/Littoral Shelf & Wetland Mgmt	546520-57221	\$2,175.00
							Check Total
							\$2,175.00
CHECK # 3366							
001	01/03/24	UNI-FIRST CORPORATION	3090089594	MATS	Janitorial Services & Supplies	534349-53948	\$112.32
							Check Total
							\$112.32
CHECK # 3367							
001	01/03/24	UNIVERSAL HEATING & AIR CONDITIONING INC	120763	R/M POOL HEATERS & PREVENTIVE MTCE	pool heaters svc/repair	531034-57258	\$875.00
							Check Total
							\$875.00
CHECK # 3368							
001	01/10/24	FLORIDA AQUA GROUP LLC	RET-00006	RETAINER FOR EST-000153	NEW HEATER	546156-57258	\$2,990.00
001	01/10/24	FLORIDA AQUA GROUP LLC	RET- 00007	50% DEPOSIT FOR SPA HEATER	DEPOSIT FOR SPA HEATER	546156-57258	\$3,012.35
							Check Total
							\$6,002.35
CHECK # 3369							
001	01/11/24	ACE HARDWARE	585578/5	CORNER BRACE (2)/BOLT EYE LAG (10)	Operating Supplies	552025-57221	\$37.88
001	01/11/24	ACE HARDWARE	585303/5	OPERATING SUPPLIES	Operating Supplies	552025-57221	\$106.95
001	01/11/24	ACE HARDWARE	585288/5	OPERATING SUPPLIES	Operating Supplies	552025-57221	\$96.90
001	01/11/24	ACE HARDWARE	585281/5	OPERATING SUPPLIES	Operating Supplies	552025-57221	\$29.75
001	01/11/24	ACE HARDWARE	585514/5	OPERATING SUPPLIES	Operating Supplies	552025-57221	\$39.97
001	01/11/24	ACE HARDWARE	585474/5	OPERATING SUPPLIES	Operating Supplies	552025-57221	\$50.82
001	01/11/24	ACE HARDWARE	585509/5	BOLT EYE LAG	Operating Supplies	552025-57221	\$14.95
001	01/11/24	ACE HARDWARE	585264/5	OPERATING SUPPLIES	Operating Supplies	552025-57221	\$24.84
							Check Total
							\$402.06
CHECK # 3370							
001	01/11/24	ANAGO OF ORLANDO	73770	JAN '24 JANITORIAL SVCS	Janitorial Services and Supplies	534349-53948	\$7,645.00
							Check Total
							\$7,645.00
CHECK # 3371							
001	01/11/24	DEL-AIR HEATING, AIR CONDITIONING	HS-000634573	AC REPAIRS	Repairs & Maintenance	546156-57258	\$549.00
							Check Total
							\$549.00
CHECK # 3372							
001	01/11/24	FLORIDA AQUA GROUP LLC	INV-000413	POOL MAINT - MAX E-GLAS II TANK BODY ASSY	Pool Maintenance	531034-57258	\$369.54
001	01/11/24	FLORIDA AQUA GROUP LLC	INV-000415	SPA FILTER REPLACEMENT	SPA MAINT	531034-57258	\$246.70
							Check Total
							\$616.24
CHECK # 3373							
001	01/11/24	GANNETT FLORIDA LOCALIQ	0005532822	NOTICE OF MEETING 4/5/23	Legal Advertising	548002-51302	\$106.38
							Check Total
							\$106.38

ARLINGTON RIDGE

Community Development District

**Payment Register by Fund
For the Period from 01/01/24 to 01/31/24
(Sorted by Check / ACH No.)**

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 3374							
001	01/11/24	INFRAMARK, LLC	107005	MGMT SVCS DEC 2023	Management Services	531093-51302	\$4,913.58
001	01/11/24	INFRAMARK, LLC	107005	MGMT SVCS DEC 2023	Onsite Management	534210-53948	\$22,902.25
001	01/11/24	INFRAMARK, LLC	107005	MGMT SVCS DEC 2023	POSTAGE AND FREIGHT	541006-51302	\$13.86
001	01/11/24	INFRAMARK, LLC	107005	MGMT SVCS DEC 2023	Assessment Roll	531141-51302	\$7,500.00
Check Total							\$35,329.69
CHECK # 3375							
001	01/11/24	KILINSKI VAN WYK, PLLC	8296	GEN COUNSEL THRU NOV 2023	Attorney Fees	531058-51302	\$10,102.36
Check Total							\$10,102.36
CHECK # 3376							
001	01/11/24	PEGASUS ENGINEERING	226936	ENGG SVCS 9/24/23-10/21/23	Engineering Fees	531092-51302	\$2,475.00
001	01/11/24	PEGASUS ENGINEERING	226935	ENGG SVCS 7/2/23-10/21/23	Engineering Fees	531092-51302	\$1,737.50
Check Total							\$4,212.50
CHECK # 3377							
001	01/11/24	SOLITUDE LAKE MANAGEMENT	PSI039279	JAN 2024 MAINT PRESERVE / WETLANDS	Pond/Littoral Shelf & Wetland Mgmt	546520-57221	\$2,175.00
Check Total							\$2,175.00
CHECK # 3378							
001	01/11/24	UNI-FIRST CORPORATION	3090091487	MATS	Janitorial Services & Supplies	534349-53948	\$112.32
001	01/11/24	UNI-FIRST CORPORATION	3090093219	MATS	Janitorial Services & Supplies	534349-53948	\$112.32
001	01/11/24	UNI-FIRST CORPORATION	3090095006	MATS	Janitorial Services & Supplies	534349-53948	\$112.32
001	01/11/24	UNI-FIRST CORPORATION	3090097167	MATS	Janitorial Services & Supplies	534349-53948	\$112.32
Check Total							\$449.28
CHECK # 3379							
001	01/11/24	UNIVERSAL HEATING & AIR CONDITIONING INC	120764	R/M POOL HEATERS & PREVENTIVE MAINT	pool heaters svc/repair	531034-57258	\$625.00
Check Total							\$625.00
CHECK # 3382							
001	01/24/24	BMI	35605-010224	MUSIC LICENSE FEE	Dues, Licenses, Subscriptions	554020-51302	\$421.00
Check Total							\$421.00
CHECK # 3383							
001	01/24/24	FLORALAWN INC	22407	JAN 2024-LAWN MAINT	Landscape Maintenance	546300-57221	\$16,533.80
001	01/24/24	FLORALAWN INC	22407	JAN 2024-LAWN MAINT	Irrigation Repairs & Maintenance	546179-57221	\$2,233.10
001	01/24/24	FLORALAWN INC	22407	JAN 2024-LAWN MAINT	Landscape Maintenance	546300-57221	\$6,833.10
001	01/24/24	FLORALAWN INC	22407	JAN 2024-LAWN MAINT	Landscape Maintenance	546300-57221	\$375.00
001	01/24/24	FLORALAWN INC	22407	JAN 2024-LAWN MAINT	Landscape Maintenance	546300-57221	\$262.00
001	01/24/24	FLORALAWN INC	22590	IRR REPAIRS - 12/07/23	Irrigation Repairs & Maintenance	546179-57221	\$1,701.91
Check Total							\$27,938.91
CHECK # 3384							
001	01/24/24	FLORIDA AQUA GROUP LLC	INV-000394	01/01/24 POOL CLEANING	Pool Maintenance	531034-57258	\$5,700.00
Check Total							\$5,700.00
CHECK # 3385							
001	01/24/24	RALEX BUSINESS SERVICES, INC.	38919	XEROX RENTAL	COPIER LEASE	544025-53948	\$173.09
Check Total							\$173.09
CHECK # 3386							
001	01/24/24	WAYNE AUTOMATIC FIRE SPRINKLERS INC	1097724	FIRE ALARM MONITORING: 1/17/24-1/17/25	Repairs & Maintenance	546156-53948	\$900.00
Check Total							\$900.00

ARLINGTON RIDGE

Community Development District

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For the Period from 01/01/24 to 01/31/24
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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
CHECK # 3388								
001	01/29/24	JAY A RUBIN	012324	DEPOSIT FOR JAY RUBIN BAND FOR VALENTINE'S DAT DAN	Special Events	549052-53948	\$250.00	
							Check Total	\$250.00
CHECK # 3389								
001	01/31/24	ALLIED UNIVERSAL SECURITY SERVICES	15211321	SEC SVCS: DEC/2023	Contracts-Security Services	534037-53904	\$12,794.18	
							Check Total	\$12,794.18
CHECK # 3390								
001	01/31/24	ANAGO OF ORLANDO	74079	JANITORIAL SVCS: FEB/2024	Janitorial Services and Supplies	534349-53948	\$7,645.00	
							Check Total	\$7,645.00
CHECK # 3391								
001	01/31/24	DYNAFIRE INC	SO161083	FIRE ALARM & SPRINKLER TEST INSPECTIONS: 1/15/24	Repairs & Maintenance	546156-53948	\$323.00	
							Check Total	\$323.00
CHECK # 3392								
001	01/31/24	EGIS INSURANCE ADVISORS LLC	368-120823	Add'l: Memorial Monument Oct/2023-Oct/2024	Add-Memorial Monument	545001-51302	\$87.36	
001	01/31/24	EGIS INSURANCE ADVISORS LLC	368-120823	Add'l: Memorial Monument Oct/2023-Oct/2024	Add-Memorial Monument	545002-51302	\$8.64	
							Check Total	\$96.00
CHECK # 3393								
001	01/31/24	FITNESS SERVICES OF FLORIDA INC	27973	PREVENTIVE MAINT SVCS: JAN/2024	Bi-Monthly PM inspection	546156-57258	\$300.00	
							Check Total	\$300.00
CHECK # 3394								
001	01/31/24	FLORALAWN INC	22812	IRR RPRS ON 01/02/24	Irrigation Repairs & Maintenance	546179-57221	\$1,109.85	
001	01/31/24	FLORALAWN INC	22905	Club House mulch for Garden Club.	AR Garden Club Mulch Project	546246-57221	\$2,250.00	
001	01/31/24	FLORALAWN INC	22906	IRR REPAIRS ON 01/03/24	Irrigation Repairs & Maintenance	546179-57221	\$837.74	
							Check Total	\$4,197.59
CHECK # 3395								
001	01/31/24	FLORIDA AQUA GROUP LLC	INV-000419	HEAT PUMP INSTALLATION	BALANCE ON SPA HEATER	546156-57258	\$3,012.35	
001	01/31/24	FLORIDA AQUA GROUP LLC	INV-000420	SPA HEATER	SPA MAINT	546156-57258	\$2,990.00	
							Check Total	\$6,002.35
CHECK # 3396								
001	01/31/24	INFRAMARK, LLC	108636	MGMT FEES: JAN/2024	Onsite Management	534210-53948	\$22,902.25	
001	01/31/24	INFRAMARK, LLC	108636	MGMT FEES: JAN/2024	Management Services	531093-51302	\$4,913.58	
							Check Total	\$27,815.83
CHECK # 3397								
001	01/31/24	KILINSKI VAN WYK, PLLC	8319	GEN COUNSEL: DEC/2023	Attorney Fees	531058-51302	\$7,915.89	
							Check Total	\$7,915.89
CHECK # 3398								
001	01/31/24	PEGASUS ENGINEERING	227010	ENGG SVCS: 10/22/23-11/18/23	Engineering Fees	531092-51302	\$4,680.00	
							Check Total	\$4,680.00
CHECK # 3399								
001	01/31/24	ROBERT HOOVER	812954299	REIMBUR FOR PLYWD TO COVER IRR HOLE	Irrigation Repairs & Maintenance	546179-57221	\$51.67	
							Check Total	\$51.67
CHECK # 3400								
001	01/31/24	UNI-FIRST CORPORATION	3090099024	MATS	Janitorial Services & Supplies	534349-53948	\$112.32	
001	01/31/24	UNI-FIRST CORPORATION	3090100952	MATS	Janitorial Services & Supplies	534349-53948	\$112.32	
							Check Total	\$224.64

ARLINGTON RIDGE

Community Development District

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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # DD1208							
001	01/02/24	THE CITY OF LEESBURG - ACH	120823 ACH	SERV PRD 11/1-12/1/23	Utility - Water & Sewer	543021-53904	\$44.69
001	01/02/24	THE CITY OF LEESBURG - ACH	120823 ACH	SERV PRD 11/1-12/1/23	Utility - Water & Sewer	543021-53948	\$146.04
001	01/02/24	THE CITY OF LEESBURG - ACH	120823 ACH	SERV PRD 11/1-12/1/23	Utility - Water & Sewer	543021-57221	\$252.00
001	01/02/24	THE CITY OF LEESBURG - ACH	120823 ACH	SERV PRD 11/1-12/1/23	Utility - Water & Sewer	543021-57245	\$113.74
001	01/02/24	THE CITY OF LEESBURG - ACH	120823 ACH	SERV PRD 11/1-12/1/23	Utility - Water & Sewer	543021-57258	\$1,561.07
001	01/02/24	THE CITY OF LEESBURG - ACH	120823 ACH	SERV PRD 11/1-12/1/23	Utility - Water & Sewer	543021-57259	\$406.94
Check Total							\$2,524.48
CHECK # DD1209							
001	01/02/24	THE CITY OF LEESBURG - ACH	120923 ACH	SERV PRD 10/31-12/1/23	Due from Golf	133517	\$3,566.65
001	01/02/24	THE CITY OF LEESBURG - ACH	120923 ACH	SERV PRD 10/31-12/1/23	Due from Golf	133517	\$25.71
001	01/02/24	THE CITY OF LEESBURG - ACH	120923 ACH	SERV PRD 10/31-12/1/23	Due from Golf	133517	\$190.03
001	01/02/24	THE CITY OF LEESBURG - ACH	120923 ACH	SERV PRD 10/31-12/1/23	Due from Golf	133517	\$46.05
001	01/02/24	THE CITY OF LEESBURG - ACH	120923 ACH	SERV PRD 10/31-12/1/23	Due from Golf	133517	\$48.25
001	01/02/24	THE CITY OF LEESBURG - ACH	120923 ACH	SERV PRD 10/31-12/1/23	Due from Golf	133517	\$1,618.64
Check Total							\$5,495.33
CHECK # DD1212							
001	01/04/24	JAMES M PIERSALL - PAYROLL - ACH	122123	BOARD PAY 12/21/23	P/R-Board of Supervisors	511001-51302	\$200.00
Check Total							\$200.00
CHECK # DD1215							
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-53904	\$187.19
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-53948	\$261.66
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-57221	\$768.73
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-57245	\$1,248.96
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-57255	\$336.02
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-57258	\$4,222.25
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Utility - Electric	543041-57259	\$291.48
001	01/25/24	DUKE ENERGY	010224 ACH	SERV PRD 12/1-12/31/23	Street Lights	543057-53904	\$8,432.98
Check Total							\$15,749.27
CHECK # DD1216							
001	01/25/24	SECO ENERGY	011024 ACH	SERV PRD 12/06/23-01/08/24	Electric gate house	543041-53904	\$48.00
001	01/25/24	SECO ENERGY	011024 ACH	SERV PRD 12/06/23-01/08/24	Common area lights	543057-53904	\$994.77
Check Total							\$1,042.77
CHECK # DD1217							
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	Constant Contact - SUBSCRIPTION	554020-51302	\$35.00
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	MSFT	554020-51302	\$54.00
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	AMAZON - HOLIDAY DECOR	549027-57221	\$41.98
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	OFFICE SUPPLIES	551002-53948	\$19.99
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	HEAD SET REPLACEMENT	546156-57245	\$144.95
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	NETFLIX	554020-51302	\$19.99
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	EXT CORDS FOR LIGHTS	549027-57221	\$296.35
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	TREE LIGHTING EVENT	549052-53948	\$31.37
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	HOLIDAY DECOR	549027-57221	\$9.62
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	HOLIDAY DECOR	549027-57221	\$32.08
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	SPA PARTS	546156-57258	\$42.75
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	PORTABLE HEATER	546156-53904	\$42.71
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	SATELLITE SVCS 12/23-1/24	554020-51302	\$26.95
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	CONSTANT CONTACT	554020-51302	\$35.00
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	MSFT SUBSCRIPTION	554020-51302	\$54.00

ARLINGTON RIDGE

Community Development District

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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	AMERICAN FLAG	546156-57221	\$95.94
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	HOLIDAY GALA	549052-53948	\$26.75
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	FUELD	546156-57221	\$20.51
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	TREE LIGHTING	549052-53948	\$61.87
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	OFFICE SUPPLIES	551002-53948	\$17.39
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	RV LOT	546920-57261	\$45.77
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	SPEICAL EVENT	549052-53948	\$122.66
001	01/16/24	ELAN FINANCIAL SERVICES	121923-0909 ACH	NOV-DEC 2023 PURCHASES	SPEICAL EVENT	549027-57221	\$31.03
Check Total							\$1,308.66
CHECK # DD1218							
001	01/31/24	JAMES M PIERSALL - PAYROLL - ACH	011824 ACH	BOARD PAY 01/18/24	P/R-Board of Supervisors	511001-51302	\$200.00
Check Total							\$200.00
CHECK # DD1219							
001	01/13/24	PITNEY BOWES GLOBAL FINANCIAL SVCS LLC - AUTOPAY	3106442498 ACH	LEASE 01/10/22-04/09/23	Rentals & Leases	544025-53948	\$186.00
Check Total							\$186.00
CHECK # DD1220							
001	01/30/24	ELEMENT ENVIRONMENTAL	1084	PONDS P-CA#3 & P-6-2#2 DEPRESSIONS	Heritage Retention Pond Depression	568025-53918	\$6,250.00
Check Total							\$6,250.00
CHECK # 3380							
001	01/24/24	ROBERT A. HOOVER	PAYROLL	January 24, 2024 Payroll Posting			\$369.40
Check Total							\$369.40
CHECK # 3381							
001	01/24/24	TED O. KOSTICH	PAYROLL	January 24, 2024 Payroll Posting			\$369.40
Check Total							\$369.40
CHECK # DD1213							
001	01/24/24	WILLIAM V. MIDDLEMISS	PAYROLL	January 24, 2024 Payroll Posting			\$369.40
Check Total							\$369.40
CHECK # DD1214							
001	01/24/24	CLAIRE I. MURPHY	PAYROLL	January 24, 2024 Payroll Posting			\$369.40
Check Total							\$369.40
Fund Total							\$221,085.69

RESERVE FUND - 002

CHECK # 3387							
002	01/24/24	WINDOW WALL LLC	002	2/2 PAYMENTS FOR PRO SHOP DOORS PROJECT	Capital Outlay	564043-53908	\$6,330.75
Check Total							\$6,330.75
Fund Total							\$6,330.75

Total Checks Paid	\$227,416.44
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Subsection 7D

Change Order to Re-Level Billiard Table



FLORIDA GAME ROOMS

9350 South Orange Blossom Trail #22
Orlando, Florida 32837
Phone: 407-859-4400 - Fax: 407-601-5951

SOLD: ARLINGTON RIDGE
4463 Arlington Ridge Blvd
Leesburg, FL 34748

DELIVER: ARLINGTON RIDGE
4463 Arlington Ridge Blvd
Leesburg, FL 34748

352-728-2186

#546156-57221

CUSTOMER ID	SALES NO.	SALES DATE	PAGE
8191	136070	01/13/2024	1

www.MyFloridaGameRooms.com

SALE

SLSPRSN	DELIVERY	PAYMENT TERMS
DM1	Orlando Delivery Truck #1	ASAP Collect Before Delivery

QTY SOLD	ITEM ID	ITEM DESCRIPTION	UNIT PRICE	EXTENDED PRICE
2	EA *LABORSTD	RELEVEL POOL TABLE BY SLATE	170.00	340.00

---SALE ITEM REMARKS---
RE-LEVEL IS NORMALLY \$350 PER TABLE. THIS RE-LEVEL IS AN ADD ON TO INVOICE 135100 A RECOVERY.

----- SALE REMARKS -----
AUTHORIZED BY LEE GRAFFIUS

Lee Graffius
1-16-2024

FLORIDA GAME ROOMS STORE POLICY

- Layaways require payments be made each month & payment in full in 6 months. Special orders are non-refundable. Delivery must be made within 6 months.
- All our sales are final.
- Special orders are considered all non-stocked product at time of purchase or any merchandise shipped to Florida Game Rooms for purpose of this sale. 50% of sale total required for special order placement. Payment in full at delivery. 25% restocking fee on special order cancellations or delivered merchandise plus applicable labor charges.
- Regular refunds store credit only. Deposits non-refundable.
- Slight scratches & marks on pool table & game room furniture are common and easily touched up.
- ALL C.O.D. orders must be cash or certified check.

SALE TOTAL	340.00
TAXABLE MISC. CHARGES	0.00
SALES TAX	0.00
NON-TAX MISC. CHARGES	0.00
GRAND TOTAL	340.00
PAYMENT RECEIVED	0.00
BALANCE DUE	340.00

Subsection 7E

Backflow Replacement



DUNSTAN & SON PLUMBING CO., INC.

1127 W. Main Street
LEESBURG, FL 34748
(352) 787-4771
LIC. #CFC057100

PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO <i>Arlington Ridge</i>		PHONE <i>(352) 315-0060</i>	DATE <i>12/18/23</i>
STREET <i>4463 Arlington Ridge Blvd.</i>		JOB NAME <i>(middle Island in Hedge)</i>	
CITY, STATE AND ZIP CODE <i>Leesburg FL 34748</i>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

Est to replace RP2 valve in the middle of the hedges in the Island. This unit is also non repairable so we will install new valve and bring up to code. Water will have to be shut down as well for replacement. Valve size is 1 1/2 on this one as well.

Valve Replacement \$967.00

E mail: Residents @ Arlington Ridge CDD.org

1 1/2 RP2

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ _____).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance *1-22-2024*

Signature *[Signature]*





DUNSTAN & SON PLUMBING CO., INC.

1127 W. Main Street
LEESBURG, FL 34748
(352) 787-4771
LIC. #CFC057100

PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO <i>Arlington Ridge</i>		PHONE <i>(352) 315-0066</i>	DATE <i>12/18/23</i>
STREET <i>4463 Arlington Ridge Blvd</i>		JOB NAME <i>(Lexington Spa.)</i>	
CITY, STATE AND ZIP CODE <i>Leesburg FL 34748</i>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

Est to replace 1 1/2 RP2 valve due to unit is a old type and not available to repair so we have to replace existing valve & leaking as new. water will have to be shut down for small period of time while old valve gets cut out and install new one.

Valve Replacement \$937.00

E mail: Residents @ Arlington Ridge CDD, org

1 1/2 RP2

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ _____).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance *1/22/2024*

Signature _____

Signature _____



Subsection 7F

Lap Pool Heater

1000 Sunshine Lane,
Altamonte Springs, FL 32714



Tel: 407-767-5421
Fax: 407-767-5750

Proposal for Arlington Ridge Retirement Community
4463 Arlington Ridge Blvd.
Leesburg, FL 34748

January 26, 2024

Proposal to make further repairs/services on unit #1L, #2L and #5L at the lap pool.

***Heat Pump #1L (W451709178) - Quote to replace the TXV power head, contactor and transformer with new factory supplied parts. Cost, includes (9) pounds of 410A refrigerant, torches, evacuation, warranty processing, labor and testing complete operations after..... \$1,238.00. If paid by check, the cost would be discounted to \$1,190.00.

***Heat Pump #2L (W031813412) - Cost to re-leak check the unit would be straight time @ \$90/hr.

***Heat Pump #5L (W042144539) - Quote to replace the contactor with new. Cost installed..... \$215.00.

Thank you,

The Universal Team

Accepted by: *[Signature]*

Date: 1-29-2024

Approval received 1/30/2024
Sandy Louloudis (office manager)
Sandy Louloudis

Subsection 7G

Restaurant Door Replacement

Arlington Ridge
Leesburg, Florida 34748

1/31/24

RE: Proposal for work at above address

Replace on kitchen entry door slab

4'0" x 8'0" 1 3/4" metal entry door

Materials – door and replacement hinges
Labor

\$1,450

\$ 545

Total

\$1,995

Note: Handset and deadbolt lock supplied by owner

If you have any question's please feel free to call me at 352-250-5606,

John Arsenault
Atlantic South LLC