

**RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, March 3, 2021 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
Eneida Barnes	Supervisor
William Barnhouse	Supervisor

Also present were:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel by telephone
Pat Szozda	RMS Operations Manager
Melissa Brown	Amenity Manager
Tom Chewning	RMS

The following is a summary of the actions taken at the March 3, 2021 meeting. An audio 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

Public Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Discussion of Capital Reserve Study
(Presenter: Ernesto Torres)**

Mr. Torres stated I provided an advance copy of the reserve study to the board by email. A few months ago the board wanted to get an idea of how we are doing on our capital reserve fund, not only financially but the equipment around us. When staff provides proposals for things to be repaired or replaced most likely it is coming from the capital reserves. In the year 2021-2022 their

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recommendation is exterior painting of the clubhouse and that is based on the year the facility was built and the usage.

FOURTH ORDER OF BUSINESS**Consideration of Lighting Entry Monuments
(Presenter: RMS – Pat Szozda)**

Mr. Szozda stated we installed solar lighting at the front because they pulled the meter out there and our only option at this point was solar lighting. Once the meter is back in place, we will get the lighting back in that is required. As far as the other two entrances, Tom and I trimmed the overgrown vegetation and those lights should be much more visible now. In the new phase, we trimmed those bushes, but when they installed the lighting on the Warm Springs side of it, they put it right in front of the bushes. Our plan is to move that lighting next to the monuments so vegetation will have no influence on the lighting.

FIFTH ORDER OF BUSINESS**Consideration of Azalea Sign to be Added to
Entry Monuments (Presenter: Pat Szozda)**

Mr. Szozda stated D.R. Horton has a warranty department and we emailed them and I contacted the office directly and that has been forwarded to the proper person. I think we are going in the right direction and the terminology for what we are looking for is decorative floral. They put eight in and there are four other monuments, we just have to find where they came from and who is responsible.

SIXTH ORDER OF BUSINESS**Update of Playground Installation and Parcel
Conveyance (Presenter: Pat Szozda & Katie
Buchanan)**

Mr. Torres stated I have included Marty on the emails that have circulated between staff and D.R. Horton on this particular issue. I think the board should be given an update on the parcel conveyance by district counsel first then we can talk about the playground and possible options to move the project forward. It is now on hold.

Ms. Buchanan stated in early summer last year Horton reached out in connection with conveying the property over that entire plat and at the time we ran it by staff and we indicated that potentially there were problems with the pond bank that would be coming over to the district. Staff is cautious about moving forward with conveyances that aren't in good and working condition. We asked them to go back and look at the pond to see if they needed to make any fixes to it.

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Frankly, that conveyance has languished until we realized recently that the former pond and the proposed playground site are part of the same plat and Horton has asked that we move forward with executing the deed, meaning that although I asked them to break the deal apart and just give us the tracts that don't have potentially improvements to be made. When I spoke with Horton they felt like the condition of the pond wasn't really to the pond's construction that it was something that has happened after construction that wasn't Horton's fault. Right now, I don't have the technical capacity to look and make that determination nor do I think does any board member so our suggestion is to have the district's engineer review it, look at the pond and try to come up with a better understanding of what is going on out there. I have looked at pictures and it is not pretty for sure.

Mr. Torres stated because the property ownership is still under D.R. Horton and the playground site the board had selected we could not receive the permit in the CDD's name. Therefore, we are either on hold because it is all or none for them, but that doesn't mean that when we present them with new information that they won't accept our terms. It may mean that we find an alternate site and Pat has previously spoken about the other side of the road that is our property,

Mr. Szozda stated the size is good, it is away from houses. My theory was give them something in the new section and that is what I want to do depending on the holdup. The erosion on the lake is bad and it is D.R. Horton's and it is not an irrigation leak.

Mr. Torres stated we will get our district engineer to inspect the site and give his opinion.

Mr. Genska asked do you see the light at the end of the tunnel? Are we looking at six months or three months or what?

Ms. Buchanan stated I don't have a good prediction on this. Based on my experience with D.R. Horton I do think they make corrections if they think it is something that is their responsibility. I just don't know how they are going to react depending on what the engineer says. I don't think it will be a month I think you are probably looking at a three-month minimum but that is just a wild guess.

Mr. Torres stated we don't meet again until May and maybe we can have a motion that based on the engineer's review and Horton's feedback that they are still unwilling to do a partial release then if we are still in the same position April 1st, then maybe give staff approval to go ahead and move the park to the other side.

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Mr. Genska stated I recall when we did the bids, we selected the builder there was some kind of year-end discount. How does that affect the pricing if we push it off for two or three months?

Mr. Szozda stated there has been a check issued.

Mr. Torres stated we have paid for the installation, we have to pay for the permitting.

Mr. Szozda stated I have been in touch with Genna and Don Sanders who are the permitting people and operations manager and explained to them our situation. They understand, they have a facility to store the playground, which I don't think is in yet, but they have that ability. They are on hold and understand where we are right now. I think if we keep them abreast of the situation I don't think we are going to have a problem with them.

Ms. Miller asked is it feasible to send out a notice to just that side explaining that there is a possibility you might have to move it. Crossing that street is the issue.

Mr. Szozda stated that was the whole idea.

Ms. Miller stated we might want to give them an idea of why we are putting it across the street. Letting them know we tried and ran into a lot of problems.

Mr. Genska stated it is a delay.

Mr. Torres stated I'm okay with that. What I proposed was to give us until April 1st and if we are still in the same position then we can do that.

Mr. Genska stated it is for the residents and it is for the residents on that side, I have no problem asking them.

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor staff was authorized to work with the contractor after April 1, 2021 on moving the park to the new location if we are unable to come to terms with D.R. Horton.

Mr. Torres stated I will work with Melissa on the communication.

SEVENTH ORDER OF BUSINESS

Appointment of Audit Committee (Presenter: Ernesto Torres)

Mr. Torres stated each year it is required to have an independent audit conducted for the district and we recommend that the board appoint themselves to serve as the audit committee to select the auditor.

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On MOTION by Mr. Genska seconded by Ms. Barnes with all in favor the board members were appointed to serve as the audit committee.

EIGHTH ORDER OF BUSINESS**Staff Reports****A. Attorney – E-Verify Memo and Memorandum of Understanding**

Ms. Buchanan stated recently there was a legislative change which required government entities like the CDD to register with the E-Verify System. This is a service which allows an employer to verify the immigration status of its employees. We don't actually have employees, so we won't be doing this, however, we expect to incorporate E-Verify provision requirements in your contracts moving forward. They do not have to be added to any existing contracts.

B. Engineer

Mr. Torres stated I will contact the engineer and have him inspect the lake and I will forward his findings to the board.

C. Manager – Electronic Conversion

Mr. Torres stated we would like to have the board use the iPads we will provide at each meeting for the agenda package, rather than preparing them and sending out a hard copy to everyone.

The next meeting is scheduled in May and that is the meeting that we present the proposed budget and that sets the stage to adopt the budget 60 days thereafter. At this time I don't see any reason for an increase, but if there is you will know it in May when we present the budget. I need numbers from Tom if there is going to be an increase in landscaping or lake maintenance and I will need those numbers sometime in April.

Yolanda is busy during the day and has asked the board to excuse her from the 1:30 p.m. meetings. I don't know if that is going to change. She said she is happy to make the 6:00 p.m. meetings, but she has a problem with the 1:30 p.m. meetings. The next meeting is at 6:00 p.m., July's meeting is at 1:30 p.m. and then August or September's meeting is a night meeting. She wanted to know how the board felt about that and she will resign if you would like her to because she can't be here for the 1:30 meetings. The other option is to have all the meetings in the evening.

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Mr. Genska stated I think she is a good board member and I would hate to lose her.

Mr. Torres stated let's finish out fiscal year 2021 meeting schedule and in August when we came back with next year's calendar, we will make all meetings at 6:00 p.m. I will call Yolanda on my way home and let her know.

D. Operation Manager's Report

Mr. Szozda stated Tom Chewing has been the maintenance supervisor for eight years and is training to be an operations manager.

E. Amenity Manager

Ms. Brown asked how does the board feel about opening the slide for spring break? Usually, the slide would be open the week of spring break then starting Memorial Day then open for the summer. Spring break will be that Saturday and Sunday, the 13th and 14th and the next Friday, Saturday and Sunday, the 19th, 20th, and 21st. Last season you didn't feel comfortable opening the slide. Are you okay with opening the slide?

Mr. Genska stated I would say yes to the slide with the caveat that only one person up at a time. You can't have five people in line.

Ms. Brown stated have it open with a 6-foot distance between each one.

Mr. Genska asked can we limit the slide to residents only?

Ms. Brown stated when I send out the email saying the slide is open I can say for residents only.

Mr. Barnhouse stated it won't be 100% but it will be a deterrent.

It was the consensus of the board that the slide can be opened with staff sending an email to residents that it is for residents only and the pool is limited to residents and two guests rather than five guests.

Mr. Genska stated as long as we have to have lifeguards in order to open the slide, can we have lifeguards patrolling the pool to make sure people aren't eating or drinking in the pool?

Ms. Brown stated they are trained for all of that. Since I have been here there hasn't been an open season with lifeguards. I do know the head lifeguard is a great kid and he follows the rules on everything and I will speak to him about that.

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Mr. Genska stated when I spoke with them before I said you are watching them do it, you need to tell them no and I got the impression that it is not their responsibility. I don't want the lifeguards confronting someone.

Mr. Barnhouse stated we do need lifeguards who are willing to engage somewhat. If it starts to go south then walk away and make a phone call.

Ms. Brown stated I will sit down with Bryce and go over all that stuff. As far as rentals for this building, right now you have a cap of 20 people. Are we okay to go back to our regular rules with a maximum of 30 people, masks required throughout the event, sign-in sheet and waiver?

Mr. Genska stated I don't have a problem with that.

Ms. Brown stated we will go up to 30 people, masks required. I have been approached by residents to purchase tables that will accommodate umbrellas for shade. Staff will obtain proposals for tables with umbrellas and obtain proposals for new flooring in the gym.

NINTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Genska stated what I have seen since I have been on the board, operations with RMS. I would like to see consistency in operations. I'm looking at the budget and what we are paying for a fulltime person, but it seems sporadic. I want to know what RMS feels about this and how they are going to address it. I worked with Chris early on, I have worked with Pat then it was Larry now it is Pat. What is RMS's direction for having somebody that is assigned to this development? I want a fulltime person.

Mr. Szozda stated for the interim period I am the person who is going to see the playground through and everything in the near future. After that time period we are trying to work Tom in; Tom has been with the company for eight years, he is not going anywhere. We thought we had the right person with Larry, he just dropped the keys off and didn't say a thing. I'm always in touch with everything but we have had staffing issues. We are dedicated to the community.

Ms. Barnes asked who put in the white vinal fence? There is the fence then nothing on either side and people drive around the fence.

Mr. Szozda stated the fence might be the county, but I will look into that. That should not be a thoroughfare. We will come up with a solution.

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TENTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the January 6, 2021 Meeting**
- B. Balance Sheet & Income Statement**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

ELEVENTH ORDER OF BUSINESS

Consideration of Proposal from AlphaDog Security (closed to the public per Florida Statute)

This item tabled to enable staff to obtain additional proposals.

TWELFTH ORDER OF BUSINESS

Next Meeting Scheduled for Wednesday, May 5, 2021 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida

Mr. Torres stated the next meeting will be May 5, 2021 at 6:00 p.m. in the same location.

On MOTION by Ms. Barnes seconded by Mr. Genska with all in favor the meeting adjourned at 2:57 p.m.

DocuSigned by:

Ernesto Torres

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Secretary/Assistant Secretary

DocuSigned by:

Marty Genska

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Chairman/Vice Chairman