

RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, September 2, 2020 at 6:00 p.m. via Zoom.

Present and constituting a quorum were:

Marty Genska	Chairman
Jacqui Proctor Miller	Vice Chairperson
Yolanda Nolte	Supervisor
Eneida Barnes	Supervisor
Gordon Wing	Supervisor

Also present were:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel
Pat Szozda	RMS Operations Manager
Melissa Brown	Amenity Manager

The following is a summary of the actions taken at the September 2, 2020 meeting and a copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Torres called the meeting to order at 6:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Bowyer stated I have Jeff Nunamaker with me. We talked to Gordon, the HOA president, and I wanted to know the results of the surveys were because people mentioned dog parks and things like that. We also found out there was a high demand for a basketball court. Is that the case?

Mr. Torres stated I don't have the survey in front of me, that was a few meetings ago in May and those documents were scanned into the district's website for the May meeting.

Ms. Brown stated there was interest for basketball courts, but a lot of people were moving more towards tennis courts as well and it was about 50/50.

Mr. Nunamaker asked how many people were polled on this survey?

Mr. Torres stated it was sent out on constant contact and if the amenity manager has your information on file you should probably have received it.

Mr. Nunamaker stated the amenity manager has my information, but I don't receive anything. There is a huge liability when you put in a tennis court or basketball court.

Mr. Torres stated we have tennis courts, basketball courts, splash pads and slide features in pools and we understand liability; we have insurance for that.

Mr. Nunamaker stated there are going to be people coming in from other communities, riff raff going on, there is going to be gambling going on. I didn't buy a house here to have that in my community.

Ms. Bowyer stated there are going to be a lot of issues with a basketball court. Given the clientele in the neighborhood as well as the surrounding areas it opens up to a lot more riff raff and things that probably would not behoove the neighbors. I wanted to put that out and see if that was even thought of; the basketball ordeal.

I also wanted to talk about the entrance to the neighborhood, it is looking sparse and drab. I want to see what we can do with that.

Mr. Torres stated we will get a report from the field operations manager in a little bit and there is another opportunity under item 10 for audience comments again.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Mr. Porter**

On MOTION by Mr. Genska seconded by Ms. Nolte with all in favor Mr. Porter's resignation was accepted.

**B. Appointment of New Supervisor to Fill Seat 3**

Mr. Torres stated there are two resumes in the agenda package for your consideration tonight. We are in the month of September the seat can stay vacant for a few months, but no one qualified for this seat.

Mr. Genska stated I don't know Mr. Antovice but I have worked with Gordon on several occasions and we communicate well on HOA and CDD issues.

Ms. Barnes stated I actually like Mr. Antovice's resume better and there may be a conflict with Gordon being HOA president.

Mr. Genska stated I am also involved with the HOA and I don't have any conflicts.

Ms. Miller stated I met Gordon as well when I went to an HOA meeting. I'm not sure "acting" means, is he not going to be the president at some point?

Mr. Genska stated I'm not sure, but we need to ask because I don't know that he is actively pursuing it. He was vice chairman and that is why he filled in when Carl passed away.

Ms. Nolte stated I know Gordon, I have not met Mr. Antovice. I wanted to see which one would show up for the CDD meeting to help me decide. Are either one of them?

Mr. Torres stated I understand Mr. Wing is trying to get on the call and we can go to the next agenda item and come back to this.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the July 8, 2020 Meeting**

On MOTION by Ms. Miller seconded by Ms. Nolte with all in favor the minutes of the July 8, 2020 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals for Playground Structure**

The board discussed the playground proposal from Beyond your Ordinary and requested staff to find one or two additional vendors to compare the equipment and pricing for the 5-12 age group, define the location of the pocket park and also price fencing and bring this back to the next meeting for board action.

**Continuation of Item 3**

**B. Appointment of Supervisor**

Mr. Torres stated you have the two resumes, Mr. Gordon is now on the call.

Ms. Barnes stated it says on the resume that you are the acting HOA president. How long is that to be?

Mr. Wing stated as I'm the current HOA vice president and our HOA president passed away, we have not yet had an opportunity to officially meet, but the other two board members are okay with me being the president.

Ms. Barnes stated you want to make that permanent.

Mr. Wing responded yes.

On MOTION by Mr. Genska seconded by Ms. Nolte with all in favor on roll call vote Gordon Wing, Jr. was appointed to fill seat 3.

**C. Oath of Office for Newly Appointed Supervisor**

Mr. Torres being a notary public of the State of Florida administered the oath of office to Mr. Gordon.

Mr. Torres stated as a government official you are subject to the sunshine law and any business that may come before the board you can talk to staff, but you can only talk about it with members of the board at a publicly noticed meeting. You are also subject to the Florida public records law meaning any document you may acquire or generate will be subject to public records request and we ask that you keep any documents including electronic communication separate from your personal information. GMS keeps all district records archived in our servers. If you have a public records request we ask that you notify me or district counsel, Katie Buchanan who is also on the line.

Ms. Buchanan stated you are now subject to the ethics laws that are applicable to public officials and Ernesto or I will coordinate after the meeting. We will send you a binder to give you a summary of your new restrictions. Please give me or Ernesto a call if you have any questions and congratulations.

**D. Election of Officers, Resolution 2020-13**

Mr. Torres stated next is election of officers. We typically name the new supervisor an assistant secretary. We also need to appoint a chairman. Marty is the vice chair and everyone else is an assistant secretary.

On MOTION by Mr. Wing seconded by Ms. Nolte with all in favor Resolution 2020-13 was approved reflecting the following: Marty Genska Chairman, Jacqui Miller vice chairperson and Gordon Wing assistant secretary.

**SIXTH ORDER OF BUSINESS**

**Discussion of Basketball Courts**

Mr. Torres stated next is discussion of the basketball courts. This is a discussion, there is no consideration so there is no vote. Pat has information about the costs,

Mr. Szozda stated I pulled up three estimates that range from \$20,000 to \$40,000. There is a big discrepancy in the numbers, a lot of it is based on where it is located, how much rock they have to put in, etc. I pulled up the May 6<sup>th</sup> meeting and there was 42% approval for the basketball courts, I'm not saying there was 58% non-approval, but it mentioned 42% approval. There were other things mentioned such as bocce ball, tennis courts.

Ms. Barnes stated at the last meeting we talked about having a fence around it and the key code for it. Is that price included in that estimate?

Mr. Szozda responded generally, the basketball court is not fenced in but if you want to go that route I can get estimates on that and you are probably looking at an 8-foot fence with a strike bar entry gate, which is an additional expense, electricity depends on where you are putting it. Enclosing the basketball court is a board decision.

Mr. Genska stated I would not feel comfortable having a basketball court that was not fenced in and protected. I'm also concerned about non-resident use so it would have to be fenced.

Mr. Torres asked how do you want Pat to proceed with this? Is this a higher priority than the playground?

Mr. Genska stated I would put more emphasis on the playground and we need more information about the basketball court if the quotes that Pat has don't included fencing or lighting.

Mr. Szozda stated we didn't get into that. You are looking at quite an expense for the fencing, lighting and electricity.

Mr. Genska stated we have a lot of kids who would benefit from a playground.

It was the consensus of the board to pursue the costs of the playground and not pursue the basketball courts at this time.

Mr. Torres stated we will get a quote from Alpha Dog for a key entry to the playground.

## **SEVENTH ORDER OF BUSINESS**

### **Discussion of Memorial Bench Cost Share**

Mr. Torres stated this was requested by Marty and Yolanda. The HOA's president recently passed away and it was recommended to so a memorial bench. The HOA has requested the CDD to consider a cost share of that. I don't know if there are any issues on the legal end.

Ms. Buchanan stated from a practical standpoint I'm not aware of any limitations and I have to guess that the amount of the contribution would probably be less than what it requires me to research it.

Mr. Torres asked Marty, do you have an estimated cost?

Mr. Genska stated Carl had done so much for the community, we wanted to recognize that and we came up with a plaque or a bench. It was originally going to be contributions.

Mr. Wing stated so far I only got one quote but the property manager got us a quote for \$400 and it depends on if you go with a bench that would accommodate two adults or two benches that would accommodate four adults, but one bench is about \$400.

Mr. Torres stated why don't we wait for the HOA to make a proposal to the CDD and I think there is consensus that we would support a shared cost.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Audit Engagement Letter**

Mr. Torres stated we selected the auditor in July and Grau & Associates were selected and this is the engagement letter.

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor the engagement letter with Grau & Associates to perform he fiscal year 2020 audit was approved.
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**NINTH 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**

There being none, the next item followed.

**D. Operation Manager's Report –Report**

Mr. Szozda stated we fixed a pool pump today and both pools will be operational for Labor Day weekend. Unfortunately, there was an issue with the irrigation near the amenity center that will need to be addressed. There is a substantial amount of irrigation that needs repair due to the construction of the facility. There is wiring, numerous heads and pipe that needs to be replaced

for an estimate of \$4,400. Tree Amigos spent two days going through everything and it has been an ongoing issue, but the problem is the closer you get to winter the drier it is going to get. Once the rain subsides, we are going to have a serious problem if we don't get this addressed.

Ms. Miller stated the damage was a result of the construction of the amenity center.

Mr. Szozda stated yes.

Ms. Miller asked why would we pay for that? Shouldn't the people who caused the damage, pay for it?

Ms. Buchanan stated I'm happy to reach out to Mr. Porter and see if he can work with the contractor to get this repaired. Either Ernesto or I can do that. Thank you for putting the quote together as it will be helpful in the conversation, so he has an understanding of the issue.

Mr. Torres stated I will be happy to do that and bring that back to the board at our next meeting.

Mr. Wing asked was the irrigation damaged at the front where they are doing all the paving?

Mr. Szozda responded yes, I know it looks bad, but they have to be done with the construction, they pulled the meter for the lights, they need to re-grade and my understanding is they are responsible for the irrigation damage and that will all be addressed.

Mr. Wing stated I reached out to R.B. Baker and spoke to the project manager and he is doing what they said they were going to do, which is they are starting to pave but I wonder if they are going to pave that section that is part of our entrance that they tore up.

Mr. Szozda stated we will have to look at that; they put in new curbing and are running it right up to the entry points.

Mr. Wing asked who is going to reach out to them to verify?

Mr. Szozda stated hopefully, once the paving is done they will start putting things back together, if not then we are going to press buttons.

#### **E. Amenity Manager – Discussion of Reopening Standards**

Ms. Brown stated I want to know if we are all comfortable starting to take rental reservations again for the amenity building.

Mr. Torres stated I believe Melissa is asking the board for any other consideration for reopening standards. At the July meeting the board did not approve the level to rent out the meeting room.

Mr. Genska stated our pool is only open to residents, but reservations could include non-residents. I'm not good with that yet.

Ms. Nolte asked is that for one party per day and what is the capacity?

Ms. Brown stated the maximum capacity is 30 and it would be up to the board, we could do one rental a day, we can limit the amount of attendees.

Mr. Wing asked if we move forward opening it, are we liable if a group of 30 goes in and somebody comes back and says I was at this party at your amenity center and I caught COVID and want to hold Ridgewood accountable.

Ms. Buchanan stated we can put a waiver in place, our firm has the standard form but that doesn't mean that someone still might not file a lawsuit against the district. Mainly in the sense that they may say our protocols and procedures weren't sufficient and didn't follow CDC guidelines. Just as an example of a potential concern. Most of my districts are not opening up for rentals yet, but it is a choice you can take.

On MOTION by Ms. Barnes seconded by Ms. Nolte with three in favor the Ms. Miller and Mr. Genska voting no the reopening schedule was approved.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Mrs. O'Neil asked in regard to the basketball hoop you mentioned something about the survey and that is why you voted against it? I came in late in the conversation.

Mr. Torres stated there was a survey conducted and it wasn't just basketball but a court type multicourt system, whereas basketball, tennis courts and some other type of courts, that rated 42% and pocket parks and playground features rate at 40%.

Mrs. O'Neil stated that was just a survey so not everybody knew that was going to be chosen, it was a survey not a vote.

Mr. Torres stated the board just uses that as a guide.

Mrs. O'Neil stated my thing with the basketball court, just like the pool and playground here we can make it a racquetball court or tennis court along with it and put a fence around it just

like the pool and playground and have a key card to open it. Is there an option that we can vote or do we have to go around the neighborhood and get a percentage on that?

Mr. Torres stated staff received guidance from the board that the board's focus is to come back to the next meeting with additional proposals for playground structures that include a fence for the 5-12 year age group.

Mrs. O'Neil asked is there anything we can look into for the older kids?

Mr. Wing stated we did not say we were not going to move forward with the basketball court, we asked Pat to get more information because we do want to put a fence up. Right now we only have a quote for a basketball court and Pat will get quotes to include fencing and lighting and the board will vote to move forward or not.

A resident stated there are 12 beds as you drive down Azalea Ridge into the entrance and they all look dead. Is there a plan to spruce those up? The newer part of the neighborhood got revamped with flowers and such. It is an eyesore when you are driving down the road.

Mr. Torres stated we haven't addressed those issues yet, but we can bring that to the board for discussion at another meeting.

Mrs. O'Neil stated we have a couple people in the neighborhood who work for landscaping companies as well. I didn't know if you were interested in getting a quote from Brightview Landscaping.

Mr. Genska stated we already have an existing contract with Tree Amigos for landscape. Would that be a conflict?

Ms. Buchanan stated as long as there is no relationship between the contractor and a board member then it doesn't matter that the contractor may live in the neighborhood.

Mr. Torres stated typically we ask the current landscaper to present us with different options.

A resident asked does the playground proposal included playground safe mulch?

Mr. Szozda responded yes, we have ADA, OSHA approved mulch. We would not consider a bid without it.

Mrs. O'Neil asked are they working on fixing the pond behind Great Falls between the power tower along the back?

Mr. Genska stated as it loops around. We talked about that and there were problems with drainage.

Mr. Szozda stated I'm not familiar with that but I did speak to the Lake Doctors today and they will be out early next week to treat the lakes. There was an issue with a lake on the left side toward the back of the property off Azalea Ridge Drive that does hold quite a bit of algae and we are addressing that issue. The fountains are not under contract to be maintained and that might be an issue for future consideration.

Mr. Nunamaker asked has there been any consideration of putting in a pool in Phase 3 because the pool in Phase 1 cannot hold the capacity for Phase 1, 2, and 3.

Mr. Torres stated no.

A resident stated there was something mentioned at the last meeting and they said it would be about \$300,000 for a new pool in the new phase.

Mr. Torres stated we are not in a position to take that out of the general fund or capital reserves so it would call for another assessment.

Mr. Nunamaker stated based on a rendering that D.R. Horton provided for the pool and amenity center with a sports field, has anyone gone to D.R. Horton when or if they are going to complete that field?

Mr. Genska asked is that something we can pass to Bob? He works for D.R. Horton.

Ms. Buchanan stated Bob does work for D.R. Horton and anyone can reach out to Horton and express their concern over the delivery compared to the expectation. I don't know that there is a specific role for the CDD in facilitating that complaint.

Ms. O'Neil stated the powerline area is overgrown.

Mr. Szozda stated I contacted Clay Electric and expressed my concerns. Apparently, these lines are cut on a rotating schedule and I told him it is a priority and it has not been addressed in our neighborhood in quite some time. They were going to relay the message to the proper authorities. That is Clay Electric property, that is a utility easement.

Mr. Genska stated we voted to open rental activity I want staff to draft something that says the limit and the requirements for when we are going to do that. We need additional guidelines for that.

The board and staff discussed the parameters for renting the facility and arrived at: no more than 20 people, social distancing, masks required unless you are in the pool, the resident renting the facility must sign a full waiver guests must sign a sign-in sheet with a waiver at the top.

Ms. Buchanan stated unless someone objects, the renter has a COVID waiver that indemnifies the district and there will be a sign-in sheet that everyone acknowledges that they understand that COVID is out there, the district can't prevent it, you have to wear a mask and comply with social distancing while you are using our facilities.

Mr. Torres stated let's wait until we have the waiver and sign-up sheet on hand before we take any reservations.

Ms. Nolte stated I believe at the last meeting the former supervisor was going to look into no soliciting signs at the entrances.

Mr. Genska stated I was told that "no soliciting" signs have no effect unless they have the ordinance number on it

Ms. Buchanan stated we can cite the county ordinance, that being said I think it will be nice to have it there, but it may not solve all your problems.

**ELEVENTH 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. Genska seconded by Ms. Miller with all in favor the check register was approved.

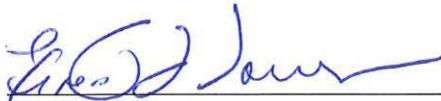
**TWELFTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday,  
November 4, 2020 at 1:30 p.m. at the Azalea  
Ridge Amenity Center, 1667 Azalea Ridge  
Boulevard, Middleburg, Florida**

Mr. Torres stated we encourage residents to contact staff in between meetings so that any issues may be addressed as quickly as possible.

The next meeting is scheduled for November 4, 2020 at 1:30 p.m. and we plan to hold that meeting onsite. If we still have social distancing rules and CDC guidelines, we will make adjustments to the capacity of the meeting room.

On MOTION by Ms. Nolte seconded by Mr. Genska with all in favor the meeting adjourned at 7:34 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman