

RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, January 6, 2021 at 6:00 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
Yolanda Nolte	Supervisor
Eneida Barnes	Supervisor
William Barnhouse	Supervisor

Also present were:

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

The following is a summary of the actions taken at the January 6, 2021 meeting and a copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comments**

A resident asked is it normal to have some sort of pressure cleaning service pressure clean the sidewalks? Last week I pressure washed my sidewalk and driveway and I border a sidewalk that you manage and I pressure cleaned that too.

Mr. Edmiston stated the sidewalks in front of the houses belong to the city. On the sidewalk that circumvents the neighborhood, I have tried to get clarification. No one has told me that it belongs to the CDD. As to pressure washing, we will schedule that any time it needs to be done and any time it is requested we will schedule it.

A resident stated I have been here five years and it has never been addressed but if you didn't know it was your responsibility that makes sense.

Mr. Edmiston stated if it is ours it will be maintained.

Mr. Torres stated I will review it and make sure it belongs to us and if it does, we will maintain it.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Appointment of New Supervisors to Fill Expired Terms of Office (Seat 3 & Seat 5)**

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor Ms. Eneida Barnes was appointed to fill seat 3.

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

Mr. Genska moved to consider late applications to fill seat no. 5 and Ms. Nolte seconded the motion and on a vote of 2 – 2 the motion failed.

On MOTION by Mr. Genska seconded by Ms. Barnes with all in favor William Barnhouse was appointed to fill seat no. 5.

**B. Oath of Office for Newly Elected Supervisors and Appointed Supervisors**

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

Mr. Torres stated you are now an elected official and subject to the sunshine law and you can only discuss district matters with your fellow supervisors at a publicly advertised meeting. You can talk to your fellow supervisors about anything other than matters related to this district. Your emails are subject to public records request and we ask that you maintain them separate from your personal and business emails. If you receive a public records request, please contact me or district counsel and we will walk you through that. I have given you a packet of information to

review that has the sunshine law, Chapter 190, Florida Statutes that governs CDDs and documents for payroll that you can fill out and get back to me. After the meeting I will get your email address.

Ms. Buchanan stated I believe you covered it all, but I am happy to set up a call outside this meeting and go over anything in greater detail that you have reviewed in your package.

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

**C. Election of Officers, Resolution 2021-03**

On MOTION by Ms. Nolte seconded by Mr. Genska with all in favor Resolution 2021-03 was approved retaining the same slate of officers and adding Ms. Barnes and Mr. Barnhouse as assistant secretaries.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal with Community Advisors for Level II Reserve Study Update**

Mr. Torres stated at the end of the November meeting the board recommended that we update our capital reserve study and since we meet infrequently I approved the proposal that I found to be reasonable and competitive. The update is done but I don't have it in a PDF format, but as soon as I receive it I will forward it to the board members.

On MOTION by Mr. Genska seconded by Ms. Barnes with all in favor the execution of the proposal from Community Advisors for level II reserve study update in the amount of \$1,400 was ratified.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals for Permitting Services Related to Installation of Playground Equipment**

On MOTION by Ms. Barnes seconded by Ms. Miller with all in favor the proposal for engineering drawings in the amount of \$800.00 and permitting services in the amount of \$1,500 for the playground equipment from National Playground Construction was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

There being none, the next item followed.

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

Mr. Edmiston stated I made a call to my boss and we will be pressure cleaning that sidewalk and maintaining it in the future, he then gave an overview of the operations report, copy of which was included as part of the agenda package.

**E. Amenity Manager**

Ms. Brown gave an overview of the amenity center items contained in the report.

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

Ms. Miller stated I took some pictures this evening because I was under the impression that the ponds have been cleaned up and there is a lot of debris. It has been like that for at least two weeks.

Mr. Edmiston stated I will check the last time the vendor was here; they can't leave it like that. I know one of the lakes went way down and a lot of trash came to surface that was underneath the water and I cleaned a lot of that out. I don't know if that is happening in the other lake or not. I will be out here tomorrow morning and check it out.

Ms. Russ asked is there a way to keep those lakes off limits, so we don't have to deal with the trash?

Mr. Genska stated it is public property and if there is trash it is coming from residents. Are there any thoughts on restricting access to the ponds?

Mr. Torres stated I will look into that, but I believe the pond banks are accessible for maintenance only; they are not open to the public or residents for use.

Ms. Russ stated there are kids running around the ponds without adult supervision. Isn't that a safety issue?

Mr. Torres stated I was mistaken, the rules state that the lakes and ponds are not designated for swimming or boating but may be used by patrons and guests for fishing as set forth herein. We ask that you respect your fellow landowners and access the ponds through the proper access points. The district has a catch and release policy for all fish caught in the ponds. The ponds are not intended for anything but catch and release as they are mostly retention ponds and manmade lakes. The purpose of the ponds is to help facilitate the districts natural water. It is for access for fishing only.

Mr. Genska stated you cannot restrict residents from being in that area.

Mr. Torres stated I recommend that as part of the Monday, Wednesday, Friday visits to take a look and police that area if necessary.

Ms. Russ stated we are missing flowers on the side of the signs in front of Phase 3.

Mr. Edmiston stated if you go into Phase 3 there is a sign that says Azalea Ridge and on each end of Azalea there is a pretty picture of an azalea flower. I addressed this problem with the previous chairman and he said he would look into it. Those signs are missing on both sides, there are four placards, two on each side that are missing. I also addressed with Bob Porter the fact that when you are coming down Long Bay from Old Jennings by the church there are a bunch of trees and you cannot see the Azalea Ridge sign and he said he would look into it because his people built that sign.

Mr. Torres stated you can use your capital reserves and address that.

Mr. Genska asked are the trees on our property or someone else's?

Mr. Edmiston stated I will have to check.

Mr. Genska stated we will find out if they are responsible for the sign and the trees.

Ms. Russ stated there are a lot of kids in the neighborhood and a lot of speeding.

Mr. Genska stated the roads through the development are public roads, they do not belong to the CDD. There is nothing we can do. The speed limit is 30 mph and that is the least they can enforce. We have no control over the roads, parking or the speeding. That would be CCSO.

Ms. Russ asked as a conglomerate can the neighborhood reach out to CCSO or the county to inquire about speed bumps?

Mr. Genska stated these are public roads and we have talked to CCSO about that. We have officers who not only live in the development, but we have a contract with them to patrol the development. There have been several occurrences where people have been warned by CCSO but that is as far as CCSO has taken it. The speed bumps got turned down by the county. As individual residents we all have to be proactive and make those calls.

**EIGHTH ORDER OF BUSINESS**

**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**

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor the consent agenda items were approved.

**NINTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, March 3, 2021 at 1:30 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida**

Mr. Torres stated the next scheduled meeting is March 3, 2021 at 1:30 p.m. in the same location. We have to adjust our capacity levels to social distance 6-feet apart. If you find this room to be unacceptable the district can rent a bigger room to have more people participate. We are going to order a special phone so that those on the phone will be able to hear us better. I'm willing to do whatever the board chooses to do and before we publish the notice for the next meeting we need to decide if this room is okay.

Mr. Genska stated I would like to pursue the option of purchasing a new phone.

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor the meeting adjourned at 6:55 p.m.

January 6, 2021

Ridgewood Trails CDD



---

Secretary/Assistant Secretary



---

Chairman/Vice Chairman