

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, November 2, 2016 at 6:05 p.m. at the Clay County Public Library, 2245 Aster Avenue, Middleburg, Florida.

Present and constituting a quorum were:

Bob Porter	Chairman
Mark Dearing	Vice Chairman
Tommy Taylor	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Brian Stephens	Operations Manager

The following is a summary of the actions taken at the November 2, 2016 meeting and a copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Porter called the meeting to order.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of New Supervisor to Expired Term of Office (Seat No. 5)

Mr. Porter stated we have two folks who have sent in résumés.

Mr. Oliver stated neither candidate is with us tonight.

Mr. Porter stated I read through these and we have Anita Majlish and Maureen Blais. Anita is in the U.S. Navy and she is a Petty Officer of Maintenance Training, has a master's degree from the University of Phoenix with 4.0 grade average and has been in the navy for a long time and has a lot of accomplishments. The other is Maureen Blais who works in travel and

procurement and she has an excellent résumé. I see nothing wrong with either candidate. I was personally more impressed with Anita's résumé.

On MOTION by Mr. Porter seconded by Mr. Dearing with all in favor Anita Majlish was appointed to fill the unexpired term of office.

Mr. Oliver stated this seat is currently not vacant. It will be vacant after the general election on November 8th. At the next meeting, we will administer the oath of office to Ms. Majlsih and Mr. Taylor. The only supervisor to be sworn in tonight will be Mr. Porter.

B. Oath of Office for Newly Appointed and Elected Supervisors

Mr. Oliver being a notary public of the State of Florida administered the oath of office to Mr. Porter.

C. Consideration of Resolution 2017-01 Canvassing and Certifying the Results of the Landowners Election

Mr. Porter stated the next item is consideration of Resolution 2017-01 canvassing and certifying the results of the landowners' election.

On MOTION by Mr. Taylor seconded by Mr. Dearing with all in favor Resolution 2017-01 was approved.

D. Consideration of Resolution 2017-02 Election of Officers

This item was tabled until after the general election.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the September 7, 2015 Meeting

On MOTION by Mr. Dearing seconded by Mr. Taylor with all in favor the minutes of the September 7, 2016 meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2017-03 Prompt Payment Policies

Ms. Buchanan stated we found that the prompt payment act that applies to local governments doesn't give a lot of detail in dispute resolution so local governments are encouraged to adopt their own policies to address that. Our firm has put together these policies and suggests that each of our clients apply the policies. There is nothing that restricts or is more restrictive than the deadlines already established by law.

On MOTION by Mr. Dearing seconded by Mr. Taylor with all in favor Resolution 2017-03 was approved.

SIXTH ORDER OF BUSINESS

Update Regarding Amenity Center Expansion

Mr. Porter stated we have a company called K&G Construction that D.R. Horton has signed a contract with that applied for a permit to do the work. They have gotten back comments from Clay County and will answer the comments and reapply. I hope within the next few weeks we will have the county sign off on the plans. We are just waiting for the county to issue the permit so we can get things started. It will probably be late summer by the time they get the amenity center expansion project completed. D.R. Horton is funding the project.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

1. Resignation of Dissemination Agent

Mr. Oliver stated the dissemination agent for the district, Prager & Co., has left the business and resigned from providing those services to CDDs. We have a copy of their resignation letter in the agenda packet. In most cases throughout the state the district management companies have taken over those duties at the same fee.

2. Consideration of Proposal/Agreement with GMS for Dissemination Services

Mr. Oliver stated you have a proposal in the agenda packet from GMS to provide those services at \$1,000 per year.

On MOTION by Mr. Dearing seconded by Mr. Taylor with all in favor the agreement with GMS for dissemination agent services was approved.

D. Operation Manager's - Report

A copy of the Operation Manager's monthly report was included as part of the agenda package.

NINTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

A resident stated I didn't understand about the completion of the amenity center.

Mr. Porter stated the way this works when you want to build a structure you send a building permit application in to the county, they have to issue permit and something that is as complicated as an amenity center and slide and so forth takes a few weeks to review then they may have questions or ask for changes or clarifications. They give the contractor those comments, K&G have made all the corrections the county asked for, they clarified what the county thought was not clear, they resubmitted that application. What normally happens is they will look at all the information and it may take a few weeks then usually they will issue a permit. They may come back and say I thought of one more thing we didn't address. Horton has signed a contract with K&G to do the work and it is at no cost to the district. Hopefully, it will be started before the end of the year.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement

A copy of the balance sheet and income statement were included as part of the agenda package.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package.

C. Approval of Check Register

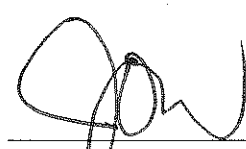
On MOTION by Mr. Dearing seconded by Mr. Taylor with all in favor the check register was approved.

ELEVENTH ORDER OF BUSINESS

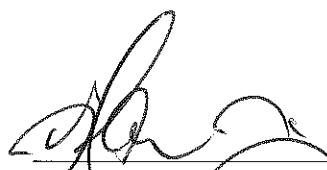
**Next Meeting Scheduled for Wednesday,
January 4, 2017 at 1:30 p.m. at the
Courtyard by Marriott, 610 Wells Road,
Orange Park, Florida**

Mr. Porter stated the next meeting is January 4, 2017.

On MOTION by Mr. Dearing seconded by Mr. Taylor with all in favor the meeting adjourned at 6:21 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman