

Ridgewood Trails
Community Development District

January 6, 2021

AGENDA

Ridgewood Trails Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.ridgewoodtrailscdd.com

December 31, 2020

Board of Supervisors
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, January 6, 2021 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comments
- III. Organizational Matters
 - A. Appointment of New Supervisors to Fill Expired Terms of Office (Seat 3 & Seat 5)
 - B. Oath of Office for Newly Elected Supervisor and Appointed Supervisors
 - C. Election of Officers, Resolution 2021-03
- IV. Consideration of Proposal with Community Advisors for Level II Reserve Study Update
- V. Consideration of Proposals for Permitting Services Related to Installation of Playground Equipment
- VI. Staff Reports
 - A. Attorney
 - B. Engineer

- C. Manager
- D. Operation Manager – Report
- E. Amenity Manager

VII. Supervisor's Requests and Public Comments

VIII. Approval of Consent Agenda

- A. Approval of the Minutes of the November 4, 2020 Meeting
- B. Balance Sheet & Income Statement
- C. Assessment Receipt Schedule
- D. Approval of Check Register
- E. Agreement with Beyond Your Ordinary for Playground Structure
- F. Agreement with NPC Installation Company for Installation of Playground Equipment

IX. Next Meeting Scheduled for: 03/03/21 @ 1:30 p.m. at the Azalea Ridge Amenity Center

X. Adjournment

THIRD ORDER OF BUSINESS

A.

Eneida Barnes
4127 Green River Place
Middleburg, FL 32068
Mobile: 904-537-3178
Email: barnesresidence4127@gmail.com

OBJECTIVE

To obtain a position in an organization that will give me the opportunity to gain additional job skills and become an effective member of a team.

Mancon: 04/12- Present:

Human Resources Representative Personnel and pay clerk

Handle all and pay and personnel accounts for active sailors. Provide customer service in full range of Active Duty Military, Reserve Duty and DODF Civilian Personnel Support Activities. Verify eligibility, determined/authorized entitlements, and make pay adjustments in compliance with the standardized military pay rules, regulations, laws, and procedures by deductions, locality-type pay changes, such as variable housing and subsistence allowances, and non-local pay changes relation sea duty pay and cost of living allowances. Review reports, forms, documentation and other related information pertaining to members separating and transitioning from the Navy. Excellent communication skills and strong ability to deal with difficult customers in a professional and tactful manner.

United States Navy: 09/2001-08/2010

Personnel Specialist Second Class/ Human Resource Assistant

Supervised over 10 personnel both military and civilian personnel. Maintained of level of 97% accuracy monthly. Ensure the flawless processing of 236 commands both in-conus and o-conus parent commands. Resolved and audited pay and personnel records for military records. Retrieve data from various information sources for use in answering questions, responding to correspondence, or preparing reports of briefings.

Education:

Florida State College of Jacksonville: Jacksonville, FL
9/2010-01/2012

Bilingual:

Fluent in both Spanish and English

References furnished upon request



PROFILE

Hello my name is William Barnhouse, I have served on Azalea Ridge HOA Board since 2017. I am a retired Senior Chief of 24 years of active service and currently work for the Dept Of Homeland Security. I have served my country from the age of 17 to present and I believe I can be an asset to the board of directors. I have a CAN DO ATTITUDE and leave no stone unturned.

CONTACT

PHONE:
904-219-8916

EMAIL:
wbarnhouse@yahoo.com

HOBBIES

Motorcycles
Fishing
Wood Working
Aircraft

WILLIAM BARNHOUSE

Aircraft Mechanic

EDUCATION

FSCJ

July 2004 – Nov 2004

Harvey High School

1979 - 1982

WORK EXPERIENCE

Lockheed Martin (Aircraft Mechanic Lead)

September 2009–Present

DYNCORP Aircraft Mechanic

2005–2009

United States Navy Aircraft Maintenance Manager

1982–2005

Azalea Ridge HOA

June 2017 - Present

C.

RESOLUTION 2021-03

**A RESOLUTION DESIGNATING OFFICERS OF THE
RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT
DISTRICT**

WHEREAS, the Board of Supervisors of the Ridgewood Trails Community Development District at a regular business held on January 6, 2021 desires to elect the below recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT:**

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

_____	Chairman
_____	Vice Chairman
<u>Ernesto Torres</u>	Secretary
<u>James Perry</u>	Treasurer
<u>Ariel Lovera</u>	Assistant Treasurer (s)
<u>James Oliver</u>	
<u>Patti Powers</u>	
<u>Ernesto Torres</u>	
<u>James Oliver</u>	Assistant Secretary
<u>Daniel Laughlin</u>	
<u>James Perry</u>	

PASSED AND ADOPTED THIS 6TH DAY OF JANUARY, 2021.

Chairman / Vice Chairman

Secretary / Assistant Secretary

FOURTH ORDER OF BUSINESS



June 22, 2017

Mr. Ernesto Torres
District Manager
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Re: Level II Reserve Study Update for Ridgewood Trails CDD

Dear Mr. Torres:

Thank you for the opportunity to submit a Reserve Study Update with Site Visit proposal for your District. We only update Reserve Studies that we have initially performed to ensure accuracy and consistency in our work product. We store your project in our electronic database which provides quick access to begin your update therefore reducing time and cost.

All work is completed or supervised by Reserve Analyst who have been awarded professional certifications of Certified Construction Inspector (CCI), Professional Reserve Analyst (PRA) and Reserve Specialist (RS) signifying broad experience with successful results. Your reserve study is completed following guidelines for Reserve Studies established by the Association of Professional Reserve Analysts (APRA) and the Community Associations Institute (CAI).

Best Regards,

Charles R. Sheppard *RS PRA CCI*
President & Reserve Analyst

APRA



Scope of Work for The District

What is Included in

- ❖ Limited to component inventory established in previous reserve study dated May 29, 2018 prepared by Community Advisors. Components added since our initial site visit may cause additional cost depending on the quantity. Photos only included for new components. Report will be updated for component remaining life, replacement cost and funding plan generated.
- ❖ One revision with limited adjustments is included for your report after your review within 90 days of issue. Additional revisions are invoiced at \$350.00 per issue. One site visit with meeting is included. Additional site visits are invoiced at \$500 plus travel expense each.

Terms of Service

Physical Analysis

- ❖ The site visit includes meeting with your representative to discuss any maintenance or operational concerns. We observe major components to determine quantity, age, condition and remaining useful life. Quantities are determined by field measurement and internet measurement tools or aerial measurement services.
- ❖ Building walls, trim and other features are observed from ground level. Flat roofs are observed only if safe fixed ladder access is available. Pitched roofs are observed from ground level. Building Systems are not operated.
- ❖ Upon completion of the site visit, an inventory of major components is established which includes quantity, replacement cost and remaining useful life. We recommend you review this information and provide historical cost and previous replacement time for any components.

Financial Analysis

- ❖ A review of your current funding plan is completed to determine fund status and performance. We provide a funding plan using the Cash Flow Method (pooled cash) with a funding goal of adequate funding which keeps reserves above a percent funded or balance threshold level. If component funding (line item) is used, then full funding is the funding goal.

Your Reserve Study Includes

- ❖ Executive summary with current funding status, fund balances and assumptions.
- ❖ Cash Flow with 30-year cash flow projection or Component Funding Projection year one only.
- ❖ Inventory of major components with replacement cost, useful and remaining life projections.
- ❖ Various charts and photographs of major components.
- ❖ Completed Report is sent via email in a PDF file. Printed & bound copies available at additional cost.

Payment Agreement & Terms

- To maintain excellent customer service and requested delivery schedules we ask that your acceptance of this proposal is made within 30 days. Signed proposals received after 30 days are subject to revision of delivery time and cost. If indicated a deposit fee may be required with signed agreement to place your project in our production schedule and begin your study. A progress payment may be requested upon completion of site visit depending on the size of the project. Remaining fee is due upon receipt of the preliminary report. Payments not received 30 days after invoice date are assessed a 1.5% late fee per month. After 90 days past, due payments will be subject to addition charges for collection including attorney fees and other reasonable cost incurred by Community Advisors, LLC. Returned checks will be invoiced at \$25.00 each.

- ❖ Our financial analysis is based on information provided by this client which we assume is accurate. Your report is a guide to be used for future capital component replacement planning, not a complete property inspection analysis. This agreement for consulting services is accepted this date:

Professional Fee: \$1,400.00

Deposit Required: -0-

Delivery of Draft Report is typically 4-6 weeks after completion of site visit

Authorized Signature: 

Title: District Manager

Printed Name: Ernesto J. Torres

Date: November 19, 2020

FIFTH ORDER OF BUSINESS

PROPOSAL #: 98392

ACCOUNT:
RIVERSIDE MANAGEMENT SERVICES

DATE CREATED:
12/02/2020

ACCOUNT REP:
Jesse Williams

PREPARED FOR:

PRIMARY CONTACT:
Christopher Hall

EMAIL:
chall@rmsnf.com

PHONE NUMBER:
+19046579211

ORGANIZATION:
Riverside Management
Services

BILLING & SHIPPING:

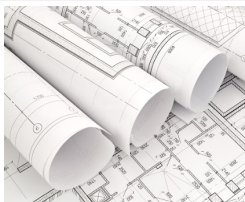
BILLING ADDRESS:
Riverside Management
Services
3813 Great Falls
Middleburg, FL 32068

SHIPPING ADDRESS:
Riverside Management
Services
1667 Azalea Ridge Blvd.
Middleburg, FL 32068.
Middleburg, FL 32068

Correct?

COMMENTS & DETAILS:

Price quoted for delivery coordination and installation. NPC shall not be responsible for removing existing trees, limbs, roots etc. Unless otherwise noted price excludes: sitework, site security, core drilling or cutting concrete or asphalt, permits, lift gates, impact fees, debris/trash removal, and prevailing wages. Site must be clear, level and accessible at time of installation. The customer is responsible for marking all Private underground utilities, NPC will call for Public Utility Locate.

Qty	Product	Price	Total
1	 ENGINEERED DRAWINGS - P&P PLAYGROUND STRUCTURE Model: DRAWINGS-PP N/A	\$800.00	\$800.00

I Accept!
Let's Go

Have questions about this quote?
Call **800-853-5316** or visit BYOPLAYGROUND.COM

Sub Total: \$800.00

Sales Tax: \$0.00

Shipping: \$0.00

Total: \$800.00

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. Unless prior arrangements are approved, a 50% deposit for NPC is due upon ordering. Balance is due Net 15 upon substantial completion. By signing below you agree to the terms and conditions found here:

<https://www.npcinstall.com/npc-terms-and-conditions>

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____

Date: _____

PREPARED FOR:

PRIMARY CONTACT:

Christopher Hall

EMAIL:

chall@rmsnf.com

PHONE NUMBER:

+19046579211

ORGANIZATION:

Riverside Management
Services

BILLING & SHIPPING:

BILLING ADDRESS:

Riverside Management
Services
3813 Great Falls
Middleburg, FL 32068

SHIPPING ADDRESS:

Riverside Management
Services
1667 Azalea Ridge Blvd.
Middleburg, FL 32068.
Middleburg, FL 32068



COMMENTS & DETAILS:

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Qty	Product	Price	Total
1	PERMITTING Model: Permit Permitting required for installation of playground equipment, shades, shelters, etc.	\$1,500.00	\$1,500.00

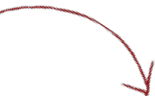
Sub Total: \$1,500.00

Sales Tax: \$0.00

Shipping: \$0.00

Total: \$1,500.00

I Accept!
Let's Go



Have questions about this quote?

Call **800-853-5316** or visit BYOPLAYGROUND.COM

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. Unless prior arrangements are approved, a 50% deposit for NPC is due upon ordering. Balance is due Net 15 upon substantial completion. By signing below you agree to the terms and conditions found here:

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Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____

Date: _____

SIXTH ORDER OF BUSINESS

D.

Ridgewood Trails Community Development District

9655 Florida Mining Blvd W, Bldg. 300, Suite 305, Jacksonville, FL 32257

Memorandum

Date: January 6, 2021

To: Rich Whetsel via email
Operations Director

From: Larry Edmiston Melissa Brown
Operations Manager Amenity Manager

Re: Ridgewood Trails CDD
Operations Report

Access Cards:

- Total Access Cards Issued to Date: 659

Amenity Center:

- CDC guidelines signs have been placed at the entrances to the buildings. Along with wash your hands signs in the restrooms.
- Additional hand sanitizer dispensers have been placed throughout the facility.
- Pool tables and chairs have been placed on deck and arranged to encourage social distancing. They are sanitized multiple times a day.
- Pool and Gym has resumed normal hours on 8.19.20
- Playground is open, signs are posted for voluntary precautions.
- Christmas event was 12.12.2020, Approx 200 residents attended
- Rental Reservations- 5 rentals have occurred since the last meeting
- Food Truck Friday (1st Friday of every month) has been occurring as well as frequent food trucks throughout the month as well.
- Resident database updated on a regular basis.
- All message boards have been updated on a regular basis.
- Clay County Sheriff's Office continues to provide security for the amenity center and is patrolling 2-3 times per week.
- Florida Pest Control continues to treat the amenity buildings and pool deck.

- Riverside Management continues to perform janitorial services and has provided more extensive sanitizing and outdoor cleaning during the mandatory closures.
- Amenity center lights are being inspected monthly and replaced as needed.
- Riverside Management continues to service and clean the pools.

Fitness Center:

- Yoga mats and holder was installed in the fitness center.
- Fitness Pro continues to perform the preventative maintenance on the fitness equipment.
- Riverside Management cleans and inspects the fitness equipment weekly.
- Equipment is cleaned and sanitized multiple times a day.

Landscape:

- Tree Amigos continues to maintain all the common area landscaping.
- Riverside Management and Tree Amigos inspects landscaping monthly.
- All broken sprinkler heads/ irrigation pipes have been inspected and repaired.
- Irrigation inspections are being performed monthly and repairs are made as needed.

Lakes:

- The Lake Doctors continue to monitor and treat the lakes monthly.
- Trash and debris have been removed from lakes.
- Aquatic plants are being installed in the lake in the back of the community.

Other Projects:

- Slip resistant mats have been installed in the restrooms.
- Non-skid paint has been applied in both restrooms by the Large Pool.
- Trash and debris has been removed from some of the powerline easements.
- Common area roadways are being inspected and cleaned weekly.
- Park and pool trash can liners are being changed on a weekly basis.
- Playground equipment safety check is performed monthly.
- Drainage from Large pool deck has been put in to help drain water from the deck.

Should you have any questions or comments regarding the above information, please feel free to contact Larry Edmiston at (919) 395-2124 or Rich Whetsel at (904) 759-8923.

EIGHTH ORDER OF BUSINESS

A.

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, November 4, 2020 at 1:30 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present and constituting a quorum were:

Marty Genska	Chairman
Jacqui Proctor Miller	Vice Chairperson (by telephone)
Yolanda Nolte	Supervisor
Eneida Barnes	Supervisor
Gordon Wing, Jr.	Supervisor (by telephone)

Also present were:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel (by telephone)
Pat Szozda	RMS Operations Manager
Larry Edmiston	RMS
Melissa Brown	Amenity Manager

The following is a summary of the actions taken at the November 4, 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 1:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the September 2,
2020 Meeting**

On MOTION by Ms. Barnes seconded by Ms. Nolte with all in favor the minutes of the September 2, 2020 meeting were approved as presented.
--

FOURTH ORDER OF BUSINESS**Consideration of Proposals for Playground Structure**

Mr. Szozda stated we received three good proposals and the one I'm leaning toward is Beyond Your Ordinary; they were a little more reasonable on the pricing and their playground included a canopy covering. All the vendors are very reputable, you can't go wrong with any of them and Southern Recreation installed the existing playground and is very familiar with the neighborhood. The permitting is not included in any of the proposals and that is about \$240.

On MOTION by Mr. Genska seconded by Ms. Barnes with all in favor proposal #97297 from Beyond Your Ordinary was approved in an amount not to exceed \$44,000 and district counsel was authorized to prepare a small project agreement for this purchase.

FIFTH ORDER OF BUSINESS**Discussion of Basketball Courts Concept and Cost Estimate**

Mr. Szozda stated the proposals are from recommended people and the bids are for a full court basketball court to be located in this general vicinity, we didn't specify an exact location. There is a range of prices that does not include lighting but does include fencing, striping, and basketball hoops. The prices range from \$43,759 to \$69,000. The only thing we are responsible for that would be a minor issue if and when we determine to go this route would be, anything underground such as irrigation we would have to remove because they have to bring in 6" of rock and anything under the grass area would be compromised and they are not responsible for that.

Ms. Miller asked is this a fence where we will have to use a pass key?

Mr. Szozda stated they don't do the entry gate, we would have to do that and it would be a separate issue. They do put in a gate, but a security gate would have to be added or at least a magnetic entry such as at the pool area.

Mr. Genska stated I don't have a problem with no lights, but I do have a problem not having a keyed access.

Mr. Szozda stated we are looking at a minimum with an electronic gate of \$50,000.

Mr. Genska stated we just approved \$44,000 for the playground. Do we have enough to cover the basketball court?

Mr. Torres stated you will be cutting it very close.

Mr. Szozda stated this was just for discussion. The playground was the right way to go, the basketball courts is up to the board.

Mr. Torres stated you can come up with a number and make that part of your capital outlay for next year's and budget and we can come up with how much the assessment is going to be.

Mr. Genska stated I like that idea. I don't have a good feeling for what our reserves should be, but \$100,000 seems low.

Mr. Torres stated we had a new pool, a structure, the slide, this building and the parking lot and maybe it is time to have the capital reserve study updated and that will give you a good idea on where you should be.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-01 Amending the Fiscal Year 2020 Capital Reserve Fund Budget

Mr. Torres stated Resolution 2021-01 is amending the fiscal year 2020 capital reserve fund budget. At this time of year, we try to balance the budget and in this case there was some capital reserve that was moved to the general fund.

On MOTION by Mr. Genska seconded by Ms. Barnes with all in favor Resolution 2021-01 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-02 Declaring a Vacancy in Seat 3 and Seat 5

Mr. Torres stated Eneida and Gordon were unable to go the supervisor of elections office to qualify for these two seats and they do have a termination date and that is November 2020. We will keep this as we do any other vacancy and appoint supervisors to these two seats at the next meeting. You can consider Eneida and Gordan as well, but we have to go through the process.

On MOTION by Mr. Genska seconded by Ms. Nolte with all in favor Resolution 2021-02 was approved.

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

There being none, the next item followed.

D. Operation Manager – Report

Mr. Szozda reviewed the Operation Manager’s monthly report.

E. Amenity Manager

Ms. Brown gave an overview of the amenity center report

NINTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Genska stated there was a minor incident on the entrance to Azalea Ridge from the Blanding Boulevard side, a vehicle took out a light and did some major damage across the road, took out some landscaping and continued on. We know it was a truck obviously going at a high speed, but there were no witnesses. Clay Electric has been notified so that power is safe and it has been cordoned off with caution tape and CCSO has been notified. Clay Electric has not yet repaired the light and once that is done the lawn service provider will redo the landscaping.

Ms. Nolte stated I have seen on Facebook that residents do not like the 1:30 p.m. meetings.

Mr. Genska stated the last meeting was at 6:00 p.m. and people complained about that. I look at the CDD as a business that meets during business hours. I know we had a problem at the library where we met had a limit on space and time; we don’t have that restriction here. Is there a reason we can’t have the meetings at 6:00 p.m.?

Mr. Torres stated no. At the end of the fiscal year we provide you a schedule for the upcoming year to be approved by the board and we use that for public notice purposes. We noticed the schedule but that doesn’t mean we can’t change it.

Mr. Genska asked is there a difference in attorney fees?

Ms. Buchanan stated we don’t distinguish in our charges between day meetings or night meetings, the reality is that I have 35 districts that I represent so sometimes I don’t have as much capacity in the evenings but to the extent that it works or if there is someone else in my office we can usually work it out. We do charge for travel, but generally I only come to this meeting if I

have multiple meetings in the area so I can split the travel cost and nobody has been traveling much the last eight months.

Mr. Torres stated the budget meetings you designated for night meetings; if you wanted to do every other meeting as a night meeting, we would make the January meeting a night meeting. That gives us time to advertise the meeting. You can start there and have every other meeting at night.

Mr. Genska stated that is a good compromise. It doesn't matter to me but for other residents I would like to have all the meetings in the evening. What do the other board members think?

Ms. Barnes stated if they want night meetings, we will have a night meeting and see if they participate.

Mr. Wing joined the meeting during this item by telephone.

Mr. Torres stated I will notice the next meeting to be a night meeting, March would be a day meeting, May is a night meeting and July is a day meeting and September is a night meeting. There is a lot of success with a mix because you have different people participating.

Mr. Genska stated our residents have expressed an interest in night meetings exclusively, but we need to check the attendance because if we are going to change the schedule for everybody to have night meetings, we need the participation. If we don't get the participation, why change things? Let's get the next meeting scheduled for 6 p.m. and we will check attendance.

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. Genska seconded by Ms. Barnes with all in favor the check register was approved.

ELEVENTH ORDER OF BUSINESS

**Next Meeting Scheduled for Wednesday,
January 6, 2021 at 6:00 p.m. at the Azalea
Ridge Amenity Center, 1667 Azalea Ridge
Boulevard, Middleburg, Florida**

Mr. Genska stated the next meeting is scheduled for January 5, 2021 at 6:00 p.m.

On MOTION by Ms. Barnes seconded by Ms. Nolte with all in favor the meeting adjourned at 2:21 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
November 30, 2020

	Governmental Fund Types			Totals
	General	Capital Reserve	Debt Service	(Memorandum Only)
<u>ASSETS:</u>				
CASH	\$99,924	\$5,286	---	\$105,211
INVESTMENTS - STATE BOARD	\$121,002	---	---	\$121,002
INVESTMENTS - US BANK - GENERAL FUND	\$21,589	---	---	\$21,589
INVESTMENTS - STATE BOARD - CAPITAL RESERVE	---	\$186,448	---	\$186,448
INVESTMENTS				
Reserve A	---	---	\$9,616	\$9,616
Revenue A	---	---	\$740	\$740
PREPAID EXPENSES	\$1,625	---	---	\$1,625
DEPOSITS	\$2,703	---	---	\$2,703
DUE FROM OTHER	\$1,116	---	---	\$1,116

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

Statement of Revenues & Expenditures and Changes of Fund Balance
For the Period Ended November 30, 2020

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/20	ACTUAL THRU 11/30/20	VARIANCE
<u>REVENUES:</u>				
Assessments - Tax Roll	\$419,989	\$19,656	\$19,656	\$0
Interest Earned/Misc. Income	\$5,000	\$833	\$62	(\$771)
Rental Revenue	\$0	\$0	\$225	\$225
TOTAL REVENUES	\$424,989	\$20,489	\$19,943	(\$546)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
Supervisor Fees	\$12,000	\$2,000	\$1,000	\$1,000
FICA Expense	\$918	\$153	\$77	\$77
Engineering	\$5,000	\$833	\$0	\$833
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$600	\$0	\$0	\$0
Dissemination	\$1,000	\$167	\$167	\$0
Attorney	\$12,000	\$2,000	\$0	\$2,000
Annual Audit	\$3,400	\$0	\$0	\$0
Trustee	\$4,500	\$1,129	\$1,129	\$0
Management Fees	\$41,000	\$6,833	\$6,833	(\$0)
Telephone	\$100	\$17	\$0	\$17
Postage	\$800	\$133	\$122	\$11
Printing & Binding	\$1,500	\$250	\$117	\$133
Insurance	\$6,928	\$6,928	\$6,613	\$315
Legal Advertising	\$3,400	\$567	\$0	\$567
Other Current Charges (1)	\$1,800	\$300	\$133	\$167
Office Supplies	\$250	\$42	\$15	\$27
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Meeting Room Rental	\$600	\$100	\$0	\$100
Records Storage	\$250	\$42	\$0	\$42
TOTAL ADMINISTRATIVE	\$101,481	\$26,929	\$21,640	\$5,289
<u>AMENITY CENTER</u>				
Insurance	\$15,478	\$15,478	\$15,477	\$1
Facility Manager	\$60,000	\$10,000	\$10,000	\$0
General Facility Maintenance	\$10,000	\$1,667	\$1,641	\$26
Repairs & Replacements	\$6,284	\$1,047	\$1,596	(\$549)
Lifeguards	\$15,000	\$0	\$0	\$0
Pool Maintenance	\$15,910	\$2,652	\$2,652	\$0
Pool Chemicals	\$12,640	\$2,107	\$1,440	\$667
Other Current Charges	\$1,000	\$167	\$0	\$167
Water & Sewer	\$13,500	\$2,250	\$1,760	\$490
Electric	\$12,000	\$2,000	\$2,154	(\$154)
Internet/Cable	\$4,560	\$760	\$650	\$110
Janitorial	\$9,984	\$1,664	\$1,663	\$1
Janitorial Supplies	\$1,500	\$250	\$403	(\$153)
Security (2)	\$19,000	\$3,167	\$2,400	\$767
Refuse Service	\$3,000	\$500	\$0	\$500
Special Events	\$6,300	\$300	\$300	\$0
Pool Permit	\$375	\$0	\$0	\$0
Pest Control	\$1,000	\$167	\$45	\$122
Capital Reserve	\$35,000	\$0	\$0	\$0
TOTAL AMENITY CENTER	\$242,531	\$44,174	\$42,181	\$1,993

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

Statement of Revenues & Expenditures and Changes of Fund Balance
For the Period Ended November 30, 2020

<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 11/30/20</u>	<u>ACTUAL THRU 11/30/20</u>	<u>VARIANCE</u>
<u>EXPENDITURES:</u>				
<u> GROUND MAINTENANCE:</u>				
Operations Management	\$21,855	\$3,643	\$3,643	\$0
Access Cards	\$1,000	\$167	\$0	\$167
Electric	\$8,000	\$1,333	\$735	\$598
Water	\$8,300	\$1,383	\$745	\$638
Repairs & Maintenance	\$17,000	\$2,833	\$2,008	\$825
Landscape Maintenance	\$102,000	\$17,000	\$8,690	\$8,310
Landscape Contingency	\$10,000	\$1,667	\$0	\$1,667
Lake Maintenance	\$8,064	\$1,344	\$672	\$672
TOTAL GROUND MAINTENANCE	\$176,219	\$29,370	\$16,493	\$12,877
TOTAL EXPENDITURES	\$520,231	\$100,473	\$80,314	\$20,159
EXCESS REVENUES (EXPENDITURES)	(\$95,242)		(\$60,370)	
FUND BALANCE - Beginning	\$95,242		\$294,560	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$234,190</u>	

(1) Includes \$2250.00 ADA Compliance Setup 2019

(2) Includes \$1620.00 Access/Service Plan

**RIDGEWOOD TRAILS CDD
GENERAL FUND**

FY2021

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
REVENUES:													
Assessments - Tax Roll	\$0	\$19656	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,656
Interest Earned/Misc. Income	\$40	\$22	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$62
Rental Revenue	\$0	\$225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$225
TOTAL REVENUES	\$40	\$19903	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19943

EXPENDITURES: ADMINISTRATIVE

Supervisor Fees	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
FICA Expense	\$0	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$77
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167
Attorney	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee	\$1,129	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,129
Management Fees	\$3,417	\$3,417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,833
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$116	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$122
Printing & Binding	\$20	\$97	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$117
Insurance	\$6,613	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,613
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Current Charges (1)	\$67	\$66	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$133
Office Supplies	\$7	\$8	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15
Dues, Licenses & Subscriptions	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Meeting Room Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEPARTMENT TOTALS	\$16,712	\$4,928	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,640

EXPENDITURES: AMENITY CENTER

Insurance	\$15,477	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,477
Facility Manager	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
General Facility Maintenance	\$808	\$833	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,641
Repairs & Replacements	\$0	\$1,596	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,596
Lifeguards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$1,326	\$1,326	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,652
Pool Chemicals	\$720	\$720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,440
Other Current Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water & Sewer	\$603	\$1,157	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,760
Electric	\$1,103	\$1,051	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,154
Internet/Cable	\$325	\$325	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$650
Janitorial	\$832	\$832	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,663
Janitorial Supplies	\$266	\$138	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$403
Security (2)	\$1,320	\$1,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,400
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Events	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
Pool Permit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pest Control	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
AMENITY CENTER TOTALS	\$28,124	\$14,057	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,181

**RIDGEWOOD TRAILS CDD
GENERAL FUND
FY2021**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<u>EXPENDITURES: GROUNDS MAINTENANCE</u>													
Operations Management	\$1,821	\$1,821	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,643
Access Cards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$334	\$401	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$735
Water	\$375	\$371	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$745
Repairs & Maintenance	\$927	\$1,081	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,008
Landscape Maintenance	\$300	\$8,390	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,690
Landscape Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Maintenance	\$672	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$672
Capital Outlay - Streetlighting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GROUND MAINTENANCE TOTAL	\$4,429	\$12,064	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,493
TOTAL EXPENDITURES	\$49,265	\$31,049	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,314
EXCESS REV/(EXP)	(\$49,225)	(\$11,145)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$60,370)

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT
CAPITAL RESERVE

Statement of Revenues & Expenditures and Changes of Fund Balance
For the Period Ended November 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/20	ACTUAL THRU 11/30/20	VARIANCE
<u>REVENUES:</u>				
Capital Reserve Transfer In	\$35,000	\$0	\$0	\$0
Interest Income	\$1,500	\$250	\$81	(\$169)
TOTAL REVENUES	\$36,500	\$250	\$81	(\$169)
<u>EXPENDITURES:</u>				
Capital Reserves	\$20,000	\$0	\$0	\$0
Amenity Improvement Project	\$50,000	\$0	\$0	
Other Curent Charges	\$650	\$108	\$89	\$19
TOTAL EXPENDITURES	\$70,650	\$108	\$89	\$19
<u>OTHER SOURCES AND USES:</u>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES/USES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	(\$34,150)		(\$8)	
FUND BALANCE - Beginning	\$192,874		\$191,743	
FUND BALANCE - Ending	<u>\$158,724</u>		<u>\$191,734</u>	

RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - 2007A

Statement of Revenues & Expenditures and Changes of Fund Balance
For the Period Ended November 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/20	ACTUAL THRU 11/30/20	VARIANCE
<u>REVENUES:</u>				
Assessments - On Roll	\$13,359	\$625	\$625	\$0
Interest Income	\$100	\$17	\$0	(\$17)
TOTAL REVENUES	\$13,459	\$642	\$625	(\$17)
<u>EXPENDITURES:</u>				
Interest Expense - 11/1	\$4,096	\$4,096	\$4,096	\$0
Interest Expense - 5/1	\$4,096	\$0	\$0	\$0
Principal Expense - 5/1	\$5,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$13,193	\$4,096	\$4,096	\$0
<u>OTHER SOURCES AND USES:</u>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES/USES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$267		(\$3,471)	
FUND BALANCE - Beginning	\$4,187		\$13,827	
FUND BALANCE - Ending	<u>\$4,454</u>		<u>\$10,356</u>	

Ridgewood Trails
Community Development District
Long Term Debt Report

Series 2007A Capital Improvement Revenue Bonds	
Interest Rate:	5.650%
Maturity Date:	5/1/2038
Reserve Fund Definition:	
Reserve Fund Requirement:	\$9,503
Reserve Fund Balance:	\$9,616
 Bonds outstanding - 6/1/2019	 \$150,000
Less: May 1, 2020 (Mandatory)	(\$5,000)
Current Bonds Outstanding	\$145,000

C.

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2021 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2007A DEBT SERVICE ASSESSED	FY21 O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED	691	13,358.77	419,987.31	433,346.08
TOTAL ASSESSED	691	13,358.77	419,987.31	433,346.08

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2007A DEBT RECEIPTS	O&M RECEIPTS
1	11/18/20	20,281.37	625.21	19,656.16
2	12/01/20	39,196.32	1,208.31	37,988.01
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL TAX ROLL RECEIPTS		59,477.69	1,833.52	57,644.17

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	13.73%	13.73%	13.73%

D.

RIDGEWOOD TRAILS

Community Development District

Check Run Summary 10/1/2020 - 11/30/2020

Fund	Date	Check Numbers	Amount
<u>General Fund</u>			
	10/1/20 - 10/31/20	1947-1968	\$35,309.36
	11/1/20 - 11/30/20	1969-1984	\$19,732.03
			\$55,041.39
<u>Autopayments</u>			
	10/6/20	Comcast	\$324.92
	10/28/20	CCUA	\$977.49
	10/30/20	Clay Electric	\$1,437.00
	11/12/20	Comcast	\$324.93
	11/25/20	CCUA	\$1,527.75
			\$4,592.09
Total			\$59,633.48

* Fedex invoices available upon request.

AP300R
*** CHECK NOS. 001947-001984

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
RIDGEWOOD TRAILS CDD
BANK A RIDGEWOOD TRAILS

RUN 12/24/20

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/01/20	00093	9/28/20 09282020 9/22/20	202009 320-57200-34500 SECURITY SERVICES	DALTON JUNEAU	*	120.00	120.00 001947
10/01/20	00003	9/15/20 210 FY21	202010 310-51300-31400 ASSESSM ROLL CERTIF	GOVERNMENTAL MANAGEMENT SERVICES	*	5,260.00	5,260.00 001948
10/01/20	00095	10/01/20 13129559	202010 320-57200-52100 OCT POOL CHEMICALS	POOLSURE	*	720.00	720.00 001949
10/01/20	00039	6/30/20 242	202006 320-57200-45100 JUN LIFEGUARD SERVICES	RIVERSIDE MANAGEMENT SERVICES, INC.	*	2,360.00	2,360.00 001950
10/01/20	00039	9/22/20 252 9/22/20 252 9/22/20 252	202008 320-57200-46100 AUG GEN FACILITY MAINT 202008 330-53800-46000 AUG REPAIRS/MAINT-FIELD 202008 320-57200-52200 AUG JANITORIAL SUPPLIES	RIVERSIDE MANAGEMENT SERVICES, INC.	*	355.00 408.00 70.68	833.68 001951
10/01/20	00091	9/29/20 13819	202009 330-53800-46200 SEP LANDSCAPE MAINTENANCE	TREE AMIGOS OUTDOOR SERVICES	*	8,389.77	8,389.77 001952
10/09/20	00063	10/05/20 10052020 9/28/20	202009 320-57200-34500 SECURITY SERVICES	EDGAR HOWELL	*	120.00	120.00 001953
10/09/20	00003	10/01/20 211 10/01/20 211 10/01/20 211 10/01/20 211 10/01/20 211	202010 310-51300-34000 OCT MANAGEMENT FEES 202010 310-51300-31300 OCT DISSEMINATION SERVICE 202010 310-51300-51000 OFFICE SUPPLIES 202010 310-51300-42000 POSTAGE 202010 310-51300-42500 COPIES	GOVERNMENTAL MANAGEMENT SERVICES	*	3,416.67 83.33 6.67 11.50 19.65	3,537.82 001954
10/09/20	00064	10/05/20 10052020 9/30/20	202009 320-57200-34500 SECURITY SERVICES	KEITH A. SMITH	*	120.00	120.00 001955

RDGE --RIDGEWOOD-- BPEREGRINO

AP300R
*** CHECK NOS. 001947-001984

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 12/24/20
RIDGEWOOD TRAILS CDD
BANK A RIDGEWOOD TRAILS

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
10/09/20	00042	10/01/20 532773	202010 330-53800-46400	OCT LAKE MAINTENANCE	*	672.00	
				THE LAKE DOCTORS, INC.			672.00 001956
10/09/20	00039	10/01/20 253	202010 320-57200-34200	OCT JANITORIAL SERVICES	*	831.67	
		10/01/20 253	202010 320-57200-46500	OCT POOL MAINTENANCE	*	1,325.83	
		10/01/20 253	202010 330-53800-34000	OCT CONTRACT ADMIN	*	1,821.25	
		10/01/20 253	202010 320-57200-46200	OCT FACILITY MANAGEMENT	*	5,000.00	
				RIVERSIDE MANAGEMENT SERVICES, INC.			8,978.75 001957
10/15/20	00070	10/12/20 SSI09775	202009 320-57200-34500	SEP EMPLOYMENT FEE	*	160.00	
		10/12/20 SSI09775	202009 320-57200-34500	SEP SCHEDULING FEE	*	100.00	
				CLAY COUNTY SHERIFF'S OFFICE			260.00 001958
10/15/20	00105	10/09/20 10092020	202010 320-57200-49500	PETTING ZOO/PONY RIDE	*	300.00	
				LOUISE FURMAN DBA CRITTER CARAVAN			300.00 001959
10/15/20	00063	10/12/20 10122020	202010 320-57200-34500	10/8/20 SECURITY SERVICES	*	120.00	
				EDGAR HOWELL			120.00 001960
10/15/20	00064	10/12/20 10122020	202010 320-57200-34500	10/6/20 SECURITY SERVICES	*	120.00	
				KEITH A. SMITH			120.00 001961
10/23/20	00063	10/19/20 10192020	202010 320-57200-34500	10/16/20 SECURITY SERVICE	*	120.00	
				EDGAR HOWELL			120.00 001962
10/23/20	00064	10/19/20 10192020	202010 320-57200-34500	10/12/20 SECURITY SERVICE	*	120.00	
				KEITH A. SMITH			120.00 001963
10/23/20	00039	10/13/20 254	202009 320-57200-46100	SEP GEN FACILITY MAINT	*	659.00	
		10/13/20 254	202009 330-53800-46000	SEP REPAIRS/MAINT-FIELD	*	450.00	
		10/13/20 254	202009 320-57200-52200	SEP JANITORIAL SUPPLIES	*	58.34	

RDGE --RIDGEWOOD-- BPEREGRINO

AP300R
*** CHECK NOS. 001947-001984

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
RIDGEWOOD TRAILS CDD
BANK A RIDGEWOOD TRAILS

RUN 12/24/20

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		10/13/20 254	202009 330-53800-55000		*	1,405.00	
		SEP MAINT RESERVES					
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,572.34 001964
10/29/20 00063		10/26/20 10262020	202010 320-57200-34500		*	120.00	
		10/20/20 SECURITY SERVICE					
				EDGAR HOWELL			120.00 001965
10/29/20 00099		10/19/20 8591786	202010 320-57200-43200		*	45.00	
		OCT PEST CONTROL					
				FLORIDA PEST CONTROL			45.00 001966
10/29/20 00064		10/26/20 10262020	202010 320-57200-34500		*	120.00	
		10/21/20 SECURITY SERVICE					
				KEITH A. SMITH			120.00 001967
10/29/20 00091		10/21/20 13975	202010 330-53800-46200		*	300.00	
		MOWING 2 EASEMENTS					
				TREE AMIGOS OUTDOOR SERVICES			300.00 001968
11/09/20 00003		11/01/20 212	202011 310-51300-34000		*	3,416.67	
		NOV MANAGEMENT FEES					
		11/01/20 212	202011 310-51300-31300		*	83.33	
		NOV DISSEMINATION SERVICE					
		11/01/20 212	202011 310-51300-51000		*	7.86	
		OFFICE SUPPLIES					
		11/01/20 212	202011 310-51300-42000		*	6.00	
		POSTAGE					
		11/01/20 212	202011 310-51300-42500		*	96.90	
		COPIES					
				GOVERNMENTAL MANAGEMENT SERVICES			3,610.76 001969
11/09/20 00095		11/01/20 13129559	202011 320-57200-52100		*	720.00	
		NOV POOL CHEMICALS					
				POOLSURE			720.00 001970
11/09/20 00039		11/01/20 255	202011 320-57200-34200		*	831.67	
		NOV JANITORIAL SERVICES					
		11/01/20 255	202011 320-57200-46500		*	1,325.83	
		NOV POOL MAINTENANCE					
		11/01/20 255	202011 330-53800-34000		*	1,821.25	
		NOV CONTRACT ADMIN					
		11/01/20 255	202011 320-57200-46200		*	5,000.00	
		NOV FACILITY MANAGER					
				RIVERSIDE MANAGEMENT SERVICES, INC.			8,978.75 001971

RDGE --RIDGEWOOD-- BPEREGRINO

AP300R
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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
RIDGEWOOD TRAILS CDD
BANK A RIDGEWOOD TRAILS

RUN 12/24/20

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/13/20	00007	10/01/20 83149	202011 310-51300-54000		*	175.00	
		FY21 SPECIAL DESTRIC FEE		DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 001972
11/13/20	00063	11/09/20 11092020	202011 320-57200-34500		*	120.00	
		11/7/20 SECURITY SERVICES		EDGAR HOWELL			120.00 001973
11/13/20	00002	11/03/20 71702787	202010 310-51300-42000		*	104.91	
		OCT FEDEX POSTAGE		FEDEX			104.91 001974
11/13/20	00008	10/31/20 118288	202009 310-51300-31500		*	1,117.00	
		SEP GEN COUNSEL/MEETING		HOPPING GREEN & SAMS			1,117.00 001975
11/13/20	00064	11/09/20 11092020	202010 320-57200-34500		*	120.00	
		10/26/20 SECURITY SERVICE			*	120.00	
		11/09/20 11092020	202010 320-57200-34500		*	120.00	
		10/29/20 SECURITY SERVICE			*	120.00	
		11/09/20 11092020	202010 320-57200-34500		*	120.00	
		11/4/20 SECURITY SERVICE		KEITH A. SMITH			360.00 001976
11/30/20	00070	11/16/20 SSI09828	202010 320-57200-34500		*	140.00	
		OCT EMPLOYMENT FEE			*	100.00	
		11/16/20 SSI09828	202010 320-57200-34500		*	100.00	
		OCT SCHEDULING FEE		CLAY COUNTY SHERIFF'S OFFICE			240.00 001977
11/30/20	00063	11/23/20 11232020	202011 320-57200-34500		*	120.00	
		11/20/20 SECURITY SERVICE		EDGAR HOWELL			120.00 001978
11/30/20	00048	11/17/20 23697	202011 320-57200-46000		*	200.00	
		NOV SEMI ANNUAL PM VISIT		FITNESSPRO			200.00 001979
11/30/20	00083	11/19/20 20202385	202011 300-15500-10000		*	1,150.00	
		HORSE-DRAWN HAYWAGON RIDE		JACKSONVILLE CARRIAGE CO LLC			1,150.00 001980
11/30/20	00106	11/23/20 11232020	202011 300-15500-10000		*	475.00	
		SANTA KAVIN 4HRS 12/12/20		KAVIN M. MASON			475.00 001981

RDGE --RIDGEWOOD-- BPEREGRINO

AP300R
*** CHECK NOS. 001947-001984

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
RIDGEWOOD TRAILS CDD
BANK A RIDGEWOOD TRAILS

RUN 12/24/20

PAGE 5

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/30/20	00064	11/16/20 11162020	202011 320-57200-34500		*	120.00	
		11/9/20	SECURITY SERVICES				
		11/16/20 11162020	202011 320-57200-34500		*	120.00	
		11/12/20	SECURITY SERVICE				
				KEITH A. SMITH			240.00 001982
11/30/20	00064	11/23/20 11232020	202011 320-57200-34500		*	120.00	
		11/16/20	SECURITY SERVICE				
				KEITH A. SMITH			120.00 001983
11/30/20	00039	11/13/20 258	202010 320-57200-46100		*	808.00	
			OCT GEN FACILITY MAINTEN				
		11/13/20 258	202010 330-53800-46000		*	927.00	
			OCT REPAIRS/MAINT-FIELD				
		11/13/20 258	202010 320-57200-52200		*	265.61	
			OCT JANITORIAL SUPPLIES				
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,000.61 001984
				TOTAL FOR BANK A		55,041.39	
				TOTAL FOR REGISTER		55,041.39	

RDGE --RIDGEWOOD-- BPEREGRINO

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE SEPTEMBER 28 2020
WEEK OF: 9-21-27

SEP 28 2020

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

RECEIVED

SEP 16 2020

Bill To:Ridgewood Trails CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice #: 210

Invoice Date: 9/15/20

Due Date: 9/15/20

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2021		5,260.00	5,260.00
3 (A) 1,810, 513, 314			
Total			\$5,260.00
Payments/Credits			\$0.00
Balance Due			\$5,260.00



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date 10/1/2020

Invoice # 131295595515

Terms	Net 20
Due Date	10/21/2020
PO #	
Customer #	13AZA025

Bill To RMS Ridgewood Trails CDD 9655 Florida Mining Blvd Bldg 300 suite 305 Jacksonville FL 32257	Ship To Azalea Ridge by DR Horton 1667 Azalea Ridge Blvd Middleburg FL 32068
--	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	720.00
RECEIVED SEP 28 2020				

Total 720.00
Amount Due \$720.00

Remittance Slip

Customer
13AZA025
Invoice #
131295595515

10/1/2020
1-820-57200-52100
Pool Chemicals
95 (A)

Amount Due \$720.00

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295595515

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 242
Invoice Date: 6/30/2020
Due Date: 7/15/2020
Case:
P.O. Number:

Bill To:
Ridgewood Trails CDD
475 West Town Place Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Lifeguard Services - through June 2020	147.5	16.00	2,360.00
<p>38 Ⓐ 1,320.572.451 RECEIVED SEP 28 2020</p>			
Total			\$2,360.00
Payments/Credits			\$0.00
Balance Due			\$2,360.00

RMW
9,28,20

RIDGEWOOD TRAILS CDD
LIFEGUARD INVOICE DETAIL

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
147.5	Lifeguard/Deck Monitor Services for Ridgewood Trails Covering: June 2020	\$ 16.00	\$ 2,360.00
	LIFEGUARDS # 320-572-4510		
	TOTAL DUE:		<u>\$ 2,360.00</u>

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS JUNE 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/3/20	7.5	B.S.	Deck Monitor
6/4/20	7.5	B.S.	Deck Monitor
6/5/20	7.5	B.S.	Deck Monitor
6/6/20	4	B.S.	Deck Monitor
6/7/20	7	B.S.	Deck Monitor
6/10/20	7.33	B.S.	Deck Monitor
6/11/20	7.5	B.S.	Deck Monitor
6/12/20	7.5	B.S.	Deck Monitor
6/13/20	8	B.S.	Deck Monitor
6/14/20	8	B.S.	Deck Monitor
6/17/20	7.5	B.S.	Deck Monitor
6/18/20	7.5	B.S.	Deck Monitor
6/19/20	7.5	B.S.	Deck Monitor
6/20/20	8	B.S.	Deck Monitor
6/21/20	8	B.S.	Deck Monitor
6/24/20	7.5	B.S.	Deck Monitor
6/25/20	7.5	B.S.	Deck Monitor
6/26/20	7.5	B.S.	Deck Monitor
6/27/20	6.67	B.S.	Deck Monitor
6/28/20	8	B.S.	Deck Monitor
TOTAL	<u>147.5</u>		

Lifeguarding 147.5

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 252

Invoice Date: 9/22/2020

Due Date: 9/22/2020

Case:

P.O. Number:

RECEIVED

SEP 25 2020

Bill To:

Ridgewood Trails CDD
475 West Town Place Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2020		459.61	459.61
Maintenance Supplies		374.07	374.07
Gen. Facility Maint 320, 572, 4610			\$ 355.00
Repairs/Maint - Field 320, 538, 4600 330			\$ 408.00
Janitorial Supplies 320, 572, 5220			\$ 70.68
38 A			
Total			\$833.68
Payments/Credits			\$0.00
Balance Due			\$833.68

RHW

9, 25, 20

RMS

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/5/20	2	F.S.	Removed debris throughout neighborhood
8/6/20	6	T.C.	Paint women's floor and apply second coat to men's floor in restroom, plumbed shower on pool deck
8/12/20	2	F.S.	Removed debris throughout neighborhood
8/26/20	2	F.S.	Removed debris throughout neighborhood

TOTAL 12

MILES 89

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

RIDGEWOOD TRAILS

1

MAINTENANCE BILLABLE PURCHASES

Period Ending 09/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	7/17/20	Ryobi Blower	158.72	S.A.
	7/17/20	HD Caulkgun	22.11	S.A.
	7/17/20	Loctite Caulk	9.21	S.A.
	7/20/20	Constant Contact Monthly	25.19	M.B.
	8/6/20	CPVC Coupling	0.31	T.C.
	8/6/20	CPVC Male Adapter (2)	0.58	T.C.
	8/6/20	CPVC 90 Degree Elbow	0.24	T.C.
	8/6/20	CPVC Flowguard	4.31	T.C.
	8/6/20	Foam Insulator (2)	5.68	T.C.
	8/6/20	PVC Coupling (2)	1.27	T.C.
	8/6/20	PVC 90 Degree	1.66	T.C.
	8/6/20	All Purpose Cement	7.97	T.C.
	8/6/20	90 Degree Drop Elbow	5.37	T.C.
	8/6/20	Male Adapter (3)	2.04	T.C.
	8/6/20	PVC Flowguard	1.56	T.C.
	8/6/20	PVC Piping	2.37	T.C.
	8/6/20	Bushing	1.13	T.C.
	8/20/20	Airwick 5 pk (3)	36.12	F.S.
	8/20/20	Constant Contact Monthly	25.19	M.B.
	8/24/20	39 gallon Trash Bags 50ct	16.07	T.C.
	8/24/20	13 gallon Trash Bags 140ct	16.07	T.C.
	8/25/20	Paint Tray Liners	6.87	S.A.
	8/25/20	Roller Pad	5.60	S.A.
	8/27/20	Capacitor for Pool Pump	18.46	P.S.
			0.00	
		TOTAL	<u>\$374.07</u>	



Tree Amigos

Outdoor Services

Invoice

Invoice#: 13819

Date: 09/29/2020

Billed To: Governmental Management Services, LLC
475 West Town Place Suite 114
St. Augustine FL 32092

Project: 20101
Ridgewood Trails CDD
475 West Town Place Suite 114

St. Augustine FL 32092

Description	Quantity	Price	Ext Price
September Monthly Landscaping Maintenance Services	1.00	8,389.77	8,389.77

Notes:

THANK YOU FOR YOUR BUSINESS!

Invoice Total: \$8,389.77

RECEIVED

SEP 28 2020

[Handwritten Signature]

9/27/2020

1-330-58800-46200

Landscaping Maintenance

9/28

P.O. Box 548
Green Cove Springs, FL 32043

OCT 05 2020

INVOICE DATE OCTOBER 5 2020
WEEK OF: 9-28-10-4

TO:
Rdigewood Trails CDD aka Azalea Ridge
Bernadette Peregrino
1408 Hamlin Avenue, unit E
Saint Cloud, FL 34771

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 211
Invoice Date: 10/1/20
Due Date: 10/1/20
Case:
P.O. Number:

Bill To:

Ridgewood Trails CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

RECEIVED

OCT 07 2020

Description	Hours/Qty	Rate	Amount
Management Fees - October 2020 1,810,512.340		3,416.67	3,416.67
Dissemination Agent Services - October 2020 313		83.33	83.33
Office Supplies 570		6.67	6.67
Postage 420		11.50	11.50
Copies 425		19.65	19.65
3 (A)			

Total \$3,537.82

Payments/Credits \$0.00

Balance Due \$3,537.82

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE OCTOBER 5 2020
WEEK OF: 9-28-10-4

RECEIVED

OCT 05 2020

Rdigewood Trails CDD aka Azalea Ridge
Bernadette Peregrino
1408 Hamlin Avenue, unit E
Saint Cloud, FL 34771

Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

INVOICE

RECEIVED

OCT 01 2020

Invoice #	532773
Account #	718416
Invoice Date	10/1/2020
Due Date	10/11/2020
Rep	MAS

Bill To
RIDGEWOOD TRAILS CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FL 32092

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 10 DAYS	
Item	Description	Amount	
	Monthly Water Management Service (R)	672.00	
		412 (A) 1,530.538.464	
Customer Total Balance		\$672.00	
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!			Total Invoice \$672.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
RIDGEWOOD TRAILS CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FL 32092

Amount Enclosed

Invoice #	532773
Account #	718416
Date	10/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW	
Mastercard	Visa American Express
Card #	
Card Verification #	
Exp. Date #	
Print Name	
Billing Address:	Check box if same as above
Signature	

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

RECEIVED

OCT 07 2020

Bill To:

Ridgewood Trails CDD
475 West Town Place Suite 114
St. Augustine, FL 32092

Invoice #: 253
Invoice Date: 10/1/2020
Due Date: 10/1/2020
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Janitorial Services - October 2020 320,572,3420		831.67	831.67
Pool Maintenance Services - October 2020 330,572,4650		1,325.83	1,325.83
Contract Administration - October 2020 330,588,3400		1,821.25	1,821.25
Facility Management - Ridgewood Trails - October 2020 320,572,4620		5,000.00	5,000.00
390			
Total			\$8,978.75
Payments/Credits			\$0.00
Balance Due			\$8,978.75

2000
10,5120



Remit To: Clay County Sheriff's Office
PO Box 548/901 N. Orange Ave
GREEN COVE SPRINGS, FL 32043

(904) 284-7575

Invoice Number: SSI09775
Invoice Date: 10/12/2020

Page: 1

Attn: Fiscal - Accounts Receivable

Bill

To: RIDGEWOOD TRAILS CDD
1408 HAMLIN AVE
UNIT E
SAINT CLOUD, FL 34771
BERNADETTE PEREGRINO

Ship

To: RIDGEWOOD TRAILS CDD
1408 HAMLIN AVE
UNIT E
SAINT CLOUD, FL 34771
BERNADETTE PEREGRINO

RECEIVED

OCT 13 2020

Due Date 10/27/2020
Terms Net 15 Days

Customer ID C0000575
P.O. Number
P.O. Date 10/12/2020
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee- SEPTEMBER 2020		32	32	5.00	160.00
Fees-2nd Employment Scheduling		4	4	25.00	100.00

80

1,320,592.345 (A)

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 260.00

Subtotal: 260.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 260.00

RIDGEWOOD TRAILS CDD	9/2/2020	6375	HOWELL, JR., EDGAR W.	4.00
RIDGEWOOD TRAILS CDD	9/7/2020	7214	JUNEAU, DALTON	4.00
RIDGEWOOD TRAILS CDD	9/10/2020	6445	SMITH, KEITH A.	4.00
RIDGEWOOD TRAILS CDD	9/14/2020	6375	HOWELL, JR., EDGAR W.	4.00
RIDGEWOOD TRAILS CDD	6/15/2020	7214	JUNEAU, DALTON	4.00
RIDGEWOOD TRAILS CDD	9/22/2020	7214	JUNEAU, DALTON	4.00
RIDGEWOOD TRAILS CDD	9/28/2020	6375	HOWELL, JR., EDGAR W.	4.00
RIDGEWOOD TRAILS CDD	9/30/2020	6445	SMITH,KEITH A	4.00
			TOTAL	32.00

RECEIVED

OCT 09 2020

Entertainment Contract

Event Information

Performers: CRITTER CARAVAN INC.

Title of Event: SPRING EVENT

Event Description: PETTING ZOO/PONY RIDE

Date of Event: OCTOBER 18, 2020

Length of Event: 2:00-4:00

Location Information

EVENT ADDRESS: AZALEA RIDGE

3813 GREAT LOOP FALLS

MIDDLEBURG, FL 37763

Phone Number: 904-237-9487

Contact Name: MELISSA BROWN

Email: BEAZLEYME@GMAIL.COM

Payment Information:

The above venue commits to paying the performer an entertainment fee of
___\$600.00___. This payment will compensate the performer for any travel,

105 (A)
1,820,572.495

expenses, meals, and lodging that they incur throughout their performance. The final payment will be remitted to the entertainer or agent at the completion of the performance.

This contract for the personal services of the participants on the engagement described above is made on the 20th day of February 2020, between the undersigned performer, agency, and performer. All deposits are NON-REFUNDABLE!

Performer: CRITTER CARAVAN
119 West Harbor Dr
Palatka, FL 32177

Agency Representative:
Louise Furman
561-714-3263

CRITTERCARAVANFLORIDA@GMAIL.COM

TOTAL DUE: ~~\$600.00~~

DEPOSIT PAID TO RESERVE THE DATE: \$300.00

BALANCE DUE THE DATE OF EVENT IN CHECK:\$300

P.O. Box 548
Green Cove Springs, FL 32043

RECEIVED

INVOICE DATE OCTOBER 12 2020
WEEK OF: 10-5-10-11

OC 12 2020

TO:
Rdigewood Trails CDD aka Azalea Ridge
Bernadette Peregrino
1408 Hamlin Avenue, unit E
Saint Cloud, FL 34771

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

P.O. Box 548
Green Cove Springs, FL 32043

RECEIVED

OCT 12 2020

INVOICE DATE OCTOBER 12 2020
WEEK OF: 10-5-10-11

TO:
Rdigewood Trails CDD aka Azalea Ridge
Bernadette Peregrino
1408 Hamlin Avenue, unit E
Saint Cloud, FL 34771

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE OCTOBER 19 2020
WEEK OF: 10-12-10-18

RECEIVED
FOR:
Azalea Ridge
OCT 19 2020

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE OCTOBER 19 2020
WEEK OF: 10-12-10-18

RECEIVED

FOR:
OCT 19 2020
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

RECEIVED

OCT 19 2020

Invoice #: 254
Invoice Date: 10/13/2020
Due Date: 10/13/2020
Case:
P.O. Number:

Bill To:
Ridgewood Trails CDD
475 West Town Place Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance September 1 - September 30, 2020		1,191.06	1,191.06
Maintenance Supplies		1,381.28	1,381.28
Gen. Facility Maint. \$ 659.00 320, 572, 4610			
Repairs / Maint - Field \$ 450.00 330, 538, 4600			
Janitorial Supplies \$ 58.34 320, 572, 5220			
Maint. Reserves \$ 1405.00 1,380, 538, 530			

39 (A)

Total	\$2,572.34
Payments/Credits	\$0.00
Balance Due	\$2,572.34

Rou
10,16,20

RMS

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/1/20	3.5	T.C.	Repaired hand dryer in men's restroom, removed debris in common areas, cleaned dog waste receptacles
9/1/20	4	B.A.	Removed debris in common areas, cleaned dog pots, repaired hand dryer in men's restroom
9/2/20	4	P.S.	Repairing and wiring of pool pump
9/2/20	4	J.S.	Repairing and wiring of pool pump
9/2/20	2	F.S.	Removed debris throughout neighborhood and common areas
9/9/20	2	F.S.	Removed debris throughout neighborhood and common areas
9/16/20	2	F.S.	Removed debris throughout neighborhood and common areas
9/17/20	2	T.C.	Repaired women's restroom hand dryer, replaced bulbs in restrooms, inspect sump pump for debris
9/17/20	4	B.A.	Changed light bulbs in center, fix toilet in men's restroom, replace light bulb in men's restroom, replaced bulb and fix air dryer in women's restroom, empty and clean dog pots
9/23/20	2	F.S.	Removed debris throughout neighborhood and common areas, blew leaves and debris off all common areas
9/30/20	2	F.S.	Removed debris throughout neighborhood and common areas
TOTAL	<u><u>31.5</u></u>		
MILES	<u><u>199</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 10/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	8/10/20	3/4 HP Square Flange	252.80	P.S.
	8/10/20	Tune Up Kit Pentair SuperFlo	48.02	P.S.
	9/12/20	Handicap Chair Lift Battery and Charger	449.97	P.S.
	9/14/20	Black Ink Cartridges (2)	98.42	M.B.
	9/16/20	Fire Ant Killer	8.59	P.S.
	9/16/20	Paper Towels 6 rolls	14.92	P.S.
	9/16/20	Pine Sol	11.48	P.S.
	9/16/20	Shop Vac	57.47	P.S.
	9/16/20	Air Freshener (4)	18.26	P.S.
	9/16/20	Mop & Glo	11.82	P.S.
	9/16/20	Light Bulbs 12pk	26.43	P.S.
	9/20/20	Constant Contact Monthly	25.19	M.B.
	9/21/20	Sign Post (4)	162.43	P.S.
	9/21/20	No Soliciting Sign (4)	187.04	P.S.
	9/21/20	Hardware for Signs	8.36	P.S.
			0.00	
			<u>TOTAL</u>	<u>\$1,381.28</u>

P.O. Box 548
Green Cove Springs, FL 32043

RECEIVED

OCT 26 2020

INVOICE DATE OCTOBER 56 2020
WEEK OF: 10-19-10-25

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!



Jacksonville FL 32207
(904) 396-5805
www.flapest.com

KEEP THIS PORTION FOR YOUR RECORDS

Scientific Pest Control

DIRECTED BY GRADUATE ENTOMOLOGISTS

RT	DAY	ACCOUNT NO	DATE SERVICED	CS	CK	CG	INVOICE NO	SERVICEMAN NO
7	32	RI0258- 1	10/19/20				859178 6	P370

MAIL INVOICE

RIDGEWOOD TRAILS CDD
1667 AZALEA RIDGE BLVD
MIDDLEBURG FL

CLAY

TODAY'S SERVICE:

- ☒ Inspected / treated around windows, eaves,
door facings and all entry points.
☒ Inspected / treated around perimeter of structure.

- ☒ Inspected / treated for control of rats
and / or mice.
☒ Cobweb cleaning.

- ☐ Inspected / treated around
garage and utility room.

COMMENTS:

Inspection and treatment applied to prevent insect entry.
Interior inspection and treatment as needed.

PLEASE PAY THE TECHNICIAN AT THE TIME OF SERVICE OR RETURN THIS PORTION WITH YOUR PAYMENT



2820 Spring Glen Rd
Jacksonville FL 32207
(904) 396-5805
www.flapest.com

MAIL INVOICE
RIDGEWOOD TRAILS CDD
1667 AZALEA RIDGE BLVD
MIDDLEBURG FL

TIRED OF GOING UP AND DOWN THE LADDER
TO CLEAN YOUR GUTTERS? WE CAN HELP!

CALL US TODAY ABOUT OUR
CLEAR GUTTER PEST DEFENSE PROGRAM.

Payment Information

- ☐ I'm enclosing a check or money order, payable to
Florida Pest Control & Chemical Co.



Card number _____

Expires _____

Cardholder _____

(please print name exactly as it appears on card)

Signature _____ 10/23/2020

Phone 1-320-57200-43200

E-mail Pest Control 99 (A)

Invoice No. 859178 6

Account No. RI0258 - 1

Amount Enclosed \$ _____

RECEIVED

OCT 26 2020

P.O. Box 548
Green Cove Springs, FL 32043

RECEIVED

OCT 26 2020

26
INVOICE DATE OCTOBER 5~~6~~ 2020
WEEK OF: 10-19-10-25

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!



Tree Amigos

Outdoor Services

Invoice

Invoice#: 13975

Date: 10/21/2020

Billed To: Governmental Management Services, LLC
475 West Town Place Suite 114
St. Augustine FL 32092

Project: 30096
Ridgewood Trails CDD O/S
475 West Town Place Suite 114
World Golf Village
St. Augustine FL 32092

Description	Quantity	Price	Ext Price
Mowing the 2 easements	1.00	300.00	300.00

Notes:

RECEIVED

Invoice Total: \$300.00

OCT 26 2020

[Handwritten Signature] 10/23/2020
1-330-58800-46200
Landscape Maintenance

91 (A)

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 212

Invoice Date: 11/1/20

Due Date: 11/1/20

Case:

P.O. Number:

RECEIVED

NOV 04 2020

Bill To:Ridgewood Trails CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - November 2020 1,810.513,840		3,416.67	3,416.67
Dissemination Agent Services - November 2020 378		83.33	83.33
Office Supplies 510		7.86	7.86
Postage 440		6.00	6.00
Copies 1125		96.90	96.90
3 (A)			
Total			\$3,610.76
Payments/Credits			\$0.00
Balance Due			\$3,610.76



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date 11/1/2020

Invoice # 131295596160

Terms	Net 20
Due Date	11/21/2020
PO #	
Customer #	13AZA025

Bill To RMS Ridgewood Trails CDD 9655 Florida Mining Blvd Bldg 300 suite 305 Jacksonville FL 32257	Ship To Azalea Ridge by DR Horton 1667 Azalea Ridge Blvd Middleburg FL 32068
--	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	720.00
RECEIVED OCT 26 2020				

Total Amount Due 720.00 \$720.00

Remittance Slip

Customer
13AZA025
Invoice #
131295596160

[Signature] 10/23/2020
1-320 54200-52100
Pool Chemicals
95 A

Amount Due \$720.00

Amount Paid _____

Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295596160

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 255
Invoice Date: 11/1/2020
Due Date: 11/1/2020
Case:
P.O. Number:

Bill To:
Ridgewood Trails CDD
475 West Town Place Suite 114
St. Augustine, FL 32092

RECEIVED

NOV 04 2020

Description	Hours/Qty	Rate	Amount
Janitorial Services - November 2020 320.512.342.0		831.67	831.67
Pool Maintenance Services - November 2020 320.572.4650		1,325.83	1,325.83
Contract Administration - November 2020 330.538.3400		1,821.25	1,821.25
Facility Management - Ridgewood Trails - November 2020 320.572.462.0		5,000.00	5,000.00
39 D			
Total			\$8,978.75
Payments/Credits			\$0.00
Balance Due			\$8,978.75

OW 11-5-20

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2020/2021 Special District Fee Invoice and Update Form
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 83149			Date Invoiced: 10/01/2020
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2020: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:

Ridgewood Trails Community Development District
Ms. Katie S. Buchanan
119 South Monroe Street, Suite 300
Tallahassee, FL 32301



2. Telephone: (850) 222-7500
3. Fax: (850) 224-8551
4. Email: katieb@hgsllaw.com
5. Status: Independent
6. Governing Body: Elected
7. Website Address: www.rldgewoodtrailscdd.com
8. County(ies): Clay
9. Function(s): Community Development
10. Boundary Map on File: 12/05/2005
11. Creation Document on File: 12/05/2005
12. Date Established: 10/19/2005
13. Creation Method: Local Ordinance
14. Local Governing Authority: Clay County
15. Creation Document(s): County Ordinances 2005-47 and 2010-27
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments
19. Most Recent Update: 10/09/2019

RECEIVED

NOV 12

RECEIVED

NOV 12 2020

7 (A)

1,810,513,540

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: Katie S. Buchanan Date 11/12/20

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2018/2019 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE NOVEMBER 9 2020
WEEK OF: 1026-29 AND 11/4-11/7

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

① 8
1,310.513.815

===== STATEMENT =====

October 31, 2020

Ridgewood Trails Community Development District
c/o Jim Oliver, District Manager
GOVERNMENTAL MANAGEMENT SERVICES, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Bill Number 118288

Billed through 09/30/2020

RECEIVED

NOV 10 2020

General Counsel / Monthly Meeting

RIDGE 00001 KSB

FOR PROFESSIONAL SERVICES RENDERED

09/01/20	SSW	Monitor executive orders regarding public meeting requirements and possible extension of waiver of physical quorum requirement for public meetings; research and confer with district management regarding questions relating to same.	0.20 hrs
09/02/20	KSB	Prepare for and attend board meeting.	2.00 hrs
09/08/20	KSB	Perform meeting follow up; prepare rental addendum regarding COVID.	0.70 hrs
09/26/20	JLK	Review phase 3 executive order; research related to Re-Open Florida Task Force for interpretation on same; draft, review and disseminate phase 3 reopening guidelines; confer with district's insurer on same; confer with district management and onsite team on same; update/edit and disseminate form of COVID waiver.	0.30 hrs
09/28/20	KEM	Prepare COVID-19 waiver and sign-in sheet for amenity rentals.	0.60 hrs
09/29/20	EGRE	Prepare HGS response to EDR's Natural Resource Survey.	0.10 hrs
09/30/20	ACW	Review Executive Order 20-246 and prepare summary of meeting requirements.	0.10 hrs
09/30/20	LMG	Analyze executive order initiating phase 3; evaluate implications on district amenity operations; prepare memorandum to district managers and amenity managers regarding same.	0.30 hrs

Total fees for this matter

\$1,117.00

MATTER SUMMARY

Willson, Alyssa C.	0.10 hrs	265 /hr	\$26.50
Gregory, Emma C.	0.10 hrs	235 /hr	\$23.50
Kilinski, Jennifer L.	0.30 hrs	275 /hr	\$82.50
Ibarra, Katherine E. - Paralegal	0.60 hrs	130 /hr	\$78.00
Buchanan, Katie S.	2.70 hrs	290 /hr	\$783.00

Gentry, Lauren M.	0.30 hrs	235 /hr	\$70.50
Warren, Sarah S.	0.20 hrs	265 /hr	\$53.00

TOTAL FEES			\$1,117.00
------------	--	--	------------

TOTAL CHARGES FOR THIS MATTER			\$1,117.00
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BILLING SUMMARY

Willson, Alyssa C.	0.10 hrs	265 /hr	\$26.50
Gregory, Emma C.	0.10 hrs	235 /hr	\$23.50
Kilinski, Jennifer L.	0.30 hrs	275 /hr	\$82.50
Ibarra, Katherine E. - Paralegal	0.60 hrs	130 /hr	\$78.00
Buchanan, Katie S.	2.70 hrs	290 /hr	\$783.00
Gentry, Lauren M.	0.30 hrs	235 /hr	\$70.50
Warren, Sarah S.	0.20 hrs	265 /hr	\$53.00

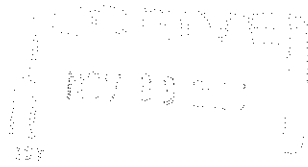
TOTAL FEES			\$1,117.00
------------	--	--	------------

TOTAL CHARGES FOR THIS BILL			\$1,117.00
------------------------------------	--	--	-------------------

Please include the bill number with your payment.

Clay County Sheriff's Office

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE

INVOICE DATE NOVEMBER 9 2020
WEEK OF: 1026-29 AND 11/4-11/7

TO:
Rdigewood Trails CDD aka Azalea Ridge
Bernadette Peregrino
1408 Hamlin Avenue, unit E
Saint Cloud, FL 34771

FOR:
Azalea Ridge

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10/26/20	KEITH SMITH 64	1830-2230	4	30.00	120.00
10/29/20	KEITH SMITH	2100-0100	4	30.00	120.00
11/4/20	KEITH SMITH	1730-2130	4	30.00	120.00
11/7/20	EDGAR HOWELL	1015-1415	4	30.00	120.00
	(A) 1,320.572.345				
TOTAL					480.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!



Remit To: Clay County Sheriff's Office
PO Box 548/901 N. Orange Ave
GREEN COVE SPRINGS, FL 32043
(904) 284-7575

Invoice Number: SSI09828
Invoice Date: 11/16/2020

Page: 1

Attn: Fiscal - Accounts Receivable

Bill
To: RIDGEWOOD TRAILS CDD
1408 HAMLIN AVE
UNIT E
SAINT CLOUD, FL 34771
BERNADETTE PEREGRINO

Ship
To: RIDGEWOOD TRAILS CDD
1408 HAMLIN AVE
UNIT E
SAINT CLOUD, FL 34771
BERNADETTE PEREGRINO

Due Date 12/1/2020
Terms Net 15 Days

Customer ID C0000575
P.O. Number
P.O. Date 11/16/2020
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-OCTOBER 2020		28	28	5.00	140.00
Fees-2nd Employment Scheduling		4	4	25.00	100.00

RECEIVED

NOV 20 2020

J. Elmir 11-19-20
~~001-330-53800-34500~~
Security 1,320,572.345
40 A

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 240.00

Subtotal: 240.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 240.00

RIDGEWOOD TRAILS CDD	10/6/2020	6375	HOWELL, JR., EDGAR W.	4.00
RIDGEWOOD TRAILS CDD	10/8/2020	6445	SMITH, KEITH A.	4.00
RIDGEWOOD TRAILS CDD	10/12/2020	6445	SMITH, KEITH A.	4.00
RIDGEWOOD TRAILS CDD	10/16/2020	6375	HOWELL, JR., EDGAR W.	4.00
RIDGEWOOD TRAILS CDD	10/20/2020	6375	HOWELL, JR., EDGAR W.	4.00
RIDGEWOOD TRAILS CDD	10/21/2020	6445	SMITH, KEITH A.	4.00
RIDGEWOOD TRAILS CDD	10/26/2020	6445	SMITH, KEITH A.	4.00
			TOTAL	28.00

P.O. Box 548
Green Cove Springs, FL 32043

NOV 23 2020

INVOICE DATE NOVEMBER 23 2020
WEEK OF: 11-15-11-22

FOR:
Azalea Ridge

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

1400 Village Square Blvd #3-293
Tallahassee, FL 32312
(850) 523-8882
tracy@wearefitnesspro.com
www.wearefitnesspro.com

INVOICE



1400 Village Square #3-293
Tallahassee, FL 32312
850-523-8882

BILL TO

RIDGEWOOD TRAILS CCD
1667 AZALEA RIDGE BLVD
MIDDLEBURG, FL 32068

SHIP TO

RIDGEWOOD TRAILS CCD
1667 AZALEA RIDGE BLVD
MIDDLEBURG, FL 32068

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSURE
23697	11/17/2020	\$200.00	12/02/2020	Net 15	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	PRODUCT/SERVICE	QTY	AMOUNT
11/12/2020	PM Nov 12, 2020: Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. Calibrated treadmills. Inspected and tested cardio. Inspected strength found chest press cable needs replaced SERVICE REQUEST 28685 - NOV SEMI ANNUAL PM	2	200.00

SUBTOTAL 200.00
TAX (0) 0.00
TOTAL 200.00
BALANCE DUE **\$200.00**

RECEIVED

NOV 20 2020

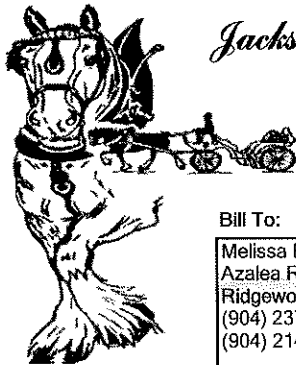
S. E. Miller 11-19-20

001-320-57200-46000

1,320,572,460

48(A)

General Facility Maintenance



Jacksonville Carriage Co LLC

12558 Old Kings Rd
Jacksonville, FL 32219
(904) 766-3933
www.JaxCarriage.Com

Invoice

Number: 20202385

Date: 11/19/2020

Bill To:

Melissa Brown
Azalea Ridge Subdivision
Ridgewood Trails CDD
(904) 237-9487 cell
(904) 214-3346 off

Event Location:

Azalea Ridge Subdivision
3813 Great Falls Loop
Middleburg, FL, 32068

Customer Email	Terms	Sales Rep
ridgewoodtrailsmgr@rmsnf.com		Bieni Boyce

Date	Service ID	Description	Quantity	Price	Amount
12/12/2020	Hayride	Horse-drawn Haywagon Rides			
	Time	11:00am - 1:00pm			
	Deposit	Please remit a Non-Refundable deposit to reserve us. Bad weather rescheduling must be done by 12/11/2020 or balance is due.		\$575.00	\$575.00
	Balance	Balance due on arrival.		\$575.00	\$575.00

Jacksonville Carriage Co follows recommended guidelines for COVID-19. We will not cancel our services for the event unless it is legally prohibited. We reserve the time slot exclusively for your event and your non-refundable deposit is to hold this time for you. Please consider this when planning your event.

Please review this invoice to ensure it accurately reflects our agreement.
Add 4% for payments by credit card.

Bieni@JaxCarriage.Com

Total

\$1,150.00

WARNING

Under Florida law, an equine activity sponsor or equine professional is not liable for an injury to, or the death of, a participant in equine activities resulting from the inherent risks of equine activities.

830
1,500.155.100

RECEIVED

NOV 20 2020

Santa Kevin Event Confirmation

Event: *Day/Date* Dec 12th From: 11am To: 1pm Sales Rep: KM

Client Name: Ridgewood Trials CDD Melissa Brown

Billing Address: 3813 Great Falls Loop Middleburg, Florida 32068

Phone: *(Day)* (904)214-3346 Phone: *(Evening)* Phone: *(Fax)* (904) 000-0000

Event Contact: Melissa Brown Contact Phone: (904) 000-0000

Event Address: 3813 Great Falls Loop

Event Details

All home parties, corporate events, and special events are a minimum one-hour call within a 30-mile radius ZIP 32259. For Home or Private visits performer(s) will arrive within a +/- 15 to 20-minute window of scheduled time. May be adjusted due to traffic or other unforeseeable circumstances, time will be made up at the end of contracted schedule time. 30-minute bookings are limited to Private single-family home visits.

A break of ten minutes after a full hour of work is appropriate.

A cool non-alcoholic drink is always welcome.

Gratuities are not included but are appreciated.

RECEIVED

NOV 23 2020

Event Appearance Fee Schedule					
Hourly Fee	Qty	@	Rate	=	Fee
First Hour <i>(Minimum)</i>	2	@	\$200./\$175.	=	\$375.00
Additional Hours Elf	2	@	\$50.00	=	\$100.00
Total Hours	4	Hrs.	Total Fee	=	\$475.00

Agreement Information

Retainer Amount: \$275.00 Due: Upon approved agreement Payable to: Kevin Mason

Balance of: \$200.00 To be paid in cash/check at the end of the event appearance. Bounce check fee additional \$135.00

If Cancellation becomes necessary by client prior to 48 hrs. before event a charge of \$50.00 will be applied to the prepaid retainer amount. If event appearance is canceled by client within 48 hrs. of scheduled appearance the retainer becomes non-refundable.

I have read the above agreement and agreed to its Terms and Conditions. I understand that this booking will remain tentative, subject to cancellation until the signed contract and deposit is received.

Melissa Brown
(Print Full Name)

[Signature]
(Client Signature)

11/23/20
(Date)

Return approved Event Confirmation to:

Kevin Mason (aka Santa Kevin) 1821 Autumnbrook Lane, St. Johns, Florida 32259
SantaKevinJAX@yahoo.com • (904) 287-3764

Follow Santa Kevin JAX on Facebook at <https://www.facebook.com/Santa-Kevin-241877019695367/>



DOSA Protecting God's Children Certified

106 A
1,300.155.100

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE NOVEMBER 16 2020
WEEK OF: 119-11-15

FOR:
Azalea Ridge

NOV 16 2020

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE DATE NOVEMBER 23 2020
WEEK OF: 11-15-11-22

FOR:
Azalea Ridge

NOV 23 2020

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 258
Invoice Date: 11/13/2020
Due Date: 11/13/2020
Case:
P.O. Number:

Bill To:
Ridgewood Trails CDD
475 West Town Place Suite 114
St. Augustine, FL 32092

RECEIVED

NOV 20 2020

Description	Hours/Qty	Rate	Amount
Facility Maintenance October 1 - October 31, 2020		1,134.26	1,134.26
Maintenance Supplies		866.35	866.35
Gen. Facility Maint. \$808.00 320, 572, 4610			
Repairs / Maint. - Field \$927.00 330, 538, 4600			
Janitorial Supplies \$265.61 320, 572, 5220			
39(A)			
Total			\$2,000.61
Payments/Credits			\$0.00
Balance Due			\$2,000.61

RMW
11, 20, 20

E.

SERVICES AND GOODS ORDER AGREEMENT [RECREATION EQUIPMENT]

Owner: **RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Address: **475 West Town Place, Suite 114
St. Augustine, Florida 32092**

Phone: **(904) 940-5850**

Fax: _____

“Owner”

Seller: **BYO RECREATION LLC**

Address: **405 Golfway West Drive, Suite 302
St. Augustine, Florida 32095**

Phone: **(800) 853-5316**

Fax: _____

“Seller”

Project Name: **Ridgewood Trails Recreation Equipment
3813 Great Falls Loop
Middleburg, Florida 32068**

“Project”

Contract Date: **09/21/2020**

Contract #: **Proposal No. 97297**

DESCRIPTION OF GOODS OR SERVICES - **Purchase of recreation equipment. See Exhibit A, Proposal #97297, dated September 21, 2020.**

	DRAWINGS ATTACHED	YES	No	N/A	IF YES, DATED
	SPECIFICATIONS ATTACHED	YES	No	N/A	IF YES, DATED September 21, 2020
	SITE RULES ATTACHED	YES	No	N/A	IF YES, TITLED AS
	SCHEDULE	DELIVERY DUE BY: _____			

TERM (check one of the following):

☒ **Single Purchase of Goods**

Delivery Date: The Delivery Date shall be as determined by Owner in its sole discretion and transmitted to Seller in writing.

☐ **Single Project**

Commencement Date: _____

Estimated End Date: _____

PRICE (check one of the following):

☒ **Fixed Price**

____ Time and Materials

____ Time and Materials (Quote Attached)

Price: \$31,494.44

Not to Exceed Price: \$

Not To Exceed Price: \$

Commercial General Liability Insurance each occurrence combined single limit: \$1,000,000

IN WITNESS HEREOF, the parties have executed this *Services and Goods Order Agreement* (“Order”) effective as of the date executed below. By executing this document below, Seller acknowledges that it has read all of the terms and provisions of this Order and agrees to perform the services or deliver the goods as described herein and will comply fully with the terms and conditions hereof.

**RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Owner

DocuSigned by:

Marty Genska

Name: **Marty Genska**

Title: **Chairman**

Date Executed: **12/23/2020**

BYO RECREATION LLC

Seller

By: _____

Name: _____

Title: _____

Date Executed: _____

TERMS AND CONDITIONS

DEFINITIONS

As used throughout this Order, the following definitions apply unless otherwise specifically stated:

- a. "Goods" means those part numbers, model numbers and/or descriptions set forth in Exhibit A.
- b. "Indemnified Parties" means (i) Owner, its Board of Supervisors, agents, officers, and employees, the Engineer, District Manager, and such other parties as Owner may reasonably request. Any one of the foregoing is an "Indemnified Party."
- c. "Services" means any effort specifically required by this Order such as design, engineering, maintenance, repair, construction, installation, or consulting or professional services.
- d. "Project" means the delivery and installation of the Goods.

GENERAL PROVISIONS

1. PRICE. The Price set forth above includes all applicable taxes, recognizing the tax exempt status of the District, and all tools, equipment, supplies, insurance and other materials or services (including without limitation all packing, loading or freight) necessary to deliver and install the Goods.

2. TERMS OF PAYMENT. Seller's Invoice ("Invoice") must be submitted before payment will be made by Owner pursuant to this Order. Any indebtedness of Seller to Owner may, at Owner's option, be credited against amounts owing by Owner hereunder.

- a. PAYMENT OF FIXED PRICE CONTRACTS. Owner agrees to remit a deposit to Seller in an amount equal to fifty percent (50%) of the total Fixed Price amount upon execution of this Order. Seller shall submit its Invoice for the balance following acceptance of the Goods and completion of the Services. Seller's Invoice will be paid by Owner not later than forty-five (45) days following receipt to Owner.
- b. PAYMENT OF TIME AND MATERIALS CONTRACTS. Seller may submit an Invoice to Owner monthly, but not more frequently. The period covered by each Invoice shall be one (1) month, unless otherwise agreed in writing by the parties. Each Invoice will be paid by Owner not later than forty-five (45) days following receipt to Owner. Owner may retain a portion of the payment due to Seller in accordance with applicable law.

3. SCHEDULE. Seller shall perform the Services and/or deliver the Goods per the schedule ("Schedule") and/or term ("Term") shown on Page 1 of this Order, or, if applicable, by _____. Time is of the essence with respect to this Order, and Seller shall not deviate from the Schedule without Owner's prior written consent. Owner may cancel this Order or any part thereof or reject delivery of Goods or the performance of Services if such delivery or performance is not in material accordance with the specifications of this Order, including the Schedule. Seller shall indemnify Owner for all loss and damage of whatever nature caused by such delay or failure, excepting only delays for causes beyond Seller's reasonable control.

4. TERMS APPLICABLE TO THE PURCHASE OF GOODS.

- a. DELIVERY. On all deliveries of Goods, freight shall be prepaid by Seller, which amount is included in the lump sum not to exceed price, and risk of loss shall pass at the time such Goods are installed at the Project and the Project is substantially complete and accepted by Owner. The Delivery Date shall be the date provided by Owner to Seller in writing, recognizing that the Delivery Date is largely contingent upon the construction schedule of the amenity facility.
- b. WARRANTY. In addition to the specific warranties provided in the attached Exhibit A and any additional manufacturer warranties, Seller warrants that the title to Goods conveyed shall be good and that the transfer of the Goods shall be rightful. The Goods shall be free from any security interest or lien, and the Goods shall conform to the description herein stated and any specifications provided by Owner. The Goods shall be of merchantable quality and shall be fit for the use intended, including meeting the 2010 ADA specifications/design standards. Seller agrees, without prejudice to any other rights Owner may have, to replace or otherwise remedy any defective Goods without further cost to Owner or, at Owner's option, to reimburse Owner for its cost of replacing defective Goods. All Goods are subject to inspection by Owner before, upon, and within a reasonable time after delivery. Goods shall not be replaced without Owner's prior written instructions. Any acceptance by Owner shall not prevent Owner from later rejecting non-conforming Goods. The warranty provided herein shall survive the completion or termination of this Order and is in addition to any warranties provided by law.

5. TERMS APPLICABLE TO THE PERFORMANCE OF SERVICES.

- a. STANDARDS FOR PERFORMANCE. Seller agrees to perform the Services to the satisfaction of Owner, in a first-class and workmanlike manner, and using the highest level of professional skill, care and diligence. Seller shall perform the Services in conformity with accepted standards of construction and safety, Owner's specifications and drawings, and the rules and regulations for the Project ("Building Rules and Regulations") as may be promulgated by Owner from time to time. Installation shall conform to industry best practices,

including but not limited to, securing all Goods delivered to the floor to a solid, level surface to stabilize and eliminate rocking or tipping over unless otherwise directed by the Owner. Installation must be performed by a licensed contractor. Further, the equipment must be installed in a manner that complies with all applicable laws, including the 2010 ADA Standards for Accessible Design.

- b. WARRANTY. Sellers warranty as it relates to its performance of services shall be for a period of one year from project completion and acceptance by Owner, except as otherwise provided herein.

6. COMPLIANCE WITH LAW. Seller agrees that at all times it will comply with all applicable federal, state, municipal and local laws, orders and regulations.

7. INDEMNITY. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, SELLER (ON BEHALF OF ITSELF AND ANY SUBCONTRACTORS) AGREES TO FULLY INDEMNIFY, HOLD HARMLESS AND DEFEND THE INDEMNIFIED PARTIES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, FINES, CAUSES OF ACTION, SUITS AND LIABILITY OF EVERY KIND INCLUDING COURT COSTS AND ATTORNEYS' FEES FOR INJURY TO OR DEATH OF ANY PERSON, FOR DAMAGE TO ANY PROPERTY, FOR LOSS OF BUSINESS, FOR CONSEQUENTIAL DAMAGES AND ALL OTHER DAMAGES (COLLECTIVELY, "DAMAGES") ARISING OUT OF OR IN CONNECTION WITH THIS ORDER (EXPRESSLY EXCLUDING, HOWEVER, DAMAGES CAUSED BY OWNER'S OWN NEGLIGENCE). THE PROVISIONS OF THIS SECTION 7 SHALL SURVIVE THE COMPLETION OR EARLIER TERMINATION OF THIS ORDER.

8. INSURANCE. At all times during the term of this Order agreement, Seller, at its sole cost and expense, shall maintain insurance coverages of the types and amounts set forth below:

- a. Commercial general liability insurance with minimum limits of liability not less than the amount shown on Page 1 of this Order. Such insurance shall include coverage for contractual liability, and products and completed operations.
- b. Workers' Compensation Insurance covering all employees of Seller in statutory amounts, and employer's liability insurance with limits of not less than \$100,000 each accident.
- c. Comprehensive automobile liability insurance covering all automobiles used by Seller, with limits of liability of not less than \$1,000,000 each occurrence combined single limit bodily injury and property damage.
- d. For consulting and advisory services, Professional Liability Insurance with limits of \$1,000,000 each claim.

The policies required in subparagraphs (a) and (c) above shall name Owner, its Board of Supervisors, agents, officers, and employees, the Engineer, District Manager, and such other parties as Owner may reasonably request as additional insured. Upon execution of this Order and 15 days prior to the renewal of any of the required insurance, Seller shall furnish Owner with certificates of insurance evidencing that all insurance required hereunder is in full force and effect, if requested by Owner. All required insurance shall provide 30 days advance written notice to Owner of any cancellation or reduction in coverage.

9. DEFAULT. Upon any material default by Seller hereunder, Owner may, in addition to any other remedies available to Owner at law or in equity, cancel this Order without penalty or liability by written notice to Seller. Seller shall be liable to Owner for all expenses incurred by Owner in finishing any portion of the Services not completed due to such termination. Seller's obligations under this Section 9 shall survive any termination of this Order.

10. LIMITATION OF LIABILITY. Nothing herein shall be construed to be a waiver of the Owner's limit of liability contained in Section 768.28, *Florida Statutes*.

11. WAIVER. Any failure of Owner to enforce at any time, or for any period of time, any of the provisions of this Order shall not constitute a waiver of such provisions or a waiver of Owner's right to enforce each and every provision.

12. MODIFICATIONS. This Order supersedes all prior discussions, agreements and understandings between the parties and constitutes the entire agreement between the parties with respect to the transaction herein contemplated. Changes, modifications, waivers, additions or amendments to the terms and conditions of this Order shall be binding on Owner only if such changes, modifications, waivers, additions or amendments are in writing and signed by a duly authorized representative of Owner. If such changes result in a decrease or increase in Seller's cost or in performance time, an adjustment to the Price and Schedule must be made and agreed upon in writing by both Owner and Seller.

13. ATTACHMENTS. Any document referenced on Page 1 of this Order and attached as Exhibit A hereto shall be for the sole purpose of providing a description of the Goods and/or Services. Any quote attached as Exhibit A hereto shall be for the purpose of indicating the maximum price of the Goods, delivery and installation totals.

14. APPLICABLE LAW. The validity, interpretation, and performance of this Order shall be governed by the laws of the State of Florida, in force at the date of this Order. Where not modified by the terms herein, the provisions of Florida's enactment of Article 2 of the Uniform Commercial Code shall apply to this transaction.

15. MECHANIC'S LIENS. Notwithstanding that Owner is a local unit of special purpose government and not subject to the lien provisions of Chapter 713, *Florida Statutes*, Seller agrees to keep the Project free of all liens, including equitable liens, claims or encumbrances (collectively, "Liens") arising out of the performance of any Services or delivery of any Goods by Seller, and shall furnish Owner with appropriate lien waivers from all potential claimants upon request of Owner. If any Liens are filed, Owner may without waiving its rights based on such breach by Seller or releasing Seller from any obligations hereunder, pay or satisfy the same and in such event the sums so paid by Owner shall be due and payable by Seller immediately and without notice or demand, with interest from the date paid by Owner through the date paid by Seller, at the highest rate permitted by law. Seller shall indemnify and hold Owner harmless for all expenses incurred by Owner as a result of the failure of Seller to fulfill its obligations under this Section 15.

16. PERMITS. Before commencing performance hereunder, Seller shall obtain all permits, approvals, certificates and licenses necessary for the proper performance of this Order and pay all fees and charges therefore. The originals of all such documents shall be delivered to Owner upon receipt by Seller.

17. PARTIAL INVALIDITY. If in any instance any provision of this Order shall be determined to be invalid or unenforceable under any applicable law, such provision shall not apply in such instance, but the remaining provisions shall be given effect in accordance with their terms.

18. ASSIGNMENT AND SUBCONTRACTING. This Order shall not be assigned or transferred by Seller without prior written approval by Owner, and any attempted assignment or transfer without such consent shall be void. Seller shall not subcontract this Order without the prior written consent of Owner. Owner may assign this Order to any transferee of the Project, and upon such transferee's assumption of the obligations of Owner hereunder, Owner shall thereafter be released from any obligations accruing pursuant to this Order.

19. RELATIONSHIP. The relationship between Owner and Seller shall be that of independent contractor, and Seller, its agents and employees, shall under no circumstances be deemed employees, agents or representatives of Owner. Seller agrees that Owner shall not be responsible for job-site safety.

20. NOTICES. Any notice, approval or other communication required hereunder must be in writing and shall be deemed given if delivered by hand or mailed by registered mail or certified mail addressed to the parties hereto as indicated on Page 1.

21. TERMINATION OPTION. Notwithstanding anything herein to the contrary, Owner shall have the right, at its sole election, to terminate this Order for any cause whatsoever upon the delivery of written notice to Seller.

22. RELEASE OF INFORMATION. Seller acknowledges that this Agreement and all the documents pertaining thereto are public records and subject to the provisions of Chapter 119, *Florida Statutes*.

EXHIBIT A

*Beyond
Your
Ordinary*

PROPOSAL #: 97297

ACCOUNT:
RIVERSIDE MANAGEMENT SERVICES

DATE CREATED:
9/21/2020

ACCOUNT REP:
Jesse Williams

PREPARED FOR:

PRIMARY CONTACT:
Christopher Hall

EMAIL:
chall@rmsnf.com

PHONE NUMBER:
+19046579211

ORGANIZATION:
Riverside Management
Services



BILLING & SHIPPING:




BILLING ADDRESS:
Ridgewood Trails CDD

3813 Great Falls
Middleburg, FL 32068

SHIPPING ADDRESS:
Ridgewood Trails CDD
3813 Great Falls Loop
Middleburg, FL 32068

Correct?

Qty	Product	Price	Discount	Total
1	 <p>CABANA BAY W/ 4 POST INTEGRATED SHADE Model: CUSTOM-4IS5695-PP The Cabana Bay structure consists of the following fun filled play components: Sliding Activities (2): Double Super Sonic Slide Super Sonic Slide Climbing Activities (5): Stratascend Wall w/ Climb Hybrid Straight Overhead Funnel Chunnel Climbing Link Surge Climber Loop Arch Climber Sensory & Dramatic Play (2): Play Wheel Bongos The Cabana Bay Structure Features: - Commercial grade components specifically engineered to resist corrosion, fading and mildew. - Designed in compliance with public playground safety standards (ASTM & CPSC). - Meets ADA guidelines and allow inclusive play for all children. - Hundreds of color combinations available to turn any playground into a stimulating play environment.</p>	\$40,739.00	\$15,480.82	\$25,258.18
1	 <p>DOUBLE BAY BIPOD SWING SET W/4 STRAP SEATS - BLUE YOKES Model: 7002-UP The Bipod Swings feature a 8' high frame with 2-3/8" galvanized pipe top rail and 2-3/8" diameter legs. Choose from Powder coated blue (BLU) or green (GRN) yoke connectors. Choose from Straps or Tot Seats (or a combination of both if a Two Bay) both include the necessary swing hangers, chain and factory-closed S-hooks.</p>	\$1,865.00	\$0.00	\$1,865.00

	<p>Use Zone Information:</p> <p>One Bay w/ Strap Seats: 25' x 32'</p> <p>One Bay w/ Tot Seats: 25' x 24'</p> <p>Two Bay w/ 4 Strap Seats: 37' x 32'</p> <p>Two Bay w/ 2 Strap Seat & 2 Tot Seats: 37' x 32'</p> <p>Two Bay w/ 4 Tot Seats: 37' x 24'</p> <p>Warranty Information:</p> <p>5 Year Warranty on Metal Parts & Ground Mount Metals Parts.</p> <p>10 Year Warranty on Upright Posts</p>			
49	 <p>WOOD PLAYGROUND MULCH Model: BYO-510Z IPEMA certified to meet ASTM, CPSC, and ADA playground surfacing standards. Engineered wood fiber (EWF) playground safety surfacing is manufactured from natural fibers, and is designed to reduce injuries on playgrounds, and provide a stable, resilient surface for trails. It is a 100% natural product and contains no chemicals or artificial ingredients. Fresh wood is utilized than cannot be made into lumber. Environmentally safe. Meets non-flammability standards.</p>	\$25.74	\$0.00	\$1,261.26
54	 <p>PLAYGROUND BORDER WITH SURFACING GUIDE Model: APS-2003 Playground Border with Surfacing Guide - 4ft x 12in - Black These plastic landscape timbers surround your playground area with a no-maintenance alternative to wood and help keep playground surfacing in place. They feature a newer, more symmetrical design on the front and a surfacing guide on the middle of the back. The guides mark at 1" - 7" on the 8" borders and at 1" - 11" on the 12" borders, which allows you to easily inspect your surfacing depth and ensure adequate surfacing. Made from 100% plastic. Includes spike.</p>	\$39.00	\$0.00	\$2,106.00
1	 <p>ADA / WHEELCHAIR ACCESSIBLE HALF RAMP Model: APS-2005 ADA / Wheelchair Accessible Half Ramp</p>	\$553.00	\$0.00	\$553.00
1	<p>DURALINER Model: duraliner 1,500 square feet per roll</p>	\$190.00	\$0.00	\$190.00
1	<p>SEASONAL DISCOUNT Model: CUSTOM-SDYTD003-000820 Seasonal Discount For Purchase On Or Before 11/20/20(Signed Documents)</p>	\$-3,600.00	\$0.00	\$-3,600.00

Sub Total: \$27,633.44**Have questions about this quote?**

I Accept!
Let's Go



Call **800-853-5316** or visit BYOPLAYGROUND.COM

Sales Tax: \$0.00

Shipping: \$3,861.00

Total: \$31,494.44

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

Thank you for the opportunity to quote your playground project. We accept Visa, Mastercard, Discover, personal & business checks and purchase orders from government entities. All items must be paid for in advance of order unless prior arrangements are approved. Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. By signing below you agree to the terms and conditions found here:

<https://www.byoplayground.com/byo-terms-and-conditions>

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____ Date: _____

F.

SERVICES AND GOODS ORDER AGREEMENT [RECREATION EQUIPMENT]

Owner: **RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Address: **475 West Town Place, Suite 114
St. Augustine, Florida 32092**

Phone: **(904) 940-5850**

Fax:

“Owner”

Seller: **NPC INSTALLATION COMPANY LLC**

Address: **405 Golfway West Drive, Suite 302
St. Augustine, Florida 32095**

Phone: **(800) 853-5316**

Fax:

“Seller”

Project Name: **Ridgewood Trails Recreation Equipment
Installation**

3813 Great Falls Loop

Middleburg, Florida 32068

“Project”

Contract Date: **10/02/2020**

Contract #: **Proposal No. 97488**

DESCRIPTION OF GOODS OR SERVICES – **Installation of Playground Equipment See Exhibit A, Proposal #97488, dated October 2, 2020.**

	DRAWINGS ATTACHED	YES	<u>No</u>	N/A	IF YES, DATED
	SPECIFICATIONS ATTACHED	<u>YES</u>	No	N/A	IF YES, DATED October 2, 2020
	SITE RULES ATTACHED	YES	<u>No</u>	N/A	IF YES, TITLED AS
	SCHEDULE	DELIVERY DUE BY: _____			

TERM (check one of the following):

☒ **Single Purchase of Services**

Delivery Date: The Delivery Date shall be as determined by Owner in its sole discretion and transmitted to Seller in writing.

☐ **Single Project**

Commencement Date: _____

Estimated End Date: _____

PRICE (check one of the following):

☒ **Fixed Price**

___ Time and Materials

___ Time and Materials (Quote Attached)

Price: \$11,995.00

Not to Exceed Price: \$

Not To Exceed Price: \$

Commercial General Liability Insurance each occurrence combined single limit: \$1,000,000

IN WITNESS HEREOF, the parties have executed this *Services and Goods Order Agreement* (“Order”) effective as of the date executed below. By executing this document below, Seller acknowledges that it has read all of the terms and provisions of this Order and agrees to perform the services or deliver the goods as described herein and will comply fully with the terms and conditions hereof.

**RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Owner

DocuSigned by:

By: **Marty Genska**

Name: **Marty Genska**

Title: **Chairman**

Date Executed: **12/23/2020**

NPC INSTALLATION COMPANY LLC

Seller

By:

Name:

Title:

Date Executed:

TERMS AND CONDITIONS

DEFINITIONS

As used throughout this Order, the following definitions apply unless otherwise specifically stated:

- a. "Goods" means those part numbers, model numbers and/or descriptions set forth in Exhibit A.
- b. "Indemnified Parties" means (i) Owner, its Board of Supervisors, agents, officers, and employees, the Engineer, District Manager, and such other parties as Owner may reasonably request. Any one of the foregoing is an "Indemnified Party."
- c. "Services" means any effort specifically required by this Order such as design, engineering, maintenance, repair, construction, installation, or consulting or professional services.
- d. "Project" means the delivery and installation of the Goods.

GENERAL PROVISIONS

1. PRICE. The Price set forth above includes all applicable taxes, recognizing the tax exempt status of the District, and all tools, equipment, supplies, insurance and other materials or services (including without limitation all packing, loading or freight) necessary to deliver and install the Goods.

2. TERMS OF PAYMENT. Seller's Invoice ("Invoice") must be submitted before payment will be made by Owner pursuant to this Order. Any indebtedness of Seller to Owner may, at Owner's option, be credited against amounts owing by Owner hereunder.

- a. PAYMENT OF FIXED PRICE CONTRACTS. Owner agrees to remit a deposit to Seller in an amount equal to fifty percent (50%) of the total Fixed Price amount upon execution of this Order. Seller shall submit its Invoice for the balance following acceptance of the Goods and completion of the Services. Seller's Invoice will be paid by Owner not later than forty-five (45) days following receipt to Owner.
- b. PAYMENT OF TIME AND MATERIALS CONTRACTS. Seller may submit an Invoice to Owner monthly, but not more frequently. The period covered by each Invoice shall be one (1) month, unless otherwise agreed in writing by the parties. Each Invoice will be paid by Owner not later than forty-five (45) days following receipt to Owner. Owner may retain a portion of the payment due to Seller in accordance with applicable law.

3. SCHEDULE. Seller shall perform the Services and/or deliver the Goods per the schedule ("Schedule") and/or term ("Term") shown on Page 1 of this Order, or, if applicable, by _____. Time is of the essence with respect to this Order, and Seller shall not deviate from the Schedule without Owner's prior written consent. Owner may cancel this Order or any part thereof or reject delivery of Goods or the performance of Services if such delivery or performance is not in material accordance with the specifications of this Order, including the Schedule. Seller shall indemnify Owner for all loss and damage of whatever nature caused by such delay or failure, excepting only delays for causes beyond Seller's reasonable control.

4. TERMS APPLICABLE TO THE PURCHASE OF GOODS.

- a. DELIVERY. On all deliveries of Goods, freight shall be prepaid by Seller, which amount is included in the lump sum not to exceed price, and risk of loss shall pass at the time such Goods are installed at the Project and the Project is substantially complete and accepted by Owner. The Delivery Date shall be the date provided by Owner to Seller in writing, recognizing that the Delivery Date is largely contingent upon the construction schedule of the amenity facility.
- b. WARRANTY. In addition to the specific warranties provided in the attached Exhibit A and any additional manufacturer warranties, Seller warrants that the title to Goods conveyed shall be good and that the transfer of the Goods shall be rightful. The Goods shall be free from any security interest or lien, and the Goods shall conform to the description herein stated and any specifications provided by Owner. The Goods shall be of merchantable quality and shall be fit for the use intended, including meeting the 2010 ADA specifications/design standards. Seller agrees, without prejudice to any other rights Owner may have, to replace or otherwise remedy any defective Goods without further cost to Owner or, at Owner's option, to reimburse Owner for its cost of replacing defective Goods. All Goods are subject to inspection by Owner before, upon, and within a reasonable time after delivery. Goods shall not be replaced without Owner's prior written instructions. Any acceptance by Owner shall not prevent Owner from later rejecting non-conforming Goods. The warranty provided herein shall survive the completion or termination of this Order and is in addition to any warranties provided by law.

5. TERMS APPLICABLE TO THE PERFORMANCE OF SERVICES.

- a. STANDARDS FOR PERFORMANCE. Seller agrees to perform the Services to the satisfaction of Owner, in a first-class and workmanlike manner, and using the highest level of professional skill, care and diligence. Seller shall perform the Services in conformity with accepted standards of construction and safety, Owner's specifications and drawings, and the rules and regulations for the Project ("Building Rules and Regulations") as may be promulgated by Owner from time to time. Installation shall conform to industry best practices,

including but not limited to, securing all Goods delivered to the floor to a solid, level surface to stabilize and eliminate rocking or tipping over unless otherwise directed by the Owner. Installation must be performed by a licensed contractor. Further, the equipment must be installed in a manner that complies with all applicable laws, including the 2010 ADA Standards for Accessible Design.

- b. WARRANTY. Sellers warranty as it relates to its performance of services shall be for a period of one year from project completion and acceptance by Owner, except as otherwise provided herein.

6. COMPLIANCE WITH LAW. Seller agrees that at all times it will comply with all applicable federal, state, municipal and local laws, orders and regulations.

7. INDEMNITY. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, SELLER (ON BEHALF OF ITSELF AND ANY SUBCONTRACTORS) AGREES TO FULLY INDEMNIFY, HOLD HARMLESS AND DEFEND THE INDEMNIFIED PARTIES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, FINES, CAUSES OF ACTION, SUITS AND LIABILITY OF EVERY KIND INCLUDING COURT COSTS AND ATTORNEYS' FEES FOR INJURY TO OR DEATH OF ANY PERSON, FOR DAMAGE TO ANY PROPERTY, FOR LOSS OF BUSINESS, FOR CONSEQUENTIAL DAMAGES AND ALL OTHER DAMAGES (COLLECTIVELY, "DAMAGES") ARISING OUT OF OR IN CONNECTION WITH THIS ORDER (EXPRESSLY EXCLUDING, HOWEVER, DAMAGES CAUSED BY OWNER'S OWN NEGLIGENCE). THE PROVISIONS OF THIS SECTION 7 SHALL SURVIVE THE COMPLETION OR EARLIER TERMINATION OF THIS ORDER.

8. INSURANCE. At all times during the term of this Order agreement, Seller, at its sole cost and expense, shall maintain insurance coverages of the types and amounts set forth below:

- a. Commercial general liability insurance with minimum limits of liability not less than the amount shown on Page 1 of this Order. Such insurance shall include coverage for contractual liability, and products and completed operations.
- b. Workers' Compensation Insurance covering all employees of Seller in statutory amounts, and employer's liability insurance with limits of not less than \$100,000 each accident.
- c. Comprehensive automobile liability insurance covering all automobiles used by Seller, with limits of liability of not less than \$1,000,000 each occurrence combined single limit bodily injury and property damage.
- d. For consulting and advisory services, Professional Liability Insurance with limits of \$1,000,000 each claim.

The policies required in subparagraphs (a) and (c) above shall name Owner, its Board of Supervisors, agents, officers, and employees, the Engineer, District Manager, and such other parties as Owner may reasonably request as additional insured. Upon execution of this Order and 15 days prior to the renewal of any of the required insurance, Seller shall furnish Owner with certificates of insurance evidencing that all insurance required hereunder is in full force and effect, if requested by Owner. All required insurance shall provide 30 days advance written notice to Owner of any cancellation or reduction in coverage.

9. DEFAULT. Upon any material default by Seller hereunder, Owner may, in addition to any other remedies available to Owner at law or in equity, cancel this Order without penalty or liability by written notice to Seller. Seller shall be liable to Owner for all expenses incurred by Owner in finishing any portion of the Services not completed due to such termination. Seller's obligations under this Section 9 shall survive any termination of this Order.

10. LIMITATION OF LIABILITY. Nothing herein shall be construed to be a waiver of the Owner's limit of liability contained in Section 768.28, *Florida Statutes*.

11. WAIVER. Any failure of Owner to enforce at any time, or for any period of time, any of the provisions of this Order shall not constitute a waiver of such provisions or a waiver of Owner's right to enforce each and every provision.

12. MODIFICATIONS. This Order supersedes all prior discussions, agreements and understandings between the parties and constitutes the entire agreement between the parties with respect to the transaction herein contemplated. Changes, modifications, waivers, additions or amendments to the terms and conditions of this Order shall be binding on Owner only if such changes, modifications, waivers, additions or amendments are in writing and signed by a duly authorized representative of Owner. If such changes result in a decrease or increase in Seller's cost or in performance time, an adjustment to the Price and Schedule must be made and agreed upon in writing by both Owner and Seller.

13. ATTACHMENTS. Any document referenced on Page 1 of this Order and attached as Exhibit A hereto shall be for the sole purpose of providing a description of the Goods and/or Services. Any quote attached as Exhibit A hereto shall be for the purpose of indicating the maximum price of the Goods, delivery and installation totals.

14. APPLICABLE LAW. The validity, interpretation, and performance of this Order shall be governed by the laws of the State of Florida, in force at the date of this Order. Where not modified by the terms herein, the provisions of Florida's enactment of Article 2 of the Uniform Commercial Code shall apply to this transaction.

15. MECHANIC'S LIENS. Notwithstanding that Owner is a local unit of special purpose government and not subject to the lien provisions of Chapter 713, *Florida Statutes*, Seller agrees to keep the Project free of all liens, including equitable liens, claims or encumbrances (collectively, "Liens") arising out of the performance of any Services or delivery of any Goods by Seller, and shall furnish Owner with appropriate lien waivers from all potential claimants upon request of Owner. If any Liens are filed, Owner may without waiving its rights based on such breach by Seller or releasing Seller from any obligations hereunder, pay or satisfy the same and in such event the sums so paid by Owner shall be due and payable by Seller immediately and without notice or demand, with interest from the date paid by Owner through the date paid by Seller, at the highest rate permitted by law. Seller shall indemnify and hold Owner harmless for all expenses incurred by Owner as a result of the failure of Seller to fulfill its obligations under this Section 15.

16. PERMITS. Before commencing performance hereunder, Seller shall obtain all permits, approvals, certificates and licenses necessary for the proper performance of this Order and pay all fees and charges therefore. The originals of all such documents shall be delivered to Owner upon receipt by Seller.

17. PARTIAL INVALIDITY. If in any instance any provision of this Order shall be determined to be invalid or unenforceable under any applicable law, such provision shall not apply in such instance, but the remaining provisions shall be given effect in accordance with their terms.

18. ASSIGNMENT AND SUBCONTRACTING. This Order shall not be assigned or transferred by Seller without prior written approval by Owner, and any attempted assignment or transfer without such consent shall be void. Seller shall not subcontract this Order without the prior written consent of Owner. Owner may assign this Order to any transferee of the Project, and upon such transferee's assumption of the obligations of Owner hereunder, Owner shall thereafter be released from any obligations accruing pursuant to this Order.

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20. NOTICES. Any notice, approval or other communication required hereunder must be in writing and shall be deemed given if delivered by hand or mailed by registered mail or certified mail addressed to the parties hereto as indicated on Page 1.

21. TERMINATION OPTION. Notwithstanding anything herein to the contrary, Owner shall have the right, at its sole election, to terminate this Order for any cause whatsoever upon the delivery of written notice to Seller.

22. RELEASE OF INFORMATION. Seller acknowledges that this Agreement and all the documents pertaining thereto are public records and subject to the provisions of Chapter 119, *Florida Statutes*.

EXHIBIT A**PROPOSAL #: 97488****ACCOUNT:**
RIVERSIDE MANAGEMENT SERVICES**DATE CREATED:**
10/02/2020**ACCOUNT REP:**
Jesse Williams**PREPARED FOR:****PRIMARY CONTACT:**
Christopher Hall**EMAIL:**
chall@rmsnf.com**PHONE NUMBER:**
+19046579211**ORGANIZATION:**
Riverside Management
Services**BILLING & SHIPPING:****BILLING ADDRESS:**
Ridgewood Trails CDD3813 Great Falls
Middleburg, FL 32068**SHIPPING ADDRESS:**
Ridgewood Trails CDD
3813 Great Falls Loop
Middleburg, FL 32068**COMMENTS & DETAILS:**

Price quoted for delivery coordination and installation. NPC shall not be responsible for removing existing trees, limbs, roots etc. Unless otherwise noted price excludes: sitework, site security, core drilling or cutting concrete or asphalt, permits, lift gates, impact fees, debris/trash removal, and prevailing wages. Site must be clear, level and accessible at time of installation. The customer is responsible for marking all Private underground utilities, NPC will call for Public Utility Locate.

Qty	Product	Price	Total
1	 PROFESSIONAL CERTIFIED INSTALLATION Model: Installation Certified installation by professional playground installers. Price includes coordinating deliveries and unloading large equipment at the delivery address listed on this proposal/purchase order.	\$11,995.00	\$11,995.00
Installation for NPC Quote #97297 This installation quote covers the following items: - Wood Playground Mulch (BYO-510Z) - Playground Border with Surfacing Guide (APS-2003) - ADA / Wheelchair Accessible Half Ramp (APS-2005) - Duraliner (duraliner) - Seasonal Discount (CUSTOM-SDYTD003-000820) - Double Bay Bipod Swing Set w/4 strap seats - Blue yokes (7002-UP) - Cabana Bay w/ 4 Post Integrated Shade (CUSTOM-4IS5695-PP)			

I Accept!
Let's Go



Have questions about this quote?
Call **800-853-5316** or visit BYOPLAYGROUND.COM

Sub Total: \$11,995.00**Sales Tax:** \$0.00**Shipping:** \$0.00**Total:** \$11,995.00**I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:**

Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. Unless prior arrangements are approved, a 50% deposit for NPC is due upon ordering. Balance is due Net 15 upon substantial completion. By signing below you agree to the terms and conditions found here:

<https://www.npcinstall.com/npc-terms-and-conditions>

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____ Date: _____