

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT
AGENDA PACKAGE**

**Thursday, October 16, 2025
2:00 p.m.
REGULAR MEETING**

**Remote Participation:
Zoom: <https://us06web.zoom.us/j/89705015015>
Meeting ID: 897 0501 5015**



313 Campus Street
Celebration, Florida 34747
(407) 566-1935

Agenda

Board of Supervisors

Robert Hoover, Chairperson
Ted Kostich, Vice Chairperson
Jerry Gianoutsos, Assistant Secretary
Dominic Setaro, Assistant Secretary
Steve Avallone, Assistant Secretary

Staff:

Lee Graffius, District Manager and Community Director
Jennifer Goldyn, Regional Director
Jennifer Kilinski, District Counsel
Meredith Hammock, District Counsel
David Hamstra, District Engineer

Meeting Agenda

Thursday, October 16, 2025 – 2:00 p.m.

Public Conduct Notice:

Public comments are allowed at specific times during the meeting, with each speaker limited to three minutes, subject to the Presiding Officer's discretion. Disorderly conduct, including personal attacks, is prohibited. The Presiding Officer and District Manager may remove any speaker who violates decorum policies. Board Supervisors and District staff will not 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**
4. **Staff Reports**
 - A. District Counsel
 - B. District Engineer
 - C. Yellowstone: Regular ReportPage 6
 - D. Landscapes Golf Management: Regular Report
 - i. Pump House Irrigation System Replacement Discussion
 - E. District Manager: Regular Report.....Page 9
 - F. Community Director: Regular Report.....Page 12
 - i. Tai Chi Classes at Fairfax
5. **Business Items**
 - A. Supervisor Avallone Resignation (Seat 1) Announcement and Discussion on Seat #1 Vacancy.. Page 15
 - B. Dead Pine Tree Removal Proposal.....Page 17
 - C. Spectrum Broadband Expansion Initiative.....Page 23
 - D. Golf Course Contract Ratifications.....Page 26
 - E. Fairfax Hall Exterior Repairs.....Page 33
6. **Consent Agenda**
 - A. Minutes: September 18, 2025, Regular Meeting.....Page 36
7. **Supervisor Issues**
8. **Audience Comments – Three- (3) Minute Time Limit**
9. **Adjournment**

The next meeting is scheduled for Thursday, November 20, 2025, at 2:00 p.m.

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
<https://us06web.zoom.us/j/89705015015>
Meeting ID: 897 0501 5015

Section 4

Staff Reports

Subsection 4C

Yellowstone Regular Report



Date : Tuesday, October 7, 2025

Property : Arlington Ridge CDD

Senior Account Manager : Alberto Torres

Business Development Manager: Michael Wilding

Maintenance Activities

- Mowing of all areas completed weekly.
- Trim and detail shrubs beds at community entrance, blvd and Town Center
- Preform weekly detail to all Annual beds at community entrance
- New annuals flowers beds have been install
- Pruning of all shrubs is continuos during weekly visits.
- Continue treating visible fire ant mounds throughout property as needed
pool detail was done in september 2

Mowing Activities

- Preform weekly mowing and string trimming of roadways and entrances to the community.
- Berm within the community has been mowed as well.
Perform weekly mowing service on all Zoysia/St Augustine along Arlington Ridge Blvd and
Heritage Trail
- Identified Drain Areas have been string trimmed and cleared.

Irrigation Activities

- All irrigation timers have been inspected and checked for coverage.. Adjustments have been made.
- Irrigation Inspection scheduled for Village Green week of 10-20-25
- Irrigation main line at Arlington Blvd and Chathamman way has been repaired
- the irrigation separation from the golf court has been complete

Fertilization and Pest Control Activities

- Shrub application will be made by the end of the month Octoberr or beginning of November



Subsection 4Di

Pump House Irrigation System Replacement Discussion

Subsection 4E

District Manager Regular Report



Arlington Ridge Community Development District

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

District Managers Report October 2025

Reclaimed Water Pump House

These pumps are critical for transferring water from the reclaimed water pond to the golf course and common areas for irrigation. Without them, irrigation cannot be maintained in these areas.

At present, the system is operating on a single pump, which has resulted in reduced water pressure on the golf course—approximately half of the normal PSI. To prevent overheating of the remaining operational pump, irrigation for the common areas is being delayed until later in the morning.

Fairfax Hall Exterior Repairs and Paint

We have received one bid for the repairs and painting. We are awaiting a response from other vendors as most want to charge for their own inspection prior to bidding. I plan to have at least one proposal for consideration at the November meeting

Unauthorized Installation of plants on CDD Property

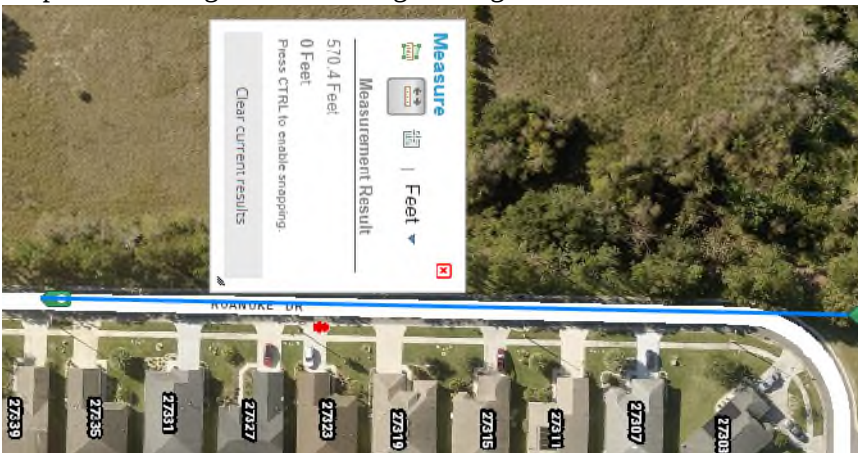
Someone has planted multiple shrubs and trees on CDD property at the edge of the wetland area without CDD approval. Behind 26749 and 26803 White Palms Way. I would like a decision from the board on how to proceed as no one has come to the CDD asking for permission and the CDD has already stated we would not plant anything at the edge of the wetland area as not to interfere with the natural flow of the water. This is the area where the board approved a complaint against Reliable Peat to correct their berm.





Resident Request for Roanoke Berm

Linda Blackburn on behalf of Roanoke residents along the berm are requesting the Board consider requesting a proposal for phase 2 adding additional hedges along the berm from 27339 to 27303 Roanoke Drive.



Subsection 4F

Community Director Regular Report



Arlington Ridge Community Development District

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

Community Director Report October 2025

Sport Courts

The lighting for the sports courts has been adjusted to the maximum 120-watt setting. The new LED lights were originally set to 100-watts to match the old vapor sodium lights. To further improve visibility, we also trimmed branches from the oak tree to allow more light to reach the Bocce courts. The new Bocce handrails were purchased courtesy of the Veteran's group and recently installed.

Lexington Spa

The pools are scheduled to be closed on November 4. The cabana fans and the remainder of the pool rail sleeves were installed. Yellowstone and Florida Aqua Group did their monthly maintenance.

Heritage Trail Depression

The Heritage Trail storm drainpipe was completed using a new method that does not disturb the street or yards. A completion video was provided to show the repair.

Cart Barn Garage Door

The Cart Barn door replacement has been completed.

Back Gate Bar Code Reader Repair

Due to multiple incidents with visitors trying to tail gate into the community through the back gate now that the new barrier arms were installed, a new pad was poured, and bollards installed to protect the bar code reader from future damage.

Tree Trimming

An additional 40 dead pine trees have been identified at the intersection of Heritage Trail and Hopewell Pass, as well as along the Roanoke Berm and White Plains Way. Furthermore, one tree has fallen over the white fence near Heritage Trail, and another has toppled on White Plains Way near the back gate.

A proposal currently on the agenda includes the removal of over 65 existing stumps from previous pine tree removals in the areas surrounding Hopewell Pass and Heritage Trail. It also covers stump removal for most of the newly identified trees, except in locations where access is restricted.

Based on the breakdown of the invoice, the average cost for tree removal is approximately \$450 per tree.

Section 5

Business Items

Subsection 5A

Supervisor Avallone Resignation



Arlington Ridge Community Development District

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

CDD Resignation



ssaba117@aol.com

To ✓ Graffius, Lee

Cc ○ Meredith Hammock



Tue 4:03 PM

 You replied to this message on 10/7/2025 5:08 PM.

This Message Is From an External Sender

This message came from outside your organization. Please use caution when clicking links.

Lee,

Effective immediately I am resigning from the CDD Board. I will not be in Florida for the next 2.5 months and don't feel I will be adequately able to fulfill my duties in person. Please provide me the form necessary to inform Florida of my decision.

Thank You.

R
Steve Avallone

Subsection 5B

Dead Pine Tree Removal Proposal



Estimate # 01274-E

Client Information

Client: Arlington Ridge
 Client Address: 4463 Arlington Ridge Boulevard, Leesburg, Florida, 34748
 Client Phone: (352) 728-2186
 Client Email: Lee.Graffius@inframark.com

Proposed Work

DESCRIPTION

PRICE

Tree Removal

\$ 19,500.00

Remove approximately 40 pine trees total throughout property as discussed. Small medium and large pine trees infested with pine bark beetles. Cut and haul debris/grind stumps accessible with stump grinder.

Approximately 15 small/17 medium/8 large pine trees

Please note areas include

Hopewell pass corner, lots remove dead, pine trees, and grind stumps/Grind additional stumps throughout corner lots approximately 65 .

Heritage Trail dump station remove dead pine tree

Roan oak retention pond remove dead, pine tree/grind stumps

Heritage Trail retention pond Pine trees on fence/hazardous pine tree on adjacent property.

White Plains Way Remove dead, pine trees/grind stumps accessible/ remove large hazardous oak tree lead/hanger in canopy and remove one to two small Cypress trees/grind stumps.

Bocce ball court remove two dead pine trees/One large oak tree lead on back of quart for clearance by light pole.

(Please note remove one large oak tree lead overhanging Lexington spa Center courtyard area).

Subtotal: \$ 19,500.00

Tax 0%: \$ 0.00

Total: \$ 19,500.00

Thank you for considering Triple D Services.
 Please contact us at 352-771-6277 if you have any questions.

Acceptance of proposal.

The prices, specifications, and terms and conditions are satisfactory and hereby accepted. Triple D Services LLC is authorized to do the work as specified.

Estimator: Brandon Towne

01274-E, Rev 1

Date: 2025-09-30

Authorized Signature: _____

Date: _____

■ 40933 Maxwell Road, Altoona Umatilla, FL ■ PHONE: (352) 771-6277

■ EMAIL: Tripledtreeservice@gmail.com

Terms and Conditions:

This is a quotation for the services outlined, subject to the terms below:

Additions and Changes: Any additions or changes to the scope of work must be approved in writing and may result in costs exceeding the original estimate.

Payment Terms:

- All credit or debit card payments will incur a 3.5% processing fee.
- Please make checks payable to "Triple D Services" or "David Green."

Liability:

- Triple D Services is not responsible for any damage to driveways, irrigation systems, turf, sod, cables, wires, or utilities while performing contracted services.
- Customers must inform us of any drain fields or septic tanks prior to the start of the job to allow for proper marking.
- We are not liable for any damage to fences, driveways, or other property resulting from stump grinding or excavation.

Permitting and Compliance:

- Unless explicitly stated, no permitting is included or implied in this agreement.
- Customers are responsible for ensuring compliance with HOA rules and notifying relevant parties. Triple D Services does not guarantee government or municipal approvals unless specified in the agreement.

Stump Grinding: All stump grinding debris will remain on the property unless otherwise specified in the agreement.

We take every precaution to provide the highest level of service but encourage open communication to address any concerns before work begins.

Cancellation fee, a 5% fee will be billed to any signed contract that is canceled.

Payment Terms:

Payment Due: All invoices are due upon completion of services.

Overdue Payments: Payments not received within 30 days will be considered overdue.

Late Fees: A 5% late fee will be applied after 30 days, with an additional 5% charged for each month the balance remains unpaid.







Subsection 5C

Spectrum Broadband Expansion Initiative



To: Arlington Ridge Private Road and Homeowners Association (HOA) Owners

From: Spectrum

Date: September 2, 2025

RE: State of Florida - Sponsored Broadband Expansion Initiative in Your Community

This memo addresses the exciting opportunity to bring high-speed internet service to your private road or HOA community through a state-funded initiative. Spectrum, in partnership with the State of Florida, has been contracted to expand broadband access to areas like yours that were designated as "unserved" or "underserved" for high-speed internet access.

This initiative is driven by the American Rescue Plan Act (ARPA) or Capital Projects Fund (CPF) and aims to bridge the digital divide by providing communities with the infrastructure necessary for reliable and high-speed internet connectivity.

Key Benefit: This infrastructure buildout will be constructed and implemented **AT NO COST TO YOUR COMMUNITY**. The entire project is supported by the State of Florida and the Federal Government.

Frequently Asked Questions (FAQ)

What is the purpose of this initiative?

The primary objective is to bring reliable, high-speed broadband internet to communities identified by the Florida Office of Broadband as unserved or underserved. This aligns with a broader effort to close the digital divide and ensure equitable access to essential internet services for all residents.

Why is Spectrum involved?

Spectrum has been selected by the Florida Office of Broadband as the contractor for this broadband expansion initiative in your area. We are committed to building the necessary infrastructure to deliver Spectrum Internet® to your community.

What happens if our community does not grant access?

If Spectrum is not granted access to build the necessary infrastructure within your private roads or HOA community, it is highly improbable that this opportunity, funded by the State of Florida, will be available again in the future. Denying access could mean your area remains without high-speed internet access and misses the significant benefits it provides.

What is the deadline for this project?

The project must be completed and the associated funds expended by September 1, 2026. This is a firm deadline and requires prompt cooperation to ensure your community benefits from this program.

We strongly encourage you to discuss this matter with your fellow residents and HOA board members to understand the impact of this crucial decision. Spectrum is ready to collaborate with your community and neighbors to ensure a smooth and timely broadband expansion. Please feel free to contact us at your earliest convenience to discuss the necessary steps for granting access and bringing high-speed internet to your community.

David Garcia | Director, State Government Affairs
Mobile: (727) 873-3610; email: david.r.garcia@charter.com
4145 S. Falkenburg Road, Riverview, FL 33578

CONDUIT INSTALLATION AGREEMENT **(SFU Developments)**

This Conduit Installation Agreement (including the Attachment hereto, "Agreement") is entered into by the undersigned "Grantor" and "Operator" (which term includes Operator's successor and assigns) as of the date last signed below.

1. PROPERTY. Grantor hereby represents and warrants to Operator that Grantor (i) is the current owner of the land and all improvements located thereon located at **[insert Property name and address]** (the "Property"); and (ii) has the right to grant Operator the rights set forth herein.

2. INSTALLATION; OWNERSHIP; PROPERTY REPAIRS. Grantor hereby grants to Operator and its authorized personnel/contractors a non-exclusive, irrevocable right to access the Property as necessary to install and/or provide to Grantor, as the case may be, up to a single 4" conduit to accommodate the future installation of fiber or similar facilities to provide its communications and related services ("Conduit"). The Conduit shall at all times remain the sole personal property of Operator and shall not be considered affixed to or a fixture of the Property or any unit. Grantor shall not, nor shall Grantor permit any other person or entity to, access, move, use or interfere with the Conduit. Upon the expiration or termination of this Agreement as permitted hereby, Operator may either remove or abandon the Conduit, and any portion of the Conduit not removed automatically shall be deemed transferred to Grantor or the owner of the lot on which the unit is located, as the case may be, free and clear of all liens and encumbrances. Operator shall restore any portions of the Property damaged by Operator or its authorized personnel/contractors during their activities at the Property pursuant to this Agreement to its condition existing immediately prior to such damage.

3. TERM. This Agreement shall remain in full force and effect for so long as Operator (or its successors-in-interest) is legally authorized to provide its communications and related services in the area where the Property is located. This Agreement is not conditioned upon Operator's use of the Conduit or the provision of any of Operator's services to the Property. This Agreement may be terminated by Operator by providing written notice to the then-current owner of record of the Property.

4. ENTIRE AGREEMENT; AMENDMENTS. This Agreement constitutes the entire agreement between the parties with respect to, and supersedes all prior agreements and/or all understandings with respect to, the subject matter contained herein. This Agreement shall not be modified, amended, supplemented or revised, except pursuant to a written document signed by both parties. The provisions and covenants contained in this Agreement are intended to run with title to the Property and to bind and inure to the benefit of the respective successors-in-interest of the parties hereto. Grantor shall require any purchaser or transferee of, or successor in interest to its rights in, the Property to assume in writing this Agreement.

The individuals signing below represent to each other and to Grantor and Operator that they are duly authorized to execute and deliver this Agreement on behalf of the party for which they have signed.

GRANTOR:

[insert Grantor legal entity]

OPERATOR:

[insert Operator legal entity]

By: Charter Communications, Inc., Its Manager

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Date: _____

Date: _____

Subsection 5D

Golf Course Contract Ratifications

AMENDMENT TO FOOD & BEVERAGE OPERATIONS SERVICES AGREEMENT

This Amendment to the Food & Beverage Operations Services Agreement (“**Agreement**”) is made effective as of the 1st day of October 2025 (“**Effective Date**”) by and between:

ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT, local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the City of Leesburg, Florida, with a mailing address of c/o Inframark, IMS, 313 Campus Street, Celebration, Florida 34747 (“**District**” or “**Owner**”); and

LANDSCAPES GOLF MANAGEMENT, LLC, a Nebraska limited liability company authorized to do business in the State of Florida, with a mailing address of 1201 Aries Drive, Lincoln, Nebraska 68512 (the “**Manager**” or “**LGM**”, and collectively with the District, the “**Parties**”).

RECITALS

WHEREAS, the District and the Manager previously entered into that certain *Food & Beverage Operations Services Agreement* effective on or around October 1, 2025; and

WHEREAS, the Parties desire to amend the Agreement to provide the Manager the authority to open up the bank accounts contemplated by the Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreement contained in this Addendum, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

Section 1. Agreement Modification. Section 4 of the Agreement is amended to read:

4. BANK ACCOUNTS; FLOW OF FUNDS. This Agreement contemplates that the flow of funds received and disbursed in connection with the operation of the F&B Facilities shall be conducted through and controlled by a system of accounts established by agreement of Owner and Manager.

a. Manager shall establish and/or maintain such bank or other deposit accounts as Owner and Manager shall mutually agree are necessary for the efficient operation of the F&B Facilities (“**F&B Facilities Operating Accounts**”). Manager, to the benefit of the Owner, shall control the flow of funds received and disbursed in connection with such operation, in its name at a bank(s) or other financial institution(s) mutually agreed upon by Owner and Manager. The F&B Facilities Operating Accounts and any operating accounts for the Owner’s golf course facilities, which Manager operates under a separate agreement, shall be

separate accounts. Owner's and Manager's designees, as approved by Owner, shall be the only parties authorized to draw upon the F&B Facilities Operating Accounts.

b. All revenues and receipts arising from operation of the F&B Facilities, whether in cash, checks, money order or credit card, shall be deposited by Manager into the appropriate F&B Facilities Operating Account. Such deposit shall be made daily when the bank or financial institution is open. In no event shall such amounts deposited in any accounts established or utilized under this Agreement be co-mingled with any other funds of Manager or any third party. Moreover, funds attributable to the operation of the Owner's golf course facilities, which Manager operates under a separate agreement, and funds attributable to the F&B Facilities shall not be commingled.

c. Manager shall design, establish, implement and maintain procedures for the accounting and control of the revenues from the time of their collection by Manager to the time of deposit at the bank, including cash handling procedures. This shall also include a system of internal controls to account for and to safeguard all Gross Revenues. Such procedures shall include each of the accounting and cash control processes recommended by Manager and approved by the Owner, which approval shall not unreasonably be withheld.

d. Manager shall obtain, on behalf of the Owner, comprehensive crime insurance covering employee theft and dishonesty. Should Manager reasonably believe that an event or act of theft has occurred, Manager shall notify as soon as possible the Owner's Representative and the Leesburg Police Department or such other agency having jurisdiction where such unlawful act occurred. Manager shall also prepare a report of such incident. Manager shall notify the Owner of any operational changes deemed necessary by Manager to safeguard the F&B Facilities monies or things of value.

e. Owner is required to maintain a balance within the F&B Operating Accounts for the normal operating cash needs of the F&B Facilities (the "**Minimum Funds Balance**"). The Minimum Funds Balance shall be exclusively allocated to the F&B Facilities Operating Accounts and shall not be allocated between any account(s) and the F&B Facilities account(s), as determined by Manager. The Minimum Funds Balance shall be the greater of:

- i. the dollar amount of the annual Budget for the month following the current month; or
- ii. Fifty Thousand Dollars (\$50,000).

f. Upon Owner's receipt of notice from the Manager of any current or pending deficit to the Minimum Funds Balance, Owner shall have five (5) business days to cause the deposit into the F&B Facilities Operating Account(s) the funds necessary to restore the Minimum Funds Balance to meet the minimum requirements specified in this Section.

g. Owner acknowledges that Manager has not made any guarantee, warranty, or representation of any nature whatsoever concerning or relating to the Budget, or the amounts of revenues to be generated from the operation of the F&B Facilities other than the

fact that the Budget, including revenues and operating expenses, are based on Manager's recommendations to Owner based on Manager's knowledge and expertise in the area of restaurant management, for which the Manager represents itself to be competent, knowledgeable and experienced.

Section 2. Reaffirmation of Agreement. Except as otherwise provided herein and modified in this Amendment, the Agreement is otherwise affirmed.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed on the day and year written below.

OWNER:

**ARLINGTON RIDGE COMMUNITY DEVELOPMENT
DISTRICT**

DocuSigned by:

Robert Hoover

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Chair/Vice-Chair, Board of Supervisors

Date: 9/25/2025

MANAGER:

LANDSCAPES GOLF MANAGEMENT, LLC

Signed by:

Thomas R. Everett

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By: Thomas R. Everett

Its: President

Date: 9/26/2025

AMENDMENT TO GOLF COURSE MANAGEMENT SERVICES AGREEMENT

This Amendment to the Golf Course Management Services Agreement (“**Agreement**”) is made effective as of the 1st day of October 2025 (“**Effective Date**”) by and between:

ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT, local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the City of Leesburg, Florida, with a mailing address of c/o Inframark, IMS, 313 Campus Street, Celebration, Florida 34747 (“**District**” or “**Owner**”); and

LANDSCAPES GOLF MANAGEMENT, LLC, a Nebraska limited liability company authorized to do business in the State of Florida, with a mailing address of 1201 Aries Drive, Lincoln, Nebraska 68512 (the “**Manager**” or “**LGM**”, and collectively with the District, the “**Parties**”).

RECITALS

WHEREAS, the District and the Manager previously entered into that certain *Golf Course Management Services Agreement* effective on or around October 1, 2025; and

WHEREAS, the Parties desire to amend the Agreement to provide the Manager the authority to open up the bank accounts contemplated by the Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreement contained in this Addendum, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

Section 1. Agreement Modification. Section 4 of the Agreement is amended to read:

4. BANK ACCOUNTS; FLOW OF FUNDS. This Agreement contemplates that the flow of funds received and disbursed in connection with the operation of the Golf Facilities shall be conducted through and controlled by a system of accounts established by agreement of Owner and Manager.

a. Manager shall establish and/or maintain such bank or other deposit accounts as Owner and Manager shall mutually agree are necessary for the efficient operation of the Golf Facilities (“**Golf Facilities Operating Accounts**”). Manager, to the benefit of the Owner, shall control the flow of funds received and disbursed in connection with such operation, in its name at a bank(s) or other financial institution(s) mutually agreed upon by Owner and Manager. The Golf Facilities Operating Accounts and any operating accounts for the Owner’s F&B Facilities (as that term is described in the agreement entered into by and between the Manager and Owner simultaneously herewith for management of certain food and beverage

facilities), which Manager operates under a separate agreement, shall be separate accounts. Owner's and Manager's designees, as approved by Owner, shall be the only parties authorized to draw upon the Golf Facilities Operating Accounts.

b. All revenues and receipts arising from operation of the Golf Facilities, whether in cash, checks, money order or credit card, shall be deposited by Manager into the appropriate Golf Facilities Operating Account. Such deposit shall be made daily when the bank or financial institution is open. In no event shall such amounts deposited in any accounts established or utilized under this Agreement be co-mingled with any other funds of Manager or any third party. Moreover, funds attributable to the operation of the Owner's F&B Facilities, which Manager operates under a separate agreement, and funds attributable to the Golf Facilities shall not be commingled.

c. Manager shall design, establish, implement and maintain procedures for the accounting and control of the revenues from the time of their collection by Manager to the time of deposit at the bank, including cash handling procedures. This shall also include a system of internal controls to account for and to safeguard all Gross Revenues. Such procedures shall include each of the accounting and cash control processes recommended by Manager and approved by the Owner, which approval shall not unreasonably be withheld.

d. Manager shall obtain, on behalf of the Owner, comprehensive crime insurance covering employee theft and dishonesty. Should Manager reasonably believe that an event or act of theft has occurred, Manager shall notify as soon as possible the Owner's Representative and the Leesburg Police Department or such other agency having jurisdiction where such unlawful act occurred. Manager shall also prepare a report of such incident. Manager shall notify the Owner of any operational changes deemed necessary by Manager to safeguard the Golf Facilities monies or things of value.

e. Owner is required to maintain a balance within the Golf Operating Accounts for the normal operating cash needs of the Golf Facilities (the "**Minimum Funds Balance**"). The Minimum Funds Balance shall be exclusively allocated to the Golf Facilities Operating Accounts and shall not be allocated between any account(s) and the F&B Facilities account(s). The Minimum Funds Balance shall be the greater of:

- i.** the dollar amount of the annual Budget for the month following the current month; or
- ii.** Fifty Thousand Dollars (\$50,000).

f. Upon Owner's receipt of notice from the Manager of any current or pending deficit to the Minimum Funds Balance, Owner shall have five (5) business days to cause the deposit into the Golf Facilities Operating Account(s) the funds necessary to restore the Minimum Funds Balance to meet the minimum requirements specified in this Section.

g. Owner acknowledges that Manager has not made any guarantee, warranty, or representation of any nature whatsoever concerning or relating to the Budget, or the isunts

of revenues to be generated from the operation of the Golf Facilities other than the fact that the Budget, including revenues and operating expenses, are based on Manager's recommendations to Owner based on Manager's knowledge and expertise in the area of golf course management, for which the Manager represents itself to be competent, knowledgeable and experienced.

Section 2. Reaffirmation of Agreement. Except as otherwise provided herein and modified in this Amendment, the Agreement is otherwise affirmed.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed on the day and year written below.

OWNER:
ARLINGTON RIDGE COMMUNITY DEVELOPMENT
DISTRICT

DocuSigned by:

Robert Hoover

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Chair/Vice-Chair, Board of Supervisors

Date: 9/25/2025

MANAGER:
LANDSCAPES GOLF MANAGEMENT, LLC

Signed by:

Thomas R. Everett

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By: Thomas R. Everett

Its: President

Date: 9/26/2025

Subsection 5E

Fairfax Hall Exterior Repairs

Arlington Ridge
4436 Arlington Ridge Blvd
Leesburg, Florida 34748

10/8/25

RE: Proposal for work inspecting facias and decorative woodwork at Hall

Deliver 65' Articulating Boom lift to site
Use of lift for 7 days for initial work and follow up inspection

Replace 6 Cornice Brackets at peak on Fairfax Hall
Replace 2 Cornice Brackets on side wall by Dumpster
Install Simpson clips with lathe screws on all new work
Install clips in areas where necessary upon reinspection
Use lift to install rubber membrane on top of any exposed brackets
on the rest of the buildings on the Commons.

Remove decorative covers 30" x 60"
Patch for paint
Remove debris in a legal fashion

Promised credit for original inspection on 5/29/25 invoice
Total quote for work above

\$10,795
\$ 2,875
\$ 7,920

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

John Arsenault
Atlantic South LLC

Section 6

Consent Agenda

Subsection 6A

September 18, 2025 Regular Meeting 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, September 18, 2025 at 2:00 p.m. at Fairfax Hall, located at 4475 Arlington Ridge Boulevard, Leesburg, Florida 34748.

Present and constituting a quorum were:

Robert Hoover	Chairperson
Ted Kostich	Vice Chairperson
Jerry Gianoutsos	Assistant Secretary
Dominic Setaro	Assistant Secretary
Steve Avallone	Assistant Secretary

Also present were:

Lee Graffius	District Manager
Meredith Hammock	District Counsel: Kilinski/Van Wyk
David Hamstra	District Engineer: Pegasus Engineering
Various Residents	

This is not a certified or verbatim transcript but rather represents the context and summary of the meeting and actions taken. 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. Graffius called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

**Audience Comments on Agenda Items –
Three (3) Minute Time Limit**

- A Resident (Lot 942), commented on Golf Course and Food & Beverage being separate, and also requested the front entrance to remain manned.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

- Four hours of Ethics Training are due by the end of the calendar year.

B. General Manager: Golf, Food & Beverage: Regular Report

No report was provided.

D. Yellowstone: Regular Report

The report was included in the agenda package.

- Irrigation separation is 95% complete.
- Flowers will be installed within a week.

i. Pest Control Addendum

Mr. Setaro made a MOTION to approve the Addendum for Amenity Pest Control Services with Yellowstone Landscaping.
Mr. Gianoutsos seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the Addendum for Amenity Pest Control Services with Yellowstone Landscaping.

E. District Manager: Regular Report

The District Manager Regular Report was presented, a copy of which was included in the agenda package.

- The pavement where the depression was repaired on Manassas will be coated to cover remaining grouting stains.
- Sod will be installed in an area of approximately 5x5' next to the mailbox.
- A discussion occurred to consider placing a request for bids for auditing services as the current firm has been late for the past three years.

i. Audit Non-Compliance Notice

- Notice of Non-Compliance for Audit was included in the agenda package.
- The Auditor is working on the final Audit to meet the deadline.
- Financials are distributed to the Board on the 20th of each month, with a request for any questions by the 25th of each month before posting them on the website.

Mr. Setaro made a MOTION to submit the Appeal to FEMA for the denied golf cart path claim resulting from Hurricane Milton.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to submit the Appeal to FEMA for the denied golf cart path claim resulting from Hurricane Milton.

F. Community Director: Regular Report

The Community Director Regular Report was presented, a copy of which was included in the agenda package.

- The cart barn door was replaced.
- Tree trimming of the Village Green was completed.
- RV lot tree trimming is scheduled for October 2, 2025.

G. Landscapes Golf Management Transition Progress Report

- Chuck, the Interim General Manager for Landscapes Golf Management (LGM), provided an extensive update on the transition progress. GolfNow will be providing a temporary server to host the historical POS information for the operations. LGM will be working over the next few months on changing the POS system to their system which will save money.
- Golf course inventory has been completed.
- Overseeding will be performed on the fairways and greens this year.
- A Superintendent and Head Golf Pro have been hired, and interviews have been ongoing for a General Manager. The goal is to provide a 2026 budget by November 1, 2025.
- Supervisor Setaro brought up issues with the financials for Golf and Food & Beverage (F&B), and suggested hiring an auditor to audit the internal accounting

to be certain accounts were properly recorded between F&B and Golf. This is to ensure LGM is provided with accurate starting balances for the two accounts. The board approved the motion. Money will have to be transferred to open the new bank accounts and meet the contract requirements.

- Money may be transferred temporarily from the reserve fund to the operating fund until the tax assessment payments come in December.

Mr. Setaro made a MOTION to approve hiring a third-party auditing firm to audit the golf course and Food & Beverage financials for 2019-2025 in an amount not to exceed \$15,000 to ensure funds received were properly recorded in their correct general ledger locations.

Mr. Gianoutsos seconded the motion.

Upon VOICE VOTE, with Mr. Hoover, Mr. Gianoutsos, and Mr. Setaro voting in favor, and Mr. Kostich and Mr. Avallone opposed, hiring of a third-party auditing firm to audit the golf course and Food & Beverage financials for 2019-2025 in an amount not to exceed \$15,000 to ensure funds received were properly recorded in their correct general ledger locations, was approved.

- Supervisor Setaro clarified the desire to have an audit done is to clean up the financials and ensure income and expenses are accurately recorded to the proper entity to provide the most accurate accounts for LGM when taking over.
- Supervisor Setaro discussed the need to transfer \$100,000 divided into \$50,000 for Golf and \$50,000 for Food & Beverage in order to open new accounts according to the contract. Due to current operating funds, a transfer of funds from the reserve may be required and returned once the assessment income is deposited in December.

FIFTH ORDER OF BUSINESS

Business Items

A. 2026 Insurance Renewal

- The 2026 Insurance renewal and Workman's Compensation insurance renewal were presented. Despite numerous claims the total cost of the renewal decreased by \$4,856.

Mr. Hoover made a MOTION to approve the 2026 Insurance Renewal.
Mr. Kostich seconded the motion.

Upon VOICE VOTE, unanimous approve was given (by a margin of 5-0), to approve the 2026 Insurance Renewal.

FOURTH ORDER OF BUSINESS**Staff Reports (Continued)****C. District Engineer**

- Mr. Hamstra inspected the area near Hole #10 involving the storm water drain. A proposal for scoping will be provided to determine whether or not the drain is plugged.
- Mr. Hamstra will review the request to consider *Stop Signs* at the corner of White Plains Way.
- The water retention issue at Hole #12 was discussed, and Mr. Graffius stated Meritage had permits to clear out the canal area at no cost to the District from the property line to Arlington Ridge Boulevard to improve flow. A recommendation was made to have the City scope the sewer drain on Richmond Xing to identify whether or not there is an issue in which the pavement is dipping.

FIFTH ORDER OF BUSINESS**Business Items (Continued)****B. Irrigation Well House Pump System**

- Supervisor Kostich provided an in-depth report on the pump house irrigation issue. Florida Pro Pump has provided a temporary motor to provide the time to obtain proposals for the replacement option for the failing pumps. An official bid may be required depending on the cost. These pumps control both the golf course and common area irrigation.

C. Gym Equipment Replacement

- Resident Daryl Moll provided a report on the replacement of gym equipment. Proposals will be submitted in October for consideration. Gym equipment is aging and there is more modern and multi-function equipment which would better serve the community.

D. Security

- An update was provided on the progress for the consideration of a change to the front entrance security system. Per Legal Counsel, specific security details are exempt from public record and will require a Closed Executive Session should the Board decide to proceed with changes. The District is considering an automated system to document and permit entrance into the community versus having them manned.

SIXTH ORDER OF BUSINESS**Consent Agenda****A. Minutes: August 21, 2025, Regular Meeting & Budget Public Hearing**

Mr. Graffius requested any additions, corrections or deletions to the Minutes.

There being none,

Mr. Hoover made a MOTION to approve the August 21, 2025 Regular Meeting & Budget Public Hearing Minutes.
Mr. Kostich seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 5-0), to approve the August 21, 2025 Regular Meeting & Budget Public Hearing Minutes.

SEVENTH ORDER OF BUSINESS**Supervisor Issues**

- Supervisor Avallone suggested putting funds into updating and refreshing the restaurant to include smart TVs to draw more business.
- Supervisor Setaro mentioned LGM will be providing a budget for 2026 which may include some of the requested updates.

EIGHTH ORDER OF BUSINESS**Audience Comments – *Three-(3) Minute Time Limit***

- A Resident (Lot 357), mentioned the repair in the street at Manassas and the small holes punctured through the pavement to insert the grout needing to be repaired.
- A Resident (Lot 503), mentioned the email blast and policies for what can and cannot be sent out on the weekly update, and used the CDD sponsored Tai Chi

215 Seminar as an example. The Resident requested a solution for activities to show
216 their events.

217 • A Resident (Lot 819), raised concerns regarding the changing of the process for the
218 front gate to be automated.

219 • A Resident (Lot 775), mentioned wanting more events to occur for residents.

220 • A Resident (Lot 679), commented on forensic versus a regular audit of Golf Course
221 and F&B. The Resident spoke on a process to decide on any front gate change, and
222 mentioned placing a hierarchy on what groups need the weight equipment when
223 considering replacement.

224

225 **NINTH ORDER OF BUSINESS**

Adjournment

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228 Mr. Setaro made a MOTION to adjourn the meeting.
229 Mr. Gianoutsos seconded the motion.

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231 The next meeting is scheduled to be held Thursday, October 15, 2025 at 2:00 p.m.

232 There being no further business,

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234 Upon VOICE VOTE, unanimous approval was given (by a margin
235 of 5-0), to adjourn the meeting at 4:13 p.m.

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Secretary/Assistant Secretary

Chairperson/Vice Chairperson