

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT
AGENDA PACKAGE**

**Thursday, November 20, 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

Arlington Ridge Community Development District

Board of Supervisors

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

Staff:

Lee Graffius, District Manager / Community Director
 Jennifer Goldyn, Regional Director
 Patrick Collins, District Counsel
 Meredith Hammock, District Counsel
 David Hamstra, District Engineer
 Kiel Alerink, Golf Course/F&B General Manager
 Jennifer Stewart, District Accountant.
 Tabitha Blackwelder, Administrative Assistant

Meeting Agenda

Thursday, November 20, 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. **Organization Items**
 - A. Consideration of Appointment to fill Seat #3 Unexpired TermPage 8
 - B. Oath of Office for Newly Appointed SupervisorPage 15
 - C. Resolution 2026-01; Designating Officers Page 17
 - D. Appointment of Audit Committee
 5. **Recess Meeting Call to Order Audit Committee Meeting**
 6. **Opening of Audit Committee Meeting**
 7. **Closing Audit Committee Meeting**
 8. **Reconvene regular Meeting of the Board of Supervisors**
 9. **Staff Reports**
 - A. District Counsel
 - i. Legal Response Requesting Extension of Audit DeadlinePage 21
 - B. District Engineer
 - i. Pegasus Engineering FY2026 Engineering Services.....Page 26
 - C. Yellowstone: Regular Report Page 32
 - D. Landscapes Golf Management: Regular Report Page 34
 - i. ARGC Business Plan FY2026..... Page 38
 - ii. ARGC Proposed Budget FY2026 Golf Page 58
 - iii. ARGC Proposed Budget FY2026 F&B Page 63
 - E. District Manager: Regular Report Page 67
 - F. Community Director: Regular Report..... Page 69
 10. **Business Items**
 - A. Storm Drain Cleanout and Scope Page 73
 - B. Universal Security Rate Proposal..... Page 83
 - C. Ratify Lap Pool Heater replacement.....Page 85
 - D. Security Enhancement Page 88
 - E. Fairfax Hall Exterior Painting Proposals Page 104
 - F. Goals & Objectives..... Page 115
 - G. Irrigation Pump House..... Page 125
 - H. Resolution 2026-02; Amending Fiscal Year 2025 Budget..... Page 151

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

11. Consent Agenda

A. Minutes: October 16, 2025, Regular Meeting Page 160

12. Supervisor Issues

13. Audience Comments – Three- (3) Minute Time Limit

14. Adjournment

The next meeting is scheduled for Thursday, December 18, 2025, at 2:00 p.m.

Section 4

Organization Items

Subsection 4.A

Appointment to Fill Seat #3

Subsection 4.A

**(1st) AR CDD Open Seat #3
Szeluga Resume**

KURT SZELUGA

Leesburg, FL

kurtzeluga@hotmail.com

(352) 653-8188

PROFILE SUMMARY

Experienced commercial nuclear power professional with over 35 years in emergency management, regulatory compliance, and public safety oversight within highly regulated environments. Brings proven expertise in organizational governance, project management, fiscal accountability, and community coordination. Dedicated to ensuring transparent, efficient, and responsible district operations that protect resident interests and maintain community value.

CORE COMPETENCIES

- Strategic Planning & Governance
- Budget & Resource Oversight
- Public Safety & Emergency Preparedness
- Policy Development & Implementation
- Infrastructure & Operations Management
- Interagency Coordination
- Risk Management & Compliance
- Community Communication & Engagement

BOARD & LEADERSHIP EXPERIENCE

- Board Member (Parliamentarian), The Quilting Sisters Guild, Inc., 501(c)(3) Nonprofit charitable organization, Leesburg FL. - one year of service – Coordination of corporate governance and fiscal responsibility.
- Board Member, The Village Quilters, Inc, 501(c)(3) Nonprofit charitable organization, Loudon TN. - three years of service – Contributed to strategic direction, budgeting, and coordination of corporate governance. – Administrator of IT support, Guild website development and management.
- Vice President, Tellico Village Computer Users Club, Inc., 501(c)(3) Nonprofit organization, Loudon TN. – two years of service – Contributed to strategic direction, budgeting, and coordination of corporate governance.
- Board Member, Clermont Yacht Club Homeowners Association, 154-unit Townhouse Community, Clermont FL. - Three years of service - Participated in governance, financial oversight, and community maintenance planning. Collaborated on budgeting, vendor contracts, and resident engagement to ensure property value and compliance.

PROFESSIONAL EXPERIENCE

1970-1974

- United States Navy, GMT2 (E-5), nuclear weapons specialist

1977 – 2023

Managed a multidisciplinary professional staff and oversaw state-level preparedness programs involving four regional nuclear facilities.

Directed budget and performance reviews to ensure cost-effective program delivery and compliance with federal standards.

Strengthened intergovernmental collaboration between state agencies, municipalities, and public utilities.

Provided leadership and guidance to municipal and utility clients in commercial nuclear power emergency preparedness, public safety programs, and regulatory compliance.

Directed complex multi-agency planning projects emphasizing coordination, compliance, and operational efficiency.

Developed procedures and exercises to enhance preparedness, communication, and response within critical infrastructure environments.

Ensured adherence to strict regulatory requirements through continuous improvement and performance monitoring.

Collaborate with public agencies and private utilities on planning initiatives that strengthen community resilience.

Managed community alert and communication systems to support public safety and transparency.

Subsection 4.A

**(2nd) AR CDD Open Seat #3
Kolodziey Resume**

WALTER S. KOLODZIEY

(315) 491-8843 • wkolodz1@outlook.com
3685 Arlington Ridge Blvd, Leesburg, FL 34748

October 17th, 2025

Lee Graffius, District Manager
Inframark, Infrastructure Management Services
313 Campus St.
Celebration FL 34747
Ph. 407-566-1935
Re: Arlington Ridge CCD Board – Open Seat

Dear Mr. Graffius:

It is with great enthusiasm that I submit my resume for the position of **Arlington Ridge CCD Board – Open Seat**.

The following is a quick overview for your review. I have also included my current resume.

PERSONAL BACKGROUND:

My wife and I have been full-time residents of Arlington Ridge since May of 2019. I've been married for 47 years. Father to two adult children and grandfather to two grandchildren. We are originally from Syracuse NY and spent two years in Tennessee for business. I have been a board member for golf leagues (15 years treasurer), baseball leagues (12 years head coach) and basketball leagues (5 years head coach). We enjoy traveling, friends and watching our grandchildren grow.

BUSINESS:

I am a proud veteran of the US Army and retired for full time work as a Chief Information Officer in May of 2021 from a 1-billion-dollar manufacturing company. Earlier experience has included budget responsibilities from \$1mm-\$5mm, which included capital personnel and operating responsibilities vendor negotiations and management, hiring and firing responsibilities. My experience also covers healthcare, distribution and education spaces.



PRIOR ASSOCIATION EXPERIENCE:

I was honored to be able to sit on the CDD Board Seat 3 during the end of the year 2024. During this period, I built relationships with the board members that I believe will foster a great working relationship moving forward. I also was an HOA Board member from 2021 until 2024 and a member of the ACC Committee from 2020 until 2024. I was a member of the Activity Center Community Committee, which provided insight to the CDD Board on community input into the usage of the facility. I was also a charter member of the HOA Governing Documents Advisory Committee undertaking a review and providing commendations to the community to update the documents. Additionally, I have attended the majority of the CDD board meetings in the past five years.

COMMENTS ABOUT BOARD CANDIDACY:

I have attended the majority of CDD board meetings in the past six years. I genuinely believe the current board does an admirable job under the constraints before them. Coming next year, if appointed to represent the community for the remainder of Seat's term, I would work to monitor our fiscal responsibilities, continue the communications improvements and make sure that we are as transparent as possible with all residents.

I will reach out to the current board members to schedule one on one with them if they wish.

I look forward to the November 20th, 2025, Arlington Ridge CDD Board meeting to speak with the board. I am available for a conversation at your convenience and look forward to speaking with you. Thank you.

Kind regards,

Walter S. Kolodziey

Walter Kolodziey

WALTER S. KOLODZIEY

(315) 491-8843 • wkolodz1@outlook.com

3685 Arlington Ridge Blvd, Leesburg, FL 34748

SENIOR TECHNOLOGY EXECUTIVE

Transform Business & Drive Information Technology Culture Through Directing & Managing Global Technology, Applications, and Client Service Delivery Environments

Executive technology leader experienced in providing leadership in introducing business-transforming technologies and in developing dynamic, high-performing staff to support worldwide operations and explosive business growth. Reliably deliver cost savings, efficiency improvements, cycle-time reductions, and profitability enhancements through leading-edge methodologies. Strength in project initiation and planning, budgeting, estimating, resource allocation, requirement management, quality assurance, technical review, and execution.

Managed teams in Software Development, Operations, Telecommunications, Network Engineering, Network Architecture, Technical Support, Help Desk, Production Control, Information Security and Systems Training departments, as well as company, department, and project budgets. Project Manager for: Corporate WMS (warehouse management system) selection and implementation (IRMS); Corporate Facilities Expansion; Corporate ERP/CRM selection and implementation (Microsoft Dynamics NAV, Microsoft Dynamics AX, Infor Syteline, Epicor CMS and SAP).

INFORMATION TECHNOLOGY MANAGEMENT QUALIFICATIONS: Organizational Development • Profit & Loss / Budgeting • Training/Mentoring • Team Building • Conversions • Organization Startups • Infrastructure Design and Development • Security • Technical Support • Project Management • High-Level Business Process Mapping • Procurement & Contract Management • Policies & Procedures Development • New Technology Evaluations, Recommendations • Building Consensus

PROFESSIONAL EXPERIENCE

WALKO SERVICES, LLC. November 2024 – Current

walkoservices.com

Walko Services, LLC is dedicated to providing innovative and comprehensive IT solutions tailored to meet the diverse needs of businesses across various industries. We offer a wide range of services, including IT consulting, network infrastructure, cybersecurity, cloud computing, and managed IT services. Our mission is to empower businesses through technology, enhancing their efficiency, security, and overall performance.

PRINCIPLE / FOUNDER

SEMI-RETIRED March 2021 – November 2024

Keeping current with Gartner online seminars and internet research. Involvement with Arlington Ridge Community events and various committees.

AMERICAN BATH GROUP, INC. 2017 – March 2021

americanbathgroup.com

ABG is a leader in the U.S. Bathware market, offering the most comprehensive product portfolio of showers, bathtubs, soakers, and specialty bath products across a suite of industry-leading brands.

CHIEF INFORMATION OFFICER

Appointed to newly created position and assumed responsibility for all enterprise application systems and infrastructure across 42 locations in North America.

Select contributions:

- Development and management of \$4.5MM annual budget.
- Executive responsible for technology controls audit preparing for IPO initiative.
- Project Sponsor for ERP system consolidation involving 4 distinct ERP system to SAP.
- Project Manager for implementation of enterprise wide VOIP phone system.
- Migrated MS Exchange environment to MS Office365 environment.
- Identified and implemented enterprise Business Intelligence (HaloBI) solution.
- Implemented automated helpdesk solution allowing for improved responsiveness and support of end users across all enterprise locations.

PAPERWORKS INDUSTRIES, INC. 2012 – 2017

paperwrks.com

Founded in 2008, provider of integrated packaging solutions across North America.

SENIOR DIRECTOR, INFORMATION SYSTEMS

Appointed to newly created position and assumed responsibility for all enterprise application systems and infrastructure across 19 locations.

Select contributions:

- Project Sponsor for ERP system consolidation involving 8 distinct ERP systems.
- Led and coordinated multiple acquisition IT related activities, resulting in successful integration of companies.
- IT lead to the divestiture of business segments including Transition Service Agreement development.
- Developed roadmap and strategy for Business Intelligence solution.
- Completed transition to Nasuni Cloud Storage replacing location-based storage systems.

ONONDAGA COMMUNITY COLLEGE 2012 – 2012

sunyocc.edu

College in the State University of New York (SUNY) system and one of 30 locally sponsored community colleges throughout New York State.

DIRECTOR, ENTERPRISE APPLICATIONS

Responsible for planning, managing, and implementing enterprise software applications. Provided quality and responsive end user support to OCC employees and students for enterprise administrative applications including College ERP system and all interfaces, Web applications and all level 2 technical support.

WALTER S. KOLODZIEY

(315) 491-8843 • wkolodz1@outlook.com

3685 Arlington Ridge Blvd, Leesburg, FL 34748

SENECA DATA, INC. 2009-2012

senecadata.com

A leading U.S.-based Custom Computer Manufacturer, Seneca serves the evolving needs of our Business, Government, Education, Healthcare, Enthusiast, and Original Equipment Manufacturer (OEM) customers nationwide, with corporate offices located in Syracuse, New York.

DIRECTOR, INFORMATION TECHNOLOGY

Joined the organization to manage the re-implementation of the company's Enterprise Resource Planning (ERP/CRM) system. Strategic and tactical responsibilities for all areas of IT including telecommunications/telephony; application development and support; EDI/E-Commerce; helpdesk/asset management; vendor negotiations.

WYNIT, INC. 2000-2009

wynit.com

A leading distributor of nationally recognized computer peripherals and digital imaging products, with corporate offices located in Syracuse, New York, and distribution centers located in Albany, New York; Memphis, Tennessee; and Fresno, California.

VP, INFORMATION TECHNOLOGY

Recruited to assist the company's expansion through reengineering the IT Department with a focus on providing services to allow growth, and through implementing/managing an Enterprise Resource Planning (ERP) system. Retained executive management responsibility for all areas of IT including telecommunications/telephony; application identification, development, and support; EDI/E-Commerce; helpdesk/asset management; facilities management; vendor negotiations. Worked within an overall lack of confidence that the department would support the growth of the organization from a tactical and strategic perspective.

TICKETS.COM 1999-2000

tickets.com

A global, automated ticketing solutions company used by 4100+ entertainment organizations and venues, including performing arts centers, professional sports organizations and various stadiums and arenas—worldwide.

DIRECTOR, SOFTWARE DEVELOPMENT - PASS CLIENT RELATIONS & SERVICE SUPPORT

Promoted to shoulder responsibility for all facets of PASS Software products including Development / Quality Control / Documentation, Customer Service / Account Management, Installations / Training / Education, Consulting / Special Projects, Technical Services / System Administration. Provided installation support for approx. 400 customers utilizing various software solutions. Managed and directed a client services team of 50 in four regional offices. Served as an active member of the regional executive team.

CROUSE HOSPITAL / HEALTH CARE DATA SYSTEMS, INC. 1974-1999

crouse.org

A leading provider of quality information management systems, services, and solutions, ranging from in-house systems to time-sharing applications, for more than 1500 medical community clients nationwide.

DIRECTOR, SOFTWARE ENGINEERING/CUSTOMER SERVICES, PHYSICIANS SYSTEMS 1996-1999

Promoted to create a unified management focus, as a member of the executive management team, while directing / managing the customer and application life cycle. Provided pre- and post-sales support by working with sales executives on product demonstrations, enhancement design, and implementation scheduling.

Prior roles at Crouse Hospital as Administrative Manager – Customer Service/Physicians Systems (1993-1996), Director – Network & Engineering Service (1991-1993); Manager – Capacity Planning & Performance Management (1989-1991); Project Manager – MVS Migration (1987-1989); Director – Computer Services (1980-1987); Supervisor – Computer Services (1974-1980).

EDUCATION / PROFESSIONAL DEVELOPMENT

MidMarket CIO Forum, Boardroom Events (2010-2011-2014-2015-2016-2017-2018-2019) – Invited Guest

Symposium/ITE expo, Gartner Group (2007-2015) – Invited Guest

MidMarket Mobility Forum, Boardroom Events (2013-2014) – Invited Guest

Project Management, CBIT, Syracuse University (2009)

IT Governance, CBIT, Syracuse University (2006)

CIO Academy, Gartner Group (2005)

CIO Boot Camp, Meta Group (2001)

Various technical and management courses and seminars – Onondaga Community College & Empire State College

U.S. Army Veteran

Honorably discharged.

AFFILIATIONS

Board Member – Arlington Ridge Community Development District

Vice-President – Arlington Ridge Homeowners Association

Chairperson – Arlington Ridge Architectural Control Committee

Manufacturing Association of Central New York (MACNY) – Technology Council Executive Committee

Society of Information Management (SIM) – Western New York Chapter Member

Project Management Institute – Syracuse Chapter Member

iSchool @ Syracuse University – Council for Leadership in the Information Profession – Council Member

Central New York Communication Association – Vice-President

Junior Achievement – Big Swing Golf Tournament – Board Member

Subsection 4.B

Oath of Office

OATH OF OFFICE

I, _____, a resident of the State of Florida and a citizen of the United States of America, and being a Supervisor of the Arlington Ridge Community Development District and a recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me in the office of Supervisors of the Arlington Ridge Community Development District, Lake County, Florida.

Signature

Date

STATE OF FLORIDA

COUNTY OF LAKE

Sworn to (or affirmed) before me this 20th day of June 2024, by _____,
whose signature appears hereinabove.

Notary Public State of Florida

Print Name

My Commission expires: _____

Personally known _____ or produced identification _____

Type of Identification _____

Subsection 4.C

Resolution 2026-01 ; Designation of Officers

RESOLUTION 2026-01

A RESOLUTION OF THE BOARD OF SUPERVISORS DESIGNATING THE OFFICERS OF ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Arlington Ridge Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to designate the Officers of the District per Chapter 190, Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons are elected to the offices shown, to wit:

	Chair
	Vice-Chair
Jennifer Goldyn	Secretary
Leah Popelka	Treasurer
Angel Montagna	Assistant Treasurer
Lee Graffius	Assistant Secretary
	Assistant Secretary
	Assistant Secretary
	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 20th day of November 2025.

ATTEST:

**ARLINGTON RIDGE
COMMUNITY DEVELOPMENT
DISTRICT**

Name: _____
Secretary / Assistant Secretary

Name: _____
Chair / Vice Chair of the Board of Supervisors

Section 9

Staff Reports

Subsection 9.A

District Counsel

Subsection 9.A.i

FY 23-24 – Arlington Ridge CDD Audit Extension



**KILINSKI
VAN WYK**

Offices: Jacksonville | Tallahassee | Tampa

517 E. College Avenue
Tallahassee, Florida 32301
877-350-0372

October 14, 2025

Via Certified U.S. Mail and Email

Joint Legislative Auditing Committee
The Florida Legislature
Caldwell Building
107 E. Madison Street
Tallahassee, Florida 32399-1400
Attn: James D. Stansbury, Chief
jlac@leg.state.fl.us

RE: Arlington Ridge Community Development District (Lake County)

Dear Mr. Stansbury:

This correspondence is in response to a letter dated August 15, 2025, for the Arlington Ridge Community Development District (the “District”), a copy of which is enclosed for reference. The letter was issued because the annual Financial Report and Annual Financial Audit Report for Fiscal Year 2023-2024 have not yet been filed with the Department of Financial Services and the Auditor General.

The District has engaged the firm Berger, Toombs, Elam, Gaines & Frank to complete the annual audit for Fiscal Year 2023-2024, and despite the District’s timely provision of required information, the audit is not yet complete due, in part, to a previously terminated vendor’s failure to timely provide required information. We have been advised that the audit is in progress, and we expect that the required report(s) will be filed no later than December 31, 2025. Accordingly, the District respectfully requests an extension to submit the required report(s) until such date. In addition, please be advised that the District intends to initiate the process of selecting a new auditor for the Fiscal Year 2024-2025 beginning on or around October 17, 2025, in light of the delay in the current audit.

I hope that I have been able to provide you with a meaningful explanation regarding the status of the required filings. However, if the District or my office can provide any additional information, please feel free to contact me.

Sincerely,

/s/ Meredith W. Hammock

Meredith W. Hammock
District Counsel
Arlington Ridge Community Development District

Enclosure

cc: Lee Graffius, District Manager (*via email only*)

August 15, 2025

 CERTIFIED MAIL
 RETURN RECEIPT REQUESTED

Arlington Ridge Community Development District
 Ms. Angel Montagna, Registered Agent
 Inframark
 313 Campus Street
 Celebration, Florida 34747

Re: **Arlington Ridge Community Development District**
 Notice of Noncompliance with section 218.32, *Florida Statutes*
 — Fiscal Year 2023-2024 Annual Financial Report

Dear Ms. Montagna:

On August 12, 2025, in accordance with section 218.32(1)(f), *Florida Statutes*, the Florida Department of Financial Services (DFS) notified the Special District Accountability Program, administered by FloridaCommerce, that the special district referenced above (Special District) failed to file a Fiscal Year 2023-2024 Annual Financial Report with DFS.

The Annual Financial Report, which must be filed electronically on the DFS website, collects uniform revenue, expenditure, debt, and other data from counties, municipalities and special districts. It is separate from the Financial Audit Report and the Financial Statements. Section 218.32, *Florida Statutes*, states that all counties, municipalities and special districts, even those without revenues and expenditures, must file an Annual Financial Report no later than June 30 (nine months after the end of the fiscal year).

FloridaCommerce is providing this letter to help the Special District come into compliance and to put the Special District on notice that:

1. By October 14, 2025 (60 days from the date of this letter), the Special District must file its Fiscal Year 2023-2024 Annual Financial Report by logging in at <https://logerx.myfloridacfo.gov/Login> and following the instructions.
2. If the Special District is unable to meet the requirement described in paragraph one, the Special District must provide a written response to FloridaCommerce (SpecialDistricts@Commerce.fl.gov) before the expiration of the 60-day deadline stating the reason the Special District is unable to meet the deadline, the steps the Special District is taking to prevent the noncompliance from reoccurring, and the estimated date that the Special District will file the Annual Financial Report.
3. The Special District's written response does not constitute a time extension for filing the required report. FloridaCommerce will forward the written response, if any, to the Joint Legislative Auditing Committee (Committee) for its consideration in determining whether to proceed with further state action against the Special District in accordance with section 11.40(2)(b), *Florida Statutes*.
4. The failure of the Special District to file the Annual Financial Report within the 60-day deadline will be deemed as final action of the Special District under section 189.067(2), *Florida Statutes*.
5. Further action (public hearing, oversight review, petition for enforcement and/or a proposed declaration of inactive status requiring dissolution) may occur as follows:
 - a. **For Any Special District:** The Joint Legislative Auditing Committee (Committee) may (1) schedule a public hearing to determine if the Special District should be subject to further state

Arlington Ridge Community Development District

August 15, 2025

Page 2 of 2

action, and (2) direct FloridaCommerce to file a petition for enforcement in the Leon County Circuit Court or declare the Special District inactive.

- b. **For Any Special District Created by a Special Act:** The Committee may, at the direction of the President of the Senate and the Speaker of the House of Representatives, (1) convene a public hearing on the issue of noncompliance, and (2) initiate the oversight review process of the Special District.
- c. **For Any Special District Created by Local Ordinance or Resolution:** The Committee will notify the county or municipality that enacted the local ordinance or resolution, such county or municipality may (1) convene a public hearing on the issue of noncompliance, and (2) initiate the oversight review process of the Special District.

6. Technical assistance is available:

- a. **Annual Financial Report and Login Credentials:** The Florida Department of Financial Services, 850-413-5571 or LocalGov@MyFloridaCFO.com.
- b. **Special District General Requirements:** Jack Gaskins, Special District Accountability Program, 850-717-8430 or SpecialDistricts@Commerce.fl.gov, Florida Special District Handbook (www.FloridaJobs.org/SpecialDistrictHandbook).

Thank you for your prompt attention to this important matter.

Sincerely,



James D. Stansbury, Chief
Bureau of Community Planning and Growth

JDS/jg

cc: Florida Department of Financial Services

Subsection 9.B

District Engineer

Subsection 9.B.i

Pegasus Engineering FY2026 Services



October 14, 2025

MSC-22073

Mr. Lee Graffius
District Manager / Community Director
Inframark Management Services
313 Campus Street
Celebration, Florida 34747

**Re: Arlington Ridge Community Development District
 Fiscal Year 2025/2026 District Engineer Services**

Dear Mr. Graffius:

The purpose of this proposal is to respectfully request authorization to provide professional engineering services associated with the above referenced community. Specifically, to perform the following services during Fiscal Year 2025/2026 (from October 1, 2025, through September 30, 2026) for the Arlington Ridge Community Development District (CDD):

1. Prepare for and attend monthly Arlington Ridge Community Development District (CDD) Board of Supervisors meetings. More specifically, attend the CDD meetings on the third Thursday of every month.
2. Prepare for and conduct field reviews based on directions from the CDD Board of Supervisors and/or Inframark Management Services to investigate known problem areas and/or evaluate potential areas in need of repairs.
3. Review permitted construction plans and drainage calculations to evaluate requested CDD property modifications.
4. Update the CDD Ownership and Maintenance Map and/or the Stormwater Infrastructure Exhibit, as needed.
5. Assist the CDD Board Members and/or Inframark Management Services with current and future projects (e.g., stormwater repairs and improvements, roadway pavement markings, golf course maintenance improvements, etc.).

Mr. Lee Graffius
October 14, 2025
Page 2

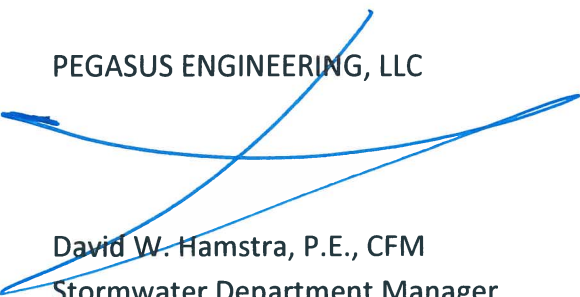
6. Coordinate with subconsultants (e.g., surveyors, geotechnical engineers, and wetland scientists) to provide services requested by the CDD (e.g., CCTV pipe inspections, perform specific-purpose survey services, utility locates, preparation of easement documents, subsurface investigations, pavement cores, etc.).
7. Prepare conceptual plans and cost estimates for future capital projects to solicit / request bids from qualified general contractors.

The above-described services will be performed for an hourly not-to-exceed fee amount of **\$50,000** which is consistent with the recently approved annual budget (refer to the attached Hourly Rate Sheet). Requested subconsultant services, incurred in connection with the above-described work, will be invoiced separately from the labor costs. In case the requested services exceed the anticipated contract amount, Pegasus Engineering will request additional funding, as necessary, to successfully address the requested engineering tasks.

We sincerely appreciate the opportunity to serve as the Arlington Ridge CDD District Engineer. If you have any questions, please contact me directly at 407-992-9160, extension 309, or by email at david@pegasusengineering.net.

Respectfully,

PEGASUS ENGINEERING, LLC



David W. Hamstra, P.E., CFM
Stormwater Department Manager

cc: Meredith Hammock, District Counsel

Mr. Lee Graffius
October 14, 2025
Page 3

**Arlington Ridge Community Development District
Fiscal Year 2025/2026 District Engineer Services**

Approved for Pegasus Engineering, LLC

	<u>Principal</u>	<u>October 14, 2025</u>
Fursan Munjed, P.E.	Officer's Title	Date

This Proposal is hereby accepted and authorization to proceed is hereby given.
(Please return one executed copy of this proposal for our Pegasus Engineering records).

Authorized Signature	Officer's Title	Date

Attachment “A”

Hourly Rate Sheet



FISCAL YEAR 2025/2026 HOURLY RATE SCHEDULE

Senior Project Manager	\$195.00 / Hour
Project Manager	\$190.00 / Hour
Senior Project Engineer	\$180.00 / Hour
Project Engineer	\$150.00 / Hour
Senior Designer	\$100.00 / Hour
Senior CADD / GIS Technician	\$100.00 / Hour
Designer	\$90.00 / Hour
Word Processor / Clerical	\$80.00 / Hour
Mileage	Current Federal Mileage Rate
Copies and Prints (In-House)	
Black and White Copies	
8.5 x 11	\$0.10 / page
11 x 17	\$0.15 / page
Color Copies	
8.5 x 11	\$1.00 / page
11 x 17	\$1.50 / page
Plots (In-House)	
All Color Plots	\$5.00 / SF
All B&W Sizes	\$0.15 / SF
Overnight Delivery	Actual Cost
Courier Services	Actual Cost
Postage	Actual Cost
Government Permits	Actual Cost

Subsection 9.C

Yellowstone: Regular Report



Date : November 4, 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.
- . Perform weekly detail to all Annual beds at community entrance.
- . Pruning of all shrubs around the Village Green.
- . Pruning of all shrubs is continuous during weekly visits.
- . Continue treating visible fire ant mounds throughout property as needed.
- . Pool detail was done in October 6 / Detail scheduled for 11/3/25

Mowing Activities

- . Perform weekly mowing and string trimming of roadways and entrances to the community
- . Perform weekly mowing service on all Zoysia/St Augustine along Arlington Ridge & Heritage
- . November 1 our summer schedule begins and we will mow the property every two weeks and
- . we will be doing the detail whenever necessary
- . 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 completed.
- . The irrigation repairs have been made for those that repairs that have been called in.

Fertilization and Pest Control Activities

- . Shrub application has been complete on October 22 and October 23

Subsection 9.D

Landscapes Golf Management: Regular Report

October was a positive month for the golf operation! This marks **Landscapes Golf Management's first official month** overseeing Arlington Ridge. With our **new team in place**, we've already seen steady growth, community engagement, and quick improvement in course conditions. Rounds and revenue were both up from last year, and early results show strong momentum heading into the winter season.

Here are some highlights:

Golf Operations

The golf course team did a tremendous job completing the overseeding process and improving overall conditions in a short time. Feedback from residents has been very positive, and we're building strong momentum with the upcoming event schedule.

- Recorded **3,565 rounds** and **\$59,285.60** in revenue, compared to **3,100 rounds** and **\$52,904** last year.
 - Completed **overseeding**; greens are noticeably healthier and showing improved color and consistency.
 - **Weed control efforts** are paying off — goose grass is browning, though ongoing treatment will continue.
 - **Putting and chipping greens** remain a focus for enhancement and long-term health.
 - Finalizing the **2026 golf event schedule** with an emphasis on **fun, community-oriented tournaments**, including:
 - o Member-Member
 - o Member-Guest
 - o Ladies Member-Member and Member-Guest
 - Overall, **course conditioning and community enthusiasm** have improved significantly since the transition.
-

Food & Beverage

Our Food & Beverage department has already made great strides in both menu development and team culture. The community played an important role in shaping the new menu, which has been very well received.

- **New restaurant menu** unveiled, created with valuable community feedback.

- Plan to incorporate **seasonal updates** while keeping the most popular favorites.
- Continued **team development and cultural alignment** focused on hospitality and service consistency.
- **Our corporate training visit** was postponed due to the cancelled flight chaso and will be **rescheduled** as soon as possible.
 - The purpose of this visit is to provide **hands-on coaching and leadership development** for the F&B team, focusing on systems, service standards, and communication.
- The team continues to gain confidence, and the culture is trending in a positive direction.

Marketing

Our marketing efforts have already begun to expand visibility for Arlington Ridge beyond the community. The early focus is on growing awareness, participation, and long-term engagement through both resident and non-resident traffic.

- Launched **digital campaigns** targeting:
 - **Non-resident memberships** – aimed at regional golfers seeking a welcoming, active community.
 - **Daily fee play** – designed to attract new players through social and search-based channels.
- **Murphy is assisting** with performance tracking and adjustments to ensure each campaign is delivering measurable results.
- Future phases will include targeted event promotion and storytelling-based content to showcase the Arlington Ridge experience.

Operations & Systems

During these first few weeks, we've been heavily focused on learning existing systems, identifying inefficiencies, and setting up improvements that will support both residents and staff moving forward.

- Implementing **online payment capabilities** to simplify transactions and streamline billing.
- Developing an **online reservation system** for easier access and communication.

- Added an **additional phone line** to improve call response times for dining and tee time inquiries.
 - Focusing on **staff training and consistency** across all departments as processes evolve.
-

Goals Through Year-End

Our immediate goal is to build on this strong start by refining systems, strengthening communication, and continuing to develop a service-first culture.

- Continue **building positive culture** within each department.
 - **Refine and simplify systems** for smoother day-to-day operations.
 - Maintain **consistent communication and transparency** with residents and staff.
 - Prepare for a strong start to **2026** with defined goals and improved efficiency across the board.
-

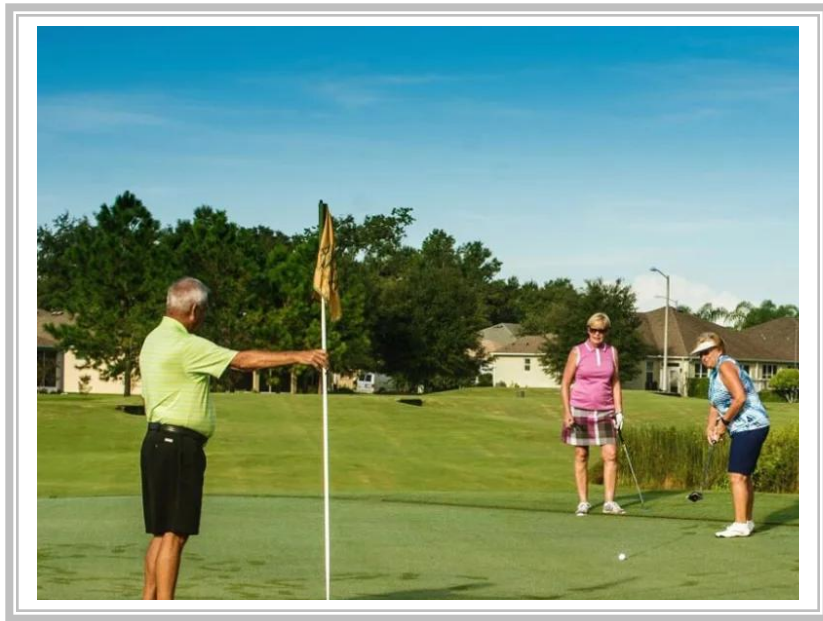
Respectfully submitted,

Kiel Alderink

General Manager

Subsection 9.D.i

ARGC Business Plan FY2026



Arlington Ridge Golf Club Business Plan – 2026



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Mission Statement

At Arlington Ridge Golf Club, our goal is to offer residents and guests an exceptional golf and dining experience that enhances the active adult lifestyle of the community. Through top-tier course conditions, innovative programs, and a welcoming atmosphere, we strive to be more than just a golf course — we are a gathering spot where friendships grow, skills improve, and everyone shares in the joy of the game.

Overall Vision

To be Central Florida's most welcoming and well-conditioned golf and dining destination — where exceptional course conditions, genuine hospitality, and flavorful cuisine come together in a vibrant community setting that celebrates the beauty of the game and the joy of gathering with friends.

Brand Positioning Statement

Arlington Ridge Golf Club is the premier destination for golfers of all levels, offering a championship-Gary Koch-designed course set among winding rivers and majestic oak canopies, in a welcoming, member-and-guest friendly atmosphere where every round is a new challenge and every visit is a memorable experience

Landscapes Golf Management

Landscapes Golf Management, as the course manager, strives to provide the following:

- FISH! Service Philosophy
- A Safe Work Environment
- Cleanliness and Pride in our Facilities
- Employee Development Programs
- Resourceful Course Maintenance
- Financial Responsibility
- Professional Business Reporting
- Partners in Purchasing



Executive Summary

2025 was a challenging fiscal year for Arlington Ridge Golf Club. Course conditions deteriorated rapidly in the fall, just prior to the end of growing season. Round counts and corresponding revenue fell far short of expectation for the golf course, and the restaurant suffered from this loss as well. Total annual round count was the lowest in recent history and NOI for golf operations was negative for the first time since the CDD acquired the business. As LGM begins management, three key leaders needed immediate replacement, the General Manager, Golf Course Superintendent, and Golf Professional. Service to members and guests had suffered as a result of missing key department heads for the majority of 2025.

LGM's goal in Fiscal Year 2026 is to reestablish the reputation of Arlington Ridge Golf Club, within the community and outside the gates, in order to maintain price integrity and generate long-term profitability of the revenue centers. This process will take time and will require significant investment in the right people and products to deliver the standard of conditions and service the Arlington Ridge Community deserves. During this transitional year, expenses are projected higher than in previous years and budgets. Although revenue is projected higher than last year and we will not achieve the desired level of profitability this year, we will be laying the foundation for brand loyalty and future success.

In making the necessary changes to set the club up for long-term success, Arlington Ridge Golf Club will Concentrate in the following areas.

- Improve course conditions
 - Onboard GCSAA Professional to lead operations
 - Overseed greens, tees, and fairways to optimize playing surfaces during months in which revenue potential is at its highest
 - Develop chemical program to address weed infestation
 - Train team to implement cultural practices for improved turf quality from tee to green
- Achieve \$537,996 in golf membership dues
 - Regain trust of the community through better course conditions
 - Decrease premium on non-resident rates as previous rates resulted in virtually no members
 - Launch digital ads targeting the Villages, promoting overseeded surfaces and newly discounted rates
- Achieve round count of 44,500
 - Improved course conditions and overseeded surfaces
 - Launch digital ads for daily fee play and print ads in Villages
 - In-house events during slow times to increase utilization
 - Community Engagement through programming and clinics

- Implementation of technology throughout year
 - Paylocity HR platform with training modules in October 2025
 - PipeDrive CRM for sales of membership, banquets, and golf outings in November 2025
 - ORCA F&B inventory system by January 2026
 - Lightspeed POS transition in summer of 2026
 - Business Intelligence Dashboard after Lightspeed transition
- Improved service standards across all departments
 - Hire professionally credentialed management team
 - Digital micro-learning across all operations
 - Visit from Adam Brandow, Manager of Training and Development, to establish service standards and philosophy for F&B and Golf
 - Train the trainer initiative for managers
 - On-site training through management team
- Improved dining experience
 - Work with Chef and corporate team to design seasonal menus
 - Engage community through surveys
 - In-house promotions through daily specials, themed nights, and special events
 - Training service team

Club management will provide monthly updates on progress toward meeting these objectives.

Please note a summary of one-time expenses necessary at the beginning of the Fiscal Year included in the Golf and F&B Operating Budgets. With the exception of overseed, these are largely due to areas of neglect and require investment to meet operational expectations.

- I. Ball washing machine - \$2,995 in December
- II. Radios for communication in golf department - \$300 in October
- III. Misc. Expense for \$6,845 in Golf Department in November, representing an offloading of old and challenging to sell pro shop merchandise for \$0.56 on the dollar. Recorded here so as not to impact COGS evaluation for the year.
- IV. New reels for mowers - \$7,000 in November
- V. Contract labor for tree removal (dead and dangerous to golfers) - \$6,000 in December, \$10K total more in March and April.
- VI. Additional chemicals for weed suppression above normal budget - \$5,500 in October
- VII. Laptops monitors, printer, iPad, docking stations - \$5,610 across both budgets in October
- VIII. Seed and Fertilizer for overseed - \$22,000 between October and November (planned every year moving forward)

- IX. Transition Fees and Management - \$16,400 across both budgets in October, Interim GM, housing, mileage, incidentals – offset partially by no GM and less than ideal golf staffing in October

Market Conditions

Local Demographics (Leesburg / Lake County)

- Leesburg's population is growing at approximately 4.5% year-over-year (2023), with a median age of 46.4—demonstrating strong alignment with the active-adult and golf demographic.
- The 65+ population has increased approximately 55% since 2018, aided by proximity to The Villages. This supports daytime utilization and social programming opportunities.

Competitive Landscape

- The region offers more than 50 public golf courses within a 15-mile radius, including daily-fee and residential facilities such as Pennbrooke Fairways and The Lakes at Leesburg.
- Arlington Ridge operates within a crowded value segment, emphasizing the need to differentiate through course conditioning, service quality, and the integrated golf-and-dining experience.

Climate & Seasonality

- The peak golf season extends from late September through May, with June–September marking the wettest months (August averages 21 wet days).
- Annual rainfall is approximately 50 inches, with average highs near 80°F and lows near 60°F—conditions ideal for warm-season turf management but requiring strategic maintenance scheduling.
- Operational focus should prioritize morning play blocks, shoulder-season events, and adaptive scheduling during summer months.

Economic / Cost Environment

- Maintenance inputs, equipment replacement, and labor costs continue to rise, reinforcing the importance of disciplined budgeting and LGM vendor leveraging.
- Golf-community real estate values remain linked to amenity quality, underscoring the need for consistent course conditioning and service delivery.

Strategic Implications for Arlington Ridge

1. Expand rounds and revenue by leveraging local golf participation growth through leagues, clinics, and events.
2. Focus on community programming and local partnerships to strengthen member and resident engagement.
3. Compete on quality and hospitality rather than price, emphasizing course conditioning and dining value.
4. Align maintenance and marketing schedules with seasonal trends.

Golf Operations Objectives

Golf Operations will generate \$1,539,085 in revenue in FY2026. To achieve this goal, the department must meet the following objectives:

- Expand Off-Peak and Charity Event Revenue
 - Launch the Community Charity Golf Initiative to attract local 501(c)(3) organizations with a turnkey “Fundraise Through Golf” package, including planning templates and marketing support.
 - Host two Charity Open Houses (Spring & Fall) to educate potential organizers, showcase event packages, and secure new weekday events during historically soft demand periods.
- Elevate Member and Guest Experience
 - Conduct member survey and use “voice of the golfer” to identify trends, address concerns, and highlight service wins
 - Digital micro-learning on Paylocity for golf staff
 - Introduce Player Assistant training and standards
 - Create Standard Operating Procedures Manual
- Grow Instructional and Player Development Program with emphasis on engaging with Arlington Ridge Community
 - Affordable series offered to residents who are novice golfers
 - Offer clinics and programs such as Get Golf Ready, Women’s Life Choices Charity Clinic, and short game specialty sessions
 - Partner with local schools and community organizations to develop juniors and introduce youth days
 - Individual lessons and series available to all members and residents
- Achieve \$120K in merchandise sales with 70% COGS
 - Offload over \$15K in old product at net loss of \$6,845 to clear room for new merchandise that can move.
 - Rebalance Pro Shop inventory toward top-performing brands (Titleist, Callaway, Travis Matthew, Adidas, Dunning, Greg Norman) with tailored promotions by season.
 - Utilize vendor partnership programs and improved sell-through analysis to reduce end-of-season carryover by 20% and strengthen gross margins. Carry product with restocking options to limit risk
 - Consider non-golf items like tee shirts and hoodies for non-golfing residents

Food & Beverage Objectives

Food & Beverage Operations will generate (\$194,523) in Net Operating Income in FY2026. To achieve this goal, the department must meet the following objectives:

- Achieve annual revenue target of \$1,077,297
 - Change menu seasonally for variety throughout year
 - React to community survey to make marked improvements to regain community trust.
 - Host social events like live music, themed nights, trivia, etc.
 - Promote banquet business for outside events with goal of \$230K in event revenue.
 - Offer incentives for daily fee golfers to dine with us.
- Achieve blended Cost of Goods across all categories of 38.3%
 - Primarily utilize Sysco products, taking advantage of LGM negotiating pricing
 - Develop menus with cross utilization of product for limited waste
 - Design banquet menu with theoretical cost margins below 30%, taking some pressure off margins in a la carte dining.
 - Develop specials to limit waste
- Implement ORCA for Better Inventory Management
 - Shelf to Sheet inventory built out in January
 - Count inventory in ORCA by February 1
 - Utilize par ordering as starting point to propose orders by March
 - Build out recipes in summer 2026. Monitor price fluctuations
 - Weekly P&L implementation in summer 2026
- Improve Service and define initial NPS Score for future reference
 - Survey community for base-line satisfaction and to get input on F&B desires
 - Build staff to satisfactory levels for seasonal service.
 - Visit from Adam Brandow, Manager of Training and Development in November, to establish service standards and philosophy for F&B
 - Train the trainer initiative for F&B Managers
 - Monthly best practice calls with F&B Managers and Chefs
 - On-site training through management team
 - In-the-moment coaching daily
 - Recognize team members implementing service standards

Event Sales Objectives

The Club will generate \$230,000 in event revenue in FY2026. To achieve this goal, the department must meet the following objectives:

- Create Banquet Menus
 - Design with theoretical cost under 30%
 - Offer appropriate prepackaged selections attractive to different events such as golf outings, baby showers, and weddings to streamline selling process
 - Digital and paper packets readily available
- Sales Training for F&B Manager
 - Introduction to 59-Club Rep and platform
 - Align sales process to industry best practices
 - 59-Club Secret Shopper Program with feedback from shops, seek opportunities to improve based on feedback from secret shoppers
 - Monthly best practice calls with sales professionals
- Implementation of PipeDrive CRM
 - Automate online leads and inquiries into PipeDrive platform
 - Train on-site team to fill out online forms when inquiries arise when sales professional not present
 - Follow up with leads within 24 hours
 - Utilize software as organizational tool for follow up
 - Record reasons deals are lost to track patterns and react accordingly
- Marketing of Golf Outings, Targeting Off-season Play When Possible
 - Target local 501c3 organizations
 - Develop step-by-step tutorial for running a successful charity outing to attract new events
 - Offer meetings with golf professional to guide them through the planning process.
- Events Follow Up
 - Create survey for golf outings and banquets to evaluate performance and improve accordingly
 - Offer nominal event/restaurant credit for referrals of new events
 - For profitable events, consider offering nominal deal to book for following year immediately following event
 - GM to contact coordinators of large events by phone to follow up

Golf Course Maintenance Objectives

One of our primary objectives in FY 2026 is to improve course conditions to set ourselves up to increase volume and price in the years to come. Below outlines a few of our strategies, and our professional team will pivot based on weather patterns, traffic, and needs of the course.

- Overseeding of Course in November 2025
 - Performed in two days, 9 holes open each day for minimal interruption
 - Use Poa Trivialis for greens at rate of 6 lbs. per 1,000 sq. feet
 - Use perennial ryegrass for tees and fairways at rate of 300 lbs. per acre
 - Water at sunrise and sunset and monitor mowing patterns based on germination
 - Maintain optimal conditions throughout winter season when revenue potential is at its highest
- Staff Training and Development
 - Employee team consisting of qualified GCSAA Superintendent, Asst. Superintendent, Mechanic, three full-time laborers, and three part-time laborers.
 - Monthly best practice webinars for GCSA and Asst. GCSA
 - Safety and equipment training videos on Paylocity
 - Oversight and training from GCSAA certified Superintendent
 - Cross train team members throughout season in different disciplines
 - Give team opportunities to learn specialized tasks based on development and desire to learn
- Proper Cultural Practices
 - Aerification of greens in June and August. Size of tines and hollow vs. solid determined by Superintendent based on needs of turf. Heavy topdressing performed after aerification.
 - Aerification of tees 1-2 times per year, depending on traffic
 - Verticutting of green in spring to help thin overseed and throughout summer to reduce thatch
 - Light topdressing of greens throughout year to improve ball roll and green speeds
- Optimize Chemical and Fertilizer Program
 - Weed control given lack of attention in this area will be challenging. Additional \$5,500 in chemicals allocated in October to make immediate impact.
 - More prevalent weeds very difficult to control and will take multiple herbicide applications. Establishing a healthy stand of Bermuda will be just as important as weed suppression, and summer 2026 will be the most impactful time for this.
 - Greens will be on established foliar fertilizer program with granular fertilizer applied post aerification and post overseed.

- Growth regulators applied weekly to improve green speeds.
- Fungicides applied on preventative basis for disease control.
- Insecticides applied based on insect pressure.
- Tees, Fairways and Rough given a bulk slow release fertilizer application each spring
- Tees and fairways will receive additional fertilizer after overseeding. Pre and post emerge herbicides will be applied as needed
- Mole cricket/fire ant control will be applied in the spring.

Additional Comments: We will be doing a bunker renovation in the summer of 2026. Starting in May of 2026 we will begin the process of smoothing all cart path entry/exit points on each hole.

[illegible]

- JD 7400 Trim Mower – To replace current unit (6-years-old), current unit to serve as Backup
- (2) JD Greens Mowers – To replace (2) current units (6-years-old), one current unit to convert to tee mower so we have two tee mowers, one current unit to serve as backup
- Trimax Snake – Rough pull-behind to supplement current 6-year-old unit. We have the additional tractor to pull and this will help keep up with rough in the summer.
- JD200 Sprayer – 200-gallon tank to replace current 300-gallon unit (6-years-old). Current unit is large and difficult to use on greens. Could consider trading current unit in to slightly reduce lease price.

2026 Marketing Objectives

Overall Strategy

In 2026, Arlington Ridge Golf Club's marketing strategy will focus on rebuilding awareness, driving qualified leads, and improving conversion across memberships, banquets, and daily fee play. Marketing efforts will leverage strong visuals of improved course conditions, the overseeding program, and the club's welcoming, non-private atmosphere to reposition Arlington Ridge as a premier daily-fee golf experience with a community feel.

The total marketing budget for 2026 is **\$24,350**, allocated to digital advertising, local outreach, and creative development to support the following goals:

Goal #1 – Membership Growth

Objective: Grow net golf memberships through increased awareness of new non-resident rates, early-pay discount incentives, and improved member engagement.

Strategies:

- Promote the **Non-Resident Membership Special** (3% discount before Dec. 1) through targeted email campaigns, Facebook and Instagram ads, and print flyers to nearby communities.
- Develop a **digital landing page** for membership signups with clear calls to action and benefit highlights (discounts, practice balls, dining perks).
- Retarget users who visit the membership landing page with reminder ads leading up to December.
- Feature member testimonials and "Welcome to the Club" stories in social and email content to humanize the message and improve trust.

Budget Allocation: \$1,500

Goal #2 – Banquet & Event Growth

Objective: Increase banquet and private event revenue through local community engagement, improved online presence, and proactive lead generation.

Strategies:

- Build an **event-specific section** on the club website highlighting banquet room capacity, sample menus, and visual galleries.

- Implement **Google Search and Facebook Ads** targeting “Leesburg banquet venues,” “celebration of life venues near The Villages,” and “corporate event spaces in Lake County.”
- Promote **weekday banquet and luncheon packages** to local businesses, HOA groups, and social clubs.
- Use the **PipeDrive CRM** to track event inquiries, follow-ups, and conversions for improved sales accountability.

Budget Allocation: \$6,000

Goal #3 – Public Tee Time Growth

Objective: Increase public play rounds by focusing on overflow golfers from The Villages and snowbird visitors during peak months.

Strategies:

- Launch **geofenced digital ad campaigns** (Google Display and Meta) targeting golfers within 15 miles of The Villages, emphasizing “Open to the Public – No Membership Required.”
- Highlight **overseeded greens, tees, and fairways** in photo and video content to position ARGC as a superior winter golf option.
- Partner with **local hotels, RV parks, and seasonal rental communities** to feature Arlington Ridge in guest welcome materials and online listings. Target Summer 2026 to achieve this.
- Offer weekday promotional pricing or “Villages Player Days” during shoulder periods.
- Run **Google Search ads** year-round targeting “public golf near The Villages” and “best golf courses in Leesburg.”

Budget Allocation: \$8,000

Goal #4 – Brand Awareness & Community Engagement

Objective: Strengthen Arlington Ridge’s reputation and increase local visibility through consistent storytelling and event-driven marketing.

Strategies:

- Use **video storytelling** (30-second clips on social and YouTube) to show the transformation of course conditions and highlight staff/community culture.

- Sponsor 2–3 **local charity events or chamber mixers** to position ARGC as a community partner.
- Feature staff, superintendent, and chef spotlights to humanize the brand.

Budget Allocation: \$3,000

Lead Generation Steps & Campaign Calendar

Channel	Q1 (Oct–Dec)	Q2 (Jan–Mar)	Q3 (Apr–Jun)	Q4 (Jul–Sep)
Google Ads	Membership Renewal	Daily Fee & Membership	Banquets & Outings	Summer Specials
Facebook/Instagram Ads	Early Pay Drive	Membership Awareness	Public Play & Events	“Stay and Play” Focus
Print/Other Ads	Member Renewal Inserts	Villages Print	Local Newspaper	Summer Golf Guide
Community Outreach	Holiday Events	Chamber	Realtor Partnerships	Charity Tournaments

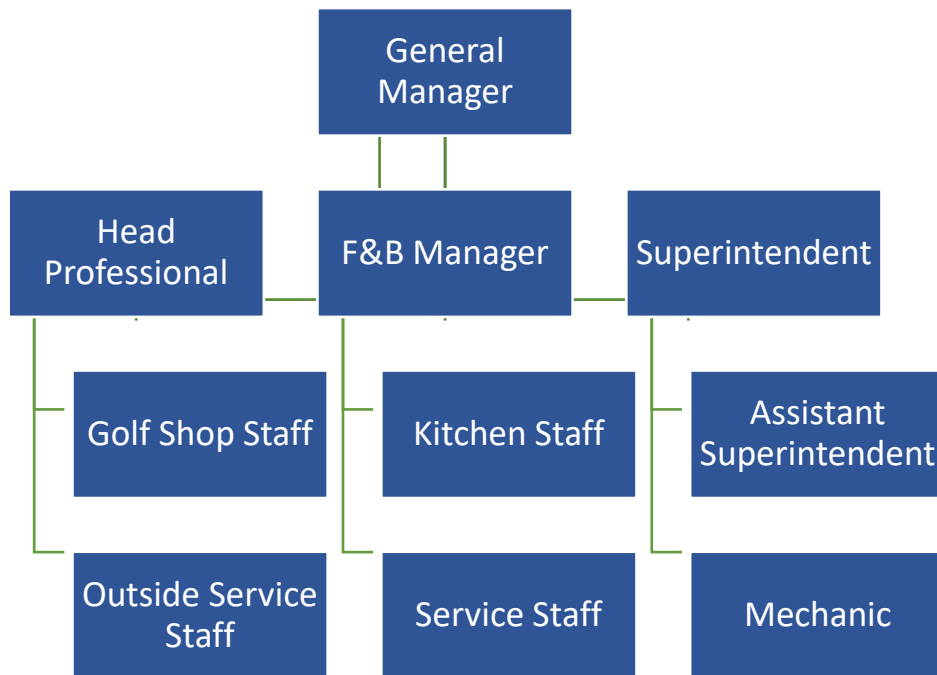
Remaining Budget / Contingency: \$5,850 for creative production and boosting of high-performing campaigns.

Performance Measurement

Success will be evaluated monthly using CRM and POS data:

- Membership count and dues revenue.
- Event leads and banquet bookings.
- Round counts and daily fee revenue by source.
- Ad performance metrics (Click Through Rate, conversions, Return on Ad Spend).

Organizational Chart



Proposed Rates

	October 1 through December 21 18 Holes	December 21 through April 20 18 Holes	April 21 through May 31 18 holes	June 1 - September 30 18 holes	9 holes
Public AM	49	65	55	47	25
Public Mid-day	45	56	48	43	20
Public Twilight	39	45	38	35	20
Online AM	47	63	53	45	3
Online Mid-day	43	54	46	41	19
Online Twilight	37	43	36	33	17
Resident AM	44	55	48	42	21
Resident Mid-day	38	50	41	36	17
Resident Twilight	28	41	38	28	15
Resident AM - 9 hole	30	X	30	X	X
Resident Mid-day - 9 hole	20	28	25	X	X
Resident Twilight - 9 hole	15	22	18	X	X
Outing Rounds	44	55	48	42	42
League 18 hole	38	50	41	36	36
League 9 hole	28	41	33	28	28
Range Balls small	7	7	7	7	X
Range Balls Large	11	11	11	11	X
Rental Clubs	35	35	35	35	X

Membership Pricing	
Resident Single	
paid in October	\$3,563
Paid after October 31	\$3,670
Resident Family	
Paid in October	\$6,077
Paid after October 31	\$6,259
Non-Resident Single	
Paid in October	\$4,000
Paid after October 31	\$4,123
Non-Resident Family	
Paid in October	\$6,500
Paid after October 31	\$6,700
Social Member	\$600

Membership Programs

Full Golf Memberships

- Resident & Non-Resident Options
- Annual rates for greens fees
- Unlimited Practice Balls
- Handicaps are maintained via the "WHS GHIN HANDICAP" system
- Advanced tee time reservations
- 10% Off Select Golf Shop Merch
- 10% Off Food in the Restaurant
- 10% Off Specific Restaurant Events

Golf-Social Membership

- 10% Off Food
- 10% Off Select Golf Shop Merchandise
- Member Charging Privileges
- Completed Member charging Application Required
- Two (2) Discounted Greens Fees Per Round, Per Month, Per Household
- Cost discounted to \$25 plus tax, Per Round
- Access to Club Events as Member Pricing Subject to Greens Fee Pricing
- Two (2) large buckets of balls per month

Subsection 9.D.ii

ARGC Budget Proposed Golf 2026- Final

**Arlington Ridge Golf
Proposed Budget 2026**

2026 Budget Total

2026	1-99-8000	Member Rounds	17,355
2026	1-99-8001	Public Rounds	21,360
2026	1-99-8002	Outing Rounds	5,785
2026		Rounds Total	44,500

2026	1-10-8005	Member Rounds	34,063
2026	1-10-8010	Public Rounds	639,424
2026	1-10-8015	Outing Rounds	148,757
2026	1-10-8105	Merchandise	120,000
2026	1-10-8110	Handicap	2,603
2026	1-10-8120	Rental	2,770
2026		Golf Shop Revenue Total	947,619

2026	1-20-8205	Range Balls	29,920
2026	1-20-8215	Range Dues	15,750
2026		Range Revenue Total	45,670

2026	1-30-8305	18 Hole Cars	7,800
2026	1-30-8307	18 Carts PP	-
2026		Cart Revenue Total	7,800

2026	1-70-8705	Member Dues	537,996
2026		Membership/Mking Rev Total	537,996

2026	1-10-9001	COS - Merchandise	84,400
2026		Merchandise Cost of Sales	84,400

2026		Total Cost of Sales	84,400
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**Arlington Ridge Golf
Proposed Budget 2026**

2026		Gross Profit	1,454,685
2026	1-10-9290	Miscellaneous	6,845
2026	1-10-9300	Payroll	157,270
2026	1-10-9305	Payroll Taxes	13,993
2026	1-10-9360	Scorecards and Pencils	2,500
2026	1-10-9422	Handicap Fees	5,300
2026	1-10-9423	Tournament Fee	1,800
2026		Golf Expense	187,708
2026	1-20-9380	Supplies	11,495
2026		Range Expense	11,495
2026	1-30-9215	Equipment Repairs and Maintenance	1,320
2026	1-30-9300	Payroll	64,119
2026	1-30-9305	Payroll Taxes	6,615
2026		Cart Expense	72,054
2026	1-40-9115	Auto Reimbursement	1,200
2026	1-40-9135	Building Repairs & Maintenance	3,000
2026	1-40-9170	Chemicals	59,500
2026	1-40-9175	Contract Labor	16,000
2026	1-40-9190	Dues and Subscriptions	475
2026	1-40-9200	Employee Relations	1,200
2026	1-40-9215	Equipment Repairs and Maintenance	55,000
2026	1-40-9220	Fertilizer	61,500
2026	1-40-9225	Gas, Oil and Lube	28,800
2026	1-40-9255	Irrigation Repairs	25,000
2026	1-40-9300	Payroll	382,263
2026	1-40-9305	Payroll Taxes	31,691
2026	1-40-9350	Sand, Soil and Gravel	15,000
2026	1-40-9370	Seed and Sod	22,000
2026	1-40-9375	Small Tools & Equipment	1,500

**Arlington Ridge Golf
Proposed Budget 2026**

2026	1-40-9380	Supplies	1,200
2026	1-40-9381	Golf Course Supplies	2,500
2026	1-40-9405	Cell Phone	600
2026	1-40-9420	Trash Removal	4,050
2026	1-40-9445	Uniforms and Laundry	1,350
2026	1-40-9450	Utilities - Electric	42,000
2026	1-40-9460	Utilities - Water	60,000
2026	Maintenance Expense		815,829
2026	1-60-9125	Bank Charges	600
2026	1-60-9175	Contract Labor	13,800
2026	1-60-9185	Discount Charges (VISA)	32,980
2026	1-60-9190	Dues and Subscriptions	5,463
2026	1-60-9200	Employee Relations	4,200
2026	1-60-9235	Insurance - General	45,360
2026	1-60-9240	Insurance - Health	36,750
2026	1-60-9245	Insurance - Workers Comp	5,199
2026	1-60-9288	Management Fee - Contingent	15,400
2026	1-60-9289	Managment Fees	93,000
2026	1-60-9300	Payroll	46,250
2026	1-60-9305	Payroll Taxes	3,970
2026	1-60-9315	Pest Control	216
2026	1-60-9320	Postage and Shipping	300
2026	1-60-9330	Technical Support	5,600
2026	1-60-9341	Payroll Processing Fees	7,936
2026	1-60-9365	Security	1,378
2026	1-60-9380	Supplies	3,756
2026	1-60-9400	Telephone - Basic Service	2,688
2026	1-60-9401	Internet Service	1,486
2026	1-60-9405	Cell Phones	600
2026	1-60-9420	Trash Removal	720
2026	1-60-9425	Travel	6,272
2026	1-60-9445	Uniforms Purchases	3,000
2026	1-60-9450	Utilities - Electric	12,335

**Arlington Ridge Golf
Proposed Budget 2026**

2026	1-60-9460	Utilities - Water	444
2026	1-60-9470	Utilities - Cable TV	147
2026	1-90-9555	Property Taxes - Equipment	4,446
2026		G&A Expense	354,297
2026	1-70-9110	Advertising and Promotion	14,750
2026		Mkting/Member Expense	14,750
2026		Total Operating Expense	1,456,132
2026		EBITDA	(1,447)
2026	1-90-9500	Interest Expense - Bank	19,737
2026	1-90-9555	Property Taxes - Equipment	4,446
2026		Other Income / Expense	24,183
2026		Net Income	(25,631)
2026		Cash Flow from Operations	-
2026		Capital Lease- Prinicpal (Current Leases)	(52,438)
2026		Cash Flow from Investing	(52,438)
2026		Net Cash Flow	(78,068)

Subsection 9.D.iii

ARGC Budget Proposed F&B Final

**Arlington Ridge
Proposed Budget 2026**

			2026 Budget Total
2026	1-50-8505	Prepared Food	651,500
2026	1-50-8510	Packaged Food	13,030
2026	1-50-8515	Fountain Beverages	19,750
2026	1-50-8520	Other Beverages	35,750
2026	1-50-8525	Liquor	107,951
2026	1-50-8530	Wine	46,789
2026	1-50-8535	Canned Beer	84,000
2026	1-50-8540	Tap Beer	55,600
2026	1-50-8565	Other Event Rev / Taxable	15,450
2026	1-50-8570	Room Rental / Non Taxable	1,400
2026	1-50-8575	Service Charge Income	46,078
2026	F&B Revenue Total		1,077,297
2026	Total Revenue		1,077,297
2026	1-50-9005	COS - Prepared Food	247,570
2026	1-50-9010	COS - Packaged Food	9,121
2026	1-50-9015	COS - Fountain Beverages	10,863
2026	1-50-9020	COS - Other Beverages	17,875
2026	1-50-9025	COS - Liquor	36,703
2026	1-50-9030	COS - Wine	19,126
2026	1-50-9035	COS - Canned Beer	24,360
2026	1-50-9040	COS - Tap Beer	20,572
2026	F&B Cost of Sales		386,190
2026	Total Cost of Sales		386,190
2026	Gross Profit		691,107
2026	1-50-9186	Discounts Earned	(4,500)
2026	1-50-9190	Dues and Subscriptions	1,194

**Arlington Ridge
Proposed Budget 2026**

2026	1-50-9192	Education and Seminars	2,000
2026	1-50-9200	Employee Relations	4,200
2026	1-50-9205	Equipment Leases	5,700
2026	1-50-9215	Equipment Repairs and Maintenance	17,980
2026	1-50-9260	Janitorial Services	3,000
2026	1-50-9300	Payroll - FOH	185,063
2026	1-50-9301	Payroll - Kitchen	236,760
2026	1-50-9302	Payroll - Service Charge	46,078
2026	1-50-9305	Payroll Taxes	40,525
2026	1-50-9315	Pest Control	864
2026	1-50-9375	Smallwares	500
2026	1-50-9380	Supplies	35,964
2026	1-50-9382	Bar Supplies	6,000
2026	1-50-9405	Cell Phones	1,200
2026	1-50-9425	Travel	3,528
2026	1-50-9445	Uniforms and Laundry	2,000
2026	1-50-9446	Linens & Laundry Service	18,000
2026	F&B Expense		606,056
2026	1-60-9125	Bank Charges	1,087
2026	1-60-9175	Contract Labor	28,200
2026	1-60-9185	Discount Charges (VISA)	25,780
2026	1-60-9235	Insurance - General	24,420
2026	1-60-9240	Insurance - Health	41,900
2026	1-60-9245	Insurance - Workers Comp	4,627
2026	1-60-9275	Licenses & Fees	1,750
2026	1-60-9289	Managment Fees	18,000
2026	1-60-9300	Payroll	46,250
2026	1-60-9305	Payroll Taxes	3,970
2026	1-60-9330	Technical Support	3,150
2026	1-60-9341	Payroll Processing Fees	4,596
2026	1-60-9365	Security	1,200
2026	1-60-9400	Telephone - Basic Service	1,512
2026	1-60-9401	Internet Service	800

Arlington Ridge
Proposed Budget 2026

2026	1-60-9420	Trash Removal	2,880
2026	1-60-9450	Utilities - Electric	32,556
2026	1-60-9455	Utilities - Gas	1,800
2026	1-60-9460	Utilities - Water	3,252
2026	1-60-9470	Utilities - Cable TV	2,793
2026		G&A Expense	<u>250,524</u>
2026	1-70-9110	Advertising and Promotion	9,600
2026	1-70-9145	Customer Relations	19,450
2026		Mkting/Member Expense	<u>29,050</u>
2026		Total Operating Expense	<u>885,630</u>
2026		EBITDA	<u>(194,523)</u>
2026		Net Income	<u>(194,523)</u>
2026		Net Cash Flow	<u>(194,523)</u>

Subsection 9.E

District Manager: Regular Report



Arlington Ridge Community Development District

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

District Managers Report November 2025

Maintenance Projects

During a recent meeting, there was discussion about maintenance repairs and replacements. While the District does have a budget, please keep in mind that our purchasing options are limited. We operate with a credit card that has a \$5,000 limit, which also covers recurring monthly expenses such as email service, music service, license renewals, and movie services. Although the card is paid off each month, large purchases can restrict what else we can order during that billing cycle. In addition, we have a Home Depot card with a \$3,000 limit and an account with Ace Hardware for certain purchases.

Whenever possible, we aim to buy materials directly to keep costs down. Using outside vendors to purchase items and complete projects is an alternative, but it typically increases expenses by about 30 percent. My goal is to balance necessary work while saving the District money so that we can complete more projects overall.

Gym Equipment Proposals

Due to the amount of business items on the agenda, I have decided to wait until December to add the gym equipment replacement consideration. We are hoping to obtain one additional quote.

Pine Tree Removal

All pine trees in the three designated areas—Hopewell Pass, Heritage Trail, and Roanoke—have been removed. In addition, I arranged for the removal of extra trees, one dead tree in another location, and several stumps for a total cost of \$26,500, which is under the approved limit of \$26,812.50. The additional trees showed signs of infestation.

I consulted with three companies that employ arborists. While tree injections are an option, they are costly and do not guarantee survival. All experts strongly recommended removing dead trees promptly to prevent beetle spread. Unfortunately, I am already seeing signs of infestation and decline in more trees across all three areas. The board will need to decide how to address the three cleared areas now that all trees and stumps have been removed.

Subsection 9.F

Community Director: Regular Report



Arlington Ridge Community Development District

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

Community Director Report November 2025

Lexington Spa

The pools are scheduled to be closed on December 2. Recently there was an issue with the lap pool heaters. One is being replaced, and the other is having a compressor replaced. These were both approved immediately after inspection, and we were waiting on the units to be delivered to the HVAC company. There have been complaints on social media, however residents need to realize Chairman Hoover and I signed off on these instead of waiting for a board meeting so their repair and replacement would not be held up by a month or more. Many electrical components are currently delayed by weeks. Two of the beach pool heaters started tripping their breakers on Saturday, November 1st. One has been fixed as it was a grounding issue, and the other may require additional parts. I contacted the HVAC company on Monday, and they were out here on Wednesday to look at these two additional heater issues. Contractors right now are extremely busy, and they do us a favor by squeezing us in at the last minute. Other vendors have given me a one to two week wait for just service inspections.

Back Gate Bar Code Reader Repair

The back gate was recently struck again, resulting in damage to the poles. To date, we have incurred \$1,235 in repair costs, and an additional expense is expected to reinstall the original concrete-filled bollard for better protection against commercial trucks. Unfortunately, there is currently no recordable video from the HOA cameras, so we cannot confirm whether an Amazon truck was responsible, which prevents us from having photo evidence filing an insurance claim.

After reviewing the situation, I recommend that the Board consider a discussion with the HOA transferring responsibility for the barcode reader to the HOA for ongoing maintenance and repairs. The new gates have been causing frequent CDD repair issues, and this change could help streamline management. The HOA would maintain the reader, while the CDD could continue using the same barcodes for both gates, as they are linked to a pre-coded facility number in our system.

There has been some back and forth about CDD staff having access to the back gate arms and handling gate issues. However, without access to the gate system, we cannot resolve barcode issues because the reset function is embedded within the gate control system. The barcode reader itself is only a direct wire connection to the gate system. This limitation could also create liability concerns, as our vendor would not be able to access the gate system for repairs.

Allowing the HOA vendor to maintain all components at the back gate would be a more practical and efficient solution.

Section 10

Business Items

Subsection 10.A

Storm Drain Cleanout and Scope

Subsection 10.A

(1st) AR CDD Storm Drain Proposal APS



1420 Martin Luther King Jr Blvd
Sanford, FL 32771
(407) 792-1360
info@atlanticpipe.us

FLORIDA'S COMMERCIAL PIPELINE CLEANING, INSPECTION AND REHAB SPECIALIST

PROPOSAL

10427

CUSTOMER: INFRAMARK	PHONE: 352-728-2186	DATE: 11/06/2025
STREET: 2654 Cypress Ridge Blvd, Suite 101	JOB NAME: Arlington Ridge	
CITY/STATE/ZIP: Wesley Chapel, FL, 33544	JOB LOCATION: 4463 Arlington Ridge Blvd, Leesburg, FL, 34748	
ATTN: Lee Graffius	E-MAIL: Lee.Graffius@inframark.com	

QUANTITY	DESCRIPTION	UOM	RATE	TOTAL
Seq: Storm				
8.00	Vac Truck Hourly Rate (4 Hour Min)	HRS	295.00	2,360.00
8.00	CCTV Truck Hourly Rate (4 Hour Min)	HRS	265.00	2,120.00
1.00	Fuel Recovery - Vac Truck (Per Mobilization)	EA	150.00	150.00
1.00	Fuel Recovery - CCTV Truck (Per Mobilization)	EA	75.00	75.00
1.00	Water Meter Acquisition (If Necessary)	EA	350.00	350.00
1.00	Storm Offsite Disposal (If Necessary)	EA	650.00	650.00
Seq: Plugging/Dewatering				
1.00	Storm Plug Rental - 24"x48"	WKS	955.00	955.00
1.00	Storm Plug Installation - 24"x48"	EA	650.00	650.00
1.00	Storm Plug Removal - 24"x48"	EA	650.00	650.00
1.00	Plug Transportation - Drop-Off	EA	195.00	195.00
1.00	Plug Transportation - Pick-Up	EA	195.00	195.00
1.00	Pump Rental - Storm Dewatering	WKS	2,000.00	2,000.00
0.00	Storm Pipe Dredging - 3 Hour Min (If Necessary)	HRS	265.00	0.00
TOTAL				10,350.00

ANY UNFORSEEN OR ABNORMAL PIPELINE OR SITE CONDITIONS WILL BE SUBJECT TO RENEGOTIATION WITHOUT PENALTY TO APS



1420 Martin Luther King Jr Blvd
 Sanford, FL 32771
 (407) 792-1360
 info@atlanticpipe.us

FLORIDA'S COMMERCIAL PIPELINE CLEANING, INSPECTION AND REHAB SPECIALIST

PROPOSED RATES MAY CHANGE BASED UPON THE FOLLOWING CONDITIONS:

- 1) Calls Outs of less than 1000 LF of readily available pipeline may be billed at the hourly rate, with a 4 hour minimum. Any time on site beyond the minimum may be billed at the hourly rate
- 2) Emergency Call Outs will be subject to increased rates.
- 3) Heavy Cleaning encountered will be performed at an hourly rate, unless otherwise specified
- 4) Travel Time charges are assessed on a job by job basis
- 5) Atlantic Pipe Services provides, free cloud downloads for videos and reports. Hard Copy Reports with DVD or USB may be purchased at \$75.00 per set.
- 6) Safety Training / Orientation required for projects will be charged at the hourly rate per unit on site
- 7) Due to rising costs of fuel and overall expenses, additional fees must be assessed. These pass-through costs are assessed through daily charges, per piece of equipment on site.

Atlantic Pipe Services is committed to providing the same responsiveness, turn around time and quality of work that our valued customers have become accustomed to. APS has invested in technologies that allow us to be more efficient with operations and save on costs, however the extreme volatility within the fuel market is something we cannot control. This additional charge helps APS cover increased costs, as well as maintain the same level of service.

We propose to hereby furnish the following:

Our proposal includes all labor, material, equipment and workmanship to perform storm drainage cleaning & inspections at the above referenced project.

Project is quoted hourly and is subject to a 4 Hour minimum. Any time spent on site above and beyond the 4 Hour Minimum will be billed additionally at the same rates within the proposal.

DISCLAIMER: Atlantic Pipe Services (APS) assures that the dive team is qualified, properly trained and reasonable effort is made to install and remove plugs according to the plug manufacturer's specifications. Following installation by APS, the client assumes responsibility to maintain plug inflation pressure for the duration the plug is in use. Any damage that occurs to APS equipment after the APS Diver has left the project will be the responsibility of the client. All costs associated with repair or replacing damaged equipment will be the burden of the client. Client is responsible for monitoring pond levels and contacting APS in a timely manner to deflate or remove plugs. APS is not liable for property or site damage that occurs due to overflowing ponds. In the event the client deflates and / or removes an APS plug, the client will be liable for any damages. Plugs provided by client must be inspected by APS prior to installation. Any client plugs that are determined to be unacceptable for use will not be installed.

Quantities within proposal are estimates. Billing will reflect actual quantities performed.

The unit prices set forth in this agreement shall remain firm for the first twelve (12) months following the contract start date. Thereafter, beginning on the first anniversary of the contract start date and each year thereafter, unit prices shall escalate by three percent (3%) annually, applied cumulatively unless otherwise negotiated in writing by both parties. The purpose of this escalation is to reflect standard increases in labor, fuel, equipment, and administrative costs. No further documentation shall be required to justify the 3% increase.



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FLORIDA'S COMMERCIAL PIPELINE CLEANING, INSPECTION AND REHAB SPECIALIST

Heavy Cleaning Rates	Heavy Cleaning determined by percentage of debris in pipeline			
	12" Diameter	25.00%	3"	Debris
	15" Diameter	25.00%	4"	Debris
	18" Diameter	20.00%	4"	Debris
	24" Diameter	20.00%	5"	Debris
	30" Diameter	20.00%	6"	Debris
	36" Diameter	20.00%	7"	Debris
	42" Diameter	15.00%	6"	Debris
	48" Diameter	15.00%	7"	Debris
	54" Diameter	10.00%	5"	Debris
	60" Diameter	10.00%	6"	Debris
	In the event the required cleaning is beyond normal Heavy Cleaning, the cleaning will be performed under an hourly rate. Subject to prior client notification and approval.			

CUSTOMER RESPONSIBILITIES

- ☒ Local Dump-Site for safe disposal of debris / waste material removed from Project Location
- ☒ Local Metered Water Source
- ☒ Exposure of structures and access to all work areas without delay
- ☒ Stabilized Access to Work Areas - Two Wheel Drive Accessible
- ☐ Access to secure site for equipment storage
- ☒ Maintenance of Traffic - If Applicable

CUSTOMER RESPONSIBILITIES

Delays experienced outside of APS's direct control will be subject to an hourly charge for each unit on site

Weekend and Night Work may be subject to increase rates

Any unforeseen or abnormal pipe / site conditions will be subject to renegotiation without penalty to APS

Payment terms are NET 30 days of invoice date. APS does not agree to "Pay when paid" terms

APS Proposals are valid for 30 days from date of submission.

ATLANTIC PIPE SERVICES, LLC			
PRINT NAME / TITLE	Maxwell Preddy, Project Estimator	DATE	11/6/2025
SIGNATURE	Maxwell Preddy		

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

CUSTOMER			
PRINT NAME / TITLE		DATE	
SIGNATURE			

ATLANTIC PIPE SERVICES, LLC
STANDARD TERMS & CONDITIONS OF BUSINESS

COMPANY: Atlantic Pipe Services, LLC, a Florida Limited Liability Company, whose address 1420 Martin Luther King Jr. Blvd, Sanford, Florida, 32771 (Hereinafter referred to as "APS")

CUSTOMER: Any corporation, company, organization, agent or individual entering into a written agreement with APS for the provision of services or materials or any other business dealing, for which payment is agreed with or becomes due and payable to APS (hereinafter referred to as "Customer")

PROPOSAL & QUOTATION: All proposals or quotations provided by APS must be in writing and signed by an authorized representative of the company to be valid and any such proposal or quotation is valid for acceptance within 30 days of the respective proposal date, unless agreed otherwise in writing.

PAYMENT TERMS: Payment of all invoices is due within 30 days from the invoice date, unless terms are agreed otherwise, in writing from APS. Any Dispute or query regarding the invoiced amount must be communicated in writing within 10 days (objection period) from the invoice date and customer will be deemed to have accepted the invoice as delivered and all services / work standards relating thereto, unless objected to in writing within the objection period. Customer agrees that no retainage will held for all services performed.

REMEDIES FOR NON-PAYMENT: All sums not paid when due will bear interest at the rate of 1.5% per month from due date until paid or the maximum legal rate permitted by law, whichever is less. In the event of legal action being deemed necessary to enforce payment, APS shall be entitled to all costs of collection including a reasonable attorney's fee. In addition, if the customer fails to make payment to APS as herein provided, then APS may stop work without prejudice to any other remedy it may have. The parties further agree that in the event of any controversy arising between them, then in such event, the State Courts of Seminole County, Florida, shall be the forum in which the parties agree to try and have heard any matters of litigation arising out of such controversies.

WARRANTIES: All workmanship and materials are guaranteed against defects in workmanship for a period of one year from the date of substantial completion of the project. This warranty is in lieu of all other warranties, expressed or implied, including any warranties of merchantability of fitness for a particular purpose. APS will not be responsible for damage to its work by other parties or normal wear and tear. Any repair work necessitated by caused damage will be considered as an order for extra work.

INDEPENDENT CONTRACTOR: Both APS and the customer agree that APS will act as an independent contractor in the performance of its duties under this contract. Accordingly, APS shall be responsible for payment of all taxes, including Federal, State, and local taxes arising out of APS's activities, including by way of illustration but not limitation, Federal and State income tax, social security tax, Unemployment Insurance taxes, and any other taxes.

UNFORESEEN OCCURRENCE: In the event that any unforeseen occurrences or conditions are encountered after the work has commenced and which APS judge, at their sole discretion, to significantly affect or may affect the services, the risk involved in providing the services or there being a material change to the proposed or quoted scope of services, APS may a) Immediately cease work without liability to the customer, or b) renegotiate with customer to change the scope of work with price adjustment or change order, or c) Apply downtime /hourly or day rates until occurrence or condition is resolved to the satisfaction of APS.

DOWNTIME/STOPPAGES/ADDITIONAL WORK: In the event that APS is unable to work or encounter stoppages due to circumstances beyond their control or unforeseen circumstances or occurrences, particularly any underground structure problems causing delay or stoppage of work or in the event of any work being required beyond the quoted scope of work, then an hourly or daily rate will be charged, subject to prior customer notification in writing from APS.

PROJECT ESTIMATES: APS may from time to time provide written estimates of projected timescale or hours for a particular project at customer request, however, this in no way binds APS to a final timescale for the services to be provided. The actual hours will be determined by specific site requirements and operational demands, which cannot be wholly determined due to the nature of the services provided by APS.

CUSTOMER PURCHASE ORDERS: In the event that the customer chooses to issue a purchase order, whether verbal or in writing, such purchase order shall be governed by APS Standard Terms & Conditions of Business as detailed herein and any such client agreement cannot change the payment terms under any circumstances unless specifically agreed to in writing APS and such agreement being authorized and signed by the owner or director of APS. In the event of any inconsistency between the APS terms and conditions as detailed herein and the terms of a service order, the APS terms and conditions shall prevail. In any event, settlement of all APS correctly submitted invoices must be made within 30 days from invoice date, irrespective of customer having received payment from their respective customer.

CONTRACT ACCEPTANCE: In the event that the client fails to sign acceptance of an APS proposal or quotation, due to oversight by either or both parties or any other reason and the services are commenced or completed on the clients written or verbal instruction due to emergency, urgency or some other reason, then these terms and conditions will be deemed to have been accepted by the client as if such proposal or quotation had been signed.

DISCLAIMER: APS shall perform any and all repairs (e.g sag removal, rerounding, grouting, sectional CIPP, internal joint seals, mechanical repair sleeves, CIPP, coatings,) services on a best-effort basis and makes no representations or warranties, express or implied, regarding the success or effectiveness of such services. Billing shall be due and payable regardless of the outcome of the sag removal process. APS shall not be held liable or responsible for any damage, deformation, failure, or other adverse effects that may occur to the pipeline as a result of the sag removal attempt. Furthermore, APS shall bear no responsibility or liability for any costs, damages, or liabilities arising from dig-ups, excavations, or other activities outside of APS's control. The client agrees to indemnify, defend, and hold harmless APS, its officers, employees, and subcontractors from and against any and all claims, damages, losses, or expenses (including attorney's fees) arising out of or related to the sag removal work, except to the extent caused by APS's sole gross negligence or willful misconduct.

CUSTOMER RESPONSIBILITIES: The customer will normally provide the following services, at no cost to APS for the duration of the project, unless agreed otherwise in writing by APS, a) Approved dumpsite and disposal for all materials to be removed from site of work, b) Access and exposure of all structures for APS personnel and equipment without delay, c) All temporary site facilities including suitable storage space for equipment, d) Any special permits and/or licenses, without delay, e) Supply and access to all water required for the project with meter if applicable. f) Work areas prepared and accessible, without delay, to enable the services to be provided, g) Authorized representative of the customer at the site of work, at all times services are being performed and with authority to accept the services as completed and / or hours worked and h) Location and exposure of all manholes in the project area.

Subsection 10.A

(2nd) AR CDD Storm Drain Proposal Azuria



Eddy Barba
 Director of Operations
 3100 Fairlane Farms Rd,
 Wellington, FL 33414
 Tel: 904-927-9346
 E-Mail: ebarba@azuria.com

SO-00214390

ATTN: Lee Graffius, District Manager
Arlington Ridge Community Development District C/O Inframark Management
4463 Arrlington Ridge Blvd
Leesburg, FL 34748

Office: 352-728-2186
EMAIL: Lee.Graffius@inframark.com

RE: Arlington Ridge CDD
4210 – 4214 Arlington Ridge Blvd, Leesburg 34748

Proposal # 2025266

Insituform Technologies, LLC (“ITL”) is pleased to provide this Proposal (“Proposal”) for the scope of work detailed below for the above-referenced Project (“Project”).

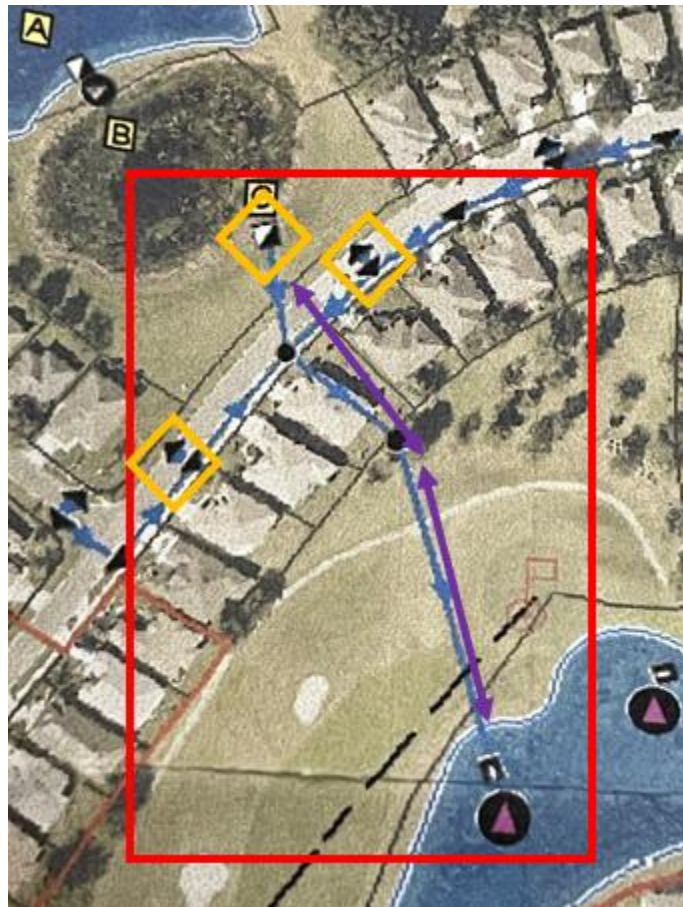
PRICING

The following pricing shall apply to work performed by ITL. All pricing is valid for 30 days, unless otherwise extended by ITLLC.

Item	Description	Units	Quantity	Unit Cost	Total Cost
	Jet Vac Truck w/ operator	HR	16	\$250.00	\$4,000.00
	Plugging and Dewatering to isolate the mainlines to be inspected	ED	2	\$1,000.00	\$2,000.00
	CCTV Inspection Truck w/ Operator	HR	16	\$250.00	\$4,000.00
	Mobilization, two hours at the above rate per day(2 hrs for vac truck, 2 hrs for cctv inspection)	HR	8	\$250.00	\$1,000.00
	100' roll of ADS flex hose to access the catch basin behind the home	EA	2	\$400.00	\$800.00
	Additional Laborer required for easement access	HR	16	\$85.00	\$1,360.00
	Disposal of debris at an approved facility, dump tickets will be provided upon request(dump will be on-site)	EA	1	\$750.00	\$750.00
				TOTAL =	\$13,910.00

Pricing is for the cleaning, plugging, dewatering, and CCTV approximately 500LF of 24”-30” Storm Pipe. The proposal is set as a lump sum, but with hourly rates should the client wish to clean and inspect additional pipe segments. The scope of work will

be for inspecting the drainage pipes with the two purple-colored lines with arrows, The cleaning and inspection will begin at the manhole on Arlington Ridge and proceed south to the MH behind the home and continue to the retention pond. Work is quoted as a 2 day job. Pricing is limited to standard cleaning of debris inside the pipe, should roots be encountered, the client will be advised and the hourly above rates would apply.



Annual Services Agreement 02/2023

The following items are excluded from ITL's above Pricing and Scope of Services / Responsibilities stated in this Agreement. These items, if necessary, applicable or otherwise required, shall be furnished by the Customer, in the Customer's direction and at no cost to ITL or may, upon mutual agreement in writing between ITL and Customer, be provided by ITL at an additional cost:

1. Permits, licenses and construction easements.
2. Customer shall be responsible for locating all manholes on the project and ensuring access is possible.
3. Payment and Performance bonds. If payment and performance bonds are required, add 2.5% to the total Project cost.
4. Removal and disposal of any hazardous or toxic materials encountered during the Project.
5. Holiday work, rush delivery or adverse weather work (as defined by ITL).
6. Certified Professional Engineer stamped designs. Will be provided, at additional cost, if required in specifications.
7. Additional premiums for special insurance coverage(s) specific to any project if required.

ITL GENERAL SCOPE OF WORK / RESPONSIBILITIES

ITL will provide the following:

1. Standard insurance coverage with the following limits:
 - General Liability: \$2,000,000 per occurrence/\$4,000,000 aggregate
 - Auto: \$2,000,000 Combined Single Limit
 - Workers Compensation: Statutory with \$1,000,000 Employer's Liability

The above insurance shall not include Primary and Non-Contributory Coverage and ITL shall not provide a Waiver of Subrogation endorsement.

NOTE: Modifications to the Scope of Work/Responsibilities of ITL may result in a change in price and/or duration.

TERMS AND CONDITIONS

By executing this Proposal, Customer shall be subject to all of the terms and conditions including those contained at the following link: [Insituform Terms and Conditions](#) (the "Insituform Terms and Conditions"). The terms of this Agreement (including the Insituform Terms and Conditions) shall be controlling over others. The terms and conditions of this Proposal form the entire agreement "Agreement" between the parties. All other terms, proposals, negotiations, representations, recommendations, statements or agreements, whether made or issued contemporaneously or previously, are excluded from and are not a part of this Proposal and have no binding or enforceable effect. This Proposal, if accepted, shall be binding on the parties and their respective successors and assigns.

ACCEPTANCE

Please do not hesitate to contact me with any further questions at

Very truly yours,

Insituform Technologies, LLC.

Eddy Barba
Director of Operations

Accepted By: _____
(signed)

Date: _____

(print name)

Title: _____

Reviewed: Brett Konchak 101425

Subsection 10.B

Universal Security Rate Proposal



Arlington Ridge 2025 rate proposal

Position	Hours Per Week	Pay Wage		Bill Rate	Overtime/Holiday Rate	Annual Spend
Supervisor	40.0	\$15.50		\$21.00	\$31.50	\$43,680.00
Security Professional	128.0	\$14.50		\$18.23	\$27.35	\$121,338.88
Total Security Hours Per Week	168.0					\$165,018.88
Average Pay Wage						\$14.74
Cumulative Bill Rate						\$18.89
Estimated Annual Holiday Cost						\$5,292.00
Based on the following seven (7) recognized holidays: New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas Day						
Estimated Subtotal						\$170,310.88
Sales Tax	0.0%					\$0.00
Estimated Total Annual Cost						\$170,310.88
Estimated Total Monthly Cost						\$14,192.57
Estimated Total Weekly Cost						\$3,275.21
Medical Benefits Based on Participation (Affordable Care Act Compliant Plans)						Included
Direct Bill Items						
Pricing Notes						

Value-added and Affordable Security Officer Benefits (included in your rate)

Medical Insurance (full-time/benefit eligible)
 Dental insurance (full-time/benefit eligible)
 Vision Insurance (full-time, benefit eligible)
 401(k) plan
 Life and disability insurance
 Vacation
 Background check and 10 panel drug screen on all officers
 Uniforms at no cost to you or the officer
 Training, including OJT and refresher training
 Direct Deposit

Items that will be direct billed as incurred:

Allied Universal recognizes seven (7) holidays: New Year's Day, President's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, & Christmas Day (if applicable).
 Overtime rate is 1.5 times the bill rate with less than 48 hour notice of additional coverage. Client must approve via email any overtime charges.

Subsection 10.C

Ratify Lap Pool Heater Replacement

ESTIMATE

Jimenez Solutions LLC DBA Level
Up Pros
4004 Orkney Ave
Orlando, FL 32809-4535

levelup.pros1@gmail.com
+1 (954) 830-7554
<https://www.leveluppros.us>

**Bill to**

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

Estimate details

Estimate no.: 621
Estimate date: 10/15/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Pool Heat Pump Condenser	Our scope of work includes the complete removal and replacement of the existing Raypak 133K BTU Digital Heater Pump (Model 8450TI-E, Titanium Exchanger) with a new Raypak Crosswind V 8550 Heat Pump - 138K BTU, Wi-Fi Enabled, Titanium Heat Exchanger. The new model serves as the upgraded replacement for the existing unit. Disconnect and Removal: -Safely disconnect all electrical, plumbing, and control connections from the existing Raypak 133K BTU unit. -Remove and dispose of the old unit in accordance with local regulations and environmental standards. Preparation and Installation: -Prepare the existing pad or mounting area to ensure proper placement and level support for the new unit. -Set and secure the new Raypak TWPH8550EHT08 Crosswind V 8550 Heat Pump in place. -Reconnect water lines, electrical connections, and control wiring per manufacturer specifications. System Configuration and Testing: -Configure the new unit for proper operation	1	\$7,305.00	\$7,305.00

-Verify reffrigerant pressures, water flow rates, and electrical readings.
-Perform a complete operational test to confirm heating performance and ensure all components are functioning correctly.

Final Inspection and Clean-Up:
-Inspect all connections for leaks, secure fittings, and verify proper drainage.
-Clean the work area and remove any debris or old materials.

Total	\$7,305.00
-------	-------------------

Note to customer

Pricing for the proposal is valid for 30 days.
50% Deposit due before scheduling

Accepted date	Accepted by
---------------	-------------

Subsection 10.D

Security Enhancement



TECHNOLOGY PROPOSAL

Prepared for:

Arlington Ridge CDD

Proposal Issued: 10/9/25

Valid Until 11/30/25

Arlington Ridge CDD

4463 Arlington Ridge Boulevard

Leesburg, FL

Lee.graffius@inframark.com



October 9, 2025

Lee Graffius
4463 Arlington Ridge Boulevard
Leesburg, FL

Re: 6553-8-0: Arlington Ridge [REDACTED] - CDD - REV3

Arlington Ridge

Dear Lee,

Thank you for the opportunity to provide you with a security solution for your community. This proposal is based on our meeting in which we discussed your requirements and project parameters. The community will need to furnish [REDACTED] [REDACTED] and [REDACTED] for the technology [REDACTED]. Our plan is to install the equipment into a Prosegur furnished [REDACTED].

I would like to discuss any questions you may have upon your review so that we can determine the next steps. My contact information is below for your convenience.

Sincerely,
Rafael Schmidlin

Prosegur Services Group, Inc.
Global Accounts Senior Program Manager
598 Hillsboro Technology Drive, Suite 101
Deerfield Beach, FL 33441
Cell: 586-506-3633
rafael.schmidlin@prosegur.com
<https://www.prosegur.us>

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ABOUT PROSEGUR SERVICES

SOLUTION INTEGRATION

- **Solution** design
- Infrastructure Implementation
- Configuration and customization
- SOC enhancement

MANAGED SECURITY

- Monitoring and correlation of events
- Vulnerabilities management
- Operation and administration of the security infrastructure
- Response to incidents and forensic handling of incidents
- On site or remote SOC services

CONSULTANCY

- Regulatory and legal compliance
- Security management
- Information security services



**Control
Center**



**CCTV
Systems**



**Maintenance
Services**



**Other products
and Innovations**



Redacted pursuant to section 119.071(3) *Florida Statutes*

— CDD Proposal

Prosegur will provide the costs may be subject to change due to the



Redacted pursuant to section 119.071(3) *Florida Statutes*

— CDD Proposal

Prosegur will provide the costs may be subject to change due to the

— CDD Proposal

Prosegur will provide the

Redacted pursuant to section 119.071(3) *Florida Statutes*



General View

Redacted pursuant to section 119.071(3) *Florida Statutes*

8. Prosegur will provide/install [REDACTED]
9. Prosegur will provide/install [REDACTED]
10. Prosegur will provide/install the [REDACTED].

IMPORTANT:

The [REDACTED] must be provided and manager by owner.

All [REDACTED] including additional services, is not included.

This proposal includes the cost for a 12-month maintenance contract.



BILL OF MATERIALS

Name: Arlington Ridge

Site: Arlington Ridge CDD

4463 Arlington Ridge Boulevard
Leesburg, FL

Billing: Arlington Ridge CDD

4463 Arlington Ridge Boulevard
Leesburg, FL

Contact

Lee Graffius

E:

Lee.Graffius@inframark.com



Main Gate Hardware-One Time

QTY	ManufacturerNM	Part #	Description	Unit Price	Ext.Price
4				\$1,674.00	\$6,696.00
3				\$77.50	\$232.50
3				\$7.75	\$23.25
1				\$813.75	\$813.75
1				\$3,957.15	\$3,957.15
1			Redacted in accordance with section 119.071(3), <i>Florida Statutes</i>	\$99.20	\$99.20
1				\$94.55	\$94.55
1				\$2,445.90	\$2,445.90
1				\$573.50	\$573.50
1				\$201.50	\$201.50
4				\$113.15	\$452.60
3				\$124.00	\$372.00
1				\$2,557.50	\$2,557.50
1				\$744.00	\$744.00



Labor:

QTY	Description	Ext.Price
27.5	Redacted pursuant to section 119.071(3) <i>Florida Statutes</i>	\$3,391.03
8		\$883.92
8		\$1,037.36
8		\$1,253.12

Implementation - One time cost

Supplies & Materials:

QTY	Description	Ext.Price
		\$11,428.57

Software Annual Recurring

QTY	Manufacturer	Part #	Description	Unit Price	Ext.Price
1			Redacted in accordance with section 119.071(3), <i>Florida Statutes</i>	\$297.60	\$297.60
6				\$111.60	\$669.60

Cable

QTY	Manufacturer	Part #	Description	Unit Price	Ext.Price
1			Redacted in accordance with section 119.071(3), <i>Florida Statutes</i>	\$340.79	\$340.79
1				\$267.61	\$267.61

Labor:

QTY	Description	Ext.Price
10	Installation	\$1,233.10

Button

QTY	Manufacturer	Part #	Description	Unit Price	Ext.Price
1			Redacted in accordance with section 119.071(3), <i>Florida Statutes</i>	\$254.68	\$254.68
1				\$647.99	\$647.99
1				\$108.50	\$108.50
1				\$128.10	\$128.10
3				\$170.50	\$511.50
3				\$120.90	\$362.70
1				\$387.50	\$387.50

Supplies & Materials:

QTY	Description
Ext.Price	

3		\$4,411.77
Supplies & Materials:		
QTY	Description	Ext.Price

Maintenance		
12	Maintenance cost 12-month period for installed equipment	\$3,360.00

Total Purchase Price	\$51,379.19
Deposit Due in Advance	\$25,689.60
Balance Due Upon Completion	\$25,689.59

Pricing is in USD and does not include sales taxes.

PROJECT DESCRIPTION & INVESTMENT

Project Acceptance

Proposal Acceptance:

I have read the **General Terms and Conditions** of the sale, understand them fully, and agree to abide by them. I have also read and understand the payment terms as set forth in the **Customers Responsibilities** section of the agreement as well as the **Schedule of Equipment** as listed.

I hereby certify that I am authorized by my company to sign this agreement. Prosecur Services Group, Inc. is hereby authorized to perform the work as specified.

Accepted By: Prosecur Services Group, Inc.**Name:** Rafael Schmidlin**Signature:** _____**Title:****Date:** _____**Accepted By: Arlington Ridge****Name:** **Bob Hoover****Signature:** _____**Title:** _____**Date:** _____

Project Exclusions, Clarifications & Assumptions

	Include / Exclude		Include / Exclude
AutoCad Plans & drawing files	Redacted pursuant to section 119.071(3) Florida Statutes	Stub Ups & Back Boxes	Redacted pursuant to section 119.071(3) Florida Statutes
Submittals & As-Built Drawing		Back Boxes	
Permits		Conduit	
System Training		Coring	
Network Equipment (switch, ups, etc.)		Fire Stopping	
ISP Connection		Patch & Touch-up Paint	
120vac Power		Door/Frame Preparation	
Locking Hardware		Lift / Equipment Rental	
Fireproof Plywood for Equip. Mounting		After Hours Labor	
Union Labor			

Clarifications & Assumptions

Prosecur Services Group, Inc. labor is provided during normal business hours Monday through Friday from 8:30 AM 6:00 PM.

Overtime is not included and will be charged additionally.

Prosecur Services Group, Inc. will broom sweep floors and dispose of Prosecur Security created trash daily within job site provided containers.

Taxes are excluded unless specifically shown as included at pricing summary lines.

Customer accepted deliveries will be made during normal business hours.

Final testing and system delivery is included as per the project schedule only.

Client to provide

Return Policy. Prosecur offers a 60-day return policy for all unused and unopened products. Customers may return items for a full refund within 30 days of purchase, provided they are in their original condition and packaging. Items returned between 31-60 days after purchase, will be subject to a 20% restocking fee. Prosecur will provide the return shipping information and Customer will pay all return shipping / freights cost. Items are not eligible for return beyond 60 days after purchase.

Subsection 10.E

Fairfax Hall Exterior Painting Proposals

Subsection 10.E

(1st) FFH Paint Proposal DNN

DNN

ESTIMATE

Dom N Nate Painting Services Inc.

PO Box 1487, Mt Dora, FL 32756

352-661-4268

DATE: OCT 10, 2025

INVOICE: 089

TO Arlington Ridge Ballroom
 Lee Graffius
 4463 Arlington Ridge Blvd
 Leesburg, FL 34748

JOB

Exterior Paint | Ballroom | Arlington Ridge | Leesburg, FL

DESCRIPTION OF WORK	QUANTITY	LINE TOTAL
Pressure clean		
Repair cracking and spot prime as needed		
Protect all windows, surfaces and substrates with plastic		
Spot prime as needed		
Apply Sherwin Williams SuperPaint Satin : All walls, trim, doors, woodwork, soffit, fascia, gutters, and downspouts		
Labor and Material Included – 1 Yr Warranty		23650.00
5 Yr Warranty (Upgrade) : Additional	3547.50	
TOTAL		<u>23650.00</u>

Checks can be made payable to DNN

Thank you for your business!

Subsection 10.E

(2nd) FFH Paint Proposal GHI

Proposal #2150943

Arlington Ridge**Lee Graffius**

lee.graffius@inframark.com

(352) 728-2186

4463 Arlington Ridge Blvd

Leesburg, FL 34748



Proposal # 2150943

Proposal Date 10/13/2025

Proposal Amount \$27,957.00

Job Address 4463 Arlington Ridge Blvd
Leesburg, FL 34748**GHI Painting LLC**

311 N Joanna Ave, Unit 130

Tavares, FL 32778

Phone: (352) 328-1956

Product / Service	Quantity	Price	Subtotal	Tax	Total
Exterior Painting	1.00	\$27,957.00 / Ea	\$27,957.00	\$0.00	\$27,957.00

Preparation:

- [PCA Surface Prep](#)
- Pressure Wash Exterior
- Scrape and sand to remove loose or peeling paint
- Any cracks or holes will be caulked as needed
- Spot prime bare surfaces as needed
- Trench Perimeter (To paint underneath where grass has grown, dirt or rocks have risen next to surface)
- Re-Caulk All Windows (If Applicable)
- Seal All Cracks Using Elastomeric Stucco-Patch as needed
- Tape All Window Panes To Ensure Straight Lines
- Plastic All Windows (If Applicable)
- Prime All Walls Using Loxon Conditioner (As Needed)

Application Areas:

- Paint All Body Walls
- Paint All Accents & Trim
- Paint Front Door
- Paint Garage Door
- Paint Side & Back Door(s)
- Paint Soffits and Fascia
- Paint Gutters and Downspouts (where applicable)
- Paint Posts
- Paint Beams
- Paint Fence Planks
- Paint Awnings

Brand of Paint:

- Sherwin-Williams

Product:

- [SuperPaint Exterior](#)

Sheen:

- Satin

Warranty

- [5 Year Warranty](#)

This quote does not include:

- Concrete Walkways, Porches, or Decks
- Galvanized Metal
- Screen Enclosure Metal
- Attached or Detached Structures unless otherwise stated

Insurance:

- [Worker's Comp](#)
- [General Liability](#)

**Any unforeseen damages or repairs will be an additional charge unless otherwise stated.*

Option - Upgrade to Latitude-10 Yr	1.00	\$34,946.25 / Ea	\$34,946.25	\$0.00	---
Inclusions:					

- All Items listed above are included with this upgrade
- Apply Seal Crete (full prime prior to finishes)

Brand of Paint:

- Sherwin-Williams

Product:

- [Latitude Exterior](#)

Sheen:

- Satin

Warranty

- [10 Year Warranty](#)

Option - Upgrade to Emerald-25 Yr	1.00	\$68,710.00 / Ea	\$68,710.00	\$0.00	---
Inclusions:					

- All Items listed above are included with this upgrade

Brand of Paint:

- Sherwin-Williams

Product:

- [Loxon XP Primer](#)
- [Emerald Exterior](#)

Sheen:

- Satin

Warranty

- [25 Year Warranty](#)

Subtotal	\$27,957.00				
Tax	\$0.00				
Total	\$27,957.00				

Terms and Conditions

We propose hereby to furnish material and labor - complete in accordance with above specifications.

All material is guaranteed to be as specified. Estimate includes 2 walls colors. Additional colors can be added at an additional cost per color. All work to be completed in a substantial workmanlike manner according to the specifications submitted, per 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. Client agrees to only request additional items or alteration to original work with their Consultant. Customer agrees any work they have workers on site perform will be charged at full price. Client grants permission to take photographs and videos of work being performed in, on, or around the project. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. Client has a (3) day right to cancel without loss of deposit.

Sign And Date To Accept Proposal:

Customer Signature:

Date:

Attachments:

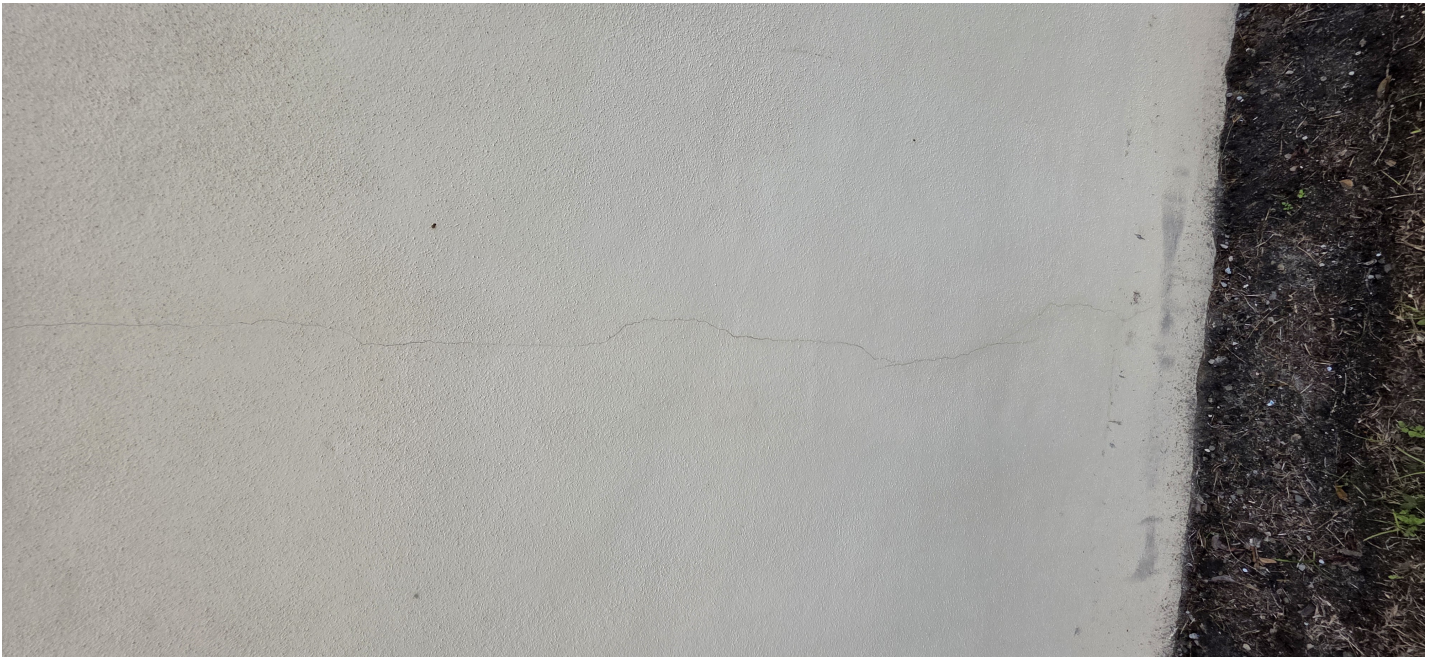
Sign And Date To Accept Proposal:

Customer Signature:

Date:

Attachments:







Subsection 10.E

(3rd) FFH Paint Proposal LEG

L.E.G. Enterprises, Inc

4327 S Hwy 27 Suite 102
Clermont, FL 34711
352.432.4173 - 561.543.738

August 18, 2025

Arlington Ridge CDD
4463 Arlington Ridge Blvd.
Leesburg, Florida 34748

Attn: Lee Graffius

Re: Painting Exterior of Fairfax Building

RE: Arlington Ridge CDD request for proposal to repaint Fairfax Hall Exterior

Scope of Work

1. Exterior Pressure Washing

Thoroughly pressure wash the exterior surfaces of the building.

2. Stucco Crack Sealing

Seal minor exterior stucco cracks to prevent water intrusion.

Note: It is understood that a contractor has inspected the wood trim and will submit a separate bid for any necessary repairs prior to painting.

3. Back Wall Repairs

Significant cracking has been observed on the back wall of the hall. We recommend engaging a qualified contractor to perform these repairs before painting.

4. Exterior Painting

Apply two coats of Behr Ultra Exterior Satin Finish paint to the building exterior.

- L.E.G. Enterprises applies paint using rollers and brushes rather than spraying, to ensure a thicker and more uniform finish.
- Trim will be painted with a brown color matched as closely as possible to other buildings in the District. Paint will be used instead of stain to better seal the wood.
- Railings at the side entrance to the stage, kitchen vent and all metal doors (excluding

the front entrance doors and side entrance railing) will be painted with oil-based paint.

5. **Exclusions**

The following items are not included in this proposal:

- Materials on the flat roof
- Metal flashing
- Soffits
- Gutters
- Vinyl ceiling under the front entrance and left side ceiling

6. **Color Specifications**

The District will provide the required color codes for all paint applications.

7. **Scheduling & Completion**

Project scheduling and completion are contingent upon the completion of necessary repairs and favorable weather conditions. Will coordinate with contractor to paint after wood repairs are completed.

Project Cost

Total cost for the scope of work described: **\$21,250.00**

This amount includes all materials required for the project.

Payment Terms

A **33% deposit** is required prior to commencement of work.

Thank You

Mark Wiegand

V.P. LEG Enterprises

352.432.4173 Central Florida

561.543.7318 West Palm

legentreprises@aol.com

Subsection 10.F

Review of FY 2025

Goals & Objectives



**Arlington Ridge Community Development District (“District”)
Performance Measures/Standards & Annual Reporting Form**

October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least twelve regular Board of Supervisors (“Board”) meetings per year to conduct District-related business and discuss community needs.

Measurement: Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of twelve Board meetings were held during the fiscal year.

Achieved: Yes ☒ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to the District’s website, publishing in local newspaper of general circulation, and or via electronic communication.

Standard: 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

Achieved: Yes ☒ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management’s records.

Standard: 100% of monthly website checks were completed by District Management or third party vendor.

Achieved: Yes ☒ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District’s infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager’s reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes ☒ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to District's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the fiscal year by the District's engineer.

Achieved: Yes ☒ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15, or such other date designated by the Lake County Property Appraiser to submit the annual proposed budget, and final budget was adopted by September 30, or such other date designated by the Lake County Property Appraiser to submit the final budget, each year.

Measurement: Proposed budget was approved by the Board before June 15, or such other date designated by the Lake County Property Appraiser to submit the annual proposed budget, and final budget was adopted by September 30, or such other date designated by the Lake County Property Appraiser to submit the final budget, as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website.

Achieved: Yes ☒ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the District's website the most recent versions of the following documents: Florida Auditor General link (<https://flauditor.gov/>) to obtain current and past Annual audit, current fiscal year budget with any amendments, and most recent financials posted to the website.

Measurement: Florida Auditor General link (<https://flauditor.gov/>) to the Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website.

Standard: District's website contains 100% of the following information: Department of Financial Services link to obtain Annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package and most recent financials.

Achieved: Yes ☒ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the Florida Auditor General link (<https://flauditor.gov/>) to the results to the District's website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida.

Achieved: Yes ☒ No ☐

SIGNATURES:

Chair/Vice Chair: _____

Date: _____

Printed Name: _____

Arlington Ridge Community Development District

District Manager: _____

Date: _____

Printed Name: _____

Arlington Ridge Community Development District

Subsection 10.F

Setting FY 2026 Goals & Objectives



Memorandum

To: Board of Supervisors

From: District Management

Date: November 20, 2025

RE: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2026 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as Exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

Exhibit A:
Goals, Objectives, and Annual Reporting Form

**Arlington Ridge Community Development District (“District”)
Performance Measures/Standards & Annual Reporting Form**

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least twelve regular Board of Supervisors (“Board”) meetings per year to conduct District-related business and discuss community needs.

Measurement: Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of twelve Board meetings were held during the fiscal year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to the District’s website, publishing in local newspaper of general circulation, and or via electronic communication.

Standard: 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management’s records.

Standard: 100% of monthly website checks were completed by District Management or third party vendor.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District’s infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager’s reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by district engineer's report related to District's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the fiscal year by the District's engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability**Goal 3.1: Annual Budget Preparation**

Objective: Prepare and approve the annual proposed budget by June 15, or such other date designated by the Lake County Property Appraiser to submit the annual proposed budget, and final budget was adopted by September 30, or such other date designated by the Lake County Property Appraiser to submit the final budget, each year.

Measurement: Proposed budget was approved by the Board before June 15, or such other date designated by the Lake County Property Appraiser to submit the annual proposed budget, and final budget was adopted by September 30, or such other date designated by the Lake County Property Appraiser to submit the final budget, as evidenced by meeting minutes and budget documents listed on the District's website and/or within District records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the District's website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the District's website the most recent versions of the following documents: Florida Auditor General link (<https://flauditor.gov/>) to obtain current and past Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Florida Auditor General link (<https://flauditor.gov/>) to the Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District's website.

Standard: District's website contains 100% of the following information: Department of Financial Services link to obtain Annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the Florida Auditor General link (<https://flauditor.gov/>) to the results to the District's website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing Board approval and annual audit is available on the District's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District's website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

SIGNATURES:

Chair/Vice Chair: _____

Date: _____

Printed Name: _____

Arlington Ridge Community Development District

District Manager: _____

Date: _____

Printed Name: _____

Arlington Ridge Community Development District

Subsection 10.G

Irrigation Pump House

PROJECT MANUAL
FOR
PUMP HOUSE REPAIR AND RESTORATION PROJECT SERVICES

ARLINGTON RIDGE
COMMUNITY DEVELOPMENT DISTRICT

Issued: Friday, November 21, 2025
Proposals Due: Monday, December 8, 2025

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**PUMP HOUSE REPAIR AND RESTORATION PROJECT SERVICES
REQUEST FOR PROPOSALS
ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT
City of Leesburg, Lake County, Florida**

Notice is hereby given that the Arlington Ridge Community Development District (“**District**”) will accept proposals from qualified firms (“**Proposers**”) interested in providing pump house repair and restoration services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained by sending an email to lee.graffius@inframark.com. In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida; and (2) hold all required state and federal licenses in good standing. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening.

Firms desiring to provide services for this project must submit proposals no later than **December 8, 2025, at 12:00 p.m. (EST)** to Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Proposals may be emailed, submitted in person or sent via regular mail; provided, however, it is the Proposers responsibility to ensure timely delivery of said proposal. Proposals sent by mail shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Email proposals shall contain the subject line “Arlington Ridge CDD – Proposal for Pump House Repair and Restoration Project Services.” Any proposal not completed as specified or missing the required proposal documents may be disqualified in the District’s discretion. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above may be returned un-opened to the Proposer.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the specifications, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after issuance of the Project Manual. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District’s Rules of Procedure, which are available from the District Manager, Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, or by sending an email to lee.graffius@inframark.com, or by telephone at (352) 728-2186.

Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so. Any and all questions relative to this project shall be directed in writing by email only to Lee Graffius at lee.graffius@inframark.com and Meredith Hammock at meredith@cddlattorneys.com.

Arlington Ridge Community Development District
Lee Graffius, District Manager

ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT

Pump House Repair and Restoration Project Services City of Leesburg, Lake County, Florida

Instructions to Proposers

1. DUE DATE. One (1) written sealed proposal (“**Proposals**”) with a PDF file on a flash-drive must be received by interested parties (“**Proposer**”) no later than December 8, 2025, at 12:00 p.m. (EST) at the offices of Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at that time. Proposals received after the time and date stipulated above will not be considered.

2. SUMMARY OF SCHEDULE. The District anticipates the following RFP schedule, though certain dates may be subject to change:

DATE	EVENT
November 21, 2025	RFP Notice is issued.
November 21, 2025	RFP package available for download.
December 3, 2025 at 5:00 PM (EST)	Deadline for questions.
December 8, 2025 at 12:00 p.m. (EST)	Proposals submittal deadline.
December 8, 2025 at 12:00 p.m. (EST)	Bid opening.

3. SIGNATURE ON PROPOSAL. Each Proposer must correctly execute all forms, affidavits, and acknowledgments for which signature and notary blocks are provided. Anyone signing the Proposal as agent shall file with the Proposal legal evidence of his authority to do so.

4. FAMILIARITY WITH THE PROJECT. The Proposer, by and through the submission of the Proposal, agrees that he shall be held responsible for having heretofore examined the project site, the location of all proposed work and for having satisfied himself from his own personal knowledge and experience or professional advice as to the character, conditions, and location of the site and any other conditions surrounding and affecting the work, any obstruction, the nature of any existing construction, and all other physical characteristics, in order that the Proposer may include in the prices which the Proposer proposes all costs pertaining to the work. The Proposer understands that the project site is open and that he may schedule an independent visit to evaluate the project site with the District Manager. The Proposer agrees to accept the site in an “as is” condition and hold its prices for the period set forth in this proposal package. The Proposer, in preparing the Proposal, shall take into consideration that work by other contractors may be in progress at or near the site and that the Proposer shall not interfere with work done by such other contractors.

5. FAMILIARITY WITH THE LAW. By submitting a Proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work as well as the District’s operating rules and procedures. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

6. PROJECT MANUAL. The “Project Manual,” and any addenda thereto, will be available from the District Manager’s office by sending an email to lee.graffius@inframark.com.

7. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience to do the work specified herein at the sole and absolute discretion of the District. The Proposer shall submit with its Proposal satisfactory evidence of experience in similar work and show that it is fully prepared with the necessary organization, capital, and equipment to complete the work to the satisfaction of the District.

8. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

9. INTERPRETATIONS AND ADDENDA. All questions about the meaning or intent of the Project Manual are to be directed in writing, via email only, to Lee Graffius at lee.graffius@inframark.com and Meredith Hammock at meredith@cddlwyers.com. Additionally, the District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the Proposal opening. Interpretations or clarifications considered necessary in response to such questions will be issued by Addenda to all parties. Questions received after December 3, 2025, at 5:00 PM (EST) will not be answered. Answers to all questions will be provided to all Proposers by email. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally. No inquiries will be accepted from subcontractors; the Proposer shall be responsible for all queries.

10. SUBMISSION OF PROPOSAL. Submit one (1) proposal, along with other requested attachments, no later than **December 8, 2025, at 12:00 p.m. (EST)** to Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager. Proposals may be emailed, submitted in person or sent via regular mail; provided, however, it is the Proposers responsibility to ensure timely delivery of said proposal. Proposals sent by mail shall be submitted in a sealed package, shall bear the name of the Proposer on the outside of the package and shall clearly identify the project. Email proposals shall contain the subject line “Arlington Ridge CDD – Proposal for Pump House Repair and Restoration Project Services.” All costs to prepare and submit a response shall be borne by the Proposer.

11. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where Proposals are to be submitted at any time prior to the time and date the proposals are due. No Proposal may be withdrawn after opening for a period of ninety (90) days.

12. PROPOSAL FORMS. All blanks on the Proposal forms must be completed in ink or typewritten. The Proposal shall contain an acknowledgment of receipt of all Addenda. In making its Proposal, each Proposer represents that it has read and understands the Project Manual and that the Proposal is made in accordance therewith, including verification of the contents of the Project Manual against the Table of Contents.

13. PROPOSAL INFORMATION. All Proposals should include the following information, among other things described herein:

- A. A completed and executed Proposal Form, with all of its four parts and any attachments, as well as executed copies of the Affidavit Regarding Proposal, the Sworn Statement

Regarding Public Entity Crimes, the Sworn Statement Regarding Scrutinized Companies, and the Sworn Statement Regarding Human Trafficking.

- B. Proposer's organizational chart for the company and for the team proposed to serve the District.
- C. A list of the position / title and corporate responsibilities of key management or supervisory personnel (forms attached). Include resumes for each person listed, and list years of experience in present position for each party listed and years of related experience.
- D. Describe proposed staffing levels, including information on current operations, administrative, and management staffing of both a professional and technical nature, including resumes for staff at or above the project manager level.
- E. Information related to other projects of similar size and scope for which Proposer has provided, or is currently providing shoreline restoration repair services over the past three years (forms attached), including the scope of services provided, the name of the project owner, and a contact name and phone number.
- F. At least three (3) references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- G. A narrative description of the Proposer's approach to providing the services as described in the scope of services provided herein (limited to five (5) pages).
- H. Completed proposal pricing sheet. All responses must provide unit prices for each of the items described in the Project Manual. If additional services are added during the term of the contract, compensation for such services shall be based on the unit prices provided. If the Proposer wishes to propose alternative service model, the Proposer may submit an attachment describing the alternative service model and providing pricing therefor, but MUST also complete the enclosed proposal pricing sheet.
- I. A current certificate of insurance.

14. INSURANCE. All Proposers shall include as part of their proposal a current Certificate of Insurance demonstrating that the company's ability to meet the insurance coverage requirements set forth in the attached Contract form provided herein. In the event the Proposer is notified of award, it shall provide proof of the Insurance Coverage identifying the District, its officers, employees and agents as additional insureds, as stated in the Contract form provided herein, within fourteen (14) calendar days after notification, or within such approved extended period as the District may grant. Failure to provide proof of insurance coverage shall constitute a default.

15. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, in its sole and absolute discretion, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

16. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District or as otherwise extended by the District, the Proposer shall enter into and execute the District's form of contract as mutually agreed by the parties. If a Proposer to whom a contract is awarded

forfeits and fails to execute a contract agreement within the aforementioned timeframe, the contract award may be annulled at the District's option. If the award is annulled, the District may, at its sole discretion, award the contract to the next highest ranked Proposer for the contract work, re-advertise, perform the work by day/temporary labor, or through in-house operations. The District and the selected contractor ("**Contractor**") will execute a contract for a specified term. This RFP does not guarantee that a contract will be awarded. The District reserves the exclusive right to reject any and all Proposals. The District reserves the right to award by items, groups of items, or total proposal.

17. MANDATORY AND PERMISSIVE REQUIREMENTS. Notwithstanding anything else within the Project Manual, the only mandatory requirements of this Project Manual are that each Proposer must (1) be authorized to do business in Florida and (2) hold all required state and federal licenses in good standing. All other requirements set forth in the Project Manual shall be deemed "permissive," in that a Proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the Proposer's Proposal, but instead in the Board's discretion may result in the disqualification of a Proposal or alternatively may be taken into account in the evaluation of the Proposal.

18. INDEMNIFICATION. The Contractor shall fully indemnify, defend and hold harmless the District and its officers, agents, and employees from and against all claims, damages, costs and losses arising, in whole or in part, from Contractor's negligence or breach of contract.

19. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute or law.

20. EVALUATION OF PROPOSALS. The Board shall review and evaluate the Proposals in their individual discretion, based on information within the proposals, from reference checks, from staff recommendations, and any other information available, and shall make any final determination with respect to the award of a final contract that is in the best interests of the District. Chapter 112, Florida Statutes, will govern any voting conflicts of interest, and as such a voting conflict of interest may arise solely where there is a personal financial interest relating to the contract award.

Proposals may be held by the District for a period not to exceed ninety (90) days from the date of proposal opening for the purposes of reviewing the proposals and investigating the qualifications of the Proposers, prior to executing a contract agreement. During this time, all provisions of the submitted proposal must be in effect, including pricing. The District may visit the Proposer's facilities as part of the evaluation process. The District also reserves the right to seek clarification from prospective firms on any issue in a response, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the overall proposal evaluation or the disqualification of the proposal response.

21. COLLUSION. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

22. BLACK OUT PERIOD/CONE OF SILENCE. The black out period is defined as between the time the Request for Proposals is issued by the District and the time the Board awards the contract. During this black out period, and except as otherwise expressly authorized herein, any attempt to communicate either directly or indirectly with District staff or officials related to this solicitation for

goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication, will result in disqualification of their award and/or contract. This does not apply to pre-solicitation conferences, contract negotiations, or communications with staff not concerning this solicitation.

23. PRICING. Proposers shall submit their price information on the supplied forms with all blank spaces completed. **Proposers shall also sign the required form.** Each line item shall be clearly stated and cover all charges including incidental expenses, applicable taxes, insurance, overhead and profit. Proposers shall guarantee that their pricing to the District shall not increase throughout the term of the contract agreement executed without written consent from the District. If the Proposer wishes to propose alternative service model, the Proposer may submit an attachment describing the alternative service model and providing pricing therefor but **MUST** also complete the enclosed proposal pricing sheet.

24. E-VERIFY. The successful Contractor must comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, the Contractor must register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the contract immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By submitting a Proposal, the Proposer represents that no public employer has terminated a contract with the Proposer under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this solicitation.

25. REFERENCE TERMS. Any headings in this document are for the purposes of reference only and shall not limit or otherwise affect the meaning thereof. Any reference to gender shall be construed to include all genders, firms, partnerships and corporations. References in the singular shall be construed to include the plural and references in the plural shall be construed to include the singular.

26. ADDITIONAL TERMS AND CONDITIONS. No additional terms and conditions included with the proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the Proposer's authorized signature affixed to the proposal attests to this.

27. PROTESTS. Any protest relating to the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of the Project Manual (**i.e., by no later than November 26, 2025, at 5:00 PM (EST)**), and any protest relating to a decision regarding a contract award or rejection of proposal(s) must be filed within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of a notice of such a decision. Such protests must be filed at: **Inframark, Infrastructure Management Services, 4463 Arlington Ridge Boulevard, Leesburg, Florida 34748, Attention: Arlington Ridge CDD, District Manager.** A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest relating to the aforesaid Project Manual.

Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount equal to twenty percent (20%) of the anticipated total contract award (including the initial term of the contract and all renewal terms) that is the subject of the protest. If the protest relates to the Project Manual, or a decision to reject all proposals, the protest bond shall be in the amount of One Hundred Thousand Dollars (\$100,000.00). In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorneys' fees associated with hearing and defending the protest. In the event that the protest is settled, the protest bond may be applied as set forth in the settlement agreement. No proposer shall be entitled to recover any costs of proposal preparation from the District, regardless of the outcome of any protest.

[End of Instructions to Proposers]

AFFIDAVIT REGARDING PROPOSAL

STATE OF _____
COUNTY OF _____

Before me, the undersigned authority, appeared the affiant, _____, and having taken an oath, affiant, based on personal knowledge, deposes and states:

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ ("Proposer"), and am authorized to make this Affidavit Regarding Proposal on behalf of Proposer.

2. I assisted with the preparation of, and have reviewed, the Proposer's proposal ("Proposal") provided in response to the Arlington Ridge Community Development District's ("District") request for proposals for Pump House Repair and Restoration Project Services. All of the information provided therein is full and complete, and truthful and accurate. I understand that intentional inclusion of false, deceptive or fraudulent statements, or the intentional failure to include full and complete answers, may constitute fraud; and, that the District may consider such action on the part of the Proposer to constitute good cause for rejection of the proposal.

3. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging.

4. The Proposer agrees through submission of the Proposal to honor all pricing information for ninety (90) days from the opening of the proposals, and if awarded the contract on the basis of this Proposal to enter into and execute the contract in the form included in the Project Manual.

5. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual's Table of Contents, as well as the receipt of the following Addendum No.'s: _____.

6. By signing below, and by not filing a protest within the seventy-two (72) hour period after issuance of the Project Manual **(i.e., by no later than November 26, 2025 at 5:00 PM (EST))**, the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual; and (iv) the Proposer has waived any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the proposal notice, proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual.

7. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Affidavit Regarding Proposal and that the foregoing is true and correct.

Dated this _____ day of _____, 2025.

Proposer: _____

By: _____

Title: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2025, by _____, as _____ of _____, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

 NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
 (Name of Notary Public, Printed, Stamped or
 Typed as Commissioned)

PROPOSAL FORM
PART I – GENERAL INFORMATION

- *Proposer General Information:*

Proposer Name _____

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

Parent Company Name (if any) _____

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

- *Company Standing:*

Proposer's Corporate Form: _____
(e.g., individual, corporation, partnership, limited liability company, etc.)

In what State was the Proposer organized? _____ Date _____

Is the Proposer in good standing with that State? Yes ____ No ____

If no, please explain _____

Is the Proposer registered with the State of Florida, Division of Corporations and authorized to do business in Florida? Yes ____ No ____

If no, please explain _____

- *Licensure* – Please list all applicable state and federal licenses, and state whether such licenses are presently in good standing:

- **Please attach a current certificate of insurance.**

PROPOSAL FORM
PART II – PERSONNEL AND EQUIPMENT

- *List the location of the Proposer's office which would perform work for the District.*

Street Address _____

P. O. Box (if any) _____

City _____ State _____ Zip Code _____

Telephone _____ Fax no. _____

1st Contact Name _____ Title _____

2nd Contact Name _____ Title _____

- *Proposed Staffing Levels – pump house repair and restoration staff will include the following:*

_____ Supervisors
 _____ Technical personnel, who will be onsite ____ days per ____; and
 _____ Other (please describe): _____

- *Supervisory Personnel – Please provide a list of all Supervisory Personnel proposed to be assigned to this project and attach resumes for any individuals listed.*
- *Technical Personnel – Does the Proposer currently employ any other technical personnel who have expertise in relevant fields of expertise? Yes ____ No ____ If yes, please provide the following information for each person (attach additional sheets if necessary):*

Name: _____

Position / Certifications: _____

Duties / Responsibilities: _____

- Please attach an organizational chart for the company and for the team proposed to serve the District.

PROPOSAL FORM
PART III – EXPERIENCE

- *Has the Proposer performed work for a community development district previously?*
Yes ____ No ____
If yes, please provide the following information for each project (attach additional sheets if necessary):

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Scope of Services: _____

Dates Serviced: _____

- *Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from proposing or contracting on any state, local, or federal contracts?*
Yes ____ No ____ *If yes, please provide:*

The names of the entities _____

The state(s) where barred or suspended _____

The period(s) of debarment or suspension _____

Also, please explain the basis for any bar or suspension:

- *List any and all governmental enforcement actions (e.g., any action taken to impose fines or penalties, licensure issues, permit violations, consent orders, etc.) taken against the Proposer or its principals, or relating to the work of the Proposer or its principals, in the last five (5) years. Please describe the nature of the action, the Proposer's role in the action, and the status and/or resolution of the action.*

List three (3) references from projects of a similar size and scope:Reference 1

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Scope of Services: _____

Dates Serviced: _____

Reference 2

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Scope of Services: _____

Dates Serviced: _____

Reference 3

Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Scope of Services: _____

Dates Serviced: _____

**PROPOSAL FORM
PART IV – PRICING**

NOTE: This pricing form is intended to cover pricing for a one-year or less term of the contract; however, if Proposer intends to provide the services in a multi-year phased approach, it is assumed that prices will remain the same through each of the phases. If the Proposer intends to change pricing for any phased approach, then the Proposer should submit multiple pricing forms, one for each option. Otherwise, the prices stated below will be binding for the term of the contract for provision of the services, and any phases of that may be provided in subsequent years.

Please complete the following:

PRICING/SCOPE OF SERVICES FORM

ATTACH A NARRATIVE DESCRIPTION OF PROPOSER'S APPROACH TO PROVIDING SERVICES

SCOPE OF SERVICES / PRICING

Scope of Services

Pricing shall include costs associated with the following, at a minimum:

Proposal to include all required equipment, materials and labor.

Existing Station Removal

Disassembly and deconstruction of the existing irrigation station

Equipment rental and crane services as needed

Wet well dive inspection and clean-out by a licensed and certified diver, with off-site disposal of collected material

Cleaning and preparation of the concrete slab; removal of existing skid anchors

Off-site disposal of all old station materials

Installation

Coordination of station engineering design and layout with the manufacturer

Scheduling installation with both manufacturer and customer

Engineering of station skid components and control cabinet to fit the existing footprint

Mechanical assembly of the station as designed, including discharge transition pipe connection to the existing irrigation mainline

Leveling and alignment of skid, piping, and pumps; securing components with concrete wedge anchors and plates

Electrical connection to existing service disconnects

Start-Up

Verification of all electrical terminations, joint fittings, and structural components per factory specifications

Pre-power checks and voltage verification within manufacturer tolerances

Power-up checks and motor rotation verification

Station performance testing and evaluation

Completion of manufacturer's Start-Up report

Operator training and assistance with remote monitoring setup

Proposal Requirements

Company qualifications and relevant experience

Detailed project timeline and milestones

Itemized cost estimate

Proof of licensing, insurance, and bonding

References from similar completed projects

Additional Information

- Please also submit a schedule of hourly rates to be used for the pricing of any addenda/additional services.
- Please provide a fee schedule for any other supplemental services.
- Please attach a separate sheet with pricing for any alternative recommended services.

Under penalties of perjury under the laws of the State of Florida, I represent that I have authority to sign this Proposal Form (including Parts I through IV) on behalf of _____ (“Proposer”) and declare that I have read the foregoing Proposal Form (including Parts I through IV) and that all of the questions are fully and completely answered, and all of the information provided is true and correct.

Dated this _____ day of _____, 2025.

Proposer: _____

By: _____

Title: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2025, by _____, as _____ of _____, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

 NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
 (Name of Notary Public, Printed, Stamped or
 Typed as Commissioned)

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, REGARDING PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Arlington Ridge Community Development District.
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ ("Proposer"), and am authorized to make this Sworn Statement on behalf of Proposer.
3. Proposer's business address is _____

4. Proposer's Federal Employer Identification Number (FEIN) is _____

(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement:)

5. I understand that a "public entity crime" as defined in Section 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
6. I understand that "convicted" or "conviction" as defined in Section 287.133(1)(b), *Florida Statutes*, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
7. I understand that an "affiliate" as defined in Section 287.133(1)(a), *Florida Statutes*, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or,
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
8. I understand that a "person" as defined in Section 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the

legal power to enter into a binding contract and which proposals or applies to proposal on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

9. Based on information and belief, the statement which I have marked below is true in relation to the Proposer submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity, have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

_____ There has been a proceeding concerning the conviction before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of Management Services.)

[Signatures of Following Page]

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement under Section 287.133(3)(a), *Florida Statutes*, Regarding Public Entity Crimes and all of the information provided is true and correct.

Dated this _____ day of _____, 2025.

Proposer: _____

By: _____

Title: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2025, by _____, as _____ of _____, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____

(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

**SWORN STATEMENT PURSUANT TO SECTION 287.135(5), *FLORIDA STATUTES*,
REGARDING SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR
SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN TERRORISM SECTORS
LIST**

***THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC
OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.***

1. This sworn statement is submitted to Arlington Ridge Community Development District (“District”).
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ (“Proposer”), and am authorized to make this Sworn Statement on behalf of Proposer.
3. Proposer’s business address is _____

4. Proposer’s Federal Employer Identification Number (FEIN) is _____

(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement :)
5. I understand that, subject to limited exemptions, Section 287.135, *Florida Statutes*, declares a company that at the time of proposing or submitting a proposal for a new contract or renewal of an existing contract is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List, created pursuant to Section 215.473, *Florida Statutes*, is ineligible for, and may not proposal on, submit a proposal for, or enter into or renew a contract with a local governmental entity for goods or services of \$1 million or more.
6. Based on information and belief, at the time the Proposer submitting this sworn statement submits its proposal to the District, neither the Proposer, nor any of its officers, directors, executives, partners, shareholders, members, or agents, is listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List.
7. If awarded the contract, the Proposer will immediately notify the District in writing if either the entity, or any of its officers, directors, executives, partners, shareholders, members, or agents, is placed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies With Activities In The Iran Terrorism Sectors List.

[Signatures of Following Page]

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement and all of the information provided is true and correct.

Dated this _____ day of _____, 2025.

Proposer: _____

By: _____

Title: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2025, by _____, as _____ of _____, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

 NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
 (Name of Notary Public, Printed, Stamped or
 Typed as Commissioned)

ANTI-HUMAN TRAFFICKING AFFIDAVIT

I, _____, as _____, on behalf of [Proposer], a [State] [entity type] (the "Contractor"), under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and an officer or representative of the Contractor.
2. The Contractor does not use coercion for labor or services as defined in Section 787.06(2)(a), *Florida Statutes*.
3. More particularly, the Contractor does not participate in any of the following actions:
 - (a) Using or threatening to use physical force against any person;
 - (b) Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - (c) Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - (d) Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
 - (e) Causing or threatening to cause financial harm to any person;
 - (f) Enticing or luring any person by fraud or deceit; or
 - (g) Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, *Florida Statutes*, to any person for the purpose of exploitation of that person.

Date: _____, 2025

FURTHER AFFIANT SAYETH NAUGHT.

[Proposer]

By: _____

Name: _____

Title: _____

Date: _____

STATE OF FLORIDA

COUNTY OF _____

SWORN TO AND SUBSCRIBED before me ☐ physical presence or ☐ remote notarization by _____, as _____, of [Proposer], who is ☐ personally known to me or ☐ who produced _____ as identification this ____ day of _____, 2025.

(Notary Seal)

Notary Public

Subsection 10.H

Resolution 2026-02; Amending FY2025 Budget

RESOLUTION 2026-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT AMENDING THE FISCAL YEAR 2025 GENERAL BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Arlington Ridge Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Leesburg, Lake County, Florida; and

WHEREAS, the Board of Supervisors of the District (“**Board**”) previously adopted a final General Fund Budget (“**Budget**”) for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2025**”); and

WHEREAS, the Board desires to amend the Fiscal Year 2025 Budget to reflect changes to budgeted revenues and expenses approved during Fiscal Year 2025; and

WHEREAS, pursuant to Chapters 189 and 190, *Florida Statutes*, the Board is authorized to amend the Fiscal Year 2025 Budget within sixty (60) days following the end of Fiscal Year 2025; and

WHEREAS, the Board finds that it is in the best interest of the District and its landowners to amend the Fiscal Year 2025 Budget to reflect the actual appropriations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ARLINGTON RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET AMENDMENT.

- a. The Board has reviewed the proposed amended Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget attached hereto as **Exhibit A** and incorporated herein by reference as further amended by the Board is hereby adopted in accordance with the provisions of sections 190.008(2)(a) and 189.016(6), *Florida Statutes*; provided, however, that the comparative figures contained in the amended Budget as adopted by the Board (together, “**Adopted Annual Budget**”) may be further revised as deemed necessary by the District Manager to further reflect actual revenues and expenditures for Fiscal Year 2025.
- c. The Adopted Annual Budget shall be maintained in the office of the District Manager and the District Records Office and identified as “The Adopted Budget for Arlington

Ridge Community Development District for the Fiscal Year Ending September 30, 2025, as amended and adopted by the Board of Supervisors effective October 8, 2025.”

SECTION 2. APPROPRIATIONS. There is hereby appropriated out of the revenues of the District, the fiscal year beginning October 1, 2024, and ending September 30, 2025, the sums set forth below, to be raised by special assessments or otherwise, which sums are deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ <u>2,250,339</u>
DEBT SERVICE FUND – SERIES 2006A	\$ _____
DEBT SERVICE FUND – SERIES 2019	\$ _____
CAPITAL RESERVE FUNDS	\$ <u>251,000</u>
ENTERPRISE FUNDS	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. CONFLICTS. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect upon adoption.

PASSED AND ADOPTED this 20th day of November, 2025.

ATTEST:

**ARLINGTON RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amended Fiscal Year 2025 Budget

EXHIBIT A:
Amended Fiscal Year 2025 Budget

Proposed Budget Amendment
 For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>					
Interest - Investments	\$ 38,000	\$ -	\$ 38,000	\$ 56,289	\$ 18,289
Lexington Spa	3,000	-	3,000	5,592	2,592
Rental Income- Fairfax Hall	2,500	-	2,500	1,290	(1,210)
Special Assmnts- Tax Collector	2,544,150	-	2,544,150	2,552,850	8,700
Donations	-	-	-	5,025	5,025
Other Miscellaneous Revenues	-	-	-	28,033	28,033
Access Cards	1,500	-	1,500	920	(580)
Insurance Reimbursements	-	-	-	17,679	17,679
RV Parking Lot Revenue	19,140	-	19,140	10,337	(8,803)
TOTAL REVENUES	2,608,290	-	2,608,290	2,678,015	69,725
<u>EXPENDITURES</u>					
<u>Administration</u>					
P/R-Board of Supervisors	15,000	(1,000)	14,000	12,800	1,200
FICA Taxes	-	-	-	17	(17)
Workers' Compensation	850	-	850	850	-
ProfServ-Arbitrage Rebate	600	-	600	600	-
Dissemination Agent/Reporting	5,000	-	5,000	5,000	-
Trustees Fees	10,000	-	10,000	9,856	144
Attorneys Fees	100,000	37,000	137,000	136,663	337
District Engineer	40,000	33,000	73,000	73,152	(152)
District Management Services	66,039	-	66,039	57,141	8,898
Assessment Roll	7,500	-	7,500	7,500	-
Auditing Services	5,000	-	5,000	3,715	1,285
Postage	1,000	3,000	4,000	4,084	(84)
Insurance - Property	134,478	(15,000)	119,478	110,574	8,904
Insurance - General Liability	11,000	-	11,000	11,912	(912)
Public Officials Insurance	7,000	1,200	8,200	8,208	(8)
Legal Advertising	3,000	-	3,000	2,457	543
Payroll Services	-	-	-	435	(435)
Website Administration	1,583	-	1,583	1,553	30
Information Technology	5,000	-	5,000	810	4,190
Miscellaneous Expenses	1,000	26,000	27,000	27,276	(276)
Annual District Filing Fee	175	-	175	-	175
Dues, Licenses, Subscriptions	6,500	-	6,500	8,521	(2,021)
Total Administration	420,725	84,200	504,925	483,124	21,801
<u>Gatehouse</u>					
Contracts-Security Services	167,000	7,800	174,800	174,852	(52)
Utility - Water & Sewer	600	-	600	522	78
Utility - Electric	2,750	-	2,750	1,596	1,154
Street Lights	115,000	23,000	138,000	138,145	(145)
Repairs & Maintenance	2,000	-	2,000	1,669	331

Proposed Budget Amendment
 For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Security Enhancements	1,500	-	1,500	165	1,335
Total Gatehouse	288,850	30,800	319,650	316,949	2,701
<u>Capital Expenditures & Projects</u>					
Annual Projects	200,000	-	200,000	200,000	-
Total Capital Expenditures & Projects	200,000	-	200,000	200,000	-
<u>Towncenter Administration</u>					
Onsite Management	265,445	(20,000)	245,445	241,445	4,000
Janitorial Services & Supplies	85,000	-	85,000	77,359	7,641
Utility - Water & Sewer	2,000	-	2,000	1,524	476
Utility - Electric	3,500	-	3,500	3,398	102
Rentals & Leases	3,500	-	3,500	4,306	(806)
Repairs & Maintenance	5,000	-	5,000	5,929	(929)
R&M-Chesapeake Grill	15,000	20,000	35,000	35,631	(631)
Truck	5,450	-	5,450	5,450	-
Special Events	5,000	(4,000)	1,000	300	700
Office Supplies	3,000	-	3,000	1,659	1,341
Computer Supplies/Equipment	3,500	-	3,500	2,712	788
Total Towncenter Administration	396,395	(4,000)	392,395	379,713	12,682
<u>Landscape and Pond Maintenance</u>					
Utility - Water & Sewer	7,000	3,500	10,500	10,411	89
Utility - Electric	7,500	-	7,500	4,193	3,307
Repairs & Maintenance	54,000	-	54,000	49,497	4,503
Roadway Repair & Maintenance	25,000	(10,000)	15,000	13,715	1,285
Irrigation Repairs & Maintenance	45,000	(20,000)	25,000	24,359	641
Landscape - Mulch	30,000	(25,000)	5,000	450	4,550
Sport Court Electric	1,500	-	1,500	-	1,500
Landscape Maintenance	318,844	(7,000)	311,844	311,712	132
Landscape Replacement	20,000	(5,000)	15,000	14,342	658
Landscape- Storm Clean Up & Tree Removal	35,000	41,000	76,000	76,114	(114)
Pond/Littoral Shelf & Wetland Mgmt	33,475	-	33,475	32,984	491
Sports Courts Maintenance & Supplies	3,000	6,500	9,500	9,718	(218)
Holiday Decoration	2,000	-	2,000	1,992	8
Total Landscape and Pond Maintenance	582,319	(16,000)	566,319	549,487	16,832
<u>Fairfax Hall</u>					
Utility - Water & Sewer	1,500	-	1,500	1,422	78
Utility - Electric	21,000	(5,000)	16,000	15,923	77
Repairs & Maintenance	15,000	11,000	26,000	25,879	121
Total Fairfax Hall	37,500	6,000	43,500	43,224	276
<u>Social Center</u>					
Utility - Electric	7,500	-	7,500	6,166	1,334

Proposed Budget Amendment
 For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Repairs & Maintenance	5,000	-	5,000	2,942	2,058
Total Social Center	12,500	-	12,500	9,108	3,392
<u>Lexington Spa</u>					
ProfServ-Pool Maintenance	70,000	4,000	74,000	74,100	(100)
Utility - Water & Sewer	22,000	13,000	35,000	35,447	(447)
Utility - Electric	50,000	2,000	52,000	52,469	(469)
Repairs & Maintenance	40,000	(5,000)	35,000	34,505	495
Total Lexington Spa	182,000	14,000	196,000	196,521	(521)
<u>SALES CENTER - BRAC</u>					
Utility - Water & Sewer	4,500	-	4,500	3,106	1,394
Utility - Electric	5,000	-	5,000	4,437	563
Operations & Maintenance	15,000	(11,000)	4,000	526	3,474
Total SALES CENTER - BRAC	24,500	(11,000)	13,500	8,069	5,431
<u>RV Lot</u>					
Utility - Electric	550	-	550	544	6
Repairs & Maintenance	5,000	(4,000)	1,000	410	590
Total RV Lot	5,550	(4,000)	1,550	954	596
TOTAL EXPENDITURES	2,150,339	100,000	2,250,339	2,187,149	63,190
Excess (deficiency) of revenues					
Over (under) expenditures	457,951	(100,000)	357,951	490,866	132,915
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfer Out - Capital Reserve	(387,500)	-	(387,500)	(387,500)	-
Transfer Out - Golf Course/Food & Beverage	(70,451)	-	(70,451)	(70,451)	-
TOTAL FINANCING SOURCES (USES)	(457,951)	-	(457,951)	(457,951)	-
Net change in fund balance	-	(100,000)	(100,000)	32,915	132,915
FUND BALANCE, BEGINNING (OCT 1, 2024)	425,736	-	425,736	424,916	(820)
FUND BALANCE, ENDING	\$ 425,736	\$ (100,000)	\$ 325,736	\$ 457,831	\$ 132,095

Proposed Budget Amendment
 For the Period Ending September 30, 2025

ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>					
Interest - Investments	\$ 6,492	\$ -	\$ 6,492	\$ 46,092	\$ 39,600
Settlements - Golf Carts	-	-	-	131,250	131,250
Settlements - Sand Trap Bunkers	-	-	-	157,075	157,075
TOTAL REVENUES	6,492	-	6,492	334,417	327,925
<u>EXPENDITURES</u>					
<u>Capital Expenditures & Projects</u>					
Miscellaneous Expenses	-	127,000	127,000	126,250	750
Total Capital Expenditures & Projects	-	127,000	127,000	126,250	750
<u>Towncenter Administration</u>					
Miscellaneous Expenses	-	124,000	124,000	123,515	485
Total Towncenter Administration	-	124,000	124,000	123,515	485
TOTAL EXPENDITURES	-	251,000	251,000	249,765	1,235
Excess (deficiency) of revenues Over (under) expenditures	6,492	(251,000)	(244,508)	84,652	329,160
<u>OTHER FINANCING SOURCES (USES)</u>					
Interfund Transfer - In	-	-	-	130,725	130,725
Transfer In - General Fund	387,500	-	387,500	387,500	-
TOTAL FINANCING SOURCES (USES)	387,500	-	387,500	518,225	130,725
Net change in fund balance	393,992	(251,000)	142,992	602,877	459,885
FUND BALANCE, BEGINNING (OCT 1, 2024)	760,134	-	760,134	760,134	-
FUND BALANCE, ENDING	\$ 1,154,126	\$ (251,000)	\$ 903,126	\$ 1,363,011	\$ 459,885

Section 11

Consent Agenda

Subsection 11.A

Minutes: October 16, 2025, Regular Meeting

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, October 16, 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

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

Lee Graffius	District Manager
Meredith Hammock	District Counsel: Kilinski/Van Wyk
Patrick Collins	District Counsel; Kilinski/Van Wyk
David Hamstra	District Engineer: Pegasus Engineering
Chuck Everett	General Manager
Luis Cherubin	Head Golf Pro
Shane Schutte	Superintendent
Residents and Members of the Public	

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.

Arlington Ridge CDD
October 16, 2025, Meeting

THIRD ORDER OF BUSINESS

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

A Resident (Lot 357), commented on the Manassas depression work. Supervisor Hoover stated it was not on the agenda and asked the resident to save this topic for the audience's comments at the end of the meeting.

A Resident (Lot 503) provided feedback on selecting a qualified candidate as a replacement due to Supervisor Avallone's resignation. A differing perspective can be valuable

A Resident (Lot 950) Commented on White Plains Way signage. Supervisor Hoover advised that this item was not on the agenda and asked the resident to save this topic for the audience's comments at the end of the meeting.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Hammock reminded the Board that four hours of ethics training are due by December 31, 2025.

B. District Engineer

Mr. Hamstra discussed Manassas repair sinking and suggested checking into when the City will do the repair and that the District consider alternatives. It was mentioned that Mr. Graffius was getting quotes for the storm drainpipe issue on Arlington Ridge Blvd between Hole #10 and Hole #17 due to water retention in these areas.

The Board asked Mr. Graffius for an update on the canal between Hole #11 and Hole #12. Mr. Graffius stated he would reach out to Meritage to get an update on when cleanout is scheduled and details of the work.

Mr. Hamstra suggested the Board consider alternatives to adding stop signs at the curve of White Plains Way near the golf cart crossing.

C. Yellowstone: Regular Report

Irrigation issues were listed that need to be rectified. Mowing, trimming and weeding are ongoing.

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D. Landscape Golf Management: Regular Report

Transition is in progress. Evaluation and establishment of golf-related accounts, verifying invoices are paid or if there are past due accounts that need to be rectified.

New golf membership rates and sign-up information were sent out.

Focus has been on staff training and hiring.

Golf Course maintenance is a high priority with improving the course conditions and preparing for overseeding.

i. Pump House Irrigation System Replacement Discussion

Pump House proposal is estimated to exceed the \$195,000 threshold and will have to go out as an RFP.

E. District Manager: Regular Report

District Manager's Report included in the agenda packet.

Mr. Graffius advised that Fairfax exterior painting bids will be on the November agenda.

Residents requested the consideration of phase two- extending the hedges on the Roanoke berm. The Board decided not to request any further action at this time.

F. Community Director: Regular Report

Community Director's Report included in the agenda.

Some residents still feel the new court lights are not bright enough at dusk. Mr. Graffius is having the contractor swap out the center 8 lights in the tennis and pickleball court side, 2 center lights on the smaller pickleball court with 200-watt lighting. Any further increase will produce too much light for surrounding houses.

Ongoing expenses have occurred due to the damage to the card reader from the new back gate arm installation.

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i. Tai Chi at Fairfax

Significate resident participation at the recent seminar on Tai Chi.

Request was made to have Tai Chi in Fairfax Hall on Mondays at 6:30 p.m.

Mr. Hoover made a MOTION to approve holding Tai Chi classes on Mondays at Fairfax Hall at 6:30 p.m.
Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to approve holding Tai Chi classes on Mondays at Fairfax Hall at 6:30 p.m. with an agreement and understanding that classes may be cancelled for certain events scheduled by Golf or the CDD.

FIFTH ORDER OF BUSINESS

Business Items

A. Supervisor Avallone Resignation (Seat 1) Announcement and Discussion on Seat #1 Vacancy

Mr. Setaro made a MOTION to accept Supervisor Avallone's resignation from the CDD Board.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to accept Supervisor Avallone's resignation from the CDD Board.

B. Dead Pine Tree Removal Proposal

Mr. Graffius advised the Board that there are 40 more dead pines at the intersection of Hopewell Pass, on the Roanoke berm and along White Plains Way. Proposal includes removing stumps as well as all old stumps in the two areas at Hopewell.

The Board requested to have all Pines removed from those two areas instead of waiting for the rest to die.

Mr. Setaro made a MOTION to approve the Dead Pine Tree Removal Proposal with NTE \$28,812.50 to include the removal of all pines at the two locations be included in the NTE price.
Mr. Hoover seconded the motion.

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Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to approve the Dead Pine Tree Removal Proposal with NTE \$28,812.50 to include the removal of all pines at the two locations be included in the NTE price.

C. Spectrum Broadband Expansion Initiative

Spectrum representatives present to answer questions

HOA President Howard Sechler was invited to the table to ask question on behalf of the HOA regarding their bulk contract as they had not yet had the chance to have Spectrum at their HOA meeting until the following week.

The Board asked several questions including:

Is the installation being done to use Arlington as a shorter route to other communities off State Road 33? Spectrum Representative stated this was for Arlington only and not a pass through.

Is this just a mainline trunk or to all houses? Spectrum Representative stated installation would be to all homes.

If denied, would they still consider this project in 5 years when the current bulk services contract is expired? Spectrum Representative did not provide a definitive response.

Installation would be free and is being paid for by a federal grant. This project would have to be completed by September 2026.

The Board decided to reject this proposal due to lack of details on installation and ramifications of damage done during installation. Spectrum was advised they could resubmit an updated proposal with more information. HOA President asked the representatives to attend the HOA meeting on October 24, 2025, so the HOA Board could ask their questions.

D. Golf Course Contract Ratifications

Due to issues with opening check accounts for Golf and F&B and being a CDD, a ratification was made to the contracts to allow LGM to open a checking account on behalf of the CDD as Arlington Ridge Golf Club.

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Mr. Hoover made a MOTION to approve the Ratification to the contracts to allow LGM to open a checking account on behalf of the CDD as Arlington Ridge Golf Club.
Mr. Kostich seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to approve the Ratification to the contracts to allow LGM to open a checking account on behalf of the CDD as Arlington Ridge Golf Club.

E. Fairfax Hall Exterior Repairs

Multiple vendors were asked to provide proposals but wanted to charge for their own inspections or declined to make a bid based on the evaluation presented. Proposals for repainting after the repairs will be on the November agenda.

Mr. Setaro made a MOTION to accept the proposal for \$7,920 to repair the exterior wood on Fairfax Hall.
Mr. Kostich seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to accept the proposal for \$7,920 to repair the exterior wood on Fairfax Hall.

SIXTH ORDER OF BUSINESS

Consent Agenda

A. Minutes: September 18, 2025, Regular Meeting

Mr. Setaro made a MOTION to approve the September 18, 2025, Regular Meeting Minutes.
Mr. Hoover seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to approve September 18, 2025, Regular Meeting Minutes.

SEVENTH ORDER OF BUSINESS

Supervisor Issues

Supervisor Setaro stated that after reviewing with the auditing firm, District Counsel and the District Manager the Board has decided that the cost of an audit would not

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provide enough of a benefit. The Board will focus instead on reconciling the current year's financials to provide LGM an accurate starting point.

Mr. Hoover made a MOTION to approve of having the District Counsel reach out to Troon's Counsel and discuss deficiencies in management and answers to late invoices and fees.
Mr. Setaro seconded the motion.

Upon VOICE VOTE, unanimous approval was given (by a margin of 4-0), to approve of having the District Counsel reach out to Troon's Counsel and discuss deficiencies in management and answers to late invoices and fees.

Supervisor Hoover stated he wants to develop a written process for filling an open seat.

Notice of vacancy will be sent out with a deadline of November 1st for resumes for interested residents.

EIGHTH ORDER OF BUSINESS

Audience Comments – *Three-(3) Minute Time Limit*

A Resident (Lot #357) commented on city commitment to replace the repair patch on Manassas and compact properly.

A Resident (Lot #950) commented on the White Plains Way curve and her request for stop signs. The Resident was not in favor of caution signs instead of stop signs.

A Resident (Lot #775) mentioned wanting more events to occur for residents.

A Resident (Lot #468) commented on the Board tabling the Roanoke Hedge request stating they feel the hedges should be done now not after the adjacent property is sold. The Resident stated the district should be moving forward and not spending time on Troon deficiencies.

A Resident (Lot #503) complimented the addition of the events calendar to the weekly email update, stating that there was a lack of communication from the office. The Resident commented on Troon's poor performance over the past 3 years and on the fact

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that the District went out to RFP last year, deciding to provide Troon and additional year contract instead of selecting another company in 2024.

A Resident (Lot #86, via Zoom) commented on the audio issues at the beginning of the meeting and advised they were unable to speak. The Resident commented on there only being one bid for the tree removal. The Resident commented on the positive changeover to LGM and stated the Board should seriously consider the Spectrum proposal to give residents future options when the bulk contract ends. The Resident commented on the front gate staying manned.

NINTH ORDER OF BUSINESS

Adjournment

The next meeting is scheduled to be held Thursday, November 20, 2025, at 2:00 p.m.
There being no further business,

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

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

Secretary/Assistant Secretary

Chairperson/Vice Chairperson