

**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 on Monday, January 10, 2022, at 1:00 p.m., at Fairfax Hall, 4475 Arlington Ridge Boulevard, Leesburg, Florida and via Zoom video conferencing.

Present and constituting a quorum were:

Bill Middlemiss	Chairman
Claire Murphy	Vice Chairman
Jim Piersall	Assistant Secretary
Bob Hoover	Assistant Secretary
Steve Braun	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Lindsay Whelan (<i>via phone</i>)	District Counsel
Emily Roslin-Grimes	GMS Community Director
Donise Grimes	HOA
Dan Zimmer	Indigo Sports
Justin Fox	Indigo Sports
Mike Cutler	Indigo Sports
Jacob Bloodworth	Floralawn
Gianna Rahmani	Castle Group
Max Broxterman (<i>via Zoom</i>)	Castle Group
Fiona DiDomenico (<i>via Zoom</i>)	Castle Group
Brett Perez	Inframark
Angel Montagna	Inframark
Julie Yevich	Inframark
Chris Tarase (<i>via Zoom</i>)	Inframark
Residents (<i>Present and on Zoom</i>)	

The following is a summary of the discussions and actions taken at the January 10, 2022, meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Adams called the meeting to order at 2:00 p.m. and called the roll. All Supervisors were present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS**Public Comment Period**

Resident (Ron Worrich, Lot 99) said goodbye and thanks to GMS. In his opinion, the events of the past several weeks were not a true representation of the community. GMS did exactly what they were hired to do, manage this community in accordance with the laws of the State of Florida. His statement was attached to the minutes of this meeting. Ms. Adams had no further public comments.

FOURTH ORDER OF BUSINESS**Business Items****A. Consideration of Proposals for District Management and/or Amenity Management Services****i. Discussion Regarding Ranking Criteria**

Mr. Middlemiss stated the primary reason for this meeting was to discuss the proposals for District and amenity management services, hear presentations from four vendors, rank the firms and select a new management company. Ms. Whelan advised if the Board chose to use a ranking sheet, which was not required, they should use the same one. Mr. Braun did not see a need to fill out a ranking sheet. The Board agreed.

ii. Vendor Presentations**1. Castle Group–Amenity Management, Maintenance**

Ms. Gianna Rahmani, Director of Business Development and Ms. Fiona DiDomenico, Central Florida Regional President for Castle Group presented their qualifications. They specialize in amenity management services and their home office was in Plantation, Florida.

A question-and-answer session ensued. Ms. Murphy felt that their proposal was very well done and included everything that they needed to review as an amenity management company. Mr. Hoover noted that Ms. Murphy asked intelligent questions, liked their phone app, and preferred having Castle trained employees. Mr. Middlemiss thanked Castle for their presentation.

The meeting was recessed at 2:17 p.m.

The meeting was reconvened at 2:26 p.m.

2. Evergreen–Amenity Management, Field

Ms. Janie Linscott, Vice President of Business Development with Evergreen Lifestyle Management (Evergreen) presented their qualifications. Their corporate office was in Winter Garden and their focus was lifestyles and amenity management. They have over 200 communities. As of Friday, they partnered with another management company, which would make them the largest lifestyle management company in the USA. A live person is available 24/7 for emergencies.

A question-and-answer session ensued. Ms. Murphy appreciated the completeness of their proposal. Mr. Middlemiss voiced concern about not being able to contact Evergreen when he called two weeks ago and thanked them for their presentation.

The meeting was recessed at 3:11 p.m.

The meeting was reconvened at 3:12 p.m.

3. Indigo–Amenity Management, Field, Maintenance

Mr. Mike Cutler, Senior Vice President, Mr. Justin Fox, General Manager and Mr. Dan Zimmer, Vice President of Operations for Indigo Sports (Indigo), provided a brief overview of their proposal. Amenity management was their primary focus for the golf and restaurant. They currently managed 16 lifestyle amenities, HOAs and lifestyle amenities at three CDDs.

A question-and-answer session ensued. Mr. Piersall felt that Indigo worked out well for this community and they should be rewarded for it. Mr. Middlemiss thanked Indigo for their presentation.

The meeting was recessed at 3:50 p.m.

The meeting was reconvened at 3:12 p.m.

4. Inframark–District Management, Amenity Management, Field, Maintenance, Dissemination Agent

Mr. Brett Perez, Area Field Director, Ms. Angel Montagna, District and Regional Manager, and Ms. Julie Yevich of Community Services for Inframark Infrastructure Management Services (“Inframark”), presented their qualifications. Mr. Chris Tarase, Vice President of Management Services, who was also present, drove around the community, meeting residents and Board Members. Their Central Florida office handles 19 CDDs and in total, 115 CDDs in the State of Florida. If engaged, Ms. Julie Yevich would serve as Community Director, starting on January 12. Mr. Tarese noted Ms. Montagna, and Mr. Perez would be onsite this week to perform an assessment as part of the transition process. Accounting staff was working with GMS on the transfer of information in a timely manner to provide a smooth transition process.

A question-and-answer session ensued. Ms. Murphy requested a cost estimate for providing a newsletter and appreciated Ms. Montagna for providing a list of staff assigned to AR and a detailed pricing structure. Mr. Middlemiss thanked Inframark for their presentation.

iii. Audience Comments

- Resident (Linda Blackburn, Lot 468) questioned the length of the contract for management companies, whether any of other companies were fired with cause and requested the prices from each company and the total cost for combining services. Ms. Whelan stated the contracts were open ended to continue in place unless terminated by either party, which was standard. The RFP requested cost savings for multiple services. There were no cost savings for selecting one or more services.
- Resident (Marty Miller, Lot 268) asked if residents could attend the budget workshop. Mr. Perez confirmed that residents were able to attend.

- Resident (Betty Partridge, Lot 300) was not in favor of the Castle, Evergreen, and Indigo proposals as they did not meet the District's needs and preferred Inframark because they provide District management services and have the ability to transition effectively and efficiently on February 1. Ms. Whelan submitted the RFP to nine or ten different companies that provided District management, amenity management, field, maintenance, and dissemination services, at the direction of the Board. Of the companies that responded, only Inframark provided District management services.

iv. Board Discussion and Ranking of Proposals

Ms. Murphy was in favor of selecting Inframark as they provided District management, amenity management, field, maintenance, and dissemination services. Their price was in line with their current budget. Mr. Piersall felt Inframark was a good fit for the community. Mr. Braun was impressed when Inframark saw the most pressing problems as communication and the Reserve Fund and there were no negative comments from their references. If the Board engaged Inframark, he wanted it contingent on the Board approving the written contract. Ms. Whelan explained that their office would prepare the agreement and the Board had two options; authorize District Counsel to contract with Inframark to begin the transition and open bank accounts or select Inframark and approve the contract at the next meeting. Mr. Braun felt strongly that the Board approve the contract first as it was their most important contract. Ms. Whelan advised if the Board waited to approve the contract, there would be delays in the transition. Mr. Middlemiss recommended continuing this meeting until Ms. Whelan had the contract ready to present to the Board.

Discussion ensued by the Board on the terms of the contract. Mr. Braun suggested having a 90-day termination clause. Ms. Whelan advised 60 days was standard and beneficial for the District. After further discussion, there was Board consensus to have the contract include a 90-day termination clause.

<p>On MOTION by Mr. Piersall, seconded by Ms. Murphy, with all in favor, unanimous approval was given to (1) rank Inframark #1 for District management, amenity management, field management, maintenance, and dissemination agent services effective January 12, 2021, and (2) authorize staff to draft the agreements and provide to the Board for review at the January 14, 2022, continued meeting.</p>

Mr. Middlemiss announced to the proposers that Inframark was awarded the contract.

FIFTH ORDER OF BUSINESS**Other Business**

Mr. Braun referred to an email that there would be no maintenance or repair activities by current management staff until the end of the current management contract on January 31 and asked what happens if a lightbulb burns out or a toilet starts overflowing. Mr. Middlemiss explained that the message said there would be no outside contractors or any other expenditures until the end of the contract, but normal day-to-day activities would continue. Mr. Braun asked if the management company must designate an employee as Treasurer or if the Board could designate a Board Member to serve as Treasurer. Ms. Whelan stated a representative of the management company had always served as Treasurer. Mr. Middlemiss suggested a Board Member counter sign checks over \$500. This item would be placed on the next agenda for discussion.

SIXTH ORDER OF BUSINESS**Supervisor Requests, Audience Questions and Comments****Supervisor Requests**

There being none, the next item followed.

Audience Comments

- Resident (Marty Miller, Lot 268) suggested designating a liaison between the Board and the transitioning company and requested that the contract be available for review by residents. Ms. Adams would post it as soon as it was available.
- Mr. Chris Tarase of Inframark was agreeable to the 90-day termination clause and thanked the Board for their confidence in engaging Inframark.
- Resident (Eileen Heughins, Lot 673) congratulated the Board on selecting Inframark as the new management company and was happy with their choice.
- Resident (Mike Carrington, Lot 451) supported the Board's decision to engage Inframark and agreed that there should be checks and balances with the signing of checks due to past losses in the restaurant totaling \$1 million. Mr. Middlemiss clarified there was no \$1 million loss. They provide funding for the restaurant as written in the contract with Indigo.
- Resident (Connie Mckenna, Lot 469) asked if there was a way to rent out the premises instead of paying a stipend. Ms. Murphy stated they take the operation and maintenance (O&M) paid by all residents and use it to contribute to the maintenance of all of the buildings other than the restaurant and golf shop. Years ago, when Billy Casper took over the golf course, the Board approved giving them

\$120,000 per year to help offset the costs. In this year's budget, the Board should look at the cost to support the restaurant and golf shop building.

SEVENTH ORDER OF BUSINESS

Next Meeting Date: January 20, 2022, at 2:00 P.M.

Ms. Adams noted that the next meeting would be held on January 20, 2022, at 2:00 p.m.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Braun, seconded by Ms. Murphy, with all in favor, unanimous approval was given to continue the meeting to Friday, January 14, 2022, at 10:00 a.m. Fairfax Hall.
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Secretary/Assistant Secretary

Chairman/Vice Chairman