

MINUTES OF MEETING
RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, September 4, 2013 at 1:30 p.m. at the Courtyard by Marriott, 610 Wells Road, Orange Park, Florida 32043.

Present and constituting a quorum were:

Bob Porter	Chairman
Steve Mattix	Vice Chairman
Mark Dearing	Supervisor
Jan Doan	Supervisor
Glenn Marvin	Supervisor

Also present were:

James Perry	District Manager
Roy Van Wyk	District Counsel (by phone)
Peter Ma	District Engineer
Steve Andersen	Riverside Management Services, LLC

The following is a summary of the minutes and actions taken at the September 4, 2013 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 at 1:30 p.m.

SECOND ORDER OF BUSINESS

Approval of Minutes of the August 7, 2013 Meeting

Mr. Porter stated included in your agenda package is a copy of the minutes of the August 7, 2013 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Mattix seconded by Mr. Dearing with all in favor the Minutes of the August 7, 2013 Meeting were approved.
--

THIRD ORDER OF BUSINESS

Update Regarding Amenity Center Construction Project

Mr. Ma advised the permits are in process in Clay County. Mr. Ma will check on the status of them if they are not issued prior to the next meeting.

FOURTH ORDER OF BUSINESS Consideration of Developer Agreement

Mr. Porter stated the Developer to the north is going to share some facilities with the future phases of Ridgewood Trails CDD.

On MOTION by Mr. Marvin seconded by Mr. Dearing with all in favor to Authorize the Chairman after Bondholder Approval to Execute the Developer Agreement was approved.

FIFTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

SIXTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Van Wyk advised that the contract with the architect will be finalized on September 5, 2013. The contract will be forwarded to the Vice Chairman for his signature.

B. Engineer

Mr. Ma presented the board with Requisition Nos. 169 & 170.

On MOTION by Mr. Marvin seconded by Mr. Mattix with all in favor Requisition Nos. 169 & 170 were approved.

C. Manager

There being none, the next item followed.

D. Operations Manager – Monthly Manager’s Report

Steve Andersen presented the monthly operation manager’s report.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Mattix requested that DR Horton put a fence up behind his house on lot 101. Mr. Dearing will investigate and will report back.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

Mr. Perry stated included in your agenda package is a copy of the check register, which totals \$13,831.29.

On MOTION by Mr. Marvin seconded by Mr. Doan with all in favor the Check Register was approved.

B. Balance Sheet & Income Statement

Mr. Perry stated included in your agenda package is the balance sheet and income statement.

C. Construction Schedule

Mr. Perry stated included in the agenda package is the construction schedule.

NINTH ORDER OF BUSINESS

Next Meeting Scheduled for Wednesday, October 2, 2013 at 1:30 p.m. at Courtyard by Marriott, 610 Wells Road, Orange Park, Florida 32043

Mr. Porter stated the next scheduled meeting is Wednesday, October 2, 2013 at 1:30 p.m. at this location. The public hearing to adopt the revised rules of procedure will be held at the October 2nd meeting.


September 4, 2013

Ridgewood Trails CDD

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Doan seconded by Mr. Mattix with all in favor the Meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman