

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

A workshop of the Board of Supervisors of the Arlington Ridge Community Development District was held Thursday, April 13, 2023, at 2:00 p.m. at Fairfax Hall, 4475 Arlington Ridge Boulevard, Leesburg, Florida 34748.

Present and constituting a quorum were the following:

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

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

Angel Montagna	Manager: Inframark, Management Services
Jennifer Kilinski	Attorney: KE Law
Brenda Burgess	Inframark, Management Services
Brett Perez	Inframark, Management Services
Robert Sardinias	Inframark, Management Services
Donise Streit	Community Association Manager
Dan Zimmer	General Manager: Golf, Food & Beverage
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

Ms. Montagna called the workshop to order at 2:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. Hoover led the *Pledge of Allegiance*.

THIRD ORDER OF BUSINESS

Audience Comments

A Resident (Lot 330) expressed concern over RV lot expenditures, RV lot should not be considered an amenity, and the budget should not include expenses related to RV lot.

FOURTH ORDER OF BUSINESS

Discussion of Preliminary Budget for Fiscal Year 2024

Discussion ensued regarding the budget process, and capital projects will not be discussed at the workshop. The Board discussed making changes to the following expense line items, as noted:

ADMINISTRATIVE:

Professional Services—Attorney: increase to \$90,000

Professional Services—Engineer: increase to \$75,000

Postage: reduce to \$2,000

Insurance: waiting on proposal for fiscal year 2024

Legal Advertising: reduce to \$3,000

Website: reduce to \$2,000

Information Technology: increase to \$3,000

Miscellaneous Expenses: reduce to \$1,000

Dues, Licenses, and Subscriptions: increase to \$3,425, combine all subscriptions in this line item

GATE HOUSE:

Contracts—Security Services: leave the same for now, reviewing proposals and alternatives at the April 20 meeting

Utility—Electric: suggested to increase 10%, discussion of solar light or LED options

Street Lights: staff will continue to analyze

Repairs and Maintenance: staff will continue to analyze

Security Enhancements: options will be discussed at the April 20 meeting

CAPITAL EXPENDITURES AND PROJECTS:

Capital projects for all six engineering projects total \$126,000. Project information to be included on the April 20 agenda.

TOWN CENTER ADMINISTRATION:

Pest Control: proposal just approved is lump sum, request to break it out by building

Onsite Management: includes a 5% increase

Utility—Water and Sewer: possibly increase 10%

Utility—Electric: possibly increase 10%

Liability and Property Insurance: waiting on proposal for fiscal year 2024

Repairs and Maintenance: staff will continue to analyze

Special Events: discussion ensued regarding ticket sales for events, return received versus expenses paid, and possible reimbursements

Computer Supplies and Equipment: reduce to \$3,500

Club Activity Supplies: increase to \$5,000 and combine all categories for club activity supplies

COMMON AREA AND RECREATION:

Utilities—Water and Sewer: possibly increase 10%

Utility—Electric: possibly increase 10%

Landscape Maintenance: discussion ensued recommending xeriscaping

Landscape Replacement: reduce to \$20,000

Landscape—Storm Cleanup and Tree Removal: increase to \$45,000

Sports Court Maintenance: remove “supplies”

Holiday Decoration: reduce to \$5,000

FAIRFAX HALL:

Utilities—Water and Sewer: possibly increase 10%

Utility—Electric: possibly increase 10%

Repairs and Maintenance: staff will continue to analyze

SOCIAL CENTER:

Utilities—Water and Sewer: possibly increase 10%

Utility—Electric: possibly increase 10%

Dues, Licenses, and Subscriptions: reduce to zero, all subscriptions combined under administrative

LEXINGTON SPA:

Fitness Instructors: reduce to zero, District is no longer funding instructors, will have facility use agreements and require waivers and insurance

Utilities—Water and Sewer: possibly increase 10%

Utility—Electric: possibly increase 10%

Dues, Licenses, and Subscriptions: reduce to zero, all subscriptions combined under administrative

SALES CENTER:

Utilities—Water and Sewer: increase to \$3,500

Utility—Electric: increase to \$10,000

Operations and Maintenance: reduce to \$15,350

The meeting recessed at 4:35 p.m.

The meeting reconvened at 4:47 p.m.

RV LOT: *new section to be added*

Utility—Electric

Maintenance

Improvements/Upgrades

Discussion ensued regarding the restaurant being an amenity, including in the general fund budget, contract management and responsibilities, and adding the Indigo contract to the April 20 agenda.

GOLF AND FOOD/BEVERAGE BUDGET:

Discussion ensued regarding special events, operations, streamlined costs, increasing resident interest, food and beverage memberships, incentives, examples of other CDD-owned golf courses and rate schedule, projected deficit for fiscal year 2024, \$80 per household or \$83,680, adding a line item \$85,000 in the general fund that nets out to fund the deficit (called other financing sources), and general fund adding a line transfer out.

FIFTH ORDER OF BUSINESS

Supervisor Comments

Mr. Kostich commented on the proposed assessment increase and requested looking at efficiencies to keep assessments stable.

Mr. Piersall commented on Supervisors distributing information to residents that is often inaccurate.

SIXTH ORDER OF BUSINESS

Audience Comments

A Resident (Lot 469) requested having information from the District on social media. Discussion ensued discouraging use of social media, Inframark staff does not provide that service, and fake gmail and other email accounts.

SEVENTH ORDER OF BUSINESS

Adjournment

- *The next meeting is scheduled for Thursday, April 20, 2023, at 2:00 p.m.*

The workshop adjourned at 5:47 p.m.