

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, October 2, 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 Oliver	District Manager
Katie Buchanan	District Counsel
Peter Ma	District Engineer
Steve Andersen	Riverside Management Services, LLC

The following is a summary of the minutes and actions taken at the October 2, 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.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2014-02
Regarding the Public's Opportunity to be
Heard**

Mr. Porter stated a new legislative law becomes effective October 1, 2013 to allow for the public to comment on anything related to the agenda at the beginning of the meeting or before any vote is taken.

On MOTION by Mr. Marvin seconded by Mr. Doan with all in favor Resolution 2014-02 Regarding the Public's Opportunity to be Heard was approved.
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SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver stated this is resident Miriam Coleman. She did bring to my attention some problems with the landscaping and lake maintenance. I had a discussion with her and Steve Andersen. We will work through it.

THIRD ORDER OF BUSINESS

Affidavits of Publication

Mr. Oliver stated included in your agenda package are the affidavits of publication for today's meeting and public hearing.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 4, 2013 Meeting

Mr. Porter stated included in your agenda package is a copy of the minutes of the September 4, 2013 meeting.

On MOTION by Mr. Mattix seconded by Mr. Dearing with all in favor the Minutes of the September 4, 2013 Meeting were approved.

FIFTH ORDER OF BUSINESS

Public Hearing Relating to Updated Rules of Procedure, Resolution 2014-01

Ms. Buchanan discussed the updated Rules of Procedure.

On MOTION by Mr. Marvin seconded by Mr. Doan with all in favor the Public Hearing Relating to Updated Rules of Procedure was opened.

After public comments, the next item followed.

On MOTION by Mr. Doan seconded by Mr. Marvin with all in favor the Public Hearing Relating to Updated Rules of Procedure was closed.

On MOTION by Mr. Doan seconded by Mr. Marvin with all in favor Resolution 2014-01 the Updated Rules of Procedure was approved.

SIXTH ORDER OF BUSINESS

Update Regarding Amenity Center Construction Project

Mr. Ma stated the contract between the District and Tim Young Construction has been executed. All building permit applications have been submitted to Clay County. The building permit is expected next week.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Requisition Summary – Requisition No. 171A

Mr. Ma presented requisition number 171A for Hopping Green & Sams.

On MOTION by Mr. Doan seconded by Mr. Marvin with all in favor Requisition No. 171A was approved.

2. Work Authorization No. 12A

Mr. Ma stated included in your agenda package is work authorization number 12A for ETM with an estimated fee of \$10,000 hourly.

On MOTION by Mr. Mattix seconded by Mr. Marvin with all in favor Work Authorization No. 12A was approved.

C. Manager

There being none, the next item followed.

D. Operations Manager – Monthly Manager’s Report

Steve Andersen presented the Lake Doctor’s renewal agreement for fiscal year 2014 with no change in price. District Counsel will prepare a contract for the Lake Doctors.

On MOTION by Mr. Marvin seconded by Mr. Doan with all in favor the Lake Doctors Agreement was approved.

TENTH ORDER OF BUSINESS **Supervisor's Requests and Audience Comments**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS **Financial Reports**

A. Approval of Check Register

Mr. Oliver stated included in your agenda package is a copy of the check register.

On MOTION by Mr. Mattix seconded by Mr. Dearing with all in favor the Check Register was approved.

B. Balance Sheet & Income Statement

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

C. Construction Schedule

Mr. Oliver stated included in your agenda package is a construction schedule.

D. Special Assessment Receipt Schedule

Mr. Oliver stated included in your agenda package is an assessment receipt schedule.

TWELFTH ORDER OF BUSINESS

**Next Meeting Scheduled for Wednesday,
November 6, 2013 at 1:30 p.m. at Courtyard
by Marriott, 610 Wells Road, Orange Park,
Florida 32043**

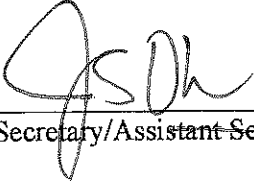
Mr. Porter stated the next scheduled meeting is Wednesday, November 6, 2013 at 1:30 p.m. at this location.

October 2, 2013

Ridgewood Trails CDD

THIRTEENTH ORDER OF BUSINESS Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman