

*Ridgewood Trails  
Community Development District*

*July 7, 2021*

## *AGENDA*

# **Ridgewood Trails Community Development District**

475 West Town Place

Suite 114

St. Augustine, Florida 32092

***District Website:*** [www.ridgewoodtrailsccd.com](http://www.ridgewoodtrailsccd.com)

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June 30, 2021

Board of Supervisors  
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, July 7, 2021 at 1:30 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068.**

Following is the advance agenda for the meeting:

## **Audit Committee Meeting**

- I. Roll Call
- II. Review and Selection of Audit RFP Criteria
- III. Other Business
- IV. Adjournment

## **Regular Board Meeting**

- I. Roll Call
- II. Public Comments
- III. Consideration of Resolution 2021-06, Election of Officers
- IV. Acceptance of Fiscal Year 2020 Audit (*Presenter: Ernesto Torres*)
- V. Public Hearing Adopting the Budget for Fiscal Year 2022 (*Presenter: Ernesto Torres*)
  - A. Consideration of Resolution 2021-07, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2022

- B. Consideration of Resolution 2021-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2022
- VI. Consideration of Audit RFP Criteria (*Presenter: Ernesto Torres*)
- VII. Ratification of Resolution 2021-05, Conveyance of Improvements (*Presenter: Katie Buchanan*)
- VIII. Consideration of Security Upgrades (*Presenter: Melissa Brown*) (**Closed Session**)\*
- IX. Discussion of Traffic Study and Consideration of Work Authorization No. 16A (*Presenter: Peter Ma*)
- X. Consideration of Lending Library
- XI. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager – Discussion of Fiscal Year 2022 Meeting Schedule
  - D. Operation Manager
    - 1. Report
    - 2. Tree Amigos Proposal for Entrance Irrigation
  - E. Amenity Manager
- XII. Supervisor's Requests and Public Comments
- XIII. Approval of Consent Agenda
  - A. Approval of the Minutes of the May 5, 2021 Meeting
  - B. Balance Sheet & Income Statement
  - C. Assessment Receipt Schedule
  - D. Approval of Check Register
- XIV. Next Meeting Scheduled for: 09/01/21 @ 6:00 p.m. at the Azalea Ridge Amenity Center
- XV. Adjournment

*\* Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.07138 and Section 281.301 of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.*

### *THIRD ORDER OF BUSINESS*

**RESOLUTION 2021-06**

**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 July 7, 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:

<u>Marty Genska</u>	Chairman
<u>Jacqui Miller</u>	Vice Chairman
<u>Marilee Giles</u>	Secretary
<u>James Perry</u>	Treasurer
<u>James Oliver</u>	Assistant Treasurer (s)
<u>Patti Powers</u>	
<u>Ernesto Torres</u>	
<u>Marilee Giles</u>	
<u>James Oliver</u>	Assistant Secretary
<u>Daniel Laughlin</u>	
<u>James Perry</u>	
<u>Ernesto Torres</u>	
<u>William Barnhouse</u>	
<u>Yolanda Nolte</u>	
<u>Eneida Barnes</u>	

**PASSED AND ADOPTED THIS 7<sup>TH</sup> DAY OF JULY, 2021.**

\_\_\_\_\_  
Chairman / Vice Chairman

\_\_\_\_\_  
Secretary / Assistant Secretary

## *FOURTH ORDER OF BUSINESS*



**RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2020**

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Ridgewood Trails Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 18, 2021, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

June 18, 2021

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Ridgewood Trails Community Development District, Clay County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2020. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$2,907,528.
- The change in the District's total net position in comparison with the prior fiscal year was (\$108,304), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2020, the District's governmental funds reported combined ending fund balances of \$499,533, a decrease of (\$4,203) in comparison with the prior fiscal year. The total fund balance is non-spendable for prepaid items, assigned for subsequent year's expenditures, restricted for debt service and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management), maintenance and recreation functions.

#### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains two governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and the debt service fund, both of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

	NET POSITION	
	SEPTEMBER 30,	
	2020	2019
Current and other assets	\$ 517,098	\$ 520,082
Capital assets, net of depreciation	2,556,092	2,665,294
Total assets	3,073,190	3,185,376
Current liabilities	20,978	19,878
Long-term liabilities	144,684	149,666
Total liabilities	165,662	169,544
Net position		
Net investment in capital assets	2,411,408	2,515,726
Restricted	10,414	10,163
Unrestricted	485,706	489,943
Total net position	\$ 2,907,528	\$ 3,015,832

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure); less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position decreased during the most recent fiscal year. The majority of the decrease represents the extent to which the cost of operations and depreciation expense exceeded ongoing program revenues.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2020	2019
Revenues:		
Program revenues		
Charges for services	\$ 434,135	\$ 391,342
Operating grants and contributions	122	328
Capital grants and contributions	-	2
General revenues		
Unrestricted investment earnings	6,034	11,008
Total revenues	440,291	402,680
Expenses:		
General government	84,003	76,088
Maintenance and operations	259,880	223,116
Recreation	196,338	148,549
Interest	8,374	8,659
Total expenses	548,595	456,412
Change in net position	(108,304)	(53,732)
Net position - beginning	3,015,832	3,069,564
Net position - ending	\$ 2,907,528	\$ 3,015,832

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2020 was \$548,595. The costs of the District's activities were primarily funded by program revenues. Program revenues are comprised primarily of assessments. Expenses increased as a result of an increase in recreation expense and maintenance and operations expense.

## GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budgeted amounts, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2020, the District had \$3,296,985 invested in capital assets for its governmental activities. In the government-wide financial statements, depreciation of \$740,893 has been taken, which resulted in a net book value of \$2,556,092. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2020, the District had \$145,000 in Bonds outstanding. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

Subsequent to fiscal year end, the Developer conveyed property located within the District to the District.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Ridgewood Trails Community Development District's Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida 32092.



**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2020**

	Governmental Activities
ASSETS	
Cash	\$ 67,589
Investments	409,239
Accounts receivable	521
Prepaid	25,922
Restricted assets:	
Investments	13,827
Capital assets:	
Depreciable, net	2,556,092
Total assets	<u>3,073,190</u>
LIABILITIES	
Accounts payable	17,565
Accrued interest payable	3,413
Non-current liabilities:	
Due within one year	5,000
Due in more than one year	139,684
Total liabilities	<u>165,662</u>
NET POSITION	
Net investment in capital assets	2,411,408
Restricted for debt service	10,414
Unrestricted	485,706
Total net position	<u>\$ 2,907,528</u>

See notes to the financial statements

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Primary government:				
Governmental activities:				
General government	\$ 84,003	\$ 84,003	\$ -	\$ -
Maintenance and operations	259,880	336,745	-	76,865
Recreation	196,338	-	-	(196,338)
Interest on long-term debt	8,374	13,387	122	5,135
Total governmental activities	548,595	434,135	122	(114,338)
General revenues:				
			Unrestricted investment earnings	6,034
			Total general revenues	6,034
			Change in net position	(108,304)
			Net position - beginning	3,015,832
			Net position - ending	\$ 2,907,528

See notes to the financial statements

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2020**

	Major Funds		Total
	General	Debt Service Fund	Governmental Funds
<b>ASSETS</b>			
Cash	\$ 67,589	\$ -	\$ 67,589
Investments	409,239	13,827	423,066
Accounts receivable	521	-	521
Prepays	25,922	-	25,922
Total assets	<u>\$ 503,271</u>	<u>\$ 13,827</u>	<u>\$ 517,098</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 17,565	\$ -	\$ 17,565
Total liabilities	<u>17,565</u>	<u>-</u>	<u>17,565</u>
Fund balances:			
Nonspendable:			
Prepays	25,922	-	25,922
Restricted for:			
Debt service	-	13,827	13,827
Assigned to:			
Subsequent year's expenditures	95,242	-	95,242
Unassigned	364,542	-	364,542
Total fund balances	<u>485,706</u>	<u>13,827</u>	<u>499,533</u>
Total liabilities and fund balances	<u>\$ 503,271</u>	<u>\$ 13,827</u>	<u>\$ 517,098</u>

See notes to the financial statements

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2020**

Fund balance - governmental funds	\$	499,533
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as position in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	3,296,985	
Accumulated depreciation	<u>(740,893)</u>	2,556,092

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(3,413)	
Bonds payable	<u>(144,684)</u>	<u>(148,097)</u>
Net position of governmental activities		<u>\$ 2,907,528</u>

See notes to the financial statements

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
REVENUES				
Assessments	\$ 420,748	\$ 13,387	\$ -	\$ 434,135
Interest income	6,034	122	-	6,156
Total revenues	426,782	13,509	-	440,291
EXPENDITURES				
Current:				
General government	84,003	-	-	84,003
Maintenance and operations	170,396	-	-	170,396
Recreation	176,620	-	-	176,620
Debt service:				
Principal	-	5,000	-	5,000
Interest	-	8,475	-	8,475
Total expenditures	431,019	13,475	-	444,494
Excess (deficiency) of revenues over (under) expenditures	(4,237)	34	-	(4,203)
OTHER FINANCING SOURCES (USES)				
Interfund transfers in (out)	-	98	(98)	-
Total other financing sources (uses)	-	98	(98)	-
Net change in fund balances	(4,237)	132	(98)	(4,203)
Fund balances - beginning	489,943	13,695	98	503,736
Fund balances - ending	\$ 485,706	\$ 13,827	\$ -	\$ 499,533

See notes to the financial statements

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

Net change in fund balances - total governmental funds	\$ (4,203)
Amounts reported for governmental activities in the statement of activities are different because:	
Depreciation on capital assets is not recognized in the governmental fund financial statements but is reported as an expense in the statement of activities.	(109,202)
Repayment of long-term liabilities are reported as expenditures in the governmental fund statements but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	5,000
Expenses reported in the statement of activities that do not require the use of current financial resources are not reported as expenditures in the funds. The details of the differences are as follows:	
Amortization of original issue discount/premium	(18)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	119
Change in net position of governmental activities	<u>\$ (108,304)</u>

See notes to the financial statements

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY**

Ridgewood Trails Community Development District ("District") was created on October 11, 2005 by Ordinance 2005-47, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by qualified electors as such term is defined in chapter 190, Florida Statutes. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes. As of September 30, 2020, one of the Board members is affiliated with D.R. Horton, Inc. ("Developer").

The Board has the final responsibility for:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. (Operating-type special assessments for maintenance and debt service are treated as charges for services.); and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

### **Assessments**

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon an adopted budget and levied annually. Debt Service Assessments are levied when Bonds are issued and certified for collection on an annual basis. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the Debt Service Assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Debt Service Fund**

The debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest on debt.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

### **Assets, Liabilities and Net Position or Equity**

#### **Restricted Assets**

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.



## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Assets, Liabilities and Net Position or Equity (Continued)

#### Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure	30
Buildings and improvements	39
Equipment and furniture	3-10

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Unearned Revenue**

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

#### **Long-Term Obligations**

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

#### **Fund Equity/Net Position**

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

**Committed fund balance** – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

**Assigned fund balance** – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Fund Equity/Net Position (Continued)**

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

### **Other Disclosures**

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## **NOTE 3 – BUDGETARY INFORMATION**

The District is required to establish a budgetary system and approve an Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

## **NOTE 4 – DEPOSITS AND INVESTMENTS**

### **Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

## NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

### Investments

The District's investments were held as follows at September 30, 2020:

	Amortized cost	Credit Risk	Maturities
SBA Local Government Surplus Funds	\$ 407,307	S&P AAAM	48 Days
US Bank Mmkt 5 - Ct	1,932	N/A	N/A
First American Treasury Obligation Fund Y	13,827	S&P AAAM	46 Days
	<u>\$ 423,066</u>		

*Credit risk* – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

*Concentration risk* – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

*Fair Value Measurement* – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the District's investments have been reported at amortized cost above.

## NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

### Investments (Continued)

*External Investment Pool* – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that “The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.” With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2020, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100% of their account value.

## NOTE 5 – CAPITAL ASSETS

Capital assets activity for the fiscal year ended September 30, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, being depreciated				
Infrastructure	\$ 2,690,994	\$ -	\$ -	\$ 2,690,994
Buildings and improvements	571,641	-	-	571,641
Equipment and furniture	34,350	-	-	34,350
Total capital assets, being depreciated	3,296,985	-	-	3,296,985
Less accumulated depreciation for:				
Infrastructure	(528,235)	(89,484)	-	(617,719)
Buildings and improvements	(76,953)	(14,658)	-	(91,611)
Equipment and furniture	(26,503)	(5,060)	-	(31,563)
Total accumulated depreciation	(631,691)	(109,202)	-	(740,893)
Total capital assets, being depreciated, net	2,665,294	(109,202)	-	2,556,092
Governmental activities capital assets, net	\$ 2,665,294	\$ (109,202)	\$ -	\$ 2,556,092

Depreciation expense was charged to functions/programs as follows:

Maintenance and operations	\$ 89,484
Recreation	19,718
	<u>\$ 109,202</u>

## NOTE 6 – LONG TERM LIABILITIES

### Series 2007A

On June 7, 2007, the District issued \$8,305,000 of Capital Improvement Revenue Bonds Series 2007A due May 1, 2038, with a fixed interest rate of 5.65%. The Bonds were issued to acquire and construct certain assessable improvements (the "Project"), and pay certain costs associated with the issuance of the Bonds. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2009 through May 1, 2038.

The Series 2007A Bonds are subject to redemption at the option of the District prior to maturity. The Series 2007A Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2020.

### Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2020 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2007A	\$ 150,000	\$ -	\$ 5,000	\$ 145,000	\$ 5,000
Less: Original issue discount	334	-	18	316	-
Total	<u>\$ 149,666</u>	<u>\$ -</u>	<u>\$ 4,982</u>	<u>\$ 144,684</u>	<u>\$ 5,000</u>

At September 30, 2020, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2021	\$ 5,000	\$ 8,193	\$ 13,193
2022	5,000	7,910	12,910
2023	5,000	7,628	12,628
2024	5,000	7,345	12,345
2025	5,000	7,063	12,063
2026-2030	35,000	30,793	65,793
2031-2035	50,000	18,363	68,363
2036-2038	35,000	4,238	39,238
Total	<u>\$ 145,000</u>	<u>\$ 91,533</u>	<u>\$ 236,533</u>

## NOTE 7 – DEVELOPER TRANSACTIONS

The Developer owns a portion of land within the District; therefore, assessment revenues in the general fund include the assessments levied on those lots owned by the Developer.

## NOTE 8 – CONCENTRATION

A significant portion of the District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

**NOTE 9– MANAGEMENT COMPANY**

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

**NOTE 10 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**NOTE 11 – SUBSEQUENT EVENTS**

Subsequent to fiscal year end, the Developer conveyed property located within the District to the District.

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original & Final	Actual Amounts	
REVENUES			
Assessments	\$ 419,989	\$ 420,748	\$ 759
Interest	5,000	6,034	1,034
Total revenues	<u>424,989</u>	<u>426,782</u>	<u>1,793</u>
EXPENDITURES			
Current:			
General government	100,993	84,003	16,990
Maintenance and operations	218,002	170,396	47,606
Recreation	145,414	176,620	(31,206)
Total expenditures	<u>464,409</u>	<u>431,019</u>	<u>33,390</u>
Excess (deficiency) of revenues over (under) expenditures	(39,420)	(4,237)	35,183
OTHER FINANCING SOURCES			
Carryforward	39,420	-	(39,420)
Total other financing sources	<u>39,420</u>	<u>-</u>	<u>(39,420)</u>
Net change in fund balances	<u>\$ -</u>	(4,237)	<u>\$ (4,237)</u>
Fund balance - beginning		<u>489,943</u>	
Fund balance - ending		<u>\$ 485,706</u>	

See notes to required supplementary information



**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020.



# Grau & Associates

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## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Ridgewood Trails Community Development District, Clay County, Florida (the "District") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated June 18, 2021.

### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 18, 2021



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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

We have examined Ridgewood Trails Community Development District, Clay County, Florida ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2020. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2020.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Ridgewood Trails Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

June 18, 2021



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## MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

### Report on the Financial Statements

We have audited the accompanying basic financial statements of Ridgewood Trails Community Development District, Clay County, Florida (the "District") as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 18, 2021.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 18, 2021, should be considered in conjunction with this management letter.

### Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. **Current year findings and recommendations.**
- II. **Status of prior year findings and recommendations.**
- III. **Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Ridgewood Trails Community Development District and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Ridgewood Trails Community Development District, Clay County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

June 18, 2021

## **REPORT TO MANAGEMENT**

### **I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS**

None

### **II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS**

None

### **III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2019.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2020.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2020.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2020. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

## *FIFTH ORDER OF BUSINESS*

***Approved Budget  
Fiscal Year 2022***

***Ridgewood Trails Community  
Development District***

***July 7, 2021***





**Ridgewood Trails**  
**Community Development District**

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**Debt Service Fund**

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**Capital Reserves**

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# Ridgewood Trails

Community Development District

## General Fund

Description	Adopted Budget FY2021	Actual thru 5/31/2021	Projected Next 4 Months	Total Projected thru 9/30/21	Approved Budget FY2022
<b>Revenues</b>					
Assessments	\$419,989	\$419,102	\$887	\$419,989	\$419,989
Interest Earned/Misc.	\$5,000	\$156	\$44	\$200	\$200
Rental Revenue	\$0	\$475	\$350	\$825	\$500
Carryforward Surplus	\$95,242	\$0	\$59,170	\$59,170	\$112,287
<b>Total Revenues</b>	<b>\$520,231</b>	<b>\$419,733</b>	<b>\$60,451</b>	<b>\$480,184</b>	<b>\$532,976</b>

### Expenditures

#### Administrative

Supervisor Fees	\$12,000	\$3,800	\$2,000	\$5,800	\$12,000
FICA Expense	\$918	\$291	\$153	\$444	\$918
Engineering	\$5,000	\$983	\$0	\$983	\$5,000
Assessment Roll	\$5,260	\$5,260	\$0	\$5,260	\$5,260
Arbitrage	\$600	\$0	\$600	\$600	\$600
Dissemination	\$1,000	\$667	\$333	\$1,000	\$1,000
<sup>(1)</sup> Attorney	\$12,000	\$3,827	\$5,174	\$9,000	\$12,000
Annual Audit	\$3,400	\$1,500	\$1,900	\$3,400	\$3,400
Trustee	\$4,500	\$5,647	\$0	\$5,647	\$5,650
Management Fees	\$41,000	\$27,333	\$13,667	\$41,000	\$43,500
Information Technology	\$0	\$0	\$0	\$0	\$1,800
Website Maintenance	\$0	\$0	\$0	\$0	\$1,200
Telephone	\$100	\$133	\$196	\$329	\$350
Postage	\$800	\$433	\$367	\$800	\$800
Printing & Binding	\$1,500	\$384	\$716	\$1,100	\$1,500
Insurance	\$6,928	\$6,613	\$0	\$6,613	\$6,928
Legal Advertising	\$3,400	\$49	\$1,600	\$1,649	\$2,020
Other Current Charges	\$1,800	\$593	\$280	\$873	\$1,800
Office Supplies	\$250	\$41	\$209	\$250	\$250
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Meeting Room Rental	\$600	\$0	\$150	\$150	\$600
Records Storage	\$250	\$0	\$0	\$0	\$0
<b>Administrative Expenses</b>	<b>\$101,481</b>	<b>\$57,727</b>	<b>\$27,345</b>	<b>\$85,073</b>	<b>\$106,751</b>

<sup>(1)</sup> Incorporates 4% annual increase to hourly rate since last rate adjustment.

#### Amenity Center

Insurance	\$15,478	\$15,477	\$0	\$15,477	\$17,025
Facility Manager	\$60,000	\$40,000	\$20,000	\$60,000	\$60,000
General Facility Maintenance	\$10,000	\$5,400	\$4,437	\$9,837	\$10,000
Repair and Replacements	\$6,284	\$5,144	\$2,572	\$7,716	\$8,000
Lifeguards	\$15,000	\$2,052	\$9,123	\$11,175	\$16,172
Pool Maintenance	\$15,910	\$10,607	\$5,303	\$15,910	\$15,910
Pool Chemicals	\$12,640	\$5,760	\$2,880	\$8,640	\$12,640
Other Current Charges	\$1,000	\$0	\$400	\$400	\$1,000
Water & Sewer	\$13,500	\$5,903	\$3,200	\$9,103	\$13,500
Electric	\$12,000	\$8,576	\$4,356	\$12,932	\$13,800
Internet/Cable	\$4,560	\$2,956	\$1,620	\$4,576	\$4,600
Janitorial	\$9,984	\$6,653	\$3,328	\$9,981	\$9,984
Janitorial Supplies	\$1,500	\$952	\$620	\$1,572	\$1,600
Security	\$19,000	\$7,990	\$9,010	\$17,000	\$19,000
Refuse Service	\$3,000	\$0	\$0	\$0	\$3,000
Special Events	\$6,300	\$5,450	\$850	\$6,300	\$6,300
Pool Permit	\$375	\$0	\$382	\$382	\$382
Pest Control	\$1,000	\$455	\$315	\$770	\$1,000
Capital Reserve	\$35,000	\$35,000	\$0	\$35,000	\$35,000
<b>Amenity Center Expenses</b>	<b>\$242,531</b>	<b>\$158,375</b>	<b>\$68,396</b>	<b>\$226,771</b>	<b>\$248,913</b>

# Ridgewood Trails

Community Development District

General Fund

Description	Adopted Budget FY2021	Actual thru 5/31/2021	Projected Next 4 Months	Total Projected thru 9/30/21	Approved Budget FY2022
<i>Grounds Maintenance</i>					
Operations Management	\$21,855	\$14,570	\$7,285	\$21,855	\$22,948
Access Cards	\$1,000	\$0	\$1,000	\$1,000	\$1,000
Electric	\$8,000	\$4,032	\$2,680	\$6,712	\$8,000
Water	\$8,300	\$3,414	\$2,600	\$6,014	\$8,300
Repairs & Maintenance	\$17,000	\$7,755	\$5,963	\$13,718	\$17,000
Landscape Maintenance	\$102,000	\$67,418	\$33,559	\$100,977	\$102,000
Landscape Contingency	\$10,000	\$558	\$9,442	\$10,000	\$10,000
Lake Maintenance	\$8,064	\$5,376	\$2,688	\$8,064	\$8,064
<b>Grounds Maintenance Expenses</b>	<b>\$176,219</b>	<b>\$103,124</b>	<b>\$65,217</b>	<b>\$168,341</b>	<b>\$177,312</b>
<b>Total Expenses</b>	<b>\$520,231</b>	<b>\$319,225</b>	<b>\$160,959</b>	<b>\$480,184</b>	<b>\$532,976</b>
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$0</b>	<b>\$100,508</b>	<b>(\$100,508)</b>	<b>\$0</b>	<b>\$0</b>
Product Type	Units	ERU's	Gross Per Unit	Total Gross Assessment	
50'	470	333.7	\$ 605.65	\$	284,656
60'	221	190.06	\$ 733.61	\$	162,128
70'	0	0	\$ -	\$	-
	691	523.76		\$	446,783.31
Gross Assessment				\$	446,783
Less: Discounts and Collections (6%)				\$	(26,794)
Net Assessments				\$	419,989

# **Ridgewood Trails**

## **Community Development District**

GENERAL FUND BUDGET  
Fiscal Year 2022

### **REVENUES:**

#### Maintenance Assessments

The District will levy a Non-Ad Valorem assessment on all the platted lots within the District to pay all of the operating expenses for the Fiscal Year in accordance with the adopted budget.

#### Interest Income/Miscellaneous Income

The District will have all excess funds invested with the State Board of Administration. The amount is based upon the estimated average balance of funds available during the fiscal year. This line includes miscellaneous deposits for the district.

#### Rental Revenue

Income received from residents for rental of clubroom or patio.

### **EXPENDITURES:**

#### **Administrative:**

##### Supervisor Fees/FICA Expense

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year plus associated payroll taxes.

##### Engineering

The District's engineering firm, England, Thims & Miller, Inc., will be providing general engineering services to the District, including attendance and preparation for monthly board meetings, review invoices, etc.

##### Assessment Roll

GMS, LLC serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.

##### Arbitrage

The District is required to have an annual arbitrage rebate calculation prepared for the District's Series 2007A/B Special Assessment Bonds.

##### Dissemination

The Annual Disclosure Report required by the Security and Exchange Commission in order to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

##### Attorney

The District's legal counsel, Hopping Green & Sams, will be providing general legal services to the District, including attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

# **Ridgewood Trails**

## **Community Development District**

GENERAL FUND BUDGET  
Fiscal Year 2022

### Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent CPA Firm.

### Trustee

The District issued \$11,255,000 Series 2007A/B Special Assessment Bonds are held by a Trustee with US Bank, N.A. The amount of the trustee fee is based on the agreement between US Bank and the District for the Series 2007A/B bonds.

### Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC.

### Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

### Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

### Telephone

This item includes the cost of a telephone and fax machine.

### Postage

This item includes mailing of agenda packages, overnight deliveries, correspondence, etc.

### Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

### Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. FIA specializes in providing insurance coverage to governmental agencies.

### Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in the Florida Times Union.

### Other Current Charges

Bank charges and any other miscellaneous expenses.

# **Ridgewood Trails Community Development District**

GENERAL FUND BUDGET  
Fiscal Year 2022

## Office Supplies

This item includes the cost of miscellaneous office supplies.

## Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Community Affairs for \$175. This is the only expense under this category for the District.

## Meeting Room Rental

This item includes the cost to rent a boardroom for the Ridgewood Trails CDD monthly supervisor meetings. The rental fees are based on the quarterly meetings.

## Amenity Center

### Insurance

The District's Property Insurance policy is with Egis Insurance & Risk Advisors. Egis specializes in providing insurance coverage to governmental agencies.

### Facility Manager

The District has contracted with Riverside Management Services to staff the amenity center and manage the day to day operations in accordance with their contract.

### General Facility Maintenance

Cost of routine repairs and maintenance to the Amenity Center.

### Repair and Replacements

Represents any unanticipated cost associated with the operation and maintenance of the Districts Amenity Center such as replacing or repairing broken or worn out things around the facility such as broken gates, doors, holes in wall, painting etc.

### Lifeguards

The District has contracted with Riverside Management Services, Inc. to provide lifeguard services during pool operation season.

### Pool Maintenance

The District has contracted with Riverside Management Services, Inc. to provide pool maintenance services three (3) days a week. Services include vacuuming, skimming tiles, brushing tiles, pool and equipment inspections, cleaning of filters and any necessary emergency calls.

<b>Vendor</b>	<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
RMS	Pool Maintenance	\$ 1,326	\$ 15,910
Total		\$ 1,326	\$ 15,910

# Ridgewood Trails Community Development District

GENERAL FUND BUDGET

Fiscal Year 2022

## Pool Chemicals

Represents the estimated cost for chemicals utilized for the swimming pool at the Amenity Center for services provided by RMS. Also covers the cost for chemicals for the new pool for services provided by Poolsure.

Vendor	Description	Monthly	Annually
Poolsure	Pool Chemicals	\$ 720	\$ 8,640
RMS	Pool Chemicals	\$ 333	\$ 4,000
Total		\$ 1,053	\$ 12,640

## Other Current Charges

Any unanticipated costs for the Amenity Center.

## Water and Sewer

This includes the cost of water and sewer for the Amenity Center provided by Clay County Utility Authority.

Account #	Address	Monthly	Annually
00564735	1667 AZALEA RIDGE BLVD AMENITY CENTER	\$ 500	\$ 6,000
00517174	1667 AZALEA RIDGE BLVD AMENITY CENTER	\$ 96	\$ 1,152
00517175	1667 AZALEA RIDGE BLVD IRRIGATION	\$ 130	\$ 1,560
00517176	1667 AZALEA RIDGE BLVD RECLAIMED		
	IRRIGATION	\$ 350	\$ 4,200
	Contingency	\$ 49	\$ 588
Total Amenity Water		\$ 1,125	\$ 13,500

## Electric

The item includes the cost of electricity for the Amenity Center Clay Electric Cooperative Inc.

Account #	Address	Monthly	Annually
8874493	1667 AZALEA RIDGE BLVD	\$ 1,090	\$ 13,080
	Contingency	\$ 60	\$ 720
Total Amenity Electric		\$ 1,150	\$ 13,800

## Internet/Cable

The District has accounts with Comcast to provide cable television services for the Amenity Center.

## Janitorial

The District has contracted with Riverside Management Services, Inc. to provide janitorial services for the Amenity Center. The services are 3 days per week and include sweeping and mopping floors if necessary, clean sinks, mirrors, fixtures, toilets and urinals, cleaning interior windows, baseboards, clean fitness equipment, remove trash and replace liners, clean pool deck.

# Ridgewood Trails

## Community Development District

GENERAL FUND BUDGET  
Fiscal Year 2022

Vendor	Description	Monthly	Annually
RMS	Janitorial	\$ 832	\$ 9,984
Total		\$ 832	\$ 9,984

### Janitorial Supplies

All supplies needed for janitorial services of the Amenity Center.

### Security

Cost of security services provided by Clay County Sheriff's office which includes officer pay, employment and scheduling fees, and cost of Access Card Service plan provided by Alpha Dog Audio Video Security.

Vendor	Monthly	Annually
CCSO - officers and fees	\$ 1,448	\$ 17,380
Alpha Dog - Access Plan	\$ -	\$ 1,620
Total	\$ 1,448	\$ 19,000

### Refuse Service

This item includes the cost of garbage disposal for the District.

### Special Events

This item represents the estimated cost to host any special events for the community throughout the Fiscal Year.

### Pool Permit

Represents Permit Fees paid to the Florida Department of Health for the swimming pool permits.

### Pest Control

Annual service for pool bathrooms and fitness room. Services provided by Florida Pest Control.

### Capital Outlay

Represents any new project or minor project enhancement the District approves. Typically limited to one project per year.

### Capital Reserve

Funding for new recreation projects.

### Grounds Maintenance:

#### Operations Management

The District is currently contracted with Riverside Management Services, Inc. to oversee the day to day operations of the Grounds in the CDD.



# Ridgewood Trails

## Community Development District

GENERAL FUND BUDGET  
Fiscal Year 2022

### Access Cards

Represents the anticipated cost of access cards to the District's Amenity Center.

### Electric

The item includes the cost of electricity for the common area at Ridgewood Trails provided by Clay Electric Cooperative Inc.

Account #	Address	Monthly	Annually
9065441	1799 AZALEA RIDGE BLVD NE CORNER SIGN	\$ 35	\$ 420
9011950	4214 WARM SPRINGS WAY SIGN LIGHTS IRRIG	\$ 38	\$ 458
9047502	1595 AZALEA RIDGE BLVD POND FOUNTAIN	\$ 270	\$ 3,244
9047503	1560 AZALEA RIDGE BLVD POND FOUNTAIN	\$ 205	\$ 2,460
	Contingency	\$ 118	\$ 1,418
Total Common Area Electric		\$ 667	\$ 8,000

### Water

This includes the cost of water for the common area at Ridgewood Trails provided by Clay County Utility Authority.

Account #	Address	Monthly	Annually
00569294	1799-2 AZALEA RIDGE BLVD IRRIGATION	\$ 60	\$ 720
00560605	4214 WARM SPRINGS WAY	\$ 61	\$ 734
00579216	4458 WARM SPRINGS WAY	\$ 56	\$ 668
00579217	4355 WARM SPRINGS WAY	\$ 46	\$ 549
00579219	4268 WARM SPRINGS WAY	\$ 78	\$ 936
00567767	4164 FISHING CREEK LANE RECLAIMED	\$ 30	\$ 360
00567766	4166 GREEN RIVER PLACE RECLAIMED	\$ 30	\$ 360
00567764	1610 AZALEA RIDGE BLVD RECLAIMED	\$ 26	\$ 312
00567762	1601 AZALEA RIDGE ROAD RECLAIMED	\$ 26	\$ 312
00567760	3891 BRONCO ROAD RECLAIMED	\$ 35	\$ 420
00567759	4217 PACKER MEADOW WAY RECLAIMED	\$ 28	\$ 336
	Contingency	\$ 216	\$ 2,593
Total Reclaim Water		\$ 692	\$ 8,300

### Repairs and Maintenance

Represents the costs associated with any miscellaneous maintenance of the District.

# Ridgewood Trails

## Community Development District

GENERAL FUND BUDGET

Fiscal Year 2022

### Landscape Maintenance

The District cost to provide landscaping services to all the common areas within the District.

<b>Vendor</b>	<b>Monthly</b>	<b>Annually</b>
Tree Amigos Outdoor Service	\$ 5,949	\$ 71,388
Add'l Contract Azalea Ridge II	\$ 2,441	\$ 29,289
Contingency	\$ 110	\$ 1,323
<b>Total</b>	<b>\$ 8,500</b>	<b>\$ 102,000</b>

### Landscape Contingency

Other landscaping maintenance cost such as sod replacement, irrigation and tree maintenance.

### Lake Maintenance

The District cost to provide monthly water management services to all the lakes throughout the District.

<b>Vendor</b>	<b>Monthly</b>	<b>Annually</b>
The Lake Doctors Inc	\$ 672	\$ 8,064
<b>Total</b>	<b>\$ 672</b>	<b>\$ 8,064</b>

# Ridgewood Trails

Community Development District

## Debt Service Fund

Series 2007A

Description	Adopted Budget FY2021	Actual thru 5/31/2021	Projected Next 4 Months	Total Projected thru 9/30/21	Approved Budget FY2022
<b><u>Revenues</u></b>					
Assessments	\$13,359	\$13,331	\$28	\$13,359	\$13,359
Interest Earned	\$100	\$1	\$1	\$1	\$0
Carry Forward Surplus	\$4,187	\$4,210	\$0	\$4,210	\$4,378
<b>Total Revenues</b>	<b>\$17,646</b>	<b>\$17,542</b>	<b>\$29</b>	<b>\$17,571</b>	<b>\$17,737</b>
<b><u>Expenditures</u></b>					
Interest 11/1	\$4,096	\$4,096	\$0	\$4,096	\$3,955
Interest 5/1	\$4,096	\$4,096	\$0	\$4,096	\$3,955
Principal 5/1	\$5,000	\$5,000	\$0	\$5,000	\$5,000
<b>Total Expenditures</b>	<b>\$13,193</b>	<b>\$13,193</b>	<b>\$0</b>	<b>\$13,193</b>	<b>\$12,910</b>
<b><u>Other Sources/(Uses)</u></b>					
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0	\$0
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES/ (EXPENDITURES)</b>	<b>\$4,454</b>	<b>\$4,349</b>	<b>\$29</b>	<b>\$4,378</b>	<b>\$4,827</b>

11/1/22 Interest \$3,814

# Ridgewood Trails

Community Development District

## Amortization Schedule

Series 2007A, Capital Improvement Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/21	\$ 140,000	5.65%	\$ -	\$ 3,955.00	\$ 13,051.25
05/01/22	\$ 140,000	5.65%	\$ 5,000.00	\$ 3,955.00	
11/01/22	\$ 135,000	5.65%	\$ -	\$ 3,813.75	\$ 12,768.75
05/01/23	\$ 135,000	5.65%	\$ 5,000.00	\$ 3,813.75	
11/01/23	\$ 130,000	5.65%	\$ -	\$ 3,672.50	\$ 12,486.25
05/01/24	\$ 130,000	5.65%	\$ 5,000.00	\$ 3,672.50	
11/01/24	\$ 125,000	5.65%	\$ -	\$ 3,531.25	\$ 12,203.75
05/01/25	\$ 125,000	5.65%	\$ 5,000.00	\$ 3,531.25	
11/01/25	\$ 120,000	5.65%	\$ -	\$ 3,390.00	\$ 11,921.25
05/01/26	\$ 120,000	5.65%	\$ 5,000.00	\$ 3,390.00	
11/01/26	\$ 115,000	5.65%	\$ -	\$ 3,248.75	\$ 11,638.75
05/01/27	\$ 115,000	5.65%	\$ 5,000.00	\$ 3,248.75	
11/01/27	\$ 110,000	5.65%	\$ -	\$ 3,107.50	\$ 11,356.25
05/01/28	\$ 110,000	5.65%	\$ 5,000.00	\$ 3,107.50	
11/01/28	\$ 105,000	5.65%	\$ -	\$ 2,966.25	\$ 11,073.75
05/01/29	\$ 105,000	5.65%	\$ 10,000.00	\$ 2,966.25	
11/01/29	\$ 95,000	5.65%	\$ -	\$ 2,683.75	\$ 15,650.00
05/01/30	\$ 95,000	5.65%	\$ 10,000.00	\$ 2,683.75	
11/01/30	\$ 85,000	5.65%	\$ -	\$ 2,401.25	\$ 15,085.00
05/01/31	\$ 85,000	5.65%	\$ 10,000.00	\$ 2,401.25	
11/01/31	\$ 75,000	5.65%	\$ -	\$ 2,118.75	\$ 14,520.00
05/01/32	\$ 75,000	5.65%	\$ 10,000.00	\$ 2,118.75	
11/01/32	\$ 65,000	5.65%	\$ -	\$ 1,836.25	\$ 13,955.00
05/01/33	\$ 65,000	5.65%	\$ 10,000.00	\$ 1,836.25	
11/01/33	\$ 55,000	5.65%	\$ -	\$ 1,553.75	\$ 13,390.00
05/01/34	\$ 55,000	5.65%	\$ 10,000.00	\$ 1,553.75	
11/01/34	\$ 45,000	5.65%	\$ -	\$ 1,271.25	\$ 12,825.00
05/01/35	\$ 45,000	5.65%	\$ 10,000.00	\$ 1,271.25	
11/01/35	\$ 35,000	5.65%	\$ -	\$ 988.75	\$ 12,260.00
05/01/36	\$ 35,000	5.65%	\$ 10,000.00	\$ 988.75	
11/01/36	\$ 25,000	5.65%	\$ -	\$ 706.25	\$ 11,695.00
05/01/37	\$ 25,000	5.65%	\$ 10,000.00	\$ 706.25	
11/01/37	\$ 15,000	5.65%	\$ -	\$ 423.75	\$ 11,130.00
05/01/38	\$ 15,000	5.65%	\$ 15,000.00	\$ 423.75	
					\$ 15,423.75
Total			\$ 145,000.00	\$ 91,530.00	\$ 245,767.50

# Ridgewood Trails

Community Development District

## Capital Reserve

Description	Adopted Budget FY2021	Actual thru 5/31/2021	Projected Next 4 Months	Total Projected thru 9/30/21	Approved Budget FY2022
<b><u>Revenues</u></b>					
Capital Reserve -Transfer In	\$35,000	\$35,000	\$0	\$35,000	\$35,000
Interest Earned	\$1,500	\$188	\$40	\$228	\$250
Carry Forward Surplus	\$192,874	\$191,743	\$0	\$191,743	\$173,329
<b>Total Revenues</b>	<b>\$229,374</b>	<b>\$226,930</b>	<b>\$40</b>	<b>\$226,970</b>	<b>\$208,579</b>
<b><u>Expenditures</u></b>					
Capital Outlay	\$20,000	\$0	\$0	\$0	\$20,000
Amenity Improvement Project	\$50,000	\$42,922	\$7,078	\$50,000	\$50,000
Other Current Charges	\$650	\$384	\$188	\$572	\$650
Repair & Maintenance	\$0	\$3,070	\$0	\$3,070	\$0
<b>Total Expenditures</b>	<b>\$70,650</b>	<b>\$46,376</b>	<b>\$7,266</b>	<b>\$53,642</b>	<b>\$70,650</b>
<b>EXCESS REVENUES/ (EXPENDITURES)</b>	<b>\$158,724</b>	<b>\$180,555</b>	<b>(\$7,226)</b>	<b>\$173,329</b>	<b>\$137,929</b>

*A.*

## **RESOLUTION 2021-07**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2021, submitted to the Board of Supervisors (“**Board**”) of the Ridgewood Trails Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

#### **SECTION 1. BUDGET**

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Ridgewood Trails Community Development District for the Fiscal Year Ending September 30, 2022.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

## **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2021/2022, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND – SERIES 2007A	\$_____
TOTAL ALL FUNDS	\$_____

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2021/2022 or within 60 days following the end of the Fiscal Year 2021/2022 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.



- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 7<sup>TH</sup> DAY OF JULY, 2021.**

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

*B.*

## RESOLUTION 2021-08

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2021/2022; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Ridgewood Trails Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Clay County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("**Fiscal Year 2021/2022**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2021/2022; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Ridgewood Trails Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as

**Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this 7<sup>TH</sup> day of JULY, 2021.

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Exhibit A:** Budget

**Exhibit B:** Assessment Roll

## *SIXTH ORDER OF BUSINESS*

**RIDGEWOOD TRAILS CDD**  
**AUDITOR SELECTION**  
**EVALUATION CRITERIA**

1. *Ability of Personnel.* (20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of respondent, etc.)

3. *Understanding of Scope of Work.* (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

**4. Ability to Furnish the Required Services. (20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required. (E.g., the existence of any natural disaster plan for business operations)

5. *Price.* (20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

## *SEVENTH ORDER OF BUSINESS*



**RESOLUTION 2021-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING, CONFIRMING, AND APPROVING THE ACCEPTANCE OF DEDICATION OF PROPERTY AND IMPROVEMENTS; AUTHORIZING, CONFIRMING AND APPROVING THE ACCEPTANCE OF THE ASSIGNMENT OF ERP PERMITS; AND ADDRESSING SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Ridgewood Trails Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes* ("**Act**"); and

**WHEREAS**, the Act authorizes the District to construct, acquire, operate and maintain public infrastructure improvements; and

**WHEREAS**, the District has adopted an improvement plan for the planning, design, acquisition, construction, and installation of certain infrastructure improvements, facilities and services ("**Improvements**") within and without the boundaries of the District, which plan is detailed in *Master Improvement Plan*, dated April 5, 2007, revised June 13, 2007 ("**Capital Improvement Plan**," or "**CIP**"); and

**WHEREAS**, D.R. Horton Inc. - Jacksonville ("**Developer**") presently owns certain areas (some of which contain Improvements) located within "**Azalea Ridge Unit 3**", as recorded in Plat Book 62, Page 12, of the Official Records of Clay County, Florida ("**Property**"), and desires to dedicate the Property to the District at no cost; and

**WHEREAS**, because the District either constructed Improvements on the Property or already owns and operates improvements similar to the those on the Property in accordance with the Capital Improvement Plan, the District agrees to accept a dedication of the Property and assume operation and maintenance responsibilities for the same.

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

**SECTION 1. AUTHORIZING, CONFIRMING, AND APPROVING THE ACCEPTANCE OF DEDICATION OF PROPERTY AND IMPROVEMENTS.** The Board of Supervisors ("**Board**") hereby authorizes the dedication of the Property to the District at no cost to the District by the deed substantially in the form set forth in **Exhibit A**. To the extent not already owned by the District, the Board of Supervisors further authorizes the dedication of certain improvements on the Property at no cost to the District by bill of sale substantially in the form set forth in **Exhibit B**, subject to the execution of a certificate by the District's Engineer substantially

in the form set forth in **Exhibit C**. Furthermore, the Board finds that the acceptance of such conveyance is hereby declared and affirmed as being in the best interests of the District and is hereby authorized, approved, and confirmed by the Board.

**SECTION 2. AUTHORIZING, CONFIRMING AND APPROVING THE ACCEPTANCE OF THE ASSIGNMENT OF THE ERP PERMITS.** The Board hereby expresses its agreement to accept the assignment of the Environmental Resource Program ("ERP") Permits related to the stormwater management facilities located within the Property and to be bound by all the terms and conditions of the Permit as the perpetual operation and maintenance entity.

**SECTION 3. SEVERABILITY.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** this 5th day of May, 2021.

ATTEST:

DocuSigned by:

*Ernesto Torres*

3FE774DC89854A7...  
Secretary

**RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

DocuSigned by:

*Marty Genska*

B9ED2815C3F8433...  
Chairman

**Exhibit A:** Form of Deed  
**Exhibit B:** Form of Bill of Sale  
**Exhibit C:** Form of Engineer's Certificate

## EXHIBIT A

THIS INSTRUMENT PREPARED BY  
AND RECORD AND RETURN TO:  
Mark C. Dearing, Esq.  
4220 Race Track Road  
St. Johns, FL 32259

### WARRANTY DEED

THIS WARRANTY DEED made and executed as of the 14 day of May, 2021,  
by D.R. HORTON, INC. – JACKSONVILLE, a Delaware corporation, whose address is 4220  
Race Track Road, St. Johns, FL 32259 ("Grantor"), to RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT, a local unit of special purpose government established and existing  
under Chapter 190, Florida Statutes with offices located at 475 West Town Place, Suite 114, St.  
Augustine, FL 32092 ("Grantee").

### WITNESSETH:

That Grantor, subject to the easement rights reserved by Grantor herein, for and in  
consideration of the sum of TEN & No/100 Dollars and other valuable considerations, receipt and  
sufficiency of which are hereby acknowledged, by these presents does grant, bargain, sell, alien,  
remise, release, convey and confirm unto Grantee, all that certain land situate in Clay County, Florida  
and more particularly described as follows ("Property"):

TRACTS "B-1", "B-2", "B-3", "B-4", "CO-1", "P-1", "P-2", "P-3", "R-1", "R-  
2", "R-3", "R-4", "ST-1", "U-1", "U-2", "U-3", "U-4", "U-5", "U-6", "U-7",  
"U-8", "U-9", "U-10", "W-1", "W-2", "W-3", "W-4", ELECTRIC RIGHT OF  
WAY TRACT, TOGETHER WITH ALL PRIVATE DRAINAGE  
EASEMENTS ORIGINALLY RESERVED TO GRANTOR, ALL AS  
CONTAINED WITHIN THE PLAT OF AZALEA RIDGE UNIT 3, AS  
RECORDED IN PLAT BOOK 62, PAGES 12-19, OF THE PUBLIC  
RECORDS OF CLAY COUNTY, FLORIDA.

TOGETHER WITH all tenements, hereditaments and appurtenances thereto  
belonging or in anywise appertaining;

TO HAVE AND TO HOLD the Property in fee simple forever.

And Grantor hereby covenants with and warrants to Grantee that Grantor is lawfully seized  
of the Property in fee simple; that Grantor has good right and lawful authority to sell and convey  
the Property; that Grantor hereby fully warrants the title to the Property and will defend the same  
against the lawful claims of all persons claiming by, through or under Grantor, but against none  
other, provided however that the Property is conveyed subject to existing easements, covenants,  
restrictions and other matters of record. Grantee hereby covenants and agrees that it shall assume  
and perform the obligations set forth in all such recorded instruments insofar as they relate to the  
Property.

IN WITNESS WHEREOF, Grantor has signed and sealed these presents the day and year first above written.

Witnesses:

D.R. HORTON, INC. - JACKSONVILLE, a  
Delaware corporation

Deborah E. McClure  
Name: Deborah McClure

Mark Dizaris  
Name: Mark Dizaris

Philip A. Frerking  
By: Philip A. Frerking  
Its: Vice President

STATE OF FLORIDA  
COUNTY OF St Johns

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 14 day of May, 2021, by Philip A. Frerking, as Vice President of D.R. Horton, Inc. - Jacksonville, a Delaware corporation, on behalf of the company. He is personally known to me or who has produced (type of identification) as identification.



DEBORAH E. MCCLURE  
Commission # GG 967814  
Expires July 10, 2024  
Bonded Thru Budget Notary Services

Deborah E. McClure  
NOTARY PUBLIC, STATE OF FLORIDA

Deborah E. McClure  
(Print, Type or Stamp Commissioned Name of  
Notary Public)

# EXHIBIT B

## QUIT CLAIM BILL OF SALE

THIS BILL OF SALE is effective as of the 14 day of May, 2021, D.R. **HORTON INC. - JACKSONVILLE**, a Delaware corporation, whose address is 4220 Race Track Road, St. Johns, Florida 32259 ("**Grantor**") to **RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**, a special purpose unit of local government established under Chapter 190, Florida Statutes, whose address 475 West Town Place, Suite 114, St. Augustine, FL 32092 ("**Grantee**").

(Wherever used herein the terms "Grantor" and "Grantee" include all of the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations or governmental entities.)

## **BACKGROUND STATEMENT**

This instrument is intended to quit claim and release all right, title and interest, if any, of Grantor in and to certain improvements located on or within the property as identified in **Exhibit A ("Property")**.

NOW THEREFORE, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00), and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee, intending to be legally bound, do hereby agree as follows:

1. Grantor, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration to said Grantor in hand paid by the said Grantee, the receipt and sufficiency whereof are hereby acknowledged, hereby transfers, grants, conveys, and assigns to Grantee, but only to the extent of Grantor's interest, if any, the following intangible and personal property rights (collectively, "**Improvements**"), to have and to hold for Grantee's own use and benefit forever:

- a. All drainage and surface water management systems, including but not limited to lakes, ponds, water control structures, pipes and other water conveyance structures, as well as all catch-basins and related stormwater facilities located within the Property described in **Exhibit A**; and
- b. All plants, trees, timber, shrubbery, and other landscaping located within the Property described in **Exhibit A**; and
- c. All entry monuments and features located within the Property described in **Exhibit A**; and
- d. All recreation and amenity improvements located within the Property described in **Exhibit A**; and
- e. All of the right, title, interest, and benefit of Grantor, if any, in, to and under any and all plans, designs, construction and development drawings, engineering reports and studies, surveys, testing, permits, approvals, and work product relating to item a. listed above; and

- f. All of the right, title, interest, and benefit of Grantor, if any, in, to and under any and all guaranties, affidavits, warranties, bonds, claims, lien waivers, and other forms of indemnification, given heretofore and with respect to the construction, installation, or composition of item a. listed above.

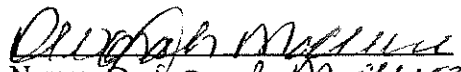
To have and to hold the same unto the Grantee forever.

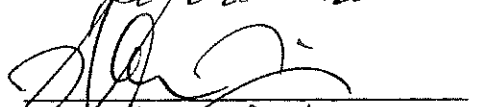
2. Grantor makes no representations or warranties with respect to the Improvements or with respect to Grantor's title to any such Improvements and all such Improvements are conveyed in their "as is" condition without warranty or representation of any kind. Grantee agrees to accept the Improvements in their "as is" condition. That said, the Grantor hereby assigns, transfers and conveys to the Grantee any and all rights against any and all firms or entities which may have caused any latent or patent defects, including, but not limited to, any and all warranties and other forms of indemnification, if any.

3. By execution of this document, the Grantor affirmatively represents that it has the contractual right, consent and lawful authority of any and all forms to take this action in this document and in this form. Nothing herein shall be construed as a waiver of Grantee's limitations on liability as provided in Section 768.28, Florida Statutes, and other statutes and law.

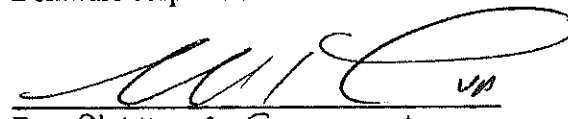
IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal the day and year first above written.

Witnesses:

  
Name: Deborah McClure

  
Name: Mark DeArino

D.R. HORTON, INC. - JACKSONVILLE, a  
Delaware corporation

  
By: Philip A. Fremont  
Its: Vice President

STATE OF FLORIDA  
COUNTY OF St Johns

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 14 day of May, 2021, by Philip A. Fremont as Vice President of D.R. Horton, Inc. - Jacksonville, a Delaware corporation, on behalf of the company. He is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.



DEBORAH E. MCCLURE  
Commission # GG 967814  
Expires July 10, 2024  
Bonded Thru Budget Notary Services

  
NOTARY PUBLIC, STATE OF FLORIDA

**Exhibit A**

TRACTS "B-1", "B-2", "B-3", "B-4", "CO-1", "P-1", "P-2", "P-3", "R-1", "R-2", "R-3", "R-4", "ST-1", "U-1", "U-2", "U-3", "U-4", "U-5", "U-6", "U-7", "U-8", "U-9", "U-10", "W-1", "W-2", "W-3", "W-4", ELECTRIC RIGHT OF WAY TRACT, TOGETHER WITH ALL PRIVATE DRAINAGE EASEMENTS ORIGINALLY RESERVED TO GRANTOR, ALL AS CONTAINED WITHIN THE PLAT OF AZALEA RIDGE UNIT 3, AS RECORDED IN PLAT BOOK 62, PAGES 12-19, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

**EXHIBIT C**

**CERTIFICATE OF DISTRICT ENGINEER  
RELATING TO IMPROVEMENTS**

STATE OF FLORIDA

COUNTY OF Duval

England-Thims & Miller, Inc., as District Engineer for the Ridgewood Trails Community Development District ("District"), hereby makes the following certifications in connection with the District's acceptance of certain improvements ("Improvements") as identified in "**Azalea Ridge Unit 3**", as recorded in Plat Book 62, Page 12, of the Official Records of Clay County, Florida, executed on or about the same date of this certificate:

The undersigned, an authorized representative of the District Engineer, hereby certifies that:


1. I have inspected the Improvements. I have further reviewed certain documentation relating to the Improvements, including but not limited to, agreements, plats, plans, and other documents.
2. In my opinion, the Improvements are consistent with the scope of the District's original capital improvement plan as set forth in the Engineer's Report for the District; were installed in accordance with their specifications; and are capable of performing the functions for which they were intended.
3. All known plans, permits and specifications necessary for the operation and maintenance of the Improvements are complete and on file with the District, and have been transferred, or are capable of being transferred, to the District for operations and maintenance responsibilities.
4. With this document, I hereby certify that it is appropriate at this time to transfer the Improvements to the District for ownership, and operation and maintenance responsibilities.

[CONTINUED ON FOLLOWING PAGE]



Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

FURTHER AFFIANT SAYETH NOT.

  
Name: K.T. Peter Ma  
Florida Registration No. 46661  
District Engineer

STATE OF FLORIDA  
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 14<sup>th</sup> day of May, 2021, by K.T. Peter Ma, as District Engineer of Ridgewood Trails, on behalf of the company. He is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

  
NOTARY PUBLIC, STATE OF FLORIDA

ALEX JACOBS  
Notary Public, State of Florida  
My Comm. Expires 02/19/2025  
Commission No. HH79522

## **EXHIBIT A**

All i) drainage and surface water management systems, including but not limited to lakes, ponds, water control structures, pipes and other water conveyance structures, as well as all catch-basins and related stormwater facilities; ii) all plants, trees, timber, shrubbery, and other landscaping; iii) all entry monuments and features; and iv) all recreation and amenity improvements located within:

TRACTS "B-1", "B-2", "B-3", "B-4", "CO-1", "P-1", "P-2", "P-3", "R-1", "R-2", "R-3", "R-4", "ST-1", "U-1", "U-2", "U-3", "U-4", "U-5", "U-6", "U-7", "U-8", "U-9", "U-10", "W-1", "W-2", "W-3", "W-4", ELECTRIC RIGHT OF WAY TRACT, TOGETHER WITH ALL PRIVATE DRAINAGE EASEMENTS ORIGINALLY RESERVED TO GRANTOR, ALL AS CONTAINED WITHIN THE PLAT OF AZALEA RIDGE UNIT 3, AS RECORDED IN PLAT BOOK 62, PAGES 12-19, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

## *NINTH ORDER OF BUSINESS*



Ms. Smith, The 30 mph speed limit in your neighborhood was set by the design engineer who developed the plan. This is the minimum speed that can be set without performing a traffic study. With a traffic study the speed could be lowered to 25 mph and at some very specific locations (tight curves) down to 20 mph. Typically we ask the HOA or CDD to have their engineer make these studies and request that the county post the speed limits in accordance with the study recommendations.

To monitor the progress or update this request please log into the [Public Records Center](#)



**WORK AUTHORIZATION NO. 16A**  
**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**2016/2017 GENERAL CONSULTING ENGINEERING SERVICES**  
**GENERAL FUND**  
**(ETM No.: 04-051-01-012)**

**Scope of Work**

England-Thims & Miller, Inc. shall provide consulting engineering for the Ridgewood Trails Community Development District as directed by the Board of Supervisors or their designee. Traffic study services shall include but are not limited to:

1. Review specific location for reduced speed limit sign
2. Coordinate with staff
3. Review based on FDOT specific requirements and procedures
4. Site Visits as Necessary
5. Provide recommendation in a written report

The outlined services shall be performed on a time and material basis at the currently approved rate and expense schedule. The estimated fee shall not be exceeded without further authorization. This estimated fee is not a guaranteed maximum cost.

**Part 1 Traffic Study Engineering Services**

ESTIMATED FEE .....\$20,000.00

## Basis of Estimated Fee

Principal – CEO/CSO/President .....	\$265.00/Hr.
Principal – Vice President .....	\$245.00/Hr.
Senior Engineer .....	\$195.00/Hr.
Engineer .....	\$157.00/Hr.
Project Manager .....	\$180.00/Hr.
Assistant Project Manager .....	\$147.00/Hr.
Senior Planner .....	\$182.00/Hr.
Planner .....	\$149.00/Hr.
CEI Project Manager.....	\$165.00/Hr.
CEI Senior Inspector.....	\$148.00/Hr.
CEI Inspector .....	\$120.00/Hr.
Senior Landscape Architect .....	\$168.00/Hr.
Landscape Architect .....	\$150.00/Hr.
Senior Graphics Technician.....	\$149.00/Hr.
GIS Programmer .....	\$160.00/Hr.
GIS Analyst .....	\$133.00/Hr.
Senior Engineering Designer / Senior LA Designer .....	\$151.00/Hr.
Engineering/Landscape Designer .....	\$131.00/Hr.
CADD/GIS Technician .....	\$121.00/Hr.
Administrative Support .....	\$84.00/Hr.
Accountant.....	\$102.00/Hr.

Costs such as subconsultants, printing, telephone, delivery service, mileage and travel shall be invoiced at direct costs plus 15%.

## Time of Performance

Services rendered will commence upon District approval and will be completed on or before December 30, 2021.

## Approval

Submitted by:   
England-Thims & Miller, Inc.

Date: 5/27/2021

Approved by: \_\_\_\_\_  
Ridgewood Trails Community Development District

Date: \_\_\_\_\_

## *ELEVENTH ORDER OF BUSINESS*

*C.*



NOTICE OF MEETINGS  
RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Ridgewood Trails Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2022 at 1:30 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068 on the first Wednesday of each month as follows or otherwise noted:

November 3, 2021  
January 5, 2022  
March 2, 2022  
May 4, 2022 @ **6:00 p.m.**  
July 6, 2022  
September 7, 2022 @ **6:00 p.m.**

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agendas for each meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). The meetings may be continued to a date, time, and place to be specified on the record at the meetings. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at the meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Ernesto Torres  
Manager

*D.*

*1.*

# **Ridgewood Trails Community Development District**

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

## **Memorandum**

**Date: July 7, 2021**

**To: Rich Whetsel                      via email**  
**Operations Director**

**From: Tom Chewning                      Melissa Brown**  
**Operations Manager                      Amenity Manager**

**Re: Ridgewood Trails CDD**  
**Operations Report**

### **Access Cards:**

- Total Access Cards Issued to Date: 720

### **Amenity Center:**

- Food Truck Thursday (every other Thursday)
- 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.
- New patios sets have been ordered for the pool area.
- New soccer nets have been installed.
- New signage has been added to both pool areas.
- Dumpster has been ordered for the Amenity Center.

**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.
- New mulch added throughout entire neighborhood.
- 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.
- Fountain fixed and is up running on Azalea Ridge parkway.
- Trash and debris have been removed from lakes on a weekly basis.

**Other Projects:**

- Both bathroom floors have been bleached.
- Added brighter light bulbs to both bathrooms by large pool.
- Trash and debris have been removed from some of the powerline easements on a weekly basis.
- Common area roadways are being inspected and cleaned 5 days a week.
- Park and pool trash can liners are being changed 3 times a week.
- Playground equipment safety check is performed monthly.
- Bathroom light switches replaced with motion sensors.
- Entry lights repaired.

Should you have any questions or comments regarding the above information, please feel free to contact Tom Chewning at (904) 671-4204.

2.



## Quotation

Quote #: 15499

Date: 06/16/2021

**Billed To:** Riverside Management Services  
9655 Florida Mining Blvd  
Bldg 300 Suite 305  
Jacksonville FL

**Project:** 30096  
Ridgewood Trails CDD O/S  
9655 Florida Mining Blvd  
Bldg 300 Suite 305  
Jacksonville FL

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This quote is valid until: 07/16/2021

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Description	Common Name	Quantity	Price	Ext Price
Irrigation Install				
Labor and material to add irrigation to (12) beds along Azalea Ridge Blvd.		1.00	4,100.00	4,100.00
Notes				
Total:				\$4,100.00

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

*THIRTEENTH 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, May 5, 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:

Marilee Giles	GMS, LLC
Ernesto Torres	District Manager
Katie Buchanan	District Counsel
Peter Ma	District Engineer (by telephone)
Tom Chewning	RMS (by telephone)
Melissa Brown	Amenity Manager

The following is a summary of the actions taken at the May 5, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mrs. Giles called the meeting to order at 6:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

A resident stated last night there were people in the pool at 1:30 in the morning. I came down and the gate was broken and someone put it on Facebook that they came to the pool and found gross things in there. It happened about two years ago and I was told to call the police. I don't think it is necessary to call the police. If we had someone in this community and that person would come if we called, then they contain the problem. Do we have someone in this community?

Mr. Genska stated in my experience we had a situation not long ago and the way I understood it is not one of us needs to confront any resident. When we had that situation, they

were not residents they were guests and they were also younger people. We are not trained to confront people. Calling a non-emergency number would be the best thing to do.

Mrs. Buchanan stated we have spoken about this before and I agree with your concern about confronting individuals without having security or law enforcement background. My preference and advice is, to not. That being said, if we don't want to call the non-emergency number to have a non-immediate response then our only alternative is to try to review the footage, identify them and then suspend them from the amenity facilities and if they do show up while we have a suspension in place then I think you would be less concerned about calling the police and trespassing them off the property.

Mr. Barnhouse stated we can adjust the times of the security patrols and perhaps increase the patrol to those hours.

Mr. Torres stated we will take that back with us and contact the county and adjust their hours of patrol and perhaps increase the patrol from midnight to 6:00 a.m.

### **THIRD ORDER OF BUSINESS**

#### **Consideration of Conveyance of Improvements (Presenter: Katie Buchanan)**

Mrs. Buchanan stated at the last meeting we discussed the location of where you wanted to put your new playground and as part of that analysis and evaluation we realized that the property we initially identified wasn't owned by the CDD and was still owned by D.R. Horton. We asked that Horton turn over that particular parcel and their response was they intended to turn over all of the tracts in the remaining phases at once compared to dividing it into parcels. That caused some delay because there was some damage to the pond in Unit 3 and we didn't want to accept the pond until it was repaired. My understanding is that Horton has had crews onsite and were working to do those repairs right now. I think it will probably be a few months before we come back together so if after we talk through this and you are comfortable I think I would suggest that we authorize the conveyance in accordance with the documents, which are the deed and bill of sale. The one thing I want to talk to you about and explain and give you comfort is that Exhibit C to this conveyance is a certificate of the district engineer. We would have a third party professional onsite and review the repairs and certify to us that they are going to be in good condition, in compliance with the permit and complete, that way we don't take something until a professional tells us that it is in good working order. While you can authorize the conveyance, we can move forward with it between meetings, but we wouldn't do it until we have his certificate in hand.

Mr. Ma stated we sent in-house inspectors out there when we first learned about the problem and they identified the cause and we presented all that in an email memo and that was forwarded to Horton. That is why they recognized that was something they needed to take care of and they bid it out and the work started last week. We have a construction inspector out there again to make sure they have done the work. We will let the board know of the completion when that happens.

Ms. Barnes asked is the CDD paying for this repair or is D.R. Horton and we are just waiting for it to be repaired then put in the playground.

Mrs. Buchanan stated correct. I think the playground is a different discussion, but we are waiting to complete the repairs before we accept title to the property and once you hold title to the property you can decide where you want to put the playground.

Mr. Genska stated the reason we had reservations about waiting was because we didn't want to lose any cost benefit or discounts that we negotiated for the playground.

Mr. Chewning stated we shouldn't lose anything.

Mr. Genska asked are we still looking at two months down the road?

Mr. Ma responded it all depends on the weather and once they start it will be a two-week process.

Ms. Buchanan stated that was my thought. I would hate to wait until the next board meeting if we are ready to go in a couple of weeks.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with all in favor Resolution 2021-05 accepting the conveyance of certain parcels from D.R. Horton was approved subject to final review and approval of the district engineer of the pond repairs.
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Mr. Ma left the telephone conference at this time.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Proposals**

Mrs. Giles stated at the March 3<sup>rd</sup> meeting the board asked staff to get proposals for fitness room flooring, patio tables and vinyl fencing for consideration.

#### **A. Fitness Room Flooring**

Ms. Brown stated I chose this gym floor because our maintenance department can install these. It is 526 square feet and it can be put down with adhesive or tape and it is right around \$9,000 for the flooring. These had the best reviews and we are able to keep clean.

On MOTION by Mr. Genska seconded by Ms. Miller with four in favor and Mr. Barnhouse opposed staff was authorized to purchase the gym flooring from Greatmats as outlined in their proposal.

## **B. Patio Tables**

Ms. Brown stated the first table is just like the ones we presently have, and we have umbrellas so we don't need to order those.

On MOTION by Mr. Barnhouse seconded by Ms. Nolte with all in favor staff was authorized to purchase four 37-inch metal steel slat outdoor dining tables from PH1Villa Store in the amount of \$159.99 each.

## **C. Vinyl Fence Proposal**

Mr. Chewning stated all three proposals are for 6-foot vinyl fencing and we will have double gates at the property entrance.

Ms. Brown stated this is in the back by Green River Place where people were driving through from Linda Lakes.

Mr. Genska asked what is your recommendation as far as longevity, weather, structural integrity?

Mr. Chewning stated I would probably go with PVC fencing.

Mrs. Buchanan asked is there a warranty on one of these that might make a difference?

Mr. Chewning stated I would have to look into that, but I believe there is a certain warranty.

Mr. Barnhouse asked is Next Level going to put concrete around the posts because their proposal doesn't say that.

Mr. Chewning stated yes, they will do the concrete around the posts as well. They did give an 8-foot option, but I propose to go with 6-foot to keep it consistent.

On MOTION by Mr. Barnhouse seconded by Ms. Miller with all in favor the proposal from Armstrong Fence Company for PVC fencing in the amount of \$2,538.00 was approved.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Proposal from Riverside Management Services, LLC for Fiscal Year 2022**

Mrs. Giles stated next is consideration of the proposal from Riverside Management Services, LLC for fiscal year 2022 and that proposal was included in your agenda package. RMS provides services for facility manager, operations manager, pool services for both pools, janitorial service for two facilities and lifeguard services. They are proposing a small increase for operations manager and lifeguard services for a total increase of \$2,265 for fiscal year 2022.

Mr. Genska stated we have had several discussions with residents about the services provided.

A resident asked why are you approving this company again when they don't do what they are supposed to be doing now? The operations manager is supposed to make sure the grass is being mowed correctly, making sure stuff is being done correctly and it is not being done and it hasn't been done this whole year.

Mr. Genska stated the biggest complaint we have is with our landscaping. Within the last couple of months we are getting complaints with the landscaping not being done and I think the general concern is that they are not being properly supervised.

Ms. Miller stated I don't think we should have to supervise the landscape company.

Mr. Genska stated it is like any other vendor you pay somebody to do services and we aren't going to babysit them, but someone needs to have oversight.

A resident asked how much are we paying Tree Amigos.

Ms. Miller stated \$6,000 a month.

A resident stated that is over \$60,000 a year and they scalp the grass and they are supposed to put out mulch and it is May and that still has not happened.

Mr. Genska stated that is scheduled for this month.

A resident asked are we able to come up with a system such that if they are not doing the job correctly we are able to recoup?

Mrs. Buchanan stated I don't have their contract in front of me, but I'm fairly positive that we have an offset provision. At the same time what I would like to do if we are going to withhold

payment, I need a clear direction from the operations manager that these are the deficiencies that have been identified and you have 30-days to complete them. Then at the end of that period if progress has not been made to your satisfaction we can talk about offsetting or potentially terminating them. There are a lot of landscape companies. I will tell you that I have seen struggles in all of my meetings with landscaping right now, a lot of it comes to staffing. They are having a hard time filling the positions so they are a little behind on almost all of their projects.

Mr. Genska stated the question is, how do we assure the residents that that part of the RMS contract, which is the biggest concern I know about is being properly managed. Do we have someone who comes out here every week, checks things out making sure things are done, some kind of oversight on our vendors, Tree Amigos being one of them?

Mr. Chewning stated I have been coming out and I know we have been talking back and forth about all the issues and concerns with the landscaping. I have been getting with Doug with Tree Amigos, forwarding every detail that you have been giving me, trying to get everything squared away.

Mrs. Buchanan stated it seems like you give Tom a chance to create the deficiency list and get it cured by next board meeting and if you are not happy then you can make a decision on Tree Amigos and all of our contracts have termination provisions. Just because you approved it doesn't mean you stick with it.

Mr. Genska asked does that address your concerns, Scott?

A resident stated this has been going on for years with RMS, the management company, with their operations managers. I have lived here since 2010 and we have been with the same company and if the operations manager is doing his job, then why is the mulch late. Why hasn't he said something? Why do the residents have to say something?

Ms. Barnes stated we have to give him a chance to do his job. We have a new guy that we have to give the opportunity to fix deficiencies that were there and he is trying to do his best right now. Let's give him a chance and at the next board meeting if our residents are still unhappy then we will address it at that time.

Mr. Genska stated remember RMS has done a lot of things other than landscape oversight. I know we have had repairs made, the pool maintenance they are right on top of that. The landscape is the one thing. Tom, how often are you out here checking on things?

Mr. Chewning stated I am generally out there three days a week. I come out for a couple of hours at a time, check on the grounds look at all the details, the lakes and the property itself.

Mr. Genska stated I put myself out there, people know who I am and when we have landscape issues or any other issues, people generally let me know or sometimes I see it on Facebook and then I put that together and send it to Tom, he generally responds to me within hours and that never happened before. Before we would go weeks at a time and not get a reply. Tom is the easiest so far to work with.

A resident stated that's fair. How often are they supposed to mow?

Mr. Barnhouse stated they come out every week, but they don't do everything.

Mr. Genska stated you have talked to them about raising their blades.

Mr. Chewning stated yes and I will reiterate it.

Mrs. Buchanan asked do you want to work with Tom to review the deficiency list once he puts it together?

Mr. Genska stated I will.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with all in favor the proposal from Riverside Management Services, LLC for fiscal year 2022 was approved.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Resolution 2021-04 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date to Adopt**

Mr. Torres stated under tab 6 is the resolution we will use for FY22 budget and set the public hearing for July 7, 2021. As the district manager it is our responsibility to work with the board to develop the budget for each year and based on our utilities, insurance, staff and other contractors the assessment levels are going to remain the same.

I want to draw the board's attention to page 1 of the proposed budget, the item called carry forward. These are funds that are available to the board by means of capital in your current account, basically it is a good estimate that you have additional funds that will carry the district for three months or so before receiving any revenue from the tax collector's office. Last year you had \$95,000 in carry forward surplus to keep the assessment level, this year you are looking at \$112,000. This is good news but also an alarm to the board that it may not always be the case and



you must understand that there may be a time that the carry forward may not be so plentiful. Even considering the small increases in RMS, insurance and some utilities, assessments will stay the same. We will publish notice of the public hearing and at July's meeting you will adopt the FY22 budget.

On MOTION by Ms. Barnes seconded by Mr. Genska with all in favor Resolution 2021-04 approving the proposed fiscal year 2022 budget and setting the public hearing for July 7, 2021 was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mrs. Buchanan stated you have probably seen the Capital Conversations relating to the legislative updates. With the COVID liability protection act that was recently in place the district is in a much better position as far as potential exposure from anyone who would make a claim against the district for a COVID exposure on the property. Essentially, the law says that so long as you are taking precautions in place by the state, which there are none, then we would be in a pretty good position to defend any lawsuit relating to COVID liability. Our insurance company feels much safer with amenities open now that this legislation has passed you should feel confident in your ability to operate.

#### **B. Engineer – Update on Pond Erosion Near 3812 Great Falls loop**

There being none, the next item followed.

#### **C. Manager – Report on the Number of Registered Voters (1,162)**

A copy of the letter from the supervisor of elections indicating that there are 1,162 registered voters residing in the district was included in the agenda package.

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

Mr. Chewning gave an overview of the operation manager's monthly report, copy of which was included in the agenda package.

#### **E. Amenity Manager**

Mr. Genska asked what is our process for reviewing camera footage? How far can you go back? I was referring to two weeks ago and last night. Is there a process that you review it or only if someone asks?

Ms. Brown responded usually I'm not going to review it unless something happened because they are in so many different places.

Mrs. Buchanan stated as a general rule, we would ask that Melissa would not allow the distribution of that footage because it gives the location of the cameras.

Mr. Genska asked is there any legal concern with her showing the board? Who should have access?

Mrs. Buchanan stated generally it is confidential unless there is a court order or an active investigation. You are a government body and I think that you can see them without a court order or active investigation.

Mr. Genska stated I saw this flashing by on a Facebook community page. Is there a way that a resident can look up what the pool schedule is, specifically the small pool because that is the only one that we reserve for parties? Apparently someone came up wanting to use the small pool and it was reserved and they didn't know about it. How are we supposed to know?

Ms. Brown stated they place the sign when they come that it is reserved for a party. The problem I have with posting the schedule is the minute someone sees that somebody rents the pool more than once a month or something like that they are going to have an issue and I feel like it is a privacy issue.

Mr. Genska stated that is fine. The big pool is always open and the correct answer if you want to know if this pool is reserved, just come up and look and find out during the day and it is probably posted that this pool is reserved.

Ms. Brown stated there is a huge sign.

Mr. Barnhouse stated that could be put on the website calendar on Azalearidge.me on the website and you could have the date input saying pool reserved from this time to this time.

Ms. Brown stated we could, but I will tell you that schedule changes sometimes daily.

Mr. Barnhouse stated all it takes is a phone call to get in touch with Bobby.

Ms. Barnes stated we could try that and see how it goes.

Mr. Genska stated then see how that works for you.

Ms. Brown stated I'm open to whatever the board directs.

Ms. Barnes stated I don't think you should put people's names but put in the time reserved.

Ms. Brown stated I don't mind calling on a weekly or monthly basis, but I don't think we should list names.

Mrs. Buchanan stated I suggest that effective as of this date, subject to change. Then it is clear you are only doing it once a week and somebody may reserve it between now and the next week.

Ms. Barnes stated we always post the CDD meetings on the board. How do we post an HOA meeting on there?

Ms. Brown stated I have to be notified. The last time she asked me to put it on the message board, which I did.

Ms. Nolte asked is the community yard sale going on there?

Ms. Brown stated I advertised on mine as well as the sign and we usually list it on Craigslist.

Mr. Genska stated the day it expires it needs to come down.

## **EIGHTH ORDER OF BUSINESS**

### **Supervisor's Requests and Audience Comments**

Ms. Nolte stated I'm really not happy with Tree Amigos.

Mr. Genska stated I will talk with Tom.

Mr. Torres stated you have a 30-day provision to terminate for cause or no cause. If you decide to go out with an RFP for landscape maintenance you will probably be the sixth district that is doing so in our branch in North Florida to do this. It is a common factor with all of them it is just personnel. I'm not defending Tree Amigos but it is a good idea to provide them with a very detailed notice of the deficiencies, send that to them.

Mr. Genska stated Tom and I will do that.

Mr. Torres stated we will bring that back to the board and at that point if you decide you want to go out with an RFP we can do that. I agree with Katie, we are experiencing this with all landscapers and I think you are just going to rotate the problem from one to another.

Mr. Genska stated we would all like the schedule.

Mrs. Giles stated he can send it to me and I will send it out to the board.

Mrs. Buchanan stated the other reason I'm encouraging you to do the deficiency letter is what I have seen happen over and over again is that if you change vendors you are going to have

some sticker shock upfront from the new vendor to bring it back up to par. Let's get them to fix it or you have identified that they are not going to fix it and we can overlap services and offset that last payment because these are all things you are not doing. We are just trying to lay the groundwork and it is better to do that sooner than after you terminate because it can get costly.

Mr. Barnhouse asked are the cameras WiFi?

Ms. Brown stated I'm not sure.

Mr. Barnhouse stated I want to talk about a service that Clay County Sheriff's Department offers for free. We give them a passcode to our WiFi of the cameras so when there is a problem we can call that non-emergency number or the emergency number and they will bring up the cameras and see what it going on.

Mr. Genska asked is that a question we can ask the camera company?

Ms. Brown stated yes.

Mr. Nolte asked what is the jurisdiction for that bump as you enter the front entrance?

Mr. Genska stated correct me if I'm wrong, that will be addressed once the construction is done. They won't do anything until that time. I did hear that we got approval to have Clay Electric bring in some power.

Mr. Chewning stated that is correct. Clay Electric said they are a couple weeks out. The irrigation upfront is based on that meter and if we don't have meter we don't have irrigation.

Mr. Genska asked what about leveling off that as you turn into the development because that side of the road is now complete?

Mr. Chewning stated that is supposed to be part of the construction and I'm in conversation with a couple people to find out when that will be leveled and asphalt put in.

A resident stated are there going to be sprinkler systems down that road? I looked at the beds two days ago and they are dead.

Mr. Genska stated there is an irrigation system in the median but we don't yet have the meter. Is there irrigation running up the road where the palm trees were?

Mr. Chewning stated I will look into that, I don't know for certain.

A resident stated I know the power lines are not ours, however, as you go down Azalea Ridge and the main road when you go under the power lines they put a little road to the powerlines. If you go down the powerlines you go all the way down behind by my house and you cannot go any further because there is a creek. However, it has become a serious issue because people are

back there at 2 and 3 in the morning on four wheelers, cars and it is causing a serious issue because they think they can follow the power lines all the way down. I talked about this a year ago and brought it to you and you said RMS will take it up with Clay County public works. I also asked if Clay Electric would put up a gate.

Mr. Genska asked is there anything we can do with Clay Electric? At least start a conversation with them to see what type of deterrent we can get so people can't drive down the easement.

Mr. Chewning stated I will give them a call and see what we can do.

Mrs. Giles stated I wonder if Clay Electric would be willing to put up a no trespassing sign, then when you call the police, they are trespassing.

A resident stated they are also tearing up the pond banks back there.

Mrs. Giles stated if they are on district property they can be trespassed.

Ms. Barnes stated they are renting and they come to the pool with 25 guests and they were going down the slide when the slide wasn't open. These are adults.

Mrs. Buchanan stated we can suspend people for doing that. Generally, we would either suspend the renting family or the homeowner family and this instance it would make sense to suspend the renter. If you think they are causing damage to sod you are going to have to replace or they are running over district fencing and we can have personal testimony or video that says this is who it is then we do have the ability to request recovery from them. The problem is there is a cost benefit to that; you spend money to get money and on some level it might not be worth it in staff time.

Ms. Muller asked are we having problems with the pump in the fountains?

Ms. Brown stated it was struck by lightning and the parts have been ordered and we are waiting for them to come out and fix it.

Mr. Miller asked can someone ask the people in the gym to wear ear buds so they don't disturb other people in there? Sometimes young people come in playing loud music on boom boxes. Are there any plans for a fenced in dog run?

Mr. Genska stated we sent out a survey for improvements and when the survey came back the general community didn't want it.

A resident asked could the district send out another survey? It has been awhile since we have done that and we have a lot of new residents in the third phase.

Mr. Genska stated it has been over the year.

Mrs. Buchanan stated you just set your max budget so if you are sending out a survey you want to be sure that you are aligning expectations because this is not an improvement that you would likely undertake this fiscal year.

**NINTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the March 3, 2021 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. Barnes with all in favor the consent agenda items were approved.
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**TENTH ORDER OF BUSINESS**

**Consideration of Security Upgrades  
(Presenter: Melissa Brown) Closed Session**

This item tabled.

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, July 7, 2021 at 1:30 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida**

Mrs. Giles stated the next meeting is July 7, 2021 at 1:30 p.m. in the same location.

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor the meeting adjourned at 7:28 p.m.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman



*B.*



**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
**May 31, 2021**

	<u>Governmental Fund Types</u>			<b>Totals</b>
	<u>General</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>(Memorandum Only)</u>
<b><u>ASSETS:</u></b>				
CASH	\$113,020	\$55,399	---	\$168,420
INVESTMENTS - STATE BOARD	\$121,090	---	---	\$121,090
INVESTMENTS - US BANK - GENERAL FUND	\$171,041	---	---	\$171,041
INVESTMENTS - STATE BOARD - CAPITAL RESERVE	\$0	\$126,555	---	\$126,555
INVESTMENTS				
Reserve A	---	---	\$9,617	\$9,617
Revenue A	---	---	\$4,349	\$4,349
DEPOSITS	\$2,703	---	---	\$2,703
DUE FROM CAPITAL RESERVES	\$1,400	---	---	\$1,400
DUE FROM OTHER	\$535	---	---	\$535
<b>TOTAL ASSETS</b>	<u>\$409,789</u>	<u>\$181,955</u>	<u>\$13,966</u>	<u>\$605,710</u>
<b><u>LIABILITIES:</u></b>				
ACCOUNTS PAYABLE	\$13,892	---	---	\$13,892
ACCRUED EXPENSES	\$1,425	---	---	\$1,425
DUE TO GENERAL	---	\$1,400	---	\$1,400
<b>FUND BALANCES:</b>				
UNASSIGNED	\$296,528	---	---	\$296,528
NONSPENDABLE	\$2,703	---	---	\$2,703
ASSIGNED	\$95,242	---	---	\$95,242
ASSIGNED FOR CAPITAL RESERVE	\$0	\$180,555	---	\$180,555
RESTRICTED FOR DEBT SERVICE	---	---	\$13,966	\$13,966
<b>TOTAL LIABILITIES &amp; FUND EQUITY &amp; OTHER CREDITS</b>	<u>\$409,789</u>	<u>\$181,955</u>	<u>\$13,966</u>	<u>\$605,710</u>

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 05/31/21	ACTUAL THRU 05/31/21	VARIANCE
<b><u>REVENUES:</u></b>				
Assessments - Tax Roll	\$419,989	\$419,989	\$419,102	(\$887)
Interest Earned/Misc. Income	\$5,000	\$3,333	\$156	(\$3,177)
Rental Revenue	\$0	\$0	\$475	\$475
<b>TOTAL REVENUES</b>	<b>\$424,989</b>	<b>\$423,323</b>	<b>\$419,733</b>	<b>(\$3,590)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
Supervisor Fees	\$12,000	\$8,000	\$3,800	\$4,200
FICA Expense	\$918	\$612	\$291	\$321
Engineering	\$5,000	\$3,333	\$983	\$2,350
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$600	\$0	\$0	\$0
Dissemination	\$1,000	\$667	\$667	\$0
Attorney	\$12,000	\$8,000	\$3,827	\$4,174
Annual Audit	\$3,400	\$1,500	\$1,500	\$0
Trustee	\$4,500	\$5,647	\$5,647	\$0
Management Fees	\$41,000	\$27,333	\$27,333	(\$0)
Telephone	\$100	\$67	\$133	(\$67)
Postage	\$800	\$533	\$433	\$101
Printing & Binding	\$1,500	\$1,000	\$384	\$616
Insurance	\$6,928	\$6,928	\$6,613	\$315
Legal Advertising	\$3,400	\$2,267	\$49	\$2,218
Other Current Charges (1)	\$1,800	\$1,200	\$593	\$607
Office Supplies	\$250	\$167	\$41	\$126
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Meeting Room Rental	\$600	\$400	\$0	\$400
Records Storage	\$250	\$167	\$0	\$167
<b>TOTAL ADMINISTRATIVE</b>	<b>\$101,481</b>	<b>\$73,255</b>	<b>\$57,727</b>	<b>\$15,528</b>
<b><u>AMENITY CENTER</u></b>				
Insurance	\$15,478	\$15,478	\$15,477	\$1
Facility Manager	\$60,000	\$40,000	\$40,000	\$0
General Facility Maintenance	\$10,000	\$6,667	\$5,400	\$1,267
Repairs & Replacements	\$6,284	\$4,189	\$5,144	(\$955)
Lifeguards	\$15,000	\$2,052	\$2,052	\$0
Pool Maintenance	\$15,910	\$10,607	\$10,607	\$0
Pool Chemicals	\$12,640	\$8,427	\$5,760	\$2,667
Other Current Charges	\$1,000	\$667	\$0	\$667
Water & Sewer	\$13,500	\$9,000	\$5,903	\$3,097
Electric	\$12,000	\$8,000	\$8,576	(\$576)
Internet/Cable	\$4,560	\$3,040	\$2,956	\$84
Janitorial	\$9,984	\$6,656	\$6,653	\$3
Janitorial Supplies	\$1,500	\$1,000	\$952	\$48
Security (2)	\$19,000	\$12,667	\$7,990	\$4,677
Refuse Service	\$3,000	\$2,000	\$0	\$2,000
Special Events	\$6,300	\$5,450	\$5,450	\$0
Pool Permit	\$375	\$0	\$0	\$0
Pest Control	\$1,000	\$667	\$455	\$212
Capital Reserve	\$35,000	\$35,000	\$35,000	\$0
<b>TOTAL AMENITY CENTER</b>	<b>\$242,531</b>	<b>\$171,566</b>	<b>\$158,375</b>	<b>\$13,191</b>

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 05/31/21	ACTUAL THRU 05/31/21	VARIANCE
<b><u>EXPENDITURES:</u></b>				
<b><u>  GROUND MAINTENANCE:</u></b>				
Operations Management	\$21,855	\$14,570	\$14,570	\$0
Access Cards	\$1,000	\$667	\$0	\$667
Electric	\$8,000	\$5,333	\$4,032	\$1,301
Water	\$8,300	\$5,533	\$3,414	\$2,119
Repairs & Maintenance	\$17,000	\$11,333	\$7,755	\$3,578
Landscape Maintenance	\$102,000	\$68,000	\$67,418	\$582
Landscape Contingency	\$10,000	\$6,667	\$558	\$6,109
Lake Maintenance	\$8,064	\$5,376	\$5,376	\$0
<b>TOTAL GROUND MAINTENANCE</b>	<b>\$176,219</b>	<b>\$117,479</b>	<b>\$103,124</b>	<b>\$14,356</b>
<b>TOTAL EXPENDITURES</b>	<b>\$520,231</b>	<b>\$362,300</b>	<b>\$319,225</b>	<b>\$43,075</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$95,242)</b>		<b>\$100,508</b>	
FUND BALANCE - Beginning	\$95,242		\$293,965	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$394,472</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
<b>REVENUES:</b>													
Assessments - Tax Roll	\$0	\$19656	\$384920	\$3344	\$5093	\$746	\$3441	\$1903	\$0	\$0	\$0	\$0	\$419,102
Interest Earned/Misc. Income	\$40	\$22	\$18	\$19	\$16	\$15	\$13	\$12	\$0	\$0	\$0	\$0	\$156
Rental Revenue	\$0	\$225	\$0	\$100	\$0	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$475
<b>TOTAL REVENUES</b>	<b>\$40</b>	<b>\$19903</b>	<b>\$384938</b>	<b>\$3463</b>	<b>\$5108</b>	<b>\$761</b>	<b>\$3455</b>	<b>\$2065</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$419733</b>

**EXPENDITURES: ADMINISTRATIVE**

Supervisor Fees	\$0	\$1,000	\$0	\$1,000	\$800	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$3,800
FICA Expense	\$0	\$77	\$0	\$77	\$61	\$0	\$0	\$77	\$0	\$0	\$0	\$0	\$291
Engineering	\$0	\$0	\$0	\$0	\$0	\$983	\$0	\$0	\$0	\$0	\$0	\$0	\$983
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	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$667
Attorney	\$0	\$551	\$273	\$812	\$116	\$1,350	\$725	\$0	\$0	\$0	\$0	\$0	\$3,827
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0	\$1,500
Trustee	\$1,129	\$0	\$0	\$4,517	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,647
Management Fees	\$3,417	\$3,417	\$3,417	\$3,417	\$3,417	\$3,417	\$3,417	\$3,417	\$0	\$0	\$0	\$0	\$27,333
Telephone	\$0	\$0	\$0	\$0	\$0	\$35	\$49	\$49	\$0	\$0	\$0	\$0	\$133
Postage	\$116	\$6	\$127	\$4	\$158	\$11	\$8	\$3	\$0	\$0	\$0	\$0	\$433
Printing & Binding	\$20	\$97	\$43	\$73	\$7	\$108	\$20	\$17	\$0	\$0	\$0	\$0	\$384
Insurance	\$6,613	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,613
Legal Advertising	\$0	\$0	\$49	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$49
Other Current Charges (1)	\$67	\$66	\$145	\$54	\$63	\$70	\$66	\$62	\$0	\$0	\$0	\$0	\$593
Office Supplies	\$7	\$8	\$1	\$8	\$0	\$11	\$0	\$6	\$0	\$0	\$0	\$0	\$41
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
<b>DEPARTMENT TOTALS</b>	<b>\$16,712</b>	<b>\$5,479</b>	<b>\$4,137</b>	<b>\$10,044</b>	<b>\$4,705</b>	<b>\$6,068</b>	<b>\$4,368</b>	<b>\$6,213</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$57,727</b>

**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	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$40,000
General Facility Maintenance	\$808	\$833	\$841	\$832	\$834	\$769	\$482	\$0	\$0	\$0	\$0	\$0	\$5,400
Repairs & Replacements	\$0	\$1,596	\$174	\$1,416	\$523	\$536	\$900	\$0	\$0	\$0	\$0	\$0	\$5,144
Lifeguards	\$0	\$0	\$0	\$0	\$0	\$175	\$0	\$1,877	\$0	\$0	\$0	\$0	\$2,052
Pool Maintenance	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$0	\$0	\$0	\$0	\$10,607
Pool Chemicals	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$0	\$0	\$0	\$0	\$5,760
Other Current Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water & Sewer	\$603	\$1,157	\$660	\$668	\$642	\$610	\$777	\$786	\$0	\$0	\$0	\$0	\$5,903
Electric	\$1,103	\$1,051	\$1,062	\$1,010	\$1,278	\$1,031	\$969	\$1,072	\$0	\$0	\$0	\$0	\$8,576
Internet/Cable	\$325	\$325	\$325	\$363	\$404	\$404	\$404	\$405	\$0	\$0	\$0	\$0	\$2,956
Janitorial	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$0	\$0	\$0	\$0	\$6,653
Janitorial Supplies	\$266	\$138	\$73	\$123	\$125	\$125	\$103	\$0	\$0	\$0	\$0	\$0	\$952
Security (2)	\$1,320	\$1,080	\$915	\$425	\$1,515	\$1,325	\$480	\$930	\$0	\$0	\$0	\$0	\$7,990
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Events	\$1,375	\$0	\$2,375	\$0	\$0	\$1,700	\$0	\$0	\$0	\$0	\$0	\$0	\$5,450
Pool Permit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pest Control	\$45	\$45	\$275	\$45	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$455
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000
<b>AMENITY CENTER TOTALS</b>	<b>\$29,199</b>	<b>\$14,102</b>	<b>\$14,578</b>	<b>\$12,760</b>	<b>\$13,244</b>	<b>\$49,552</b>	<b>\$11,992</b>	<b>\$12,947</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$158,375</b>

**RIDGEWOOD TRAILS CDD  
GENERAL FUND  
FY2021**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b><u>EXPENDITURES: GROUNDS MAINTENANCE</u></b>													
Operations Management	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$0	\$0	\$0	\$0	\$14,570
Access Cards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$334	\$401	\$540	\$569	\$505	\$506	\$564	\$613	\$0	\$0	\$0	\$0	\$4,032
Water	\$375	\$371	\$396	\$442	\$430	\$436	\$489	\$476	\$0	\$0	\$0	\$0	\$3,414
Repairs & Maintenance	\$927	\$1,081	\$849	\$521	\$1,416	\$2,066	\$895	\$0	\$0	\$0	\$0	\$0	\$7,755
Landscape Maintenance	\$8,690	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$0	\$0	\$0	\$0	\$67,418
Landscape Contingency	\$0	\$0	\$0	\$0	\$358	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$558
Lake Maintenance	\$672	\$672	\$672	\$672	\$672	\$672	\$672	\$672	\$0	\$0	\$0	\$0	\$5,376
Capital Outlay - Streetlighting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GROUND MAINTENANCE TOTAL</b>	<b>\$12,819</b>	<b>\$12,736</b>	<b>\$12,668</b>	<b>\$12,415</b>	<b>\$13,592</b>	<b>\$13,891</b>	<b>\$13,032</b>	<b>\$11,972</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,124</b>
<b>TOTAL EXPENDITURES</b>	<b>\$58,730</b>	<b>\$32,317</b>	<b>\$31,383</b>	<b>\$35,219</b>	<b>\$31,541</b>	<b>\$69,511</b>	<b>\$29,392</b>	<b>\$31,133</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$319,225</b>
<b>EXCESS REV/(EXP)</b>	<b>(\$58,690)</b>	<b>(\$12,413)</b>	<b>\$353,555</b>	<b>(\$31,756)</b>	<b>(\$26,433)</b>	<b>(\$68,750)</b>	<b>(\$25,937)</b>	<b>(\$29,068)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,508</b>

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL RESERVE**

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 05/31/21	ACTUAL THRU 05/31/21	VARIANCE
<b><u>REVENUES:</u></b>				
Capital Reserve Transfer In	\$35,000	\$35,000	\$35,000	\$0
Interest Income	\$1,500	\$1,000	\$188	(\$812)
<b>TOTAL REVENUES</b>	<b>\$36,500</b>	<b>\$36,000</b>	<b>\$35,188</b>	<b>(\$812)</b>
<b><u>EXPENDITURES:</u></b>				
Capital Reserves	\$20,000	\$13,333	\$0	\$13,333
Amenity Improvement Project	\$50,000	\$42,922	\$42,922	\$0
Other Current Charges	\$650	\$433	\$384	\$49
Repair & Maintenance	\$0	\$0	\$3,070	(\$3,070)
<b>TOTAL EXPENDITURES</b>	<b>\$70,650</b>	<b>\$56,689</b>	<b>\$46,376</b>	<b>\$10,313</b>
<b><u>OTHER SOURCES AND USES:</u></b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>TOTAL OTHER SOURCES/USES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$34,150)</b>		<b>(\$11,188)</b>	
FUND BALANCE - Beginning	\$192,874		\$191,743	
FUND BALANCE - Ending	<u>\$158,724</u>		<u>\$180,555</u>	

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND - 2007A**

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2021

	<b>ADOPTED BUDGET</b>	<b>PRORATED BUDGET THRU 05/31/21</b>	<b>ACTUAL THRU 05/31/21</b>	<b>VARIANCE</b>
<b><u>REVENUES:</u></b>				
Assessments - On Roll	\$13,359	\$13,359	\$13,331	(\$28)
Interest Income	\$100	\$67	\$1	(\$66)
<b>TOTAL REVENUES</b>	<b>\$13,459</b>	<b>\$13,426</b>	<b>\$13,331</b>	<b>(\$94)</b>
<b><u>EXPENDITURES:</u></b>				
Interest Expense - 11/1	\$4,096	\$4,096	\$4,096	\$0
Interest Expense - 5/1	\$4,096	\$4,096	\$4,096	\$0
Principal Expense - 5/1	\$5,000	\$5,000	\$5,000	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$13,193</b>	<b>\$13,193</b>	<b>\$13,193</b>	<b>\$0</b>
<b><u>OTHER SOURCES AND USES:</u></b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>TOTAL OTHER SOURCES/USES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$267</b>		<b>\$139</b>	
FUND BALANCE - Beginning	\$4,187		\$13,827	
FUND BALANCE - Ending	<u>\$4,454</u>		<u>\$13,966</u>	

*Ridgewood Trails*  
*Community Development District*  
*Long Term Debt Report*

<b>Series 2007A Capital Improvement Revenue Bonds</b>	
Interest Rate:	5.650%
Maturity Date:	5/1/2038
Reserve Fund Definition:	
Reserve Fund Requirement:	\$9,503
Reserve Fund Balance:	\$9,617
Bonds outstanding - 6/1/2019	\$150,000
Less: May 1, 2020 (Mandatory)	(\$5,000)
Less: May 1, 2021 (Mandatory)	(\$5,000)
Current Bonds Outstanding	\$140,000



*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
<b>TOTAL ASSESSED</b>	<b>691</b>	<b>13,358.77</b>	<b>419,987.31</b>	<b>433,346.08</b>

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
3	12/04/20	332,061.34	10,236.46	321,824.88
4	12/17/20	25,905.71	798.60	25,107.11
5	01/14/21	3,449.90	106.35	3,343.55
6	02/19/21	5,254.67	161.99	5,092.68
7	03/19/21	769.72	23.73	745.99
8	04/12/21	3,550.66	109.46	3,441.20
9	05/11/21	1,963.19	60.52	1,902.67
10	06/05/21	611.34	18.85	592.49
TAX CERTIFICATES	06/11/21	1,247.64	38.46	1,209.18
			-	-
			-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>434,291.86</b>	<b>13,387.94</b>	<b>420,903.92</b>

PERCENT COLLECTED	TOTAL	DEBT	O&M
<b>TOTAL PERCENT COLLECTED</b>	<b>100.22%</b>	<b>100.22%</b>	<b>100.22%</b>

*D.*

**RIDGEWOOD TRAILS**  
Community Development District

***Check Run Summary***  
***4/1/2021 - 5/31/2021***

<b>Fund</b>	<b>Date</b>	<b>Check Numbers</b>	<b>Amount</b>	
<b><u>General Fund</u></b>				
	4/1/21 - 4/30/21	2048-2058	\$22,653.49	
	5/1/21 - 5/31/21	2059-2082	\$40,023.05	
				\$62,676.54
<b><u>Capital Reserve</u></b>				
	5/3/21	17	\$1,670.00	
				\$1,670.00
<b><u>Autopayments</u></b>				
	4/12/21	Comcast	\$404.46	
	4/29/21	CCUA	\$1,266.10	
	4/29/21	Clay Electric	\$1,533.00	
	5/6/21	Comcast	\$404.67	
	5/27/21	CCUA	\$1,261.60	
	5/31/21	Clay Electric	\$260.27	
				\$5,130.10
<b>Total</b>				<b>\$69,476.64</b>

\* Fedex invoices available upon request.

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN 6/22/21		PAGE 1			
*** CHECK DATES		04/01/2021 - 05/31/2021 ***		RIDGEWOOD TRAILS CDD													
				BANK A RIDGEWOOD TRAILS													

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
4/12/21	00003	4/01/21 216	202104 310-51300-34000	APRIL MANAGEMENT FEES	*	3,416.67	
		4/01/21 216	202104 310-51300-31300	APRIL DISSEMINATION AGENT	*	83.33	
		4/01/21 216	202104 310-51300-51000	OFFICE SUPPLIES	*	.48	
		4/01/21 216	202104 310-51300-42000	POSTAGE	*	8.16	
		4/01/21 216	202104 310-51300-42500	COPIES	*	19.80	
		4/01/21 216	202104 310-51300-41000	TELEPHONE	*	48.97	
							3,577.41 002048
-----							
4/20/21	00055	4/03/21 73366	202104 330-53800-46000	BACKFLOW TEST 4/1/21	*	135.00	
							135.00 002049
-----							
4/20/21	00070	4/13/21 SSI10026	202103 320-57200-34500	MAR EMPLOYMENT FEE	*	60.00	
		4/13/21 SSI10026	202103 320-57200-34500	MAR SCHEDULING FEE	*	25.00	
							85.00 002050
-----							
4/20/21	00063	4/12/21 04122021	202103 320-57200-34500	3/30/21 SECURITY SERVICES	*	120.00	
							120.00 002051
-----							
4/20/21	00099	3/15/21 8653487	202102 320-57200-43200	FEB PEST CONTROL	*	45.00	
							45.00 002052
-----							
4/20/21	00008	3/31/21 121441	202102 310-51300-31500	FEB GENERAL COUNSEL/MTG	*	116.00	
							116.00 002053
-----							
4/20/21	00064	4/12/21 04122021	202104 320-57200-34500	4/1/21 SECURITY SERVICES	*	120.00	
		4/12/21 04122021	202104 320-57200-34500	4/3/21 SECURITY SERVICES	*	120.00	
		4/12/21 04122021	202104 320-57200-34500	4/7/21 SECURITY SERVICES	*	120.00	
							360.00 002054
-----							
4/20/21	00042	4/01/21 568754	202104 330-53800-46400	APR LAKE MAINTENANCE	*	672.00	
							672.00 002055
-----							
RDGE --RIDGEWOOD-- BPEREGRINO							

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	6/22/21	PAGE	2		
*** CHECK DATES		04/01/2021 - 05/31/2021		***		RIDGEWOOD TRAILS CDD											
						BANK A RIDGEWOOD TRAILS											

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
4/20/21	00039	4/12/21 270	202103 320-57200-45100	MAR LIFEGUARD SERVICES	*	174.56	
				RIVERSIDE MANAGEMENT SERVICES, INC.			174.56 002056
4/20/21	00039	4/01/21 269	202104 320-57200-34200	APR JANITORIAL SERVICES	*	831.67	
		4/01/21 269	202104 320-57200-46500	APR POOL MAINTENANCE	*	1,325.83	
		4/01/21 269	202104 330-53800-34000	APR CONTRACT ADMINISTRATION	*	1,821.25	
		4/01/21 269	202104 320-57200-46200	APR FAC MANAGEMENT	*	5,000.00	
				RIVERSIDE MANAGEMENT SERVICES, INC.			8,978.75 002057
4/20/21	00091	3/28/21 14976	202104 330-53800-46200	MAR LANDSCAPE MAINTENANCE	*	8,389.77	
				TREE AMIGOS OUTDOOR SERVICES			8,389.77 002058
5/04/21	00009	4/09/21 197511	202103 310-51300-31100	ENGINEER SRV THRU 3/31/21	*	982.96	
				ENGLAND-THIMS & MILLER			982.96 002059
5/04/21	00048	4/14/21 24769	202104 320-57200-46000	APR SEMI ANNUAL PM VISIT	*	200.00	
				FITNESSPRO			200.00 002060
5/04/21	00008	4/27/21 122023	202103 310-51300-31500	MAR GEN COUNSEL/MTHLY MTG	*	1,350.00	
				HOPPING GREEN & SAMS			1,350.00 002061
5/04/21	00095	3/01/21 13129559	202103 320-57200-52100	MAR POOL CHEMICALS	*	720.00	
				POOLSURE			720.00 002062
5/04/21	00039	3/05/21 267	202103 320-57200-46000	JAN PRESSURE WASHING SRV	*	390.00	
				RIVERSIDE MANAGEMENT SERVICES, INC.			390.00 002063
5/04/21	00091	4/07/21 15079	202104 330-53800-46300	IRRIGATION REPAIRS	*	200.00	
				TREE AMIGOS OUTDOOR SERVICES			200.00 002064
5/04/21	00017	1/25/21 6009163	202101 310-51300-32300	FY21 ADMINISTRATION FEE	*	4,192.50	
		1/25/21 6009163	202101 310-51300-32300	INCIDENTAL EXPENSES	*	324.92	
				US BANK			4,517.42 002065

RDGE --RIDGEWOOD-- BPEREGRINO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
5/13/21	00048	4/26/21 24852	202104 320-57200-46000	FITNESS EQUIPMENT REPAIRS	*	365.00	
				FITNESSPRO			365.00 002066
5/13/21	00099	1/19/21 862912	202101 320-57200-43200	JAN PEST CONTROL	*	45.00	
				FLORIDA PEST CONTROL			45.00 002067
5/13/21	00003	5/01/21 217	202105 310-51300-34000	MAY MANAGEMENT FEES	*	3,416.67	
		5/01/21 217	202105 310-51300-31300	MAY DISSEMINATION AGENT	*	83.33	
		5/01/21 217	202105 310-51300-51000	OFFICE SUPPLIES	*	6.13	
		5/01/21 217	202105 310-51300-42000	POSTAGE	*	2.55	
		5/01/21 217	202105 310-51300-42500	COPIES	*	16.95	
		5/01/21 217	202105 310-51300-41000	TELEPHONE	*	48.97	
				GOVERNMENTAL MANAGEMENT SERVICES			3,574.60 002068
5/13/21	00018	5/03/21 21001	202105 310-51300-32200	AUDIT FYE 09/30/2020	*	1,500.00	
				GRAU & ASSOCIATES			1,500.00 002069
5/13/21	00042	5/01/21 575526	202105 330-53800-46400	MAY LAKE MAINTENANCE	*	672.00	
				THE LAKE DOCTORS, INC.			672.00 002070
5/13/21	00039	3/11/21 268	202102 320-57200-46100	FEB GEN FAC MAINTENANCE	*	834.00	
		3/11/21 268	202102 330-53800-46000	FEB REPAIRS & MAINTENANCE	*	1,416.00	
		3/11/21 268	202102 320-57200-52200	FEB JANITORIAL SUPPLIES	*	124.58	
		3/11/21 268	202102 320-57200-46000	FEB REPAIRS & RPLC AMENIT	*	523.00	
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,897.58 002071
5/13/21	00039	4/16/21 272	202103 320-57200-46100	MAR GEN FAC MAINTENANCE	*	769.39	
		4/16/21 272	202103 320-57200-46000	MAR AMENTIY REPAIR& RPLC	*	145.64	
		4/16/21 272	202103 330-53800-46000	MAR GRD REPAIR& MAINTENAN	*	1,416.00	

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		4/16/21 272	202103 320-57200-52200		*	124.74	
		MAR JANITORIAL SUPPLIES					
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,455.77 002072
5/13/21 00039		5/01/21 271	202105 320-57200-34200		*	831.67	
		MAY JANITORIAL SERVICES					
		5/01/21 271	202105 320-57200-46500		*	1,325.83	
		MAY POOL MAINTENANCE SRV					
		5/01/21 271	202105 330-53800-34000		*	1,821.25	
		MAY CONTRACT ADMINISTRATI					
		5/01/21 271	202105 320-57200-46200		*	5,000.00	
		MAY FACILITY MANAGEMENT					
				RIVERSIDE MANAGEMENT SERVICES, INC.			8,978.75 002073
5/13/21 00091		4/28/21 15192	202104 330-53800-46200		*	8,389.77	
		APRIL LANDSCAPE MAINTENAN					
				TREE AMIGOS OUTDOOR SERVICES			8,389.77 002074
5/26/21 00107		5/17/21 05172021	202105 320-57200-34500		*	120.00	
		5/3/21 SECURITY SERVICE					
				DAVID ANDREW WIDERGREN			120.00 002075
5/26/21 00063		5/17/21 05172021	202104 320-57200-34500		*	120.00	
		4/21/21 SECURITY SERVICE					
				EDGAR HOWELL			120.00 002076
5/26/21 00108		5/17/21 05172021	202105 320-57200-34500		*	120.00	
		5/6/21 SECURITY SERVICE					
				HALSTON BLAKE JONES			120.00 002077
5/26/21 00083		1/08/21 20212403	202103 320-57200-49500		*	850.00	
		FINAL PMT-PONY CAROUSEL					
				JACKSONVILLE CARRIAGE CO LLC			850.00 002078
5/26/21 00064		5/17/21 05172021	202105 320-57200-34500		*	120.00	
		5/11/2021 SECURITYSERVICE					
				KEITH A. SMITH			120.00 002079
5/26/21 00095		4/01/21 13129559	202104 320-57200-52100		*	720.00	
		APR POOL CHECMICALS					
				POOLSURE			720.00 002080
5/26/21 00095		4/30/21 13129559	202105 300-13100-10600		*	14.20	
		INV131295598116 3/21/21					
				POOLSURE			14.20 002081

RDGE --RIDGEWOOD-- BPEREGRINO



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
5/26/21	00095	5/01/21 13129559	202105 320-57200-52100 MAY POOL CHEMICALS		*	720.00	
-----							720.00 002082
TOTAL FOR BANK A						62,676.54	
TOTAL FOR REGISTER						62,676.54	

**Governmental Management Services, LLC**

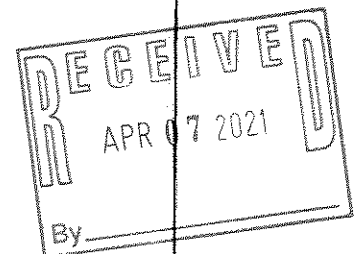
1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 216**Invoice Date:** 4/1/21**Due Date:** 4/1/21**Case:****P.O. Number:****Bill To:**

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

3A

Description	Hours/Qty	Rate	Amount
1. Management Fees - April 2021		3,416.67	3,416.67
2. Dissemination Agent Services - April 2021		83.33	83.33
3. Office Supplies		0.48	0.48
4. Postage		8.16	8.16
5. Copies		19.80	19.80
6. Telephone		48.97	48.97
1. 1, 310, 513, 340			
2. 1, 310, 513, 313			
3. 1, 310, 513, 510			
4. 1, 310, 513, 420			
5. 1, 310, 513, 425			
6. 1, 310, 513, 410			

**Total** \$3,577.41**Payments/Credits** \$0.00**Balance Due** \$3,577.41

Bob's Backflow & Plumbing Services, Inc.  
4640 Subchaser Ct, Ste 113  
Jacksonville, FL 32244



Invoice  
73366

Invoice Date  
4/3/2021

<b>Bill To</b>
Ridgewood Trails CDD c/o Governmental Management Services 475 West Town Place Suite 114 St Augustine, FL 32092

<b>Job Location</b>
Ridgewood Trails CDD 1667 Azalea Ridge Blvd Middleburg, FL 32068

Bob's Backflow & Plumbing Services, Inc.  
4640 Subchaser Ct, Ste 113  
Jacksonville, FL 32244

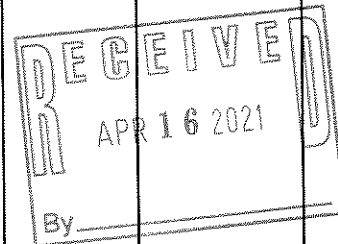
Phone # 904-268-8009

Fax # 904-292-4403

Please detach and return top portion with payment

P.O. Number	Terms	Due Date
	Net 30	5/3/2021

Serviced	Description	Quantity	Price Each	Amount
4/1/2021	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider  Potable: 2" Wilkins 975XL2 Serial# 4466599- Passed Potable: 1" Wilkins 975xl2 Serial# 3860084- Passed Irrigation: 1" Wilkins 975xl2 Serial# 3860138- Passed  55A  1.330 . 53800-46000  [Signature] 4/8/21	3	45.00	135.00



Please note there was a small increase for testing on 2/1/2021. Due to circumstances out of our control, we had to raise our cost for testing for the first time in over eight years.  
We appreciate your understanding and continued business.

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

Total	\$135.00
Payments/Credits	\$0.00
Balance Due	\$135.00



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

(904) 284-7575

Attn: Fiscal - Accounts Receivable

Invoice Number: SSI10026  
Invoice Date: 4/13/2021

Page: 1

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

70A

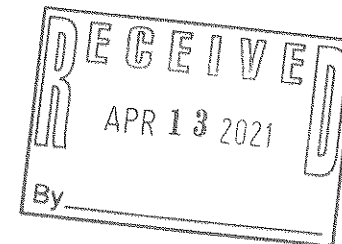
1-320-572-345

Due Date 4/28/2021  
Terms Net 15 Days

Customer ID C0000575  
P.O. Number  
P.O. Date 4/13/2021  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-MARCH 2021		12	12	5.00	60.00
Fees-2nd Employment Scheduling <i>mar</i>		1	1	25.00	25.00

1.320.57200.34500



## INVOICE

CLIENT NAME

Ridgewood Trails CDD

CLIENT NUMBER

CLIENT ADDRESS

DATE	DESCRIPTION	PERSONNEL
		START and STOP TIMES
03/30/21 0000 - 03/30/21 0000	Azalea Ridge Patrol	Edgar Howell 03/30/21 0730 - 03/30/21 1130
04/01/21 0000 - 04/01/21 0000	Azalea Ridge Patrol	Keith Smith 04/01/21 1615 - 04/01/21 2015
04/03/21 0000 - 04/03/21 0000	Azalea Ridge Patrol	Keith Smith 04/03/21 0930 - 04/03/21 1330
04/07/21 0000 - 04/07/21 0000	Azalea Ridge Patrol	Keith Smith 04/07/21 1730 - 04/07/21 2130
		PERSONNEL TOTAL:
		INVOICE TOTAL:

63A  
1.320.572.345

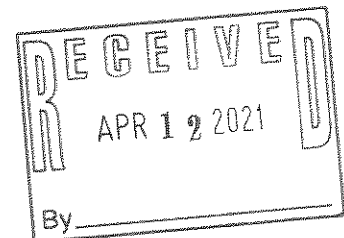
4/12/21  
security

INVOICE NUMBER

INVOICE DATE

4/12/21

HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
4	\$30.00	\$120.00	\$120.00
4	\$30.00	\$120.00	
4	\$30.00	\$120.00	
4	\$30.00	\$120.00	\$360.00
(hrs) 16			\$480.00
(hrs) 16			\$480.00





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
7	32	RI0258- 1	03/15/21				865348 7	P370

MAIL INVOICE  
RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

PREVIOUS BALANCE	TODAY'S CHARGE	BALANCE DUE
90.68	45.00	
		3/05/21

\*PAYMENTS OR OTHER CHARGES MADE AFTER  
ARE NOT INCLUDED IN BALANCES ABOVE.

PLAY

- TODAY'S SERVICE:
- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Inspected / treated around windows, eaves,<br>door facings and all entry points. | <input type="checkbox"/> Inspected / treated for control of rats<br>and / or mice. | <input type="checkbox"/> Inspected / treated around<br>garage and utility room. |
| <input type="checkbox"/> Inspected / treated around perimeter of structure.                               | <input type="checkbox"/> Cobweb cleaning.  |   |

COMMENTS:

Inspection and treatment of all exterior entry points.  
~~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

## Payment Information

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



Card number Pest Control

Expires 1. 320 . 57200 . 43200

Cardholder [Signature] 4/2/21  
(please print name exactly as it appears on card)

Signature \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Invoice No. 865348 7

Account No. RI0258 - 1

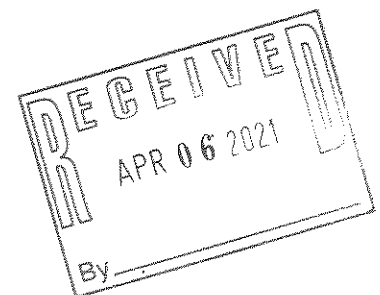
Amount Enclosed \$ \_\_\_\_\_

GET YOUR LAWN IN SHAPE WITH A COMBINATION  
CORE AERATION AND FERTILIZER APPLICATION NOW.

CALL US FOR A FREE INSPECTION AND ESTIMATE.

99A

Feb  
Pest Control



# Hopping Green & Sams

Attorneys and Counselors

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

## STATEMENT

March 31, 2021

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 121441  
Billed through 02/28/2021

### General Counsel / Monthly Meeting

RIDGE 00001 KSB

### FOR PROFESSIONAL SERVICES RENDERED

02/25/21 KSB Confer with district engineer regarding agenda.

0.40 hrs

Total fees for this matter

\$116.00

*Feb Gen Counsel/meeting  
8A*

### MATTER SUMMARY

Buchanan, Katie S.

0.40 hrs

290 /hr

\$116.00

TOTAL FEES

\$116.00

**TOTAL CHARGES FOR THIS MATTER**

**\$116.00**

### BILLING SUMMARY

Buchanan, Katie S.

0.40 hrs

290 /hr

\$116.00

TOTAL FEES

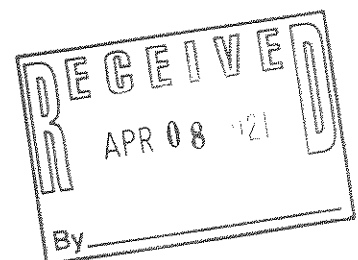
\$116.00

**TOTAL CHARGES FOR THIS BILL**

**\$116.00**

**Please include the bill number with your payment.**

*1,310.513.315*



## INVOICE

## CLIENT NAME

Ridgewood Trails CDD

## CLIENT NUMBER

## CLIENT ADDRESS

DATE	DESCRIPTION	PERSONNEL
		START and STOP TIMES
03/30/21 0000 - 03/30/21 0000	Azalea Ridge Patrol	Edgar Howell 03/30/21 0730 - 03/30/21 1130
04/01/21 0000 - 04/01/21 0000	Azalea Ridge Patrol	Keith Smith 04/01/21 1615 - 04/01/21 2015
04/03/21 0000 - 04/03/21 0000	Azalea Ridge Patrol	Keith Smith 04/03/21 0930 - 04/03/21 1330
04/07/21 0000 - 04/07/21 0000	Azalea Ridge Patrol	Keith Smith 04/07/21 1730 - 04/07/21 2130
		PERSONNEL TOTAL:
		INVOICE TOTAL:

64A

1,320,572.345

4/12/21

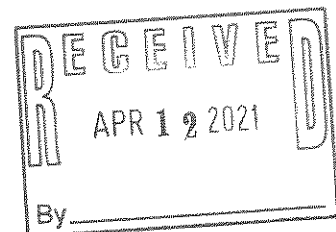
Security Services

## INVOICE NUMBER

## INVOICE DATE

4/12/21

HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
4	\$30.00	\$120.00	\$120.00
4	\$30.00	\$120.00	
4	\$30.00	\$120.00	
4	\$30.00	\$120.00	\$360.00
(hrs) 16			\$480.00
(hrs) 16			\$480.00







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

# INVOICE

Invoice #	568754
Account #	718416
Invoice Date	4/1/2021
Due Date	4/11/2021
Rep	MAS

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

Invoice Questions: <a href="mailto:Lakes@lakedoctors.com">Lakes@lakedoctors.com</a> Payment Questions: <a href="mailto:Payments@lakedoctors.com">Payments@lakedoctors.com</a>
--

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 10 DAYS	
Item	Description	Amount	
	Monthly Water Management Service (R)  April Lake maintenance  42A	672.00	
Customer Total Balance \$1,344.00			
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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	568754
Account #	718416
Date	4/1/2021

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).

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

IF PAYING BY CREDIT CARD, FILL OUT BELOW		
<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa	<input type="checkbox"/> American Express
Card #	<i>Lake Maintenance</i>	
Card Verification #	<i>1.330.53805.46400</i>	
Exp. Date #	<i>4/2/21</i>	
Print Name	<i>[Signature]</i>	
Billing Address:	<input type="checkbox"/> Check box if same as above	
Signature	_____	

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

**Invoice #:** 270  
**Invoice Date:** 4/12/2021  
**Due Date:** 4/12/2021  
**Case:**  
**P.O. Number:**

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

4-12-21  
Dor

**RIDGEWOOD TRAILS CDD**  
**LIFEGUARD INVOICE DETAIL**

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
10.91	Lifeguard/Deck Monitor Services for Ridgewood Covering March 2021	\$ 16.00	\$ 174.56

LIFEGUARDS # 320-572-4510

TOTAL DUE:

\$ 174.56

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
LIFEGUARD BILLABLE HOURS MARCH 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/20/21	4.03	B.S.	Lifeguarding
3/20/21	3.5	D.C.	Lifeguarding
3/20/21	3.38	C.N.	Lifeguarding
<b>TOTAL</b>	<u><u>10.91</u></u>		

Lifeguarding 10.91

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

# Invoice

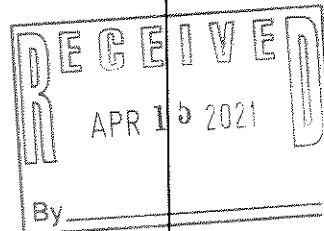
Invoice #: 269  
Invoice Date: 4/1/2021  
Due Date: 4/1/2021  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Janitorial Services - April 2021 320.572.3420		831.67	831.67
Pool Maintenance Services - April 2021 320.572.4650		1,325.83	1,325.83
Contract Administration - April 2021 330.53800.34000		1,821.25	1,821.25
Facility Management - Ridgewood Trails - April 2021 320.572.4620		5,000.00	5,000.00

39A



**Total** \$8,978.75

**Payments/Credits** \$0.00

**Balance Due** \$8,978.75

4-12-21  
GR



# Tree Amigos

Outdoor Services

## Invoice

Invoice#: 14976

Date: 03/28/2021

**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

9/18

---

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

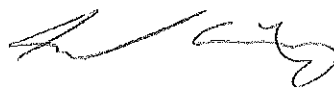
**Notes:**

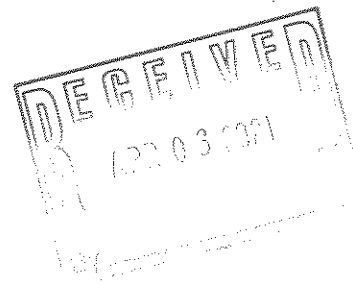
THANK YOU FOR YOUR BUSINESS!

**Invoice Total: \$8,389.77**

Mar LandScape Maintenance

1. 330. 53800. 46200

 4/2/21





VISION • EXPERIENCE • RESULTS

Ridgewood Trails Community Development District  
c/o GMS  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

April 9, 2021  
Project No: 04051.01011  
Invoice No: 0197511

Project 04051.01011 Ridgewood Trails CDD 2015/2016 Gen Consulting Svcs. (WA#14)

Professional Services rendered through March 31, 2021

**Professional Personnel**

	Hours	Rate	Amount
Principal - Vice President	2.50	225.00	562.50
Sr. Inspector	3.00	135.00	405.00
Totals	5.50		967.50
<b>Total Labor</b>			<b>967.50</b>

**Expenses**

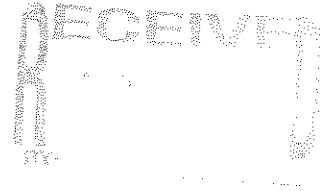
Mileage		13.44	
<b>Total Expenses</b>	<b>1.15 times</b>	<b>13.44</b>	<b>15.46</b>

**Invoice Total this Period** **\$982.96**

QA

Engineer svu through 3/31/21

1,310,513.311



**England-Thimys & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-6390 • Fax 904-646-9485  
CA 00002584 LC-0000316

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

1.320.572.460

**BILL TO**

RIDGEWOOD TRAILS CCD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG, FL 32068

**SHIP TO**

RIDGEWOOD TRAILS CCD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG, FL 32068

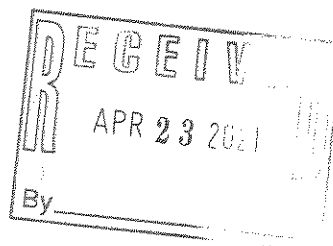
INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
24769	04/14/2021	\$200.00	04/29/2021	Net 15	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	PRODUCT/SERVICE	QTY	AMOUNT
04/12/2021	PM Apr 12, 2021: Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - Calibrated treadmills. Lubricated treadmill decks. found Spirit name plate broken over motor hood cover. Inspected strength found two cable need replaced. Inspected and tested all other cardio SERVICE REQUEST 30139 - APRIL SIX MONTH PM	2	200.00T

1.320.572.460  
Apr Semi Annual  
Pm visit

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





# Hopping Green & Sams

Attorneys and Counselors

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

## STATEMENT

April 27, 2021

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 122023  
Billed through 03/31/2021

### General Counsel / Monthly Meeting

RIDGE 00001 KSB

81A  
1,310,513.315

### FOR PROFESSIONAL SERVICES RENDERED

03/02/21	KSB	Review Unit 3 deed; confer with Dearing regarding pond transfer; confer with Ma regarding pond inspection; confer with Torres regarding transfer.	0.90 hrs
03/03/21	KSB	Prepare for and attend board meeting; continue to review matters relating to stormwater ponds.	1.70 hrs
03/05/21	KSB	Perform meeting follow up.	0.30 hrs
03/08/21	KSB	Review meeting minutes.	0.40 hrs
03/09/21	KSB	Confer with district manager regarding pond bank repair.	0.50 hrs
03/16/21	KSB	Confer with engineer regarding pond damage.	0.50 hrs
03/26/21	KVH	Prepare budget approval resolution and notice.	0.20 hrs
03/26/21	KSB	Review initial budget documents.	0.20 hrs
Total fees for this matter			\$1,350.00

### MATTER SUMMARY

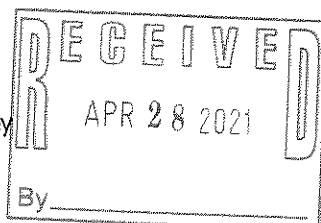
Buchanan, Katie S.	4.50 hrs	290 /hr	\$1,305.00
Haber, Karen V. - Attorney	0.20 hrs	225 /hr	\$45.00

TOTAL FEES \$1,350.00

TOTAL CHARGES FOR THIS MATTER **\$1,350.00**

### BILLING SUMMARY

Buchanan, Katie S.	4.50 hrs	290 /hr	\$1,305.00
Haber, Karen V. - Attorney	0.20 hrs	225 /hr	\$45.00



=====	
TOTAL FEES	\$1,350.00
-----	
<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$1,350.00</b>

**Please include the bill number with your payment.**



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

# Invoice

Date 3/1/2021

Invoice # 131295598116

Terms	Net 20
Due Date	3/21/2021
PO #	

<b>Bill To</b> RMS Ridgewood Trails CDD 9655 Florida Mining Blvd Bldg 300 suite 305 Jacksonville FL 32257	<b>Ship To</b> 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
<div>RECEIVED APR 21 2021 By _____</div>				

mar

Total Amount Due 720.00 \$720.00

Pool Chemicals

95A

1 320 57200 52100

2/26/2021

## Remittance Slip

Customer  
13AZA025  
Invoice #  
131295598116

Amount Due \$720.00

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295598116

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

# Invoice

Invoice #: 267  
Invoice Date: 3/5/2021  
Due Date: 3/5/2021  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - January 2021 39A Repairs & Replacement 320.57200.46000		390.00	390.00
<div>RECEIVED APR 18 2021 By _____</div>			

Total	\$390.00
Payments/Credits	\$0.00
Balance Due	\$390.00

3-17-21  
Q8

# Riverside Management Services, Inc.

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

## Service Detail

Bill To: Ridgewood Trails CDD

Invoice Date: 2/2/21

Due Date: Upon Receipt

Amount Due: \$ 390.00

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/13/21	Pressure washed 482 linear feet of sidewalk	\$ 390.00

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

TOTAL AMOUNT DUE: \$ 390.00

Should you have any questions, please contact Rich Whetsel @ (904) 759-8923  
or [rwhetsel@gmsnf.com](mailto:rwhetsel@gmsnf.com)

Remit Payment



# Tree Amigos

## Outdoor Services

### Invoice

Invoice#: 15079

Date: 04/07/2021

**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
Labor and material to repair dual valve manifold @ Amenity Center	1.00	200.00	200.00

Notes:

Invoice Total: \$200.00

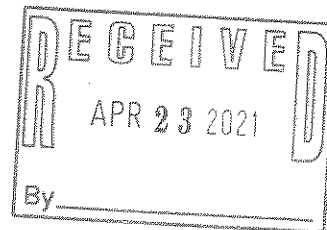
Landscape Contingency

1.330.53800.46300

irrigation repairs

*[Signature]* 4/16/21

91A





Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Copy of Previously Printed Invoice  
Invoice Number:  
Account Number:  
Invoice Date:  
Direct Inquiries To:  
Phone:

6009163  
113261008  
01/25/2021  
STACEY JOHNSON  
407-835-3805

RIDGEWOOD TRAILS CDD  
ATTN PATTI POWERS  
C/O GMS SF LLC  
5385 N NOB HILL RD  
SUNRISE FL 33351

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT CAPITAL  
IMPROVEMENT REVENUE BONDS, SERIES 2007A & B**

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

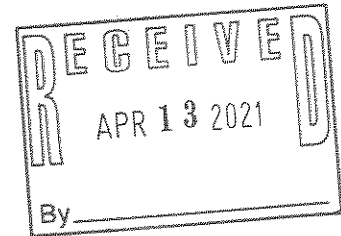
**STATEMENT SUMMARY**

**PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.**

TOTAL AMOUNT DUE

**\$4,517.42**

All invoices are due upon receipt.



Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT  
DISTRICT CAPITAL  
IMPROVEMENT REVENUE BONDS, SERIES 2007A & B**

Invoice Number: 6009163  
Account Number: 113261008  
Current Due: \$4,517.42  
  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

**Wire Instructions:**

U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 113261008  
Invoice # 6009163  
Attn: Fee Dept St. Paul

**Please mail payments to:**

U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690



Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
Copy of Previously Printed Invoice

Invoice Number: 6009163  
Invoice Date: 01/25/2021  
Account Number: 113261008  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT  
DISTRICT CAPITAL  
IMPROVEMENT REVENUE BONDS, SERIES 2007A & B

Accounts Included 113261002 113261005 113261006 113261008 113261015 113261018  
In This Relationship: 113261019 113261022

17A

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04280 Administration <i>f y 21</i> <i>Admin</i>	1.00	4,192.50	100.00%	\$4,192.50
<b>Subtotal Administration Fees - In Advance 01/01/2021 - 12/31/2021</b>				<b>\$4,192.50</b>
Incidental Expenses	4,192.50	0.0775		\$324.92
<b>Subtotal Incidental Expenses</b>				<b>\$324.92</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$4,517.42</b>



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



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	ENCLOSED
24852	04/26/2021	\$365.00	05/11/2021	Net 15	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	PRODUCT/SERVICE	QTY	AMOUNT
04/13/2021	<b>Shipping/ Handling</b> Apr 13, 2021: Shipping and Handling Estimate:	1	25.00T
04/13/2021	<b>PARTS</b> Apr 13, 2021: Parts for Repair: Lat pull cable, Press cable	1	175.00T
04/22/2021	<b>CS1</b> Apr 22, 2021: Commercial Labor: Replaced two cables on H4400, reattach spirit name plate on treadmill SERVICE REQUEST 30137 - REPLACE CABLES ON H4400, REATTACH SPIRIT NAME PLAT ON MOTOR HOOD	1.50	165.00T

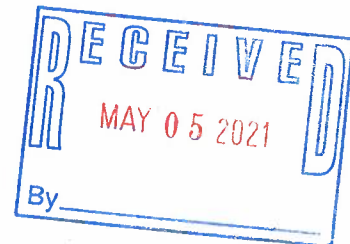
SUBTOTAL 365.00  
TAX (0) 0.00  
TOTAL 365.00  
BALANCE DUE **\$365.00**

48A

Amenity Repairs + Maintenance

1. 320.57200.46000

*[Signature]* 4/30/21





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

TECHNICIAN NOTES:

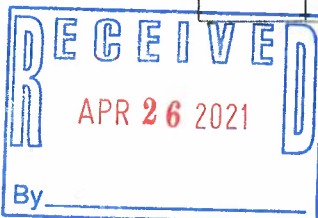
320.68

NT NSC NS NL NCG

RT.	DAY	ACCOUNT NO.	DATE SERVICED	CS	CK	CG	INVOICE NO.	SERVICEMAN NO.	TODAY'S CHARGE
7	32	RI0258- 1	01/19/21				862912 3		45.00
Tax-Exempt# 858013571499C6 CLAY							ZONE MDG	TYPE 22 M	\$45.00

MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL



Jan Pest Control  
1-320-572-432

CUSTOMER SIGNATURE

99A

F

2820 Spring Glen Rd  
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 N
7	32	RI0258- 1	01/ /21				862912 3	

MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

PREVIOUS BALANCE	TODAY'S CHARGE	BALANCE DUE
320.68	45.00	
		1/06/21

\*PAYMENTS OR OTHER CHARGES MADE AFTER  
ARE NOT INCLUDED IN BALANCES ABOVE.

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 of all exterior entry points.  
Interior inspection and treatment as needed.

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

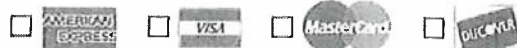


2820 Spring Glen Rd  
Jacksonville FL 32207  
(904) 396-5805  
www.flapest.com

MAIL INVOICE  
RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

**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 Pest

Phone 1-320-57200-34500

E-mail 862912 3 2/9/2021

Invoice No. 862912 3

Account No. RI0258 - 1

Amount Enclosed \$

INSECTS LOVE TO BE  
IN A GUTTER FULL OF DEBRIS!

CALL US FOR A FREE  
COURTESY GUTTER PEST DEFENSE ESTIMATE!

**Governmental Management Services, LLC**

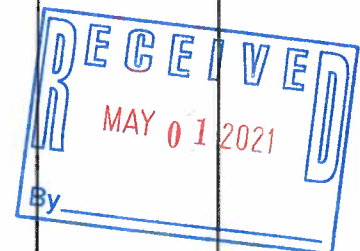
1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 217**Invoice Date:** 5/1/21**Due Date:** 5/1/21**Case:****P.O. Number:****Bill To:**

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

3A

Description	Hours/Qty	Rate	Amount
Management Fees - May 2021 1.310.513.340		3,416.67	3,416.67
Dissemination Agent Services - May 2021 1.310.513.313		83.33	83.33
Office Supplies 1.310.513.510		6.13	6.13
Postage 1.310.513.420.		2.55	2.55
Copies 1.310.513.425		16.95	16.95
Telephone 1.310.513.410		48.97	48.97

**Total** \$3,574.60**Payments/Credits** \$0.00**Balance Due** \$3,574.60

## Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Ridgewood Trails Community Development District  
1408 Hamlin Avenue, Unit E  
Saint Cloud, FL 34771

Invoice No. 21001  
Date 05/03/2021

---

### SERVICE

### AMOUNT

Audit FYE 09/30/2020

\$ 1,500.00

Current Amount Due \$ 1,500.00

1.310.573.312  
18A



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,500.00	0.00	0.00	0.00	0.00	1,500.00

Payment due upon receipt.

---

SERVICE	AMOUNT
---------	--------



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

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

# INVOICE

Invoice #	575526
Account #	718416
Invoice Date	5/1/2021
Due Date	5/11/2021
Rep	MAS

Invoice Questions: <a href="mailto:Lakes@lakedoctors.com">Lakes@lakedoctors.com</a> Payment Questions: <a href="mailto:Payments@lakedoctors.com">Payments@lakedoctors.com</a>
--

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R)	672.00
	<i>1.330.538.464</i> <i>42A</i> <i>May Lake Maintenance</i>	
<b>Customer Total Balance</b> \$672.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice</b> \$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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	575526
Account #	718416
Date	5/1/2021

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

IF PAYING BY CREDIT CARD, FILL OUT BELOW

Mastercard	Visa	American Express
Card #	<i>1.330.53800.46400</i>	
Card Verification #	<i>LC Maintenance</i>	
Exp. Date #	<i>5/1/21</i>	
Print Name		
Billing Address:	Check box if same as above	
Signature	<i>[Signature]</i>	

For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto:Frontdesk@lakedoctors.com).

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





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

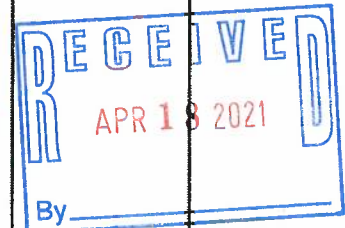
# Invoice

Invoice #: 268  
Invoice Date: 3/11/2021  
Due Date: 3/11/2021  
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 February 1 - February 28, 2021		2,909.92	2,909.92
Maintenance Supplies		1,657.66	1,657.66
<b>39A</b>			
General Facility Maintenance			
1-320-57200-46100 - \$834. <sup>00</sup>			
Repairs and Maintenance - Field			
1-330-53800-46000 - \$1416. <sup>00</sup>			
Janitorial Supplies - \$124. <sup>58</sup>			
1-320-57200-52200			
Repairs and Replacements - Amenities			
1-320-57200-46000 - \$523. <sup>00</sup>			
Capital Reserve			
+ 330-53800-60100 - \$1670. <sup>00</sup>			
<del>32,600,538,601</del> 1670.			
<i>[Signature]</i> 3/15/2021			
Total			\$4,567.58
Payments/Credits			\$0.00
Balance Due			\$4,567.58



\$2897.55

3-17-21  
*[Signature]*

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/1/21	6	B.A.	Install new lights in women's bathroom
2/2/21	6	R.W.	Installed solar lights at entrance, installed bathroom lights, removed debris at all entrances and along roadways
2/2/21	6	B.A.	Inspect and installed solar lights at entrance, installed bathroom lights, picked up supplies
2/3/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/5/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
2/8/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/10/21	2	F.S.	Shampoo the carpet inside the gym, picked up and returned carpet cleaner, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/10/21	4	B.A.	Pressure washed patio furniture, bleach all 4 bathroom floors, picked up supplies
2/11/21	4	B.A.	Pressure washed patio furniture and life saving equipment
2/11/21	4	R.W.	Pressure washed pool furniture
2/12/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/15/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/17/21	2	F.S.	Blew leaves and debris off all common areas, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/18/21	8	R.W.	Paint men's and women's restroom floors, install 2 entry door slide locks
2/18/21	8	B.A.	Painted both bathroom floors at pool, install slider locks in club house, picked up supplies
2/19/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/19/21	4	B.A.	Install barrel locks in club house, picked up supplies
2/22/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
2/22/21	2	B.A.	Took tape off both bathrooms after paint, took down signage
2/24/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/24/21	4	B.A.	Install blinds in clubhouse, inspected playground, picked up supplies
2/26/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways

**TOTAL**      80

**MILES**      247

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



**MAINTENANCE BILLABLE PURCHASES**

Period Ending 03/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	1/21/21	Polycom Conference Phone	299.00	M.B.
	2/10/21	Blaach (3)	27.53	B.A.
	2/10/21	Wash Brush	13.77	B.A.
	2/10/21	48" Dual Head Handle	9.17	B.A.
	2/10/21	6' Aluminum Ladder	57.47	F.S.
	2/10/21	20x20x1 Air Filter	10.90	F.S.
	2/10/21	Carpet Cleaner Rental	57.50	F.S.
	2/10/21	Paper Towels 12 rolls	26.42	F.S.
	2/15/21	48"x48" Gate	293.02	P.S.
	2/16/21	26PC Allen Wrench Set	25.27	B.A.
	2/16/21	Masking Tape	7.57	B.A.
	2/16/21	9x3/4" Roller (2)	9.82	B.A.
	2/16/21	9" Liner (2)	4.55	B.A.
	2/16/21	Metal Roller Tray	9.82	B.A.
	2/16/21	Roller Handle	4.81	B.A.
	2/16/21	4' Wood Pola	8.02	B.A.
	2/16/21	Wood Filler (2)	20.42	B.A.
	2/16/21	4pin 26W Bulbs (3)	24.05	B.A.
	2/16/21	3M 5" Sanding Disc 100 Grit	11.47	B.A.
	2/16/21	Wood Filler (3)	30.64	B.A.
	2/17/21	2x6x8 Pressure Treated (2)	26.38	B.A.
	2/17/21	3/8x5 Carriage Bolts	10.99	B.A.
	2/17/21	1/2 Flat Washers (4)	1.84	B.A.
	2/17/21	3/8 Flat Washers (4)	1.86	B.A.
	2/18/21	9x12 Plastic	6.19	B.A.
	2/18/21	Painters Tape	8.14	B.A.
	2/18/21	3/4" Rollers (2)	17.26	B.A.
	2/18/21	Latex Gloves	30.14	B.A.
	2/18/21	1 Gallon Oil Floor Paint (5)	185.32	B.A.
	2/18/21	Paint Thinner	9.60	B.A.
	2/18/21	1 Gallon Mixer	7.97	B.A.
	2/18/21	6" Bolt Barrell Locks (2)	19.73	B.A.
	2/19/21	6" Barrell Locks (4)	39.47	B.A.
	2/19/21	Replacement Test Leads Set	21.29	B.A.
	2/23/21	Ink Cartridges	27.65	M.B.
	2/23/21	Legal Pads 6pk	11.49	M.B.
	2/23/21	Airwick Refills 10pk	21.84	M.B.
	2/23/21	Copier Paper Ream Case	33.10	M.B.
	2/24/21	1 Box 1 5/8 Drywall Screws	6.87	B.A.
	2/24/21	First Aid Kit	25.27	B.A.
	2/24/21	34x64 Corless Blinds (4)	165.46	B.A.
	2/26/21	Sand Additive	4.58	B.A.
	2/26/21	Water Putty	2.28	B.A.
	2/26/21	Mixer	6.88	B.A.
	2/26/21	Putty Knife 3pk	3.42	B.A.
	2/26/21	Terry Towels 20pk	11.47	B.A.

TOTAL \$1,657.66

**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 272

Invoice Date: 4/16/2021

Due Date: 4/16/2021

Case:

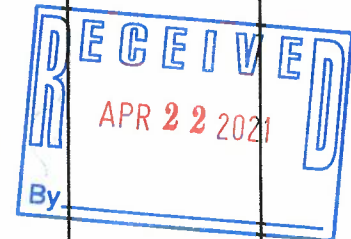
P.O. Number:

**Bill To:**

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

3919

Description	Hours/Qty	Rate	Amount
Facility Maintenance March 1 - March 31, 2021		1,590.30	1,590.30
Maintenance Supplies		865.47	865.47
<i>mar</i> General facility Maint. \$ 769.39 1.320.57200.46100			
Amenity Repairs + Replacements \$ 145.64 1.320.57200.46000			
Grounds Repairs + Maint. \$ 1416.00 1.330.53800.46000			
Janitorial supplies \$ 124.74 1.320.57200.52200			



Total	\$2,455.77
Payments/Credits	\$0.00
Balance Due	\$2,455.77

4/22/21  
*CD*

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MARCH 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/1/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/1/21	2	B.A.	Picked up supplies, fixed gal at playground
3/1/21	2	T.C.	Installed gate at playground
3/3/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
3/5/21	4	B.A.	Paint floor between bathrooms at pool, adjusted gate at playground
3/8/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/10/21	2	F.S.	Put all pool furniture on deck, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/12/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
3/15/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/17/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
3/19/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/22/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
3/24/21	2	F.S.	Blew leaves and debris off all common areas, changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
3/25/21	4	R.W.	Spider web removal around amenity center, fitness center, pool and all fencing, repair fence rails, rake playground, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/26/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
3/29/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
3/30/21	4.5	R.W.	Spider web removal around amenity center, removed debris around amenity center, pool, playground, roadways and lakes
3/31/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, removed spider webs around common areas

**TOTAL** 42.5

**MILES** 231

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 04/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	3/2/21	Lock	18.53	M.B.
	3/2/21	Gas Grill	369.64	M.B.
	3/2/21	Grill Cover	17.28	M.B.
	3/15/21	Dog Waste Roll Bags 10 rolls of 200 (2)	134.73	F.S.
	3/16/21	Microfiber Towels 24ct	10.33	F.S.
	3/16/21	55 Gallon Trash Bags 40ct	22.97	F.S.
	3/16/21	13 Gallon Trash Bags 150ct	18.37	F.S.
	3/23/21	Toilet Paper 12 Rolls (2)	39.03	F.S.
	3/23/21	Paper Towels 12 Rolls	19.52	F.S.
	3/25/21	Terry Towels 20pk	11.47	R.W.
	3/25/21	Mr Clean	3.42	R.W.
	3/25/21	Cob Web Duster	10.32	R.W.
	3/25/21	12' Telescopic Pole	34.49	R.W.
	3/30/21	Multifold Paper Towels 125 towels/pk 16/case (2)	62.77	F.S.
	4/2/21	Piranha Fine Mesh Pool Skimmer Net	47.45	R.W.
	4/5/21	20" Stainless Steel Tread	45.17	T.C.
		<b>TOTAL</b>	<b><u>\$865.47</u></b>	

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

**Invoice #:** 271  
**Invoice Date:** 5/1/2021  
**Due Date:** 5/1/2021  
**Case:**  
**P.O. Number:**

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

5-6-21  
QAR



# Tree Amigos

## Outdoor Services

### Invoice

Invoice#: 15192

Date: 04/28/2021

**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
April Monthly Landscaping Maintenance Services	1.00	8,389.77	8,389.77

**Notes:**

THANK YOU FOR YOUR BUSINESS!

**Invoice Total: \$8,389.77**

91A

LandScape Maintenance

1.330. 53800. 46200

*[Signature]* 4/30/21



## INVOICE

CLIENT NAME

AZALEA RIDGE

CLIENT NUMBER

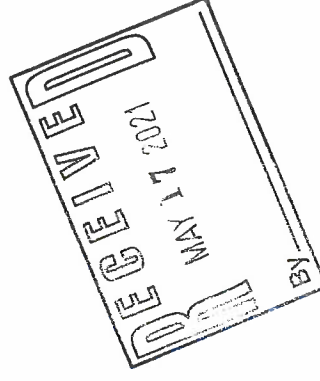
CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

5/17/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
04/21/21 0000 - 04/21/21 0000	Azalea Ridge Patrol	Edgar Howell 04/21/21 1715 - 04/21/21 2115	4	\$30.00	\$120.00	\$120.00
05/06/21 0000 - 05/06/21 0000	Azalea Ridge Patrol	halston Jones 05/06/21 1315 - 05/06/21 1715	4	\$30.00	\$120.00	\$120.00
05/11/21 0000 - 05/11/21 0000	Azalea Ridge Patrol	Keith Smith 05/11/21 1730 - 05/11/21 2130	4	\$30.00	\$120.00	\$120.00
05/03/21 0000 - 05/03/21 0000	Azalea Ridge Patrol	David Widgren 05/03/21 2100 - 05/04/21 0100	4	\$30.00	\$120.00	\$120.00
PERSONNEL TOTAL:			(hrs) 16		\$480.00	
INVOICE TOTAL:			(hrs) 16		\$480.00	



1.320.572.345

107A

security service

## INVOICE

CLIENT NAME

AZALEA RIDGE

CLIENT NUMBER

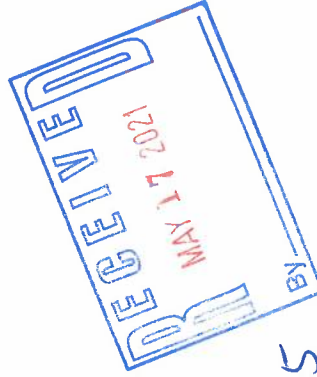
CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

5/17/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
04/21/21 0000 - 04/21/21 0000	Azalea Ridge Patrol	Edgar Howell 04/21/21 1715 - 04/21/21 2115	4	\$30.00	\$120.00	\$120.00
05/06/21 0000 - 05/06/21 0000	Azalea Ridge Patrol	halston Jones 05/06/21 1315 - 05/06/21 1715	4	\$30.00	\$120.00	\$120.00
05/11/21 0000 - 05/11/21 0000	Azalea Ridge Patrol	Keith Smith 05/11/21 1730 - 05/11/21 2130	4	\$30.00	\$120.00	\$120.00
05/03/21 0000 - 05/03/21 0000	Azalea Ridge Patrol	David Widergren 05/03/21 2100 - 05/04/21 0100	4	\$30.00	\$120.00	\$120.00
PERSONNEL TOTAL:			(hrs) 16			\$480.00
INVOICE TOTAL:			(hrs) 16			\$480.00



1.320.872.345

63A



## INVOICE

CLIENT NAME

AZALEA RIDGE

CLIENT NUMBER

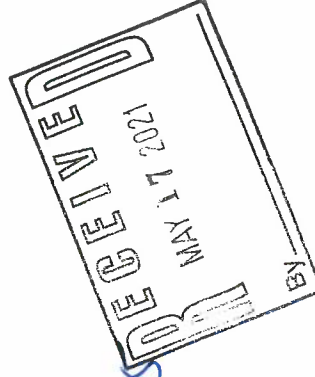
CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

5/17/21

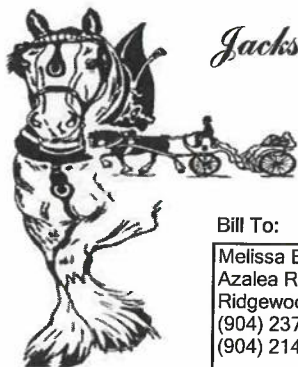
DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
04/21/21 0000 - 04/21/21 0000	Azalea Ridge Patrol	Edgar Howell 04/21/21 1715 - 04/21/21 2115	4	\$30.00	\$120.00	\$120.00
05/06/21 0000 - 05/06/21 0000	Azalea Ridge Patrol	halston jones 05/06/21 1315 - 05/06/21 1715	4	\$30.00	\$120.00	\$120.00
05/11/21 0000 - 05/11/21 0000	Azalea Ridge Patrol	Keith Smith 05/11/21 1730 - 05/11/21 2130	4	\$30.00	\$120.00	\$120.00
05/03/21 0000 - 05/03/21 0000	Azalea Ridge Patrol	David Widgren 05/03/21 2100 - 05/04/21 0100	4	\$30.00	\$120.00	\$120.00
PERSONNEL TOTAL:			(hrs) 16		\$480.00	\$480.00
INVOICE TOTAL:			(hrs) 16		\$480.00	\$480.00



1,320.572.348

108A

Security  
Service



# Jacksonville Carriage Co LLC

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

## Invoice

Number: 20212403

Date: 1/8/2021

### 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
3/20/2021	Pony	Pony Carousel			
	Zoo	Petting Farm			
	Time	11:00am - 1:00pm			
	Deposit	Please remit a Non-Refundable deposit to reserve us. Bad weather rescheduling must be done by 3/19/2021 or balance is due.		\$850.00	\$850.00
	Balance	Balance due on arrival.		\$850.00	\$850.00

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

\$1,700.00

### 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.



83A

1.320.572.495

## INVOICE

CLIENT NAME

AZALEA RIDGE

CLIENT NUMBER

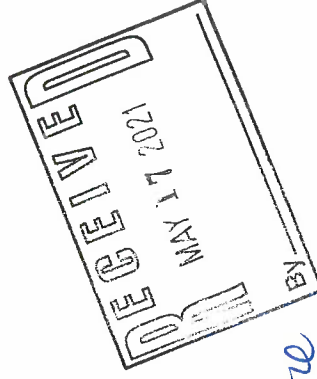
CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

5/17/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
04/21/21 0000 - 04/21/21 0000	Azalea Ridge Patrol	Edgar Howell 04/21/21 1715 - 04/21/21 2115	4	\$30.00	\$120.00	\$120.00
05/06/21 0000 - 05/06/21 0000	Azalea Ridge Patrol	halston Jones 05/06/21 1315 - 05/06/21 1715	4	\$30.00	\$120.00	\$120.00
05/11/21 0000 - 05/11/21 0000	Azalea Ridge Patrol	Keith Smith 05/11/21 1730 - 05/11/21 2130	4	\$30.00	\$120.00	\$120.00
05/03/21 0000 - 05/03/21 0000	Azalea Ridge Patrol	David Widergren 05/03/21 2100 - 05/04/21 0100	4	\$30.00	\$120.00	\$120.00
PERSONNEL TOTAL:			(hrs) 16			\$480.00
INVOICE TOTAL:			(hrs) 16			\$480.00

1.320.572.345  
64A

security service



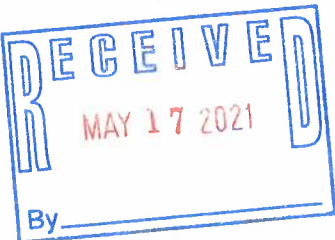
1707 Townhurst Dr.  
Houston TX 77043  
(800) 858-POOL (7665)  
www.poolsure.com

# Invoice

Date 4/1/2021

Invoice # 131295598400

Terms	Net 20
Due Date	4/21/2021
PO #	

Bill To		Ship To		
RMS Ridgewood Trails CDD 9655 Florida Mining Blvd Bldg 300 suite 305 Jacksonville FL 32257		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  <i>Apr Pool chemicals</i>  <i>95A</i> <i>1.320.572.521</i>  	1	ea	720.00

Total 720.00  
Amount Due \$720.00

*Pool Chemicals*

*1.320.572.00.52100*

*[Signature] 5/14/21*

## Remittance Slip

Customer  
13AZA025  
Invoice #  
131295598400

Amount Due \$720.00

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295598400



1707 Townhurst Dr.  
Houston TX 77043

### Finance Charge

Date  
Invoice #

4/30/2021  
131295599349

Terms	Net 20
Due Date	5/20/2021
PO #	

**Bill To**

RMS  
Ridgewood Trails CDD  
9655 Florida Mining Blvd  
Bldg 300 suite 305  
Jacksonville FL 32257

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees.

Item	Description	Amount
FinChrg	Finance Charge on Overdue Balance Invoice, Due Date, Amount #131295598116, 3/21/2021, \$720.00	14.20

95A  
due to other

RECEIVED  
MAY 10 2021  
By \_\_\_\_\_

Total 14.20  
Amount Due \$14.20

### Remittance Slip

Customer  
13AZA025  
Invoice #  
131295599349

Amount Due \$14.20

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295599349



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

# Invoice

Date 5/1/2021

Invoice # 131295599092

Terms	Net 20
Due Date	5/21/2021
PO #	

<b>Bill To</b> RMS Ridgewood Trails CDD 9655 Florida Mining Blvd Bldg 300 suite 305 Jacksonville FL 32257	<b>Ship To</b> 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  <i>May pool chemicals</i> <i>1,320.572.521</i> <i>95A</i> <div data-bbox="737 919 1062 1150" data-label="Image"></div>	1	ea	720.00

Total 720.00  
Amount Due \$720.00

*Pool Chemicals*

*1,320.57200.52100*

*[Signature]* 5/14/21

## Remittance Slip

Customer  
13AZA025  
Invoice #  
131295599092

Amount Due \$720.00

Amount Paid \_\_\_\_\_

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



131295599092

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
5/03/21	00024	3/11/21 268	202103 600-53800-60100		*	1,670.00	
		FEB FACILITY MAINTENANCE		RIVERSIDE MANAGEMENT SERVICES, INC.			1,670.00 000017
-----							
						TOTAL FOR BANK D	1,670.00
						TOTAL FOR REGISTER	1,670.00

**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 268

Invoice Date: 3/11/2021

Due Date: 3/11/2021

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 February 1 - February 28, 2021		2,909.92	2,909.92
Maintenance Supplies		1,657.66	1,657.66
<del>General Facility Maintenance</del>			
<del>1-320-57200-46100 - \$834.<sup>00</sup></del>			
<del>Repairs and Maintenance - Field</del>			
<del>1-330-53800-46000 - \$1416.<sup>00</sup></del>			
<del>Sanitorial Supplies - \$124.<sup>58</sup></del>			
<del>1-320-57200-58200</del>			
<del>Repairs and Replacements - Amenities</del>			
<del>1-320-57200-46000 - \$523.<sup>00</sup></del>			
Capital Reserve			
<del>1-330-53800-60100 - \$1670.<sup>00</sup></del>			
320-600.538.601			
<i>[Signature]</i> 3/15/2021			
24D			
Total			\$4,567.58
Payments/Credits			\$0.00
Balance Due			\$4,567.58

3-17-21  
*[Signature]*



**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/1/21	6	B.A.	Install new lights in women's bathroom
2/2/21	6	R.W.	Installed solar lights at entrance, installed bathroom lights, removed debris at all entrances and along roadways
2/2/21	6	B.A.	Inspect and installed solar lights at entrance, installed bathroom lights, picked up supplies
2/3/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/5/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
2/8/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/10/21	2	F.S.	Shampoo the carpet inside the gym, picked up and returned carpet cleaner, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/10/21	4	B.A.	Pressure washed patio furniture, bleach all 4 bathroom floors, picked up supplies
2/11/21	4	B.A.	Pressure washed patio furniture and life saving equipment
2/11/21	4	R.W.	Pressure washed pool furniture
2/12/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/15/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/17/21	2	F.S.	Blow leaves and debris off all common areas, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/18/21	8	R.W.	Paint men's and women's restroom floors, install 2 entry door slide locks
2/18/21	8	B.A.	Painted both bathroom floors at pool, install slider locks in club house, picked up supplies
2/19/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/19/21	4	B.A.	Install barrel locks in club house, picked up supplies
2/22/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
2/22/21	2	B.A.	Took tape off both bathrooms after paint, took down signage
2/24/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
2/24/21	4	B.A.	Install blinds in clubhouse, inspected playground, picked up supplies
2/26/21	2	F.S.	Changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways

**TOTAL**      80

**MILES**      247

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 03/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	1/21/21	Polycom Conference Phone	299.00	M.B.
	2/10/21	Bleach (3)	27.53	B.A.
	2/10/21	Wash Brush	13.77	B.A.
	2/10/21	48" Dual Head Handle	9.17	B.A.
	2/10/21	6' Aluminum Ladder	57.47	F.S.
	2/10/21	20x20x1 Air Filter	10.90	F.S.
	2/10/21	Carpet Cleaner Rental	57.50	F.S.
	2/10/21	Paper Towels 12 rolls	26.42	F.S.
	2/15/21	48"x48" Gate	293.02	P.S.
	2/16/21	26PC Allen Wrench Set	25.27	B.A.
	2/16/21	Masking Tape	7.57	B.A.
	2/16/21	9x3/4" Roller (2)	9.82	B.A.
	2/16/21	9" Liner (2)	4.55	B.A.
	2/16/21	Metal Roller Tray	9.82	B.A.
	2/16/21	Roller Handle	4.81	B.A.
	2/16/21	4' Wood Pole	8.02	B.A.
	2/16/21	Wood Filler (2)	20.42	B.A.
	2/16/21	4pk 26W Bulbs (3)	24.05	B.A.
	2/16/21	3M 5" Sanding Disc 100 Grit	11.47	B.A.
	2/16/21	Wood Filler (3)	30.64	B.A.
	2/17/21	2x6x8 Pressure Treated (2)	26.38	B.A.
	2/17/21	3/8x5 Carriage Bolts	10.99	B.A.
	2/17/21	1/2 Flat Washers (4)	1.84	B.A.
	2/17/21	3/8 Flat Washers (4)	1.86	B.A.
	2/18/21	9x12 Plastic	6.19	B.A.
	2/18/21	Painters Tape	8.14	B.A.
	2/18/21	3/4" Rollers (2)	17.26	B.A.
	2/18/21	Latex Gloves	30.14	B.A.
	2/18/21	1 Gallon Oil Floor Paint (5)	185.32	B.A.
	2/18/21	Paint Thinner	9.60	B.A.
	2/18/21	1 Gallon Mixer	7.97	B.A.
	2/18/21	6" Bolt Barrell Locks (2)	19.73	B.A.
	2/19/21	6" Barrell Locks (4)	39.47	B.A.
	2/19/21	Replacement Test Leads Set	21.29	B.A.
	2/23/21	Ink Cartridges	27.65	M.B.
	2/23/21	Legal Pads 6pk	11.49	M.B.
	2/23/21	Airwlok Refills 10pk	21.84	M.B.
	2/23/21	Copier Paper Ream Case	33.10	M.B.
	2/24/21	1 Box 1 5/8 Drywall Screws	6.87	B.A.
	2/24/21	First Aid Kit	25.27	B.A.
	2/24/21	34x64 Cordless Blinds (4)	165.46	B.A.
	2/26/21	Sand Additive	4.58	B.A.
	2/26/21	Water Putty	2.28	B.A.
	2/26/21	Mixer	6.88	B.A.
	2/26/21	Putty Knife 3pk	3.42	B.A.
	2/26/21	Terry Towels 20pk	11.47	B.A.
		<b>TOTAL</b>	<b><u>\$1,657.66</u></b>	