

## **MINUTES OF WORKSHOP ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT**

A workshop of the Board of Supervisors of the Arlington Ridge Community Development District was held Wednesday, February 9, 2022, at 10:00 a.m. at 4475 Arlington Ridge Boulevard, Leesburg, Florida 34748.

Present were:

Bill Middlemiss	Chairman
Claire Murphy	Vice Chairman
Steven Braun	Assistant Secretary
Robert Hoover	Assistant Secretary
James Piersall	Assistant Secretary

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

Angel Montagna	Manager: Inframark, Management Services
Brenda Burgess	Inframark, Management Services
Brett Perez	Inframark, Management Services
Robert Sardinas	Inframark, Management Services
Julie Yevich	Inframark, Management Services
Residents and Members of the Public	

*This is not a certified or verbatim transcript but rather represents the context and summary of the workshop. The full workshop 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. Middlemiss called the meeting to order at 4:00 p.m.

### **SECOND ORDER OF BUSINESS**

### **Pledge of Allegiance**

Mr. Middlemiss led the *Pledge of Allegiance*.

### **THIRD ORDER OF BUSINESS**

### **Audience Comments**

Residents discussed the movie theater, volunteers, and training; and commercialization, and protection of the community against commercialization.

Discussion ensued regarding the sales center not being discussed due to it being in a pending contract.

### **FOURTH ORDER OF BUSINESS**

### **Representative from the City of Leesburg**

There being no representative present, the next order of business followed.

<b>FIFTH ORDER OF BUSINESS</b>	<b>Discussion Items</b>
<b>A. Introduction</b>	Ms. Montagna introduced the staff on the management team, and explained the transition to Inframark as the management company.  Discussion ensued regarding the transition process from Governmental Management Services (“GMS”) to Inframark, changes in staff, manner in which paperwork was dropped off, walk through, difficulties with information being turned over and with communication, reasons for delays in the handoff, appreciation for those who assisted in the process, request for patience during the transition and for the workout equipment, office business hours 9:00 a.m. to 4:00 p.m., congratulations to Inframark and staff, and the home owners association (“HOA”) and the District working together as a team for the residents.
<b>B. Overview</b>	Ms. Montagna discussed upcoming budget season and workshop. Requests for meetings should go to Ms. Montagna, field items to Mr. Perez, event requests to Ms. Yevich, and maintenance items to Mr. Sardinas.
<b>C. Board Discussion of Expectations</b>	Discussion ensued regarding no insurance for volunteers and proposals will be included on the next meeting agenda, interior of the restaurant looking drab, painting days scheduled with residents, running the movie theater and volunteers, unauthorized use in the movie theater, changes in operating the projector, request for residents to return borrowed movies, suggestion regarding Board members serving on subgroups, spa and pool building and scheduled walk-through with Inframark staff, contact Mr. Braun for pool issues, drywall samples to be addressed, and mold to be removed.  Further discussion and updates ensued regarding Board members and their subgroups.  Discussion ensued regarding the website and what should be posted, which will be up on Friday, communications with HOA staff, being added to the list, forms of communications, security codes, receiving design suggestions prior to painting the restaurant, and other projects in the community.
	Discussion ensued regarding financials, capital expenditures and anticipated reserves, lack of financial statements since prior to January, financial documents received by Inframark that are being reviewed and entered into the system, the next financials will be updated through all the missing months, availability of financial statements not available until after the February regular meeting, operations and maintenance expenses versus

debt service expenditures, discretionary funds of 8%, reserves, anticipated carryover surplus to fund reserves and capital projects, various projects being delayed until the budget process, better days ahead, anticipated lower costs for projects with Inframark, current and potential assessment levels, and a request for residents to discuss questions with Board members rather than feeding rumors.

*The workshop recessed from 11:20 a.m. to 11:30 a.m.*

Discussion ensued regarding the fiscal year 2022 budget cheat sheet and descriptions of the line items, and how line items are forecasted.

Update on progress for financials will be included on the next meeting agenda.

**D. Discussion of Counsel**

Discussion ensued regarding being disappointed with previous legal counsel services, suggestion to solicit proposals for legal counsel in conjunction with the recent transition to Inframark as the management company, frustration in the transition to Kutak Rock with all attorneys leaving Hopping Green & Sams, Ms. Jennifer Kilinski's tenure serving as the District's legal counsel, creative billing from Ms. Lindsay Whelan, and support to discuss retaining new legal counsel.

Discussion of retaining legal counsel will be included on the next meeting agenda.

**E. Sales Center**

This item not being discussed, the next order of business followed.

**SIXTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Piersall requested retaining Ms. Kilinski as legal counsel as soon as possible.

Mr. Braun expressed concerns regarding sidewalks to be addressed as soon as possible.

Ms. Murphy reiterated the request for updated financial statements and a plan of action.

Mr. Braun indicated a sidewalk report is available to be distributed and will be provided to Mr. Perez.

Mr. Middlemiss expressed thanks to members of the public for attending the meeting, and requested patience as things move forward.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments**

A Resident asked if payments have withheld from GMS. Ms. Montagna described the process of professional invoices (management, legal counsel, engineer) to be approved

individually at every meeting, with routine invoices being ratified at meetings. Discussion ensued regarding a request for reimbursement from GMS.

A Resident discussed the wrong account GMS paid debt service, over 100 volunteers signed up at the last meeting, Valentine's Day movie at 2:00 p.m., and dinners at the restaurant. Tickets for Mardi Gras are now on sale. Discussion ensued regarding reservations for special events, and deadline for the newsletter.

A Resident discussed the benefit of hiring Inframark, legal recourse against GMS for paying themselves without Board approval, and general dissatisfaction with GMS.

A Resident discussed benefit of attending a non-contentious meeting, withholding 10% for contracts in general separate from a performance bond, and dissatisfaction of how GMS treated the residents.

A Resident expressed thanks to the Board for hiring Inframark

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

- *The next meeting is scheduled for Thursday, February 17, 2022, at 2:00 p.m.*

On MOTION by Ms. Murphy, seconded by Mr. Hoover,  
with all in favor, the workshop was adjourned at 12:05 p.m.

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Secretary

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Bill Middlemiss, Chairman