

*Ridgewood Trails  
Community Development District*

*November 3, 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)

---

October 27, 2021

Board of Supervisors  
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, November 3, 2021 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comments *(for agenda items listed below)*
- III. Ratification of Audit Engagement Letter with Berger, Toombs, Elam, Gaines & Frank
- IV. Update on Traffic Study
- V. Discussion of Updated Draft Survey
- VI. Ratification of Transition Letter to Kutak Rock
- VII. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
  - D. Operation Manager
    - 1. Report

2. Landscape Quality Inspection Report

E. Amenity Manager

VIII. Supervisor's Requests and Public Comments

IX. Approval of Consent Agenda

A. Approval of the Minutes of the September 1, 2021 Meeting

B. Acceptance of the Minutes of the September 1, 2021 Audit Committee Meeting

C. Balance Sheet & Income Statement

D. Assessment Receipt Schedule

E. Approval of Check Register

X. Acceptance of Resignation Letter from Supervisor Barnes

XI. Discussion of Process to Consider Candidates to Fill Seat 5 Vacancy

XII. Next Meeting Scheduled for: January 5, 2022 @ 6:00 p.m. at the Azalea Ridge Amenity Center

XIII. Adjournment



### *THIRD ORDER OF BUSINESS*



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

September 15, 2021

Ridgewood Trails Community Development District  
Governmental Management Services  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

## **The Objective and Scope of the Audit of the Financial Statements**

You have requested that we audit the financial statements of Ridgewood Trails Community Development District, which comprise governmental activities and each major fund as of and for the years ended September 30, 2021, 2022, 2023, 2024, and 2025, which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2021, with optional renewals for the years ending September 30, 2022, 2023, 2024, and 2025. This engagement may be renewed on the same terms upon authorization in writing by the District, with no need for an additional engagement letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

## **The Responsibilities of the Auditor**

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

Fort Pierce / Stuart



Ridgewood Trails Community Development District  
September 15, 2021  
Page 2

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- Obtain an understanding of internal control relevant to the audit 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 District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will maintain our independence in accordance with the standards of the American Institute of Certified public Accountants.



Ridgewood Trails Community Development District  
September 15, 2021  
Page 3

## **The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework**

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparations of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;



Ridgewood Trails Community Development District  
September 15, 2021  
Page 4

- b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;
- c. Additional information that we may request from management for the purpose of the audit; and
- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this arrangement letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

### **Reporting**

We will issue a written report upon completion of our audit of Ridgewood Trails Community Development District's financial statements. Our report will be addressed to the Board of Ridgewood Trails Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

### **Records and Assistance**

During the course of our engagement, we may accumulate records containing data that should be reflected in the Ridgewood Trails Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Ernesto Torres. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

### **Other Relevant Information**

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.



Ridgewood Trails Community Development District  
September 15, 2021  
Page 5

Either party may unilaterally terminate this agreement, with or without cause, upon sixty (60) days written notice subject to the condition that the District will pay all invoices for services rendered prior to the date of termination.

#### **Fees, Costs and Access to Workpapers**

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the years ending September 30, 2021 and 2022 will not exceed \$3,190, the fee for the years ending September 30, 2023 and 2024 will not exceed \$3,270, and the fee for the year ending September 30, 2025 will not exceed \$3,380, unless the scope of the engagement is changed, the assistance which Ridgewood Trails Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment. The four annual renewals must be mutually agreed and approved by the Board of Supervisors

In the event we are requested or authorized by Ridgewood Trails Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Ridgewood Trails Community Development District, Ridgewood Trails Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency.

Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.



Ridgewood Trails Community Development District  
September 15, 2021  
Page 6

### **Information Security – Miscellaneous Terms**

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Ridgewood Trails Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Ridgewood Trails Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Ridgewood Trails Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because Berger, Toombs, Elam, Gaines & Frank will rely on Ridgewood Trails Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, Ridgewood Trails Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Ridgewood Trails Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Ridgewood Trails Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.



Berger, Toombs, Elam,  
Gaines & Frank  
Certified Public Accountants PL

Ridgewood Trails Community Development District  
September 15, 2021  
Page 7

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam  
Gaines & Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK  
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

*Maureen B. Lee Secretary*

*Sep 29, 2021*





Judson B. Baggett | 6815 Dairy Road  
MBA, CPA, CVA, Partner | Zephyrhills, FL 33542  
Marci Reutimann | (813) 788-2155  
CPA, Partner | (813) 782-8606

## Report on the Firm's System of Quality Control

To the Partners

October 30, 2019

Berger, Toombs, Elam, Gaines & Frank, CPAs, PL  
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [aicpa.org/prsummary](http://aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

*Baggett, Reutimann & Associates, CPAs, PA*  
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA  
Signed Electronically by Baggett, Reutimann & Associates, CPAs, PA. E-Verify email: jrb@baggett.com

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,  
ELAM, GAINES AND FRANK AND RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT  
(DATED SEPTEMBER 15, 2021)**

**Public Records.** Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

GMS-NF, LLC  
475 WEST TOWN PLACE, SUITE 114  
ST. AUGUSTINE, FL 32092  
TELEPHONE: 904-940-5850  
EMAIL: ETORRES@GMSNF.COM

Auditor: J.W. Gaines

By: 

Title: Director

Date: September 15, 2021

District: Ridgewood Trails CDD

By: 

Title: Secretary

Date: Sep 29, 2021

## *FIFTH ORDER OF BUSINESS*

Dear Ridgewood Trails Residents,

For the last few years, the CDD Board of Supervisors has given much consideration of the state of our community and facilities. Throughout this period, we have reached out to the residents requesting opinions and to gauge the interest and desire for new projects. Our last survey from March 2020 yielded 81 responses. As a result, the Board of Supervisors selected to fund a new playground feature at corner of 4215 Warm Springs Way. Staff is currently in the process of coordinating these efforts with the contractor and Clay County Building Department for permitting and installation.

Next's year's budget (FY 2022) did not fund any Capital Improvements but rather a continuance contribution to the District's Capital Reserve fund for repairs and replacement items. The Board will start discussion on the FY 2023's budget during the second quarter of the calendar year.

We realize Capital Improvements come at a cost and can be rather expensive but still very important to our residents. Prior to committing to an enhancement project, we would love to receive your feedback! We have accumulated a list of projects and want to narrow our priority as space and funds are available on future years budgets.

***Basic calculation for increase in assessments for each Resident: Amount of future project multiplied by 6% (county collection fee for assessments) divided by 691 units.***

The board will make a final determination of which projects to choose based on the financial security of the community. Please keep in mind additional amenity resources come with an increase on our tax assessments. Once selections are made, additional information will be provided in future correspondence via email, social media, etc.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Please complete the survey no later than \_\_\_\_\_ by responding with the following:

1- Desirable

2- Neutral

3- Not desirable

**Pocket Park playground equipment at the corner of Bronco and Packer Meadow, estimated \$45,000**

1- Desirable

2- Neutral

3- Not desirable

**A quarter mile Walking/Running path (asphalt) around Field, estimated cost \$85,000**  
width (6 feet) x length (643 meters) = 1406 sq yds; approx. \$60.00 sq yd for material

- 1- Desirable
- 2- Neutral
- 3- Not desirable

**Dog Park (1/2 acre) estimate \$20,000**

If add a water bowl may need to add a water meter and cost of the water bowl  
If add obstacles will need to add additional costs  
If add benches for pet owner will need to add costs

- 1- Desirable
- 2- Neutral
- 3- Not desirable

**Fitness room expansion, estimated \$66,000 (cost is 330 SF x \$200)**  
Will require site work at an additional cost

- 1- Desirable
- 2- Neutral
- 3- Not desirable

**A Splash Pad, estimated \$300,000 (cost is 1200 SF x \$250)**

- 1- Desirable
- 2- Neutral
- 3- Not desirable

**2 Tennis Court (asphalt), estimated cost \$60,000**

To add lights is an additional estimated cost \$12,000

*\* To add sidewalks to all the courts is approximately \$6.00 a SF.*

*\* To install access control on 2 gate entrances to the Basketball/Tennis/Pickleball courts is approximately \$9,200*

*\* To add a shade structure (1 at the courts area) estimated cost \$10,000.*

- 1- Desirable
- 2- Neutral
- 3- Not desirable

**2 Pickleball Courts (asphalt), estimated cost \$60,000**

To add lights is an additional estimated cost \$12,000

*\* To add sidewalks to all the courts is approximately \$6.00 a SF.*

*\* To install access control on 2 gate entrances to the Basketball/Tennis/Pickleball courts is approximately \$9,200*

*\* To add a Shade structure (1 at the courts area) estimated cost \$10,000.*

- 1- Desirable
- 2- Neutral
- 3- Not desirable

**Basketball Half Court (asphalt), estimated cost \$60,000**

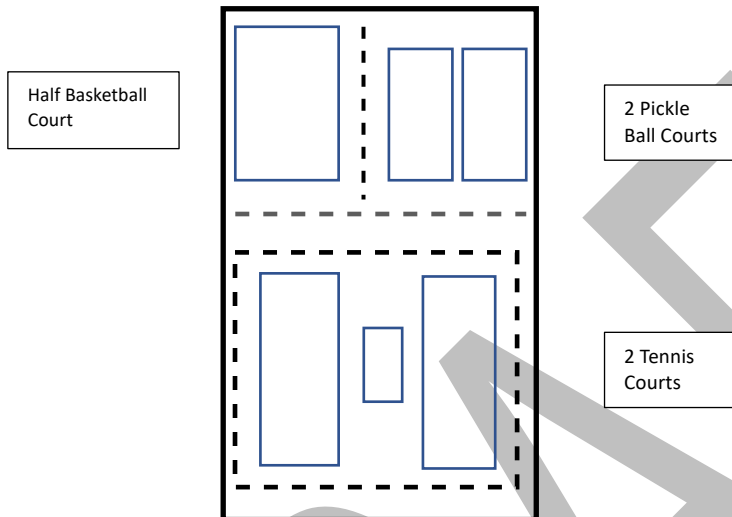
To add lights is an additional estimated cost \$12,000

*\* To add sidewalks to all the courts is approximately \$6.00 a SF.*

*\* To install access control on 2 gate entrances to the Basketball/Tennis/Pickleball courts is approximately \$9,200*

*\* To add a Shade structure (1 at the courts area) estimated cost \$10,000.*

- 1- Desirable
- 2- Neutral
- 3- Not desirable



**NOTES:**

- Site Drainage at pool deck and courts estimated cost \$25,000.
- Site Electrical (transformer upgrades, etc.) estimated cost \$30,000.
- Approximate design fees for projects are 7%.
- Additional amenity enhancements will affect future budget lines for electric, water, insurance, lifeguards, pool maintenance and chemicals, maintenance, repairs, etc.
- This survey needs a **51% return rate** to be considered successful with a good representation of the communities' thoughts on these investments.

**If you had one suggested improvement/ addition the Board of Supervisors did not consider, what would it be?**

---

---

---

---

---

---

---

## *SIXTH ORDER OF BUSINESS*



# Hopping Green & Sams

Attorneys and Counselors

October 19, 2021

**VIA EMAIL**

Marilee Giles, District Manager

[mgiles@gmsnf.com](mailto:mgiles@gmsnf.com)

Marty Genska, Chairperson

[martyandpeg@gmail.com](mailto:martyandpeg@gmail.com)

**RE: Ridgewood Trails Community Development District ("Client")**

**JOINT LETTER BY HOPPING GREEN & SAMs, P.A. AND KUTAK ROCK LLP, ANNOUNCING THE DEPARTURE OF JONATHAN JOHNSON, KATIE BUCHANAN, MIKE ECKERT, TUCKER MACKIE, WES HABER, LINDSAY WHELAN, JOE BROWN, SARAH SANDY, ALYSSA WILLSON AND MICHELLE RIGONI TO KUTAK ROCK LLP**

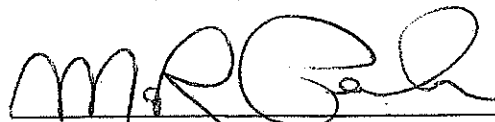
Dear Marilee/Marty,

As of November 15, 2021, Jonathan Johnson, Katie Buchanan, Mike Eckert, Tucker Mackie, Wes Haber, Lindsay Whelan, Joe Brown, Sarah Sandy, Alyssa Willson and Michelle Rigoni (the "Special District Practice Group") will be withdrawing as attorneys from Hopping Green & Sams, P.A. ("HGS") and will be joining Kutak Rock LLP ("Kutak"). The members of the Special District Practice Group have provided services in connection with HGS's representation of the Client on the above referenced matter(s) (the "Client Matters").

In the coming months, HGS will no longer be providing legal services. Kutak is prepared to continue as the Client's legal counsel with respect to the Client Matters; however, it is the Client's choice as to who should serve as its legal counsel, and whether the Client Matters and all electronic files and active and closed hardcopy files (collectively, the "Files") should be transferred to Kutak.

Please select one of the following alternatives; however, please be advised that as of November 15, 2021, HGS will no longer be competent to provide legal services to the Client; accordingly, representation by HGS will cease on November 15, 2021, whether or not the Client makes an election below:

**1. ALTERNATIVE #1.** The Client asks that the Client Matters be transferred with the Special District Practice Group to their new firm, Kutak. Please transfer all Files relating to the Client Matters. HGS's legal representation of the Client will cease on the date of HGS's receipt of their written notice. After that date, the Special District Practice Group and their new firm, Kutak, will be responsible for legal representation of the Client in the Client Matters. To the extent that HGS is holding any trust funds or other property of the Client, HGS is further instructed to transfer such funds and/or property to Kutak.



(Please sign if you want Alternative #1;  
otherwise, do not sign on this line.)

[DATE]

10-21-2021

**2. ALTERNATIVE #2.** If you do not want Alternative #1, please advise us what HGS should do regarding the Client Matters and all Files relating to the Client Matters by December 1, 2021. HGS's legal representation of the Client will cease on November 15, 2021. If HGS does not receive a response by December 1, 2021, that will confirm HGS's understanding that all Files are not needed or desired and HGS will shred them.

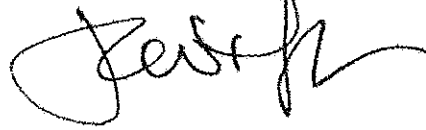
---

(Please sign here if you have [DATE]  
given instructions under Alternative  
#2; otherwise do not sign on this line.)

After you have completed and signed this form, please send a copy via electronic mail to [JasonM@hgslaw.com](mailto:JasonM@hgslaw.com) [MarkS@hgslaw.com](mailto:MarkS@hgslaw.com) [katieb@hgslaw.com](mailto:katieb@hgslaw.com) and [KimH@hgslaw.com](mailto:KimH@hgslaw.com).

Thank you for your consideration and assistance.

HOPPING GREEN & SAMS, P.A.



By: Jonathan Johnson

Its: President

Date: October 19, 2021

## *SEVENTH ORDER OF BUSINESS*

*D.*

*1.*

# **Ridgewood Trails Community Development District**

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

## **Memorandum**

**Date: November 3, 2021**

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

**From: Brian Stephens                      Melissa Brown**  
**Operations Manager                      Amenity Manager**

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

### **Access Cards:**

- Total Access Cards Issued to Date: 744

### **Amenity Center:**

- Food Truck Thursday (has increased to every 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.
- CCSO off-duty officers have all been informed of the trouble areas we are having in the neighborhood (speeding, vandalism, trespassing, unauthorized vehicles).
- All Public Works orders have been completed.
- 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.
- Outdoor libraries have been installed.
- Restrooms by large pool have been repaired from vandalism (pending quote for dead bolt locks to be installed)
- Clay County Sheriff's office National Night out was Oct. 5<sup>th</sup> at the Amenity parking lot
- Moccasin Creek Jeep club had "Duck or Jeep" at Amenity parking lot on 10.23.21 6-9pm
- Fall Festival is scheduled for November 7<sup>th</sup> from 11-1pm.
- Community yard sale occurring on November 13<sup>th</sup> & 14<sup>th</sup> 8-1pm.
- Fundraiser Chili cook off and festival is being held at the Amenity field on Nov 13<sup>th</sup> from 9-3pm.

**Fitness Center:**

- Fitness Pro continues to perform the preventative maintenance on the fitness equipment.
- Riverside Management cleans and inspects the fitness equipment weekly.
- All window ceils have been freshly painted.
- Equipment is cleaned and sanitized multiple times a day.
- Riverside Management repaired and painted the damaged walls In the fitness center.

**Landscape:**

- Tree Amigos continues to maintain all the common area landscaping.
- New annual flowers have been installed.
- 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.
- Tree Amigos has started the winter mowing schedule.

**Lakes:**

- The Lake Doctors continue to monitor and treat the lakes monthly.
- The fountain on Azalea Ridge parkway has been repaired and is working properly.
- Trash and debris have been removed from lakes on a weekly basis.

**Other Projects:**

- Lighting at the Blanding entrance has been replaced and working.
- Flower pictures have been added to Warm Springs Way entry sign.
- A new push to exit button & pedestal has been installed by main pool gate.
- The common area sidewalk has been pressure washed due to the algae build up causing a safety hazard.
- Bathroom doors by the gym have been repaired so they close properly and securely.
- Bathrooms by large pool have been repaired from vandalism. (New soap dispensers installed as well).
- Pressure washing of Amenity building & pool areas have been occurring weekly.
- Trash and debris is being removed from some of the powerline easements on a weekly basis.
- No Trespassing signs have been added to powerline easement.
- 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.

Should you have any questions or comments regarding the above information, please feel free to contact Brian Stephens at (904) 627-9271.

2.



**From:** Doug Hill DHill@treeamigosoutdoor.com   
**Subject:** Ridgewood Trails  
**Date:** September 22, 2021 at 8:15 AM  
**To:** bstephens@riversidemgtsvc.com

---

- From 9/20/21 drive thru
1. Treat Italian Cypress for mites at Amenity center.
  2. Annual to be installed week of 9/20
  3. Quote for plant material around pool parking
  4. Quotes for both sides of man entrance.
  5. Quote for moving Anis from playground to pool parking and add  
Flax Lillys outside of playground gate.
  6. Spray playground area for weeds.
  7. Limb up Oaks and cut suckers at soccer field and playground  
fence area
  8. Power line beds quote to remove Mulee grasses and replace with  
Dwarf Facahatchee and replace  
Agapathus with Flax Lillys.
  9. At Packer Meadow corner bed same as above.
  10. Spray out strips of grass at pool and Long Bay entrance.
  11. Take tree straps off Long Bay entrance to new side.
  12. Quote for washouts.

*Doug Hill*

Tree Amigos Outdoor Services  
[904-515-8778](tel:904-515-8778) Cell  
[904-778-1030](tel:904-778-1030) Office  
[904-778-1045](tel:904-778-1045) Fax



Outdoor Services  
[www.TreeAmigosOutdoor.com](http://www.TreeAmigosOutdoor.com)

## *NINTH 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, September 1, 2021 at 6:11 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 by telephone
William Barnhouse	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Melissa Brown	Amenity Manager
Brian Stephens	RMS by telephone

The following is a summary of the actions taken at the September 1, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Discussion of Traffic Study**

Ms. Giles stated the last response we got from Clay County was in order to do a traffic study 51% if the residents would have to sign a petition that they want a traffic study conducted in this community. If you want to do this, I think they would need to come by and date and sign the petition and we would have to monitor to make sure you have one entry per house.

I can check with Michelle Cook's office to see if there are other options to have on-duty officers be here a couple days a week if there is a need. What were you trying to accomplish with this, speeding down the main drag?

Mr. Genska stated the main drag mostly, but all the roads.

Ms. Brown stated we can get with the off-duty officers and ask them to concentrate on that during their post.

Mr. Genska stated ok.

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

#### **Discussion Regarding Survey Questions**

Ms. Giles stated I looked at surveys that GMS have done in other districts and I looked at your last survey and came up with this one. However, we communicate this survey to the residents it is important to explain that these are future projects in the FY23 budget to fund. The last survey had cost estimates for some of those things and costs have gone up for materials and labor so I took the costs off and changed it to, desirable, neutral and not desirable and a place for their name and address and place to write in suggestions. We don't have to finalize this tonight, but we can if you are ready. More important is how are we going to get this to over 600 residents. Survey Monkey maxed out at 99 and you only had 81 of the 600 residents respond last time. Maybe if we do it differently this time, we will get more input from the residents. They need to be heard but we have to clarify expectations of the budget and how that works so that they understand we can do these things, but their assessments are going to go up. Look at the language and the items I put on the list and tell me what you want added or removed.

Ms. Nolte stated I would like to include ballpark pricing.

Mr. Genska stated if we do that, then we need to tell them how much their assessment would go up.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Audit Proposals Received in Response to the RFP**

<p>On MOTION by Mr. Genska seconded by Mr. Barnhouse with four in favor the recommendation of the audit committee of Berger Toombs being the no. 1 ranked firm was accepted and staff was authorized to obtain an engagement letter for the fiscal year 2021 audit.</p>
---

## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Genska asked where do we stand on the issue of the new playground and getting it turned over?

Ms. Buchanan stated no real estate has been transferred to the CDD. I don't know the status of the playground equipment.

Mr. Genska stated I just wanted to know if we were set to go.

Ms. Brown stated I believe they just got the permit.

Ms. Giles stated I believe Brian has some detail in his report about the playground equipment.

#### **B. Engineer**

There being none, the next item followed.

#### **C. Manager – Discussion of Fiscal Year 2022 Meeting Schedule**

Ms. Giles stated at the last meeting we talked about the meeting schedule for 6:00 p.m. and I checked with the staff's schedule and compared it to other districts that each staff member has and changing the meeting time to 6:00 p.m. is fine. Attached in the agenda package is the new FY22 meeting schedule and if 6:00 p.m. works for the board we just need a motion to approve.

On MOTION by Mr. Barnhouse seconded by Ms. Nolte with four in favor the fiscal year 2022 meeting schedule was approved reflecting meetings on the following dates: November 4, 2021, January 5, 2022, March 2, 2022, May 4, 2022, July 6, 2022 and September 7, 2022.

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

Mr. Stephens stated I know the landscaping has been a bone of contention for a long period of time. I developed the original scope of services, but things have changed dramatically since the community has grown and I'm doing due diligence on that so I can start holding them to a higher standard and higher level of service. Also, they have set up a monthly inspection with the district account manager.

Ms. Barnhouse stated now that we have the irrigation up and running, when can we discuss the landscape?

Ms. Brown stated there was a quote to spruce it up and add color, but the plants didn't need as much irrigation.

Mr. Stephens stated there was a quote for that. I sent it back to them to sharpen their pencil a little bit. I thought it was a little on the pricey side and they have not yet given me a quote with new numbers.

Ms. Giles stated working with Playmore with Ms. Donna she did get the permit approved from the county and she provided the map and her email says, the building department required the layout to be changed due to setbacks in Azalea Ridge. Please review and approve the attached layout. I think they shifted that playground equipment; I can't tell if it is a few feet or a few inches, but it is in the same location. She is looking for approval of that from Brian.

Mr. Stephens stated the county apparently has different required setbacks from parking lines, roads and things of that sort and new permit drawings fall within those guidelines.

Ms. Giles asked do you see any issues with it before the board approves?

Mr. Stephens stated no. I do not see any issues with it.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with four in favor the new drawings for the playground were approved.
---

Mr. Stephens stated I reached out to a couple of vendors to get pricing for pressure washing and they have not been able to come out yet on such short notice. They are supposed to be out next week.

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

Ms. Brown stated the outdoor libraries have been order and should be delivered within the next month.

Mr. Genska asked will our operations group install them?

Ms. Brown responded yes.

#### **SEVENTH ORDER OF BUSINESS**

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

Mr. Genska stated a lot of the lights that light the signage on the front side coming from Blanding are out and one is flashing. Can we have someone look at that?

Ms. Brown responded yes.

Ms. Miller stated the lady's restroom when you go in the door is still ajar and you have to slam it. People coming out are not going to slam it and it is going to be unlocked for anybody to go in. Can that door be fixed so it slams behind you?

Ms. Brown stated I will have the guys look at it and see if that is something they can fix or just put a new lock on it.

Mr. Barnhouse stated it is the same in the men's room.

A resident asked where are we looking to pressure clean?

Mr. Genska stated the sidewalks where there is a lot of algae. Clay Utility came out and did that. They cleaned where they could where there is an easement in the public street, but they cannot cross that sidewalk because it is not a county easement.

A resident stated not all the main streetlights are lit at night going down the main drag. I don't know if you can have Clay Electric come out in the day to check those.

Mr. Stephens stated I find it easier to just go by their office and I can do that this week. Those lights have a transformer in the top of them and are supposed to communicate back and forth with Clay Electric and let them know there is an issue.

A resident asked why aren't the bathroom doors closed? Someone can jump the fence and vandalize them. The doors should automatically shut.

Ms. Brown stated I agree with you but my understanding is they are not locked because you need an access card to get in.

A resident asked are you going to do something about the floors in the bathrooms?

Ms. Brown stated the floor is not level and we were going to get a quote for someone to level it so that water doesn't pool.

Mr. Stephens stated I can look at that.

A resident stated last week the landscape people didn't mow the whole front entry. They pick and choose. How are we allowing them to get away with this? We have an attorney on staff so why isn't action being taken?

Ms. Giles stated we can put a landscape company on notice, but we need to give them specific points of failure and since I started in March Tom saw the same thing, but he has moved



and Brian is here now and we need to document it and then the attorney can send them a letter and put them on notice.

Ms. Miller stated I had the same complaint two months ago and Ernesto said that almost every development was having the same issues because nobody wants to work.

A resident stated the flower beds are full of weeds that are 6-feet tall. It may look like county property but it is ours.

Ms. Giles asked Brian when are you meeting with the landscaper?

Mr. Stephens stated he is on vacation this week, comes back Tuesday the 7<sup>th</sup> and we will schedule something when he gets back so hopefully, next week. I just don't have a confirmed date or time.

Ms. Giles asked can you give Mr. Henry a call tomorrow and get the specific items, look at them and I will get with Katie to see what our options are if we wait until the 7<sup>th</sup> for the quality inspection to put them on notice or if we can put them on notice now.

Ms. Buchanan stated I'm sure we have the ability to terminate with 30-day's notice with or without cause, but we would want to confirm that with the signed version you have in your files.

Ms. Giles stated if it is the decision of the board to terminate, you would have to go out for an RFP and the price could come in higher.

A resident stated I want to publicly thank the board for all your hard work. I appreciate it very much.

A resident stated I walk the whole neighborhood and I like the fact that the park isn't lit. I never see anyone on the soccer field and feel that it could be put to better use. We need more playgrounds and a playground for infants. I notice on the website the board seats. There is no language for how long a seat is and when they come up for reelection. We are trying to figure out when the voting is to campaign.

Mr. Genska asked is that not on the website?

A resident stated when the seats expire but I'm looking for how to apply.

Ms. Giles stated you just need a resume.

Ms. Brown stated when a seat does become available that is when they include all that information.

Mr. Barnhouse stated they send out an email blast.

Ms. Giles stated in November 2022 is an election.

A resident stated I would like to have an events calendar and somebody that is taking care of that. If there is help needed for this canvassing, I think it should be door to door to ensure they get it. If I get a letter that isn't letterhead from a place I know, I throw it away.

**EIGHTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the July 7, 2021 Meeting**
- B. Acceptance of the Minutes of the July 7, 2021 Audit Committee Meeting**
- C. Balance Sheet & Income Statement**
- D. Assessment Receipt Schedule**
- E. Approval of Check Register**

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

**NINTH ORDER OF BUSINESS**

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

The board went into a closed session to consider security upgrades and at the conclusion took the following action.

On MOTION by Ms. Miller seconded by Mr. Genska with four in favor the proposal from Vector Security was approved in substantial form and Mr. Barnhouse was authorized to work with staff on a final agreement.

**TENTH ORDER OF BUSINESS**

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

Ms. Giles stated the next meeting will be November 3, 2021 at 6:00 p.m.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with four in favor the meeting adjourned at 7:52 p.m.

---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman

*B.*

**RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT**

The Ridgewood Trails Community Development District audit committee met Wednesday, September 1, 2021 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present were:

Marty Genska  
Jacqui Proctor Miller  
Yolanda Nolte  
Eneida Barnes by telephone  
William Barnhouse  
Marilee Giles  
Katie Buchanan by telephone

The following is a summary of the actions taken at the September 1, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the audit committee meeting to order at 6:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Review and Ranking of Audit Proposals**

Ms. Giles stated the last audit was performed by Grau & Associates and prior to that was Berger Toombs Elam Gaines and Frank. You have responses from Berger Toombs Elam Gaines & Frank and their pricing overall is \$16,300 and for FY21 \$3,190, FY22 \$3,190 and FY23 \$3,270, FY24 \$3,270 and FY25 \$3,380. Grau & Associates have a similar breakout and their overall pricing is \$18,000. I ranked them based on the five criteria and gave Berger Toombs 100 points and Grau & Associates 98 points and the difference was the pricing.

Ms. Nolte asked have we considered asking Grau if they could match the price?

Ms. Giles asked Katie, is that something we are allowed to do or do we base the selection based on what they put in their proposal?

Ms. Buchanan stated we generally consider all of the pricing, but if you want to make adjustments based on the other categories that usually gives you a lot of flexibility to get to desired result.

Ms. Giles stated if you like the service you got from Grau & Associated and you are okay with paying the higher amount as a board you could weigh them on those five criteria also. This is just what I did. I scored them the same until it got to price and that made the difference in the scoring.

Mr. Genska stated we had Berger Toombs for all those years I don't see why we should pay extra.

On MOTION by Mr. Genska seconded by Ms. Nolte with four in favor Berger Toombs was ranked no. 1 with 100 points and Grau & Associates no. 2 with 98 points.
---

### **THIRD ORDER OF BUSINESS**

### **Other Business**

There being none, the next item followed.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with four in favor the meeting adjourned at 6:11 p.m.
---

*C.*

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
**September 30, 2021**

	<u>Governmental Fund Types</u>			<u>Totals</u>
	<u>General</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>(Memorandum Only)</u>
<b><u>ASSETS:</u></b>				
CASH	\$37,213	\$53,835	---	\$91,048
INVESTMENTS - STATE BOARD	\$121,138	---	---	\$121,138
INVESTMENTS - US BANK - GENERAL FUND	\$72,846	---	---	\$72,846
INVESTMENTS - STATE BOARD - CAPITAL RESERVE	\$0	\$126,606	---	\$126,606
INVESTMENTS				
Reserve A	---	---	\$9,617	\$9,617
Revenue A	---	---	\$4,407	\$4,407
PREPAID EXPENSES	\$23,262	---	---	\$23,262
DEPOSITS	\$2,803	---	---	\$2,803
DUE FROM CAPITAL RESERVES	---	---	---	\$0
DUE FROM OTHER	\$535	---	---	\$535
<b>TOTAL ASSETS</b>	<u>\$257,797</u>	<u>\$180,441</u>	<u>\$14,023</u>	<u>\$452,262</u>
<b><u>LIABILITIES:</u></b>				
ACCOUNTS PAYABLE	\$10,497	---	---	\$10,497
ACCRUED EXPENSES	\$9,477	---	---	\$9,477
<b><u>FUND BALANCES:</u></b>				
UNASSIGNED	\$116,517	---	---	\$116,517
NONSPENDABLE	\$26,065	---	---	\$26,065
ASSIGNED	\$95,242	---	---	\$95,242
ASSIGNED FOR CAPITAL RESERVE	\$0	\$180,441	---	\$180,441
RESTRICTED FOR DEBT SERVICE	---	---	\$14,023	\$14,023
<b>TOTAL LIABILITIES &amp; FUND EQUITY &amp; OTHER CREDITS</b>	<u>\$257,797</u>	<u>\$180,441</u>	<u>\$14,023</u>	<u>\$452,262</u>



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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended September 30, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
<b><u>REVENUES:</u></b>				
Assessments - Tax Roll	\$419,989	\$419,989	\$420,904	\$915
Interest Earned/Misc. Income	\$5,000	\$5,000	\$207	(\$4,793)
Rental Revenue	\$0	\$0	\$2,200	\$2,200
<b>TOTAL REVENUES</b>	<b>\$424,989</b>	<b>\$424,989</b>	<b>\$423,311</b>	<b>(\$1,678)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
Supervisor Fees	\$12,000	\$12,000	\$5,800	\$6,200
FICA Expense	\$918	\$918	\$444	\$474
Engineering	\$5,000	\$5,000	\$1,738	\$3,262
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$600	\$600	\$600	\$0
Dissemination	\$1,000	\$1,000	\$1,000	\$0
Attorney	\$12,000	\$12,000	\$6,500	\$5,501
Annual Audit	\$3,400	\$3,400	\$3,400	\$0
Trustee	\$4,500	\$4,500	\$5,647	(\$1,147)
Management Fees	\$41,000	\$41,000	\$41,000	(\$0)
Telephone	\$100	\$100	\$202	(\$102)
Postage	\$800	\$800	\$488	\$312
Printing & Binding	\$1,500	\$1,500	\$692	\$808
Insurance	\$6,928	\$6,928	\$6,613	\$315
Legal Advertising	\$3,400	\$3,400	\$399	\$3,001
Other Current Charges (1)	\$1,800	\$1,800	\$870	\$930
Office Supplies	\$250	\$250	\$43	\$207
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Meeting Room Rental	\$600	\$600	\$0	\$600
Records Storage	\$250	\$250	\$0	\$250
<b>TOTAL ADMINISTRATIVE</b>	<b>\$101,481</b>	<b>\$101,481</b>	<b>\$80,869</b>	<b>\$20,612</b>
<b><u>AMENITY CENTER</u></b>				
Insurance	\$15,478	\$15,478	\$15,477	\$1
Facility Manager	\$60,000	\$60,000	\$60,000	\$0
General Facility Maintenance	\$10,000	\$10,000	\$8,172	\$1,828
Repairs & Replacements	\$6,284	\$6,284	\$17,294	(\$11,010)
Lifeguards	\$15,000	\$15,000	\$8,892	\$6,108
Pool Maintenance	\$15,910	\$15,910	\$15,910	\$0
Pool Chemicals	\$12,640	\$12,640	\$8,640	\$4,000
Other Current Charges	\$1,000	\$1,000	\$1,951	(\$951)
Water & Sewer	\$13,500	\$13,500	\$10,330	\$3,170
Electric	\$12,000	\$12,000	\$13,401	(\$1,401)
Internet/Cable	\$4,560	\$4,560	\$4,572	(\$12)
Janitorial	\$9,984	\$9,984	\$9,980	\$4
Janitorial Supplies	\$1,500	\$1,500	\$2,088	(\$588)
Security (2)	\$19,000	\$19,000	\$11,850	\$7,150
Refuse Service	\$3,000	\$3,000	\$458	\$2,542
Special Events	\$6,300	\$6,300	\$6,300	(\$0)
Pool Permit	\$375	\$375	\$385	(\$10)
Pest Control	\$1,000	\$1,000	\$770	\$230
Capital Reserve	\$35,000	\$35,000	\$35,000	\$0
<b>TOTAL AMENITY CENTER</b>	<b>\$242,531</b>	<b>\$242,531</b>	<b>\$231,470</b>	<b>\$11,061</b>

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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended September 30, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
<b><u>EXPENDITURES:</u></b>				
<b><u>  GROUND MAINTENANCE:</u></b>				
Operations Management	\$21,855	\$21,855	\$21,855	\$0
Access Cards	\$1,000	\$1,000	\$982	\$18
Electric	\$8,000	\$8,000	\$6,275	\$1,725
Water	\$8,300	\$8,300	\$5,279	\$3,021
Repairs & Maintenance	\$17,000	\$17,000	\$15,899	\$1,101
Landscape Maintenance	\$102,000	\$102,000	\$100,977	\$1,023
Landscape Contingency	\$10,000	\$10,000	\$6,348	\$3,652
Lake Maintenance	\$8,064	\$8,064	\$9,499	(\$1,435)
<b>TOTAL GROUND MAINTENANCE</b>	<b>\$176,219</b>	<b>\$176,219</b>	<b>\$167,114</b>	<b>\$9,105</b>
<b>TOTAL EXPENDITURES</b>	<b>\$520,231</b>	<b>\$520,231</b>	<b>\$479,453</b>	<b>\$40,778</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$95,242)</b>		<b>(\$56,142)</b>	
FUND BALANCE - Beginning	\$95,242		\$293,965	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$237,823</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	\$1802	\$0	\$0	\$0	\$420,904
Interest Earned/Misc. Income	\$40	\$22	\$18	\$19	\$16	\$15	\$13	\$12	\$10	\$21	\$11	\$9	\$207
Rental Revenue	\$0	\$225	\$0	\$100	\$0	\$0	\$0	\$150	\$800	\$500	\$425	\$0	\$2,200
<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>\$2612</b>	<b>\$521</b>	<b>\$436</b>	<b>\$9</b>	<b>\$423311</b>

**EXPENDITURES: ADMINISTRATIVE**

Supervisor Fees	\$0	\$1,000	\$0	\$1,000	\$800	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$5,800
FICA Expense	\$0	\$77	\$0	\$77	\$61	\$0	\$0	\$77	\$0	\$77	\$0	\$77	\$444
Engineering	\$0	\$0	\$0	\$0	\$0	\$983	\$0	\$0	\$755	\$0	\$0	\$0	\$1,738
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	\$600	\$0	\$600
Dissemination	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$1,000
Attorney	\$0	\$551	\$273	\$812	\$116	\$1,350	\$725	\$2,673	\$0	\$0	\$0	\$0	\$6,500
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,900	\$0	\$0	\$0	\$3,400
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	\$3,417	\$3,417	\$3,417	\$3,417	\$41,000
Telephone	\$0	\$0	\$0	\$0	\$0	\$35	\$49	\$49	\$0	\$0	\$0	\$69	\$202
Postage	\$116	\$6	\$127	\$4	\$158	\$11	\$8	\$3	\$14	\$7	\$22	\$12	\$488
Printing & Binding	\$20	\$97	\$43	\$73	\$7	\$108	\$20	\$17	\$119	\$7	\$116	\$66	\$692
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	\$203	\$96	\$51	\$0	\$399
Other Current Charges (1)	\$67	\$66	\$145	\$54	\$63	\$70	\$66	\$62	\$76	\$73	\$65	\$63	\$870
Office Supplies	\$7	\$8	\$1	\$8	\$0	\$11	\$0	\$6	\$1	\$0	\$0	\$1	\$43
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>\$8,886</b>	<b>\$6,567</b>	<b>\$4,759</b>	<b>\$4,354</b>	<b>\$4,788</b>	<b>\$80,869</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	\$5,000	\$5,000	\$5,000	\$5,000	\$60,000
General Facility Maintenance	\$808	\$833	\$841	\$832	\$834	\$769	\$482	\$785	\$833	\$833	\$40	\$280	\$8,172
Repairs & Replacements	\$0	\$1,596	\$174	\$1,416	\$523	\$536	\$900	\$522	\$745	\$2,278	\$3,950	\$4,654	\$17,294
Lifeguards	\$0	\$0	\$0	\$0	\$0	\$175	\$0	\$1,877	\$1,687	\$2,816	\$2,337	\$0	\$8,892
Pool Maintenance	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$1,326	\$15,910
Pool Chemicals	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$8,640
Other Current Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$211	\$884	\$856	\$1,951
Water & Sewer	\$603	\$1,157	\$660	\$668	\$642	\$610	\$777	\$786	\$949	\$1,203	\$1,030	\$1,245	\$10,330
Electric	\$1,103	\$1,051	\$1,062	\$1,010	\$1,278	\$1,031	\$969	\$1,072	\$1,155	\$1,196	\$1,196	\$1,278	\$13,401
Internet/Cable	\$325	\$325	\$325	\$363	\$404	\$404	\$404	\$405	\$405	\$405	\$403	\$403	\$4,572
Janitorial	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$9,980
Janitorial Supplies	\$266	\$138	\$73	\$123	\$125	\$125	\$103	\$124	\$124	\$445	\$289	\$154	\$2,088
Security (2)	\$1,320	\$1,080	\$915	\$425	\$1,515	\$1,325	\$480	\$930	\$2,555	\$0	\$360	\$945	\$11,850
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$140	\$159	\$159	\$458
Special Events	\$1,375	\$0	\$2,375	\$0	\$0	\$1,700	\$0	\$0	\$0	\$0	\$0	\$850	\$6,300
Pool Permit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$256	\$129	\$0	\$0	\$0	\$385
Pest Control	\$45	\$45	\$275	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$770
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>\$49,597</b>	<b>\$12,037</b>	<b>\$14,680</b>	<b>\$16,505</b>	<b>\$17,450</b>	<b>\$18,571</b>	<b>\$18,747</b>	<b>\$231,470</b>

**RIDGEWOOD TRAILS CDD  
GENERAL FUND  
FY2021**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>EXPENDITURES: GROUNDS MAINTENANCE</b>													
Operations Management	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$1,821	\$21,855
Access Cards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$982	\$0	\$0	\$982
Electric	\$334	\$401	\$540	\$569	\$505	\$506	\$564	\$613	\$430	\$621	\$635	\$558	\$6,275
Water	\$375	\$371	\$396	\$442	\$430	\$436	\$489	\$476	\$470	\$484	\$470	\$441	\$5,279
Repairs & Maintenance	\$927	\$1,081	\$849	\$521	\$1,416	\$2,066	\$895	\$2,141	\$1,415	\$1,640	\$1,127	\$1,820	\$15,899
Landscape Maintenance	\$8,690	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$8,390	\$100,977
Landscape Contingency	\$0	\$0	\$0	\$0	\$358	\$0	\$200	\$0	\$0	\$1,690	\$4,100	\$0	\$6,348
Lake Maintenance	\$672	\$672	\$672	\$672	\$672	\$672	\$672	\$672	\$672	\$672	\$1,512	\$1,267	\$9,499
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>\$14,113</b>	<b>\$13,198</b>	<b>\$16,299</b>	<b>\$18,055</b>	<b>\$14,297</b>	<b>\$167,114</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>\$69,556</b>	<b>\$29,437</b>	<b>\$37,679</b>	<b>\$36,271</b>	<b>\$38,508</b>	<b>\$40,980</b>	<b>\$37,832</b>	<b>\$479,453</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>(\$68,795)</b>	<b>(\$25,982)</b>	<b>(\$35,614)</b>	<b>(\$33,659)</b>	<b>(\$37,988)</b>	<b>(\$40,544)</b>	<b>(\$37,823)</b>	<b>(\$56,142)</b>

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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended September 30, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
<b><u>REVENUES:</u></b>				
Capital Reserve Transfer In	\$35,000	\$35,000	\$35,000	\$0
Interest Income	\$1,500	\$1,500	\$239	(\$1,261)
<b>TOTAL REVENUES</b>	<b>\$36,500</b>	<b>\$36,500</b>	<b>\$35,239</b>	<b>(\$1,261)</b>
<b><u>EXPENDITURES:</u></b>				
Capital Reserves	\$20,000	\$20,000	\$0	\$20,000
Amenity Improvement Project	\$50,000	\$50,000	\$42,922	\$7,078
Other Current Charges	\$650	\$650	\$549	\$102
Repair & Maintenance	\$0	\$0	\$3,070	(\$3,070)
<b>TOTAL EXPENDITURES</b>	<b>\$70,650</b>	<b>\$70,650</b>	<b>\$46,540</b>	<b>\$24,110</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>(\$11,301)</b>	
FUND BALANCE - Beginning	\$192,874		\$191,743	
FUND BALANCE - Ending	<u>\$158,724</u>		<u>\$180,441</u>	

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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended September 30, 2021

	<b>ADOPTED BUDGET</b>	<b>PRORATED BUDGET THRU 09/30/21</b>	<b>ACTUAL THRU 09/30/21</b>	<b>VARIANCE</b>
<b><u>REVENUES:</u></b>				
Assessments - On Roll	\$13,359	\$13,359	\$13,388	\$29
Interest Income	\$100	\$100	\$1	(\$99)
<b>TOTAL REVENUES</b>	<b>\$13,459</b>	<b>\$13,459</b>	<b>\$13,389</b>	<b>(\$70)</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>\$196</b>	
FUND BALANCE - Beginning	\$4,187		\$13,827	
FUND BALANCE - Ending	<u>\$4,454</u>		<u>\$14,023</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

*D.*



**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>

*E.*

# RIDGEWOOD TRAILS

Community Development District

## Check Run Summary 8/1/2021 - 9/30/2021

Fund	Date	Check Numbers	Amount
<b><u>General Fund</u></b>			
	8/1/21 - 8/31/21	2113-2132	\$36,657.78
	9/1/21 - 9/30/21	2133-2145	\$52,664.08
			\$89,321.86
<b><u>Autopayments</u></b>			
	8/2/21	Clay Electric	\$1,792.74
	8/12/21	Comcast	\$403.26
	8/26/21	CCUA	\$1,500.54
	8/27/21	Clay Electric	\$1,830.52
	8/30/21	WF CC Purchases	\$3,126.10
	9/13/21	Comcast	\$403.26
	9/29/21	WF CC Purchases	\$3,168.60
	9/30/21	Clay Electric	\$30.00
			\$12,255.02
<b>Total</b>			<b>\$101,576.88</b>

\* Fedex invoices available upon request.



\*\*\* CHECK DATES 08/01/2021 - 09/30/2021 \*\*\*  
 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 #
8/06/21	00082	8/05/21 08052021	202106 320-57200-34500		*	120.00	
		6/17/21 SECURITY SERVICE					
		8/05/21 08052021	202106 320-57200-34500		*	120.00	
		7/1/21 SECURITY SERVICE					
				MATTHEW MCREE			240.00 002119
8/06/21	00095	8/01/21 13129560	202108 320-57200-52100		*	720.00	
		AUG POOL CHEMICALS					
				POOLSURE			720.00 002120
8/17/21	00042	8/01/21 595179	202108 330-53800-46400		*	672.00	
		AUG LAKE MAINTENANCE					
				THE LAKE DOCTORS, INC.			672.00 002121
8/17/21	00037	7/31/21 326870	202107 310-51300-48000		*	95.85	
		ANNUAL AUDIT PROPOS					
				OPC NEWS LLC			95.85 002122
8/17/21	00039	7/31/21 282	202107 320-57200-45100		*	2,816.32	
		JULY LIFEGUARD/DECK MON					
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,816.32 002123
8/17/21	00039	8/01/21 281	202108 320-57200-34200		*	831.67	
		AUG JANITORIAL SERVICES					
		8/01/21 281	202108 320-57200-46500		*	1,325.83	
		AUG POOL MAINTENANCE					
		8/01/21 281	202108 330-53800-34000		*	1,821.25	
		AUG CONTRACT ADMIN					
		8/01/21 281	202108 320-57200-46200		*	5,000.00	
		AUG FAC MANAGEMENT					
				RIVERSIDE MANAGEMENT SERVICES, INC.			8,978.75 002124
8/17/21	00091	8/09/21 15499	202108 330-53800-46300		*	4,100.00	
		INSTALL IRRIGATION					
				TREE AMIGOS OUTDOOR SERVICES			4,100.00 002125
8/25/21	00099	2/08/21 864148 2	202102 320-57200-43200		*	45.00	
		FEB PEST CONTROL					
		4/20/21 866587 9	202104 320-57200-43200		*	45.00	
		APR PEST CONTROL					
		5/17/21 867823 7	202105 320-57200-43200		*	45.00	
		MAY PEST CONTROL					
		8/17/21 871618 5	202108 320-57200-43200		*	45.00	
		AUG PEST CONTROL					
				FLORIDA PEST CONTROL			180.00 002126

RDGE --RIDGEWOOD-- BPEREGRINO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/25/21	00108	8/16/21 08162021	202108 320-57200-34500		*	120.00	
		8/16/21 SECURITY					
		8/16/21 081621	202106 320-57200-34500		*	30.00	
		6/30/21 SECURITY					
				HALSTON BLAKE JONES			150.00 002127
8/25/21	00064	8/16/21 08162021	202108 320-57200-34500		*	120.00	
		8/14/21 SECURITY					
				KEITH A. SMITH			120.00 002128
8/25/21	00039	8/12/21 283	202107 320-57200-46100		*	833.23	
		JUL GEN FAC MAINT					
		8/12/21 283	202107 330-53800-46000		*	1,415.86	
		JUL FIELD MAINT					
		8/12/21 283	202107 320-57200-52200		*	103.18	
		JUL JANITORIAL SRVS					
		8/12/21 283	202107 320-57200-46000		*	369.63	
		JUL AMENITY RPR/RPLCMT					
				RIVERSIDE MANAGEMENT SERVICES, INC.			2,721.90 002129
8/25/21	00111	8/19/21 08192021	202108 320-57200-34500		*	120.00	
		8/19/21 SECURITY					
				ROBERT T. BASSLER			120.00 002130
8/25/21	00091	7/21/21 15661	202107 330-53800-46300		*	475.00	
		RPLCD BAD CONTROLLER					
		7/26/21 15725	202107 330-53800-46300		*	1,215.00	
		IRRIG RPR-BLANDING ENTR					
		7/28/21 15751	202107 330-53800-46200		*	8,389.77	
		JUL LANDSCAPE MAINT SRVS					
				TREE AMIGOS OUTDOOR SERVICES			10,079.77 002131
8/25/21	00110	6/30/21 493420	202107 320-57200-34100		*	140.23	
		JUL REFUSE					
		7/01/21 495371	202108 320-57200-34100		*	158.64	
		AUG REFUSE					
		8/01/21 498703	202108 300-15500-10000		*	158.91	
		SEPT REFUSE					
				WASTEPRO			457.78 002132
9/07/21	00018	8/26/21 21604	202108 310-51300-31200		*	600.00	
		ARBIT SE2007AB FYE5/31/21					
				GRAU & ASSOCIATES			600.00 002133
9/07/21	00091	8/28/21 15906	202108 330-53800-46200		*	8,389.77	
		AUG LANDSCAPE MAINT SRVS					
				TREE AMIGOS OUTDOOR SERVICES			8,389.77 002134
				RDGE --RIDGEWOOD-- BPEREGRINO			

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT	#
9/22/21	00015	6/09/21 325573	202106 310-51300-48000			*	51.00		
		8/23/21 328192	202108 310-51300-48000			*	51.00		
		CLAY TODAY						102.00	002135
9/22/21	00047	7/31/21 W1137451	202107 320-57200-49100			*	982.00		
		CONVERGINT TECHNOLOGIES LLC						982.00	002136
9/22/21	00029	9/09/21 14165	202109 300-15500-10000			*	23,098.00		
		EGIS INSURANCE ADVISORS, LLC						23,098.00	002137
9/22/21	00003	9/01/21 221	202109 310-51300-34000			*	3,416.67		
		9/01/21 221	202109 310-51300-31300			*	83.33		
		9/01/21 221	202109 310-51300-51000			*	.72		
		9/01/21 221	202109 310-51300-42000			*	12.24		
		9/01/21 221	202109 310-51300-42500			*	66.45		
		9/01/21 221	202109 310-51300-41000			*	68.98		
		GOVERNMENTAL MANAGEMENT SERVICES						3,648.39	002138
9/22/21	00108	9/13/21 09132021	202109 320-57200-34500			*	120.00		
		HALSTON BLAKE JONES						120.00	002139
9/22/21	00039	8/31/21 285	202108 320-57200-45100			*	2,336.96		
		RIVERSIDE MANAGEMENT SERVICES, INC.						2,336.96	002140
9/22/21	00039	9/01/21 284	202109 320-57200-34200			*	831.67		
		9/01/21 284	202109 320-57200-46500			*	1,325.83		
		9/01/21 284	202109 330-53800-34000			*	1,821.25		
		9/01/21 284	202109 320-57200-46200			*	5,000.00		
		RIVERSIDE MANAGEMENT SERVICES, INC.						8,978.75	002141
		RDGE --RIDGEWOOD-- BPEREGRINO							

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
9/30/21	00063	9/01/21 09012021	202109 320-57200-34500 9/1/21 SECURITY	EDGAR HOWELL	*	120.00	120.00 002142
9/30/21	00039	9/21/21 286	202108 330-53800-46400 AUG LAKE MAINTENANCE		*	840.00	
		9/21/21 286	202108 320-57200-52200 AUG JANITORIAL SUPPLIES		*	74.36	
		9/21/21 286	202108 320-57200-46000 AUG AMENITY REPAIRS/MAINT		*	2,039.94	
		9/21/21 286	202108 330-53800-46000 AUG REPAIRS/MAINT FIELD		*	1,050.00	
			RIVERSIDE MANAGEMENT SERVICES, INC.				4,004.30 002143
9/30/21	00111	9/14/21 09142021	202109 320-57200-34500 9/14/21 SECURITY	ROBERT T. BASSLER	*	120.00	120.00 002144
9/30/21	00110	9/01/21 501927	202109 300-15500-10000 10/1-10/31 REFUSE	WASTEPRO	*	163.91	163.91 002145
TOTAL FOR BANK A						89,321.86	
TOTAL FOR REGISTER						89,321.86	



## INVOICE

CLIENT NAME

Ridgewood Trails CDD

CLIENT NUMBER

CLIENT ADDRESS



INVOICE NUMBER

INVOICE DATE

8/5/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
06/22/21 0000 - 06/22/21 0000	Azalea Ridge Patrol	Edgar Howell 06/22/21 1300 - 06/22/21 1700	4	\$30.00	\$120.00	
07/05/21 0000 - 07/05/21 0000	Azalea Ridge Patrol	Edgar Howell 07/05/21 1315 - 07/05/21 1715	4	\$30.00	\$120.00	
07/06/21 0000 - 07/06/21 0000	Azalea Ridge Patrol	Edgar Howell 07/06/21 0730 - 07/06/21 1130	4	\$30.00	\$120.00	
07/20/21 0000 - 07/20/21 0000	Azalea Ridge Patrol	Edgar Howell 07/20/21 0830 - 07/20/21 1230	4	\$30.00	\$120.00	
07/29/21 0000 - 07/29/21 0000	Azalea Ridge Patrol	Edgar Howell 07/29/21 0800 - 07/29/21 1200	4	\$30.00	\$120.00	\$600.00
06/30/21 0000 - 06/30/21 0000	Azalea Ridge Patrol	halston jones 06/30/21 0545 - 06/30/21 0945	3	\$30.00	\$90.00	
07/28/21 0000 - 07/28/21 0000	Azalea Ridge Patrol	halston jones 07/28/21 0600 - 07/28/21 1000	4	\$30.00	\$120.00	\$210.00
06/17/21 0000 - 06/17/21 0000	Azalea Ridge Patrol	Matthew McRee 06/17/21 1115 - 06/17/21 1515	4	\$30.00	\$120.00	
07/01/21 0000 - 07/01/21 0000	Azalea Ridge Patrol	Matthew McRee 07/01/21 1515 - 07/01/21 1915	4	\$30.00	\$120.00	\$240.00
06/28/21 0000 - 06/28/21 0000	Azalea Ridge Patrol	Keith Smith 06/28/21 1400 - 06/28/21 1800	4	\$30.00	\$120.00	
07/12/21 0000 - 07/12/21 0000	Azalea Ridge Patrol	Keith Smith 07/12/21 2130 - 07/13/21 0130	4	\$30.00	\$120.00	
07/17/21 0000 - 07/17/21 0000	Azalea Ridge Patrol	Keith Smith 07/17/21 0700 - 07/17/21 1100	4	\$30.00	\$120.00	
07/22/21 0000 - 07/22/21 0000	Azalea Ridge Patrol	Keith Smith 07/22/21 1830 - 07/22/21 2230	4	\$30.00	\$120.00	
08/03/21 0000 - 08/03/21 0000	Azalea Ridge Patrol	Keith Smith 08/03/21 1800 - 08/03/21 2200	4	\$30.00	\$120.00	\$600.00
PERSONNEL TOTAL:			(hrs) 55			\$1,650.00
INVOICE TOTAL:			(hrs) 55			\$1,650.00

63 A  
1.320.572.345  
security  
service



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

July 12, 2021  
Project No: 04051.01011  
Invoice No: 0198704

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

**Professional Services rendered through June 30, 2021**

**Professional Personnel**

	Hours	Rate	Amount
Principal - Vice President	.50	225.00	112.50
Totals	.50		112.50
<b>Total Labor</b>			<b>112.50</b>

**Invoice Total this Period** \$112.50

1.310.51300. 31100

9A  
June Professional  
Srv



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

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8900 • fax 904-646-9495  
CA-00002584 LC-0000316

526



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

TECHNICIAN NOTES:

183.40

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	07/22/21				870316 7	P370	45.00
Tax-Exempt# 858013571499C6 CLAY						ZONE MDG	TYPE 22 M		\$45.00

EMAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

F



CUSTOMER SIGNATURE

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	07/22/21				870316 7	P370
				PREVIOUS BALANCE		TODAY'S CHARGE		BALANCE DUE
				183.40		45.00		
								7/06/21

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

CLAY

ODAY'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.

OMMENTS:

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

EMAIL INVOICE  
RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

1.320.57200.43200

99A

MOSQUITOES BUGGING YOU?  
THEY MAY BE COMING FROM YOUR GUTTERS.  
WE HAVE A SOLUTION.  
CALL US FOR A FREE INSPECTION!

## Payment Information

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

☐ AMERICAN EXPRESS ☐ VISA ☐ MasterCard ☐ DISCOVER

Card number Pest ControlExpires 1.320.57200.43200Cardholder [Signature] 7/30/21  
(please print name exactly as it appears on card)

Signature \_\_\_\_\_

Phone \_\_\_\_\_

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

Invoice No. 870316 7Account No. RI0258 - 1



1001 Bradford Way  
Kingston, TN 37763

**Invoice #:** 220  
**Invoice Date:** 8/1/21  
**Due Date:** 8/1/21  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - August 2021	1.310.51300.34000	3,416.67	3,416.67
Dissemination Agent Services - August 2021	1.310.51300.31300	83.33	83.33
Postage	1.310.51300.42000	21.51	21.51
Copies	1.310.51300.42500	116.40	116.40

<b>Total</b>	<b>\$3,637.91</b>
--------------	-------------------

<b>Payments/Credits</b>	<b>\$0.00</b>
-------------------------	---------------

<b>Balance Due</b>	<b>\$3,637.91</b>
--------------------	-------------------

## INVOICE

CLIENT NAME  
 Ridgewood Trails CDD  
 CLIENT NUMBER  
 CLIENT ADDRESS

INVOICE NUMBER

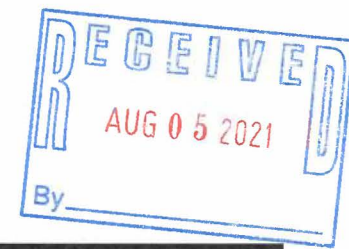
INVOICE DATE

8/5/21



DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
06/22/21 0000 - 06/22/21 0000	Azalea Ridge Patrol	Edgar Howell 06/22/21 1300 - 06/22/21 1700	4	\$30.00	\$120.00	
07/05/21 0000 - 07/05/21 0000	Azalea Ridge Patrol	Edgar Howell 07/05/21 1315 - 07/05/21 1715	4	\$30.00	\$120.00	
07/06/21 0000 - 07/06/21 0000	Azalea Ridge Patrol	Edgar Howell 07/06/21 0730 - 07/06/21 1130	4	\$30.00	\$120.00	
07/20/21 0000 - 07/20/21 0000	Azalea Ridge Patrol	Edgar Howell 07/20/21 0830 - 07/20/21 1230	4	\$30.00	\$120.00	
07/29/21 0000 - 07/29/21 0000	Azalea Ridge Patrol	Edgar Howell 07/29/21 0800 - 07/29/21 1200	4	\$30.00	\$120.00	\$600.00
06/30/21 0000 - 06/30/21 0000	Azalea Ridge Patrol	halston jones 06/30/21 0545 - 06/30/21 0945	3	\$30.00	\$90.00	
07/28/21 0000 - 07/28/21 0000	Azalea Ridge Patrol	halston jones 07/28/21 0600 - 07/28/21 1000	4	\$30.00	\$120.00	\$210.00
06/17/21 0000 - 06/17/21 0000	Azalea Ridge Patrol	Matthew McRee 06/17/21 1115 - 06/17/21 1515	4	\$30.00	\$120.00	
07/01/21 0000 - 07/01/21 0000	Azalea Ridge Patrol	Matthew McRee 07/01/21 1515 - 07/01/21 1915	4	\$30.00	\$120.00	\$240.00
06/28/21 0000 - 06/28/21 0000	Azalea Ridge Patrol	Keith Smith 06/28/21 1400 - 06/28/21 1800	4	\$30.00	\$120.00	
07/12/21 0000 - 07/12/21 0000	Azalea Ridge Patrol	Keith Smith 07/12/21 2130 - 07/13/21 0130	4	\$30.00	\$120.00	
07/17/21 0000 - 07/17/21 0000	Azalea Ridge Patrol	Keith Smith 07/17/21 0700 - 07/17/21 1100	4	\$30.00	\$120.00	
07/22/21 0000 - 07/22/21 0000	Azalea Ridge Patrol	Keith Smith 07/22/21 1830 - 07/22/21 2230	4	\$30.00	\$120.00	
08/03/21 0000 - 08/03/21 0000	Azalea Ridge Patrol	Keith Smith 08/03/21 1800 - 08/03/21 2200	4	\$30.00	\$120.00	\$600.00
PERSONNEL TOTAL:			(hrs) 55			\$1,650.00
INVOICE TOTAL:			(hrs) 55			\$1,650.00

1081A  
 1.320.572.345  
 security  
 service



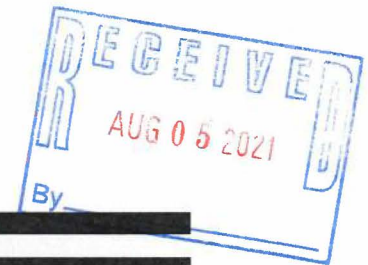
## INVOICE

CLIENT NAME  
Ridgewood Trails CDD  
CLIENT NUMBER  
CLIENT ADDRESS

INVOICE NUMBER  
INVOICE DATE  
8/5/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
06/22/21 0000 - 06/22/21 0000	Azalea Ridge Patrol	Edgar Howell 06/22/21 1300 - 06/22/21 1700	4	\$30.00	\$120.00	
07/05/21 0000 - 07/05/21 0000	Azalea Ridge Patrol	Edgar Howell 07/05/21 1315 - 07/05/21 1715	4	\$30.00	\$120.00	
07/06/21 0000 - 07/06/21 0000	Azalea Ridge Patrol	Edgar Howell 07/06/21 0730 - 07/06/21 1130	4	\$30.00	\$120.00	
07/20/21 0000 - 07/20/21 0000	Azalea Ridge Patrol	Edgar Howell 07/20/21 0830 - 07/20/21 1230	4	\$30.00	\$120.00	
07/29/21 0000 - 07/29/21 0000	Azalea Ridge Patrol	Edgar Howell 07/29/21 0800 - 07/29/21 1200	4	\$30.00	\$120.00	\$600.00
06/30/21 0000 - 06/30/21 0000	Azalea Ridge Patrol	halston jones 06/30/21 0545 - 06/30/21 0945	3	\$30.00	\$90.00	
07/28/21 0000 - 07/28/21 0000	Azalea Ridge Patrol	halston jones 07/28/21 0600 - 07/28/21 1000	4	\$30.00	\$120.00	\$210.00
06/17/21 0000 - 06/17/21 0000	Azalea Ridge Patrol	Matthew McRee 06/17/21 1115 - 06/17/21 1515	4	\$30.00	\$120.00	
07/01/21 0000 - 07/01/21 0000	Azalea Ridge Patrol	Matthew McRee 07/01/21 1515 - 07/01/21 1915	4	\$30.00	\$120.00	\$240.00
06/28/21 0000 - 06/28/21 0000	Azalea Ridge Patrol	Keith Smith 06/28/21 1400 - 06/28/21 1800	4	\$30.00	\$120.00	
07/12/21 0000 - 07/12/21 0000	Azalea Ridge Patrol	Keith Smith 07/12/21 2130 - 07/13/21 0130	4	\$30.00	\$120.00	
07/17/21 0000 - 07/17/21 0000	Azalea Ridge Patrol	Keith Smith 07/17/21 0700 - 07/17/21 1100	4	\$30.00	\$120.00	
07/22/21 0000 - 07/22/21 0000	Azalea Ridge Patrol	Keith Smith 07/22/21 1830 - 07/22/21 2230	4	\$30.00	\$120.00	
08/03/21 0000 - 08/03/21 0000	Azalea Ridge Patrol	Keith Smith 08/03/21 1800 - 08/03/21 2200	4	\$30.00	\$120.00	\$600.00
PERSONNEL TOTAL:			(hrs) 55			\$1,650.00
INVOICE TOTAL:			(hrs) 55			\$1,650.00

64A  
1,320.572.345  
Security  
Service



## INVOICE

CLIENT NAME  
Ridgewood Trails CDD  
CLIENT NUMBER  
CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE  
8/5/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
06/22/21 0000 - 06/22/21 0000	Azalea Ridge Patrol	Edgar Howell 06/22/21 1300 - 06/22/21 1700	4	\$30.00	\$120.00	
07/05/21 0000 - 07/05/21 0000	Azalea Ridge Patrol	Edgar Howell 07/05/21 1315 - 07/05/21 1715	4	\$30.00	\$120.00	
07/06/21 0000 - 07/06/21 0000	Azalea Ridge Patrol	Edgar Howell 07/06/21 0730 - 07/06/21 1130	4	\$30.00	\$120.00	
07/20/21 0000 - 07/20/21 0000	Azalea Ridge Patrol	Edgar Howell 07/20/21 0830 - 07/20/21 1230	4	\$30.00	\$120.00	
07/29/21 0000 - 07/29/21 0000	Azalea Ridge Patrol	Edgar Howell 07/29/21 0800 - 07/29/21 1200	4	\$30.00	\$120.00	\$600.00
06/30/21 0000 - 06/30/21 0000	Azalea Ridge Patrol	halston jones 06/30/21 0545 - 06/30/21 0945	3	\$30.00	\$90.00	
07/28/21 0000 - 07/28/21 0000	Azalea Ridge Patrol	halston jones 07/28/21 0600 - 07/28/21 1000	4	\$30.00	\$120.00	\$210.00
06/17/21 0000 - 06/17/21 0000	Azalea Ridge Patrol	Matthew McRee 06/17/21 1115 - 06/17/21 1515	4	\$30.00	\$120.00	
07/01/21 0000 - 07/01/21 0000	Azalea Ridge Patrol	Matthew McRee 07/01/21 1515 - 07/01/21 1915	4	\$30.00	\$120.00	\$240.00
06/28/21 0000 - 06/28/21 0000	Azalea Ridge Patrol	Keith Smith 06/28/21 1400 - 06/28/21 1800	4	\$30.00	\$120.00	
07/12/21 0000 - 07/12/21 0000	Azalea Ridge Patrol	Keith Smith 07/12/21 2130 - 07/13/21 0130	4	\$30.00	\$120.00	
07/17/21 0000 - 07/17/21 0000	Azalea Ridge Patrol	Keith Smith 07/17/21 0700 - 07/17/21 1100	4	\$30.00	\$120.00	
07/22/21 0000 - 07/22/21 0000	Azalea Ridge Patrol	Keith Smith 07/22/21 1830 - 07/22/21 2230	4	\$30.00	\$120.00	
08/03/21 0000 - 08/03/21 0000	Azalea Ridge Patrol	Keith Smith 08/03/21 1800 - 08/03/21 2200	4	\$30.00	\$120.00	\$600.00
PERSONNEL TOTAL:			(hrs) 55			\$1,650.00
INVOICE TOTAL:			(hrs) 55			\$1,650.00

821A  
1,320.572.345  
Security  
service





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

# Invoice


Date 8/1/2021

Invoice # 131295601055

Terms	Net 20
Due Date	8/21/2021
PO #	
For Invoice Grouping	No

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

Ship To
Azalea Ridge by DR Horton 1667 Azalea Ridge Blvd Middleburg FL 32068

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate  95A  	1	ea	720.00

*Aug*  
Pool Chemicals  
1.320 - 57200 - 52100

*7/23/21*

Total Amount Due 720.00 \$720.00

## Remittance Slip

Customer  
13AZA025  
Invoice #  
131295601055

Amount Due \$720.00

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

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295601055



# INVOICE



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 #	595179
Account #	718416
Invoice Date	8/1/2021
Due Date	8/11/2021
Rep	MAS

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

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) <i>Aug Lake Maintenance</i> <i>1.330.53800.46400</i> <i>42A</i>	672.00
<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 #	595179
Account #	718416
Date	8/1/2021

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	
Mastercard	Visa American Express
Card #	<i>Lake Maintenance</i>
Card Verification #	<i>1.330.53800.46400</i>
Exp. Date #	<i>8/6/21</i>
Print Name	<i>Frontdesk</i>
Billing Address:	Check box if same as above
Signature	

**CLAY  
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003  
Phone: (904) 264-3200**Ponte Vedra  
Recorder**  
Not your average ad agency, not your average media.1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082  
Phone: (904) 285-8831

## Advertising Invoice

**RIDGEWOOD TRAILS C.D.D.**  
475 W TOWN PL # 114  
SAINT AUGUSTINE, FL 32092**Cust#:503014**  
**Ad#:326870**  
**Phone#:904-940-5850**  
**Date:07/16/2021****Salesperson: Clay Legals****Classification: Bid Notices****Ad Size: 1.0 x 7.10****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	07/22/2021	07/22/2021	1	95.85	95.85

**Payment Information:**

<b>Date:</b>	<b>Order#</b>	<b>Type</b>
07/16/2021	326870	BILLED ACCOUNT

**Total Amount: 95.85****Tax: 0.00****Amount Due: 95.85****Attention: Requests for credits or refunds for early cancellations must be made within 90 days.****Ad Copy**

PUBLISHER AFFIDAVIT  
CLAY TODAY  
Published Weekly  
Orange Park, Florida

STATE OF FLORIDA  
COUNTY OF CLAY:

Before the undersigned authority personally appeared Jon Cantrell, who on oath says that he is the publisher of the "Clay Today" a newspaper published weekly at Orange Park in Clay County, Florida; that the attached copy of advertisement being a

REQUEST FOR PROPOSALS

in the matter of

ANNUAL AUDIT SERVICES

LEGAL: 48088 ORDER: 326870

was published in said newspaper in the issues:

07/22/2021

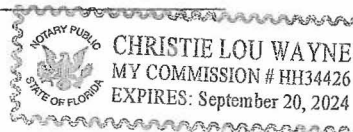
Affiant further says that said "Clay Today" is a newspaper published at Orange Park, in said Clay County, Florida, and that the said newspaper has heretofore been continuously published in said Clay County, Florida, weekly, and has been entered as Periodical material matter at the post office in Orange Park, in said Clay County, Florida, for period of one year next proceeding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Sworn to me and subscribed before me 07/22/2021.

*Christie Lou Wayne*  
NOTARY PUBLIC, STATE OF FLORIDA

3515 US HWY 17 Suite A, Fleming Island FL 32003  
Telephone (904) 264-3200 - FAX (904) 264-3285  
E-Mail: Christie@opcfla.com



**REQUEST FOR  
PROPOSALS FOR  
ANNUAL AUDIT  
SERVICES  
RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT  
DISTRICT**

The Ridgewood Trails Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2021, with an option for four additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Clay County, Florida, and has a general fund, debt service fund and capital reserve fund.

Each auditing entity submitting a proposal must be authorized to do business in Florida, hold all applicable state and federal professional licenses in good standing, duly licensed under Chapter 473, Florida Statutes, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions

to proposers, are available from the District Recording Secretary at 475 West Town Place, Suite 114, St. Augustine, Florida 32082, via e-mail at [ssweeting@gmsnf.com](mailto:ssweeting@gmsnf.com), and by telephone at (904) 940-5850.

Proposers must provide an electronic copy of their proposal to the District Recording Secretary Sarah Sweeting at [ssweeting@gmsnf.com](mailto:ssweeting@gmsnf.com). Proposals must be received by 5:00 p.m. on Thursday, August 19, 2021. Proposals received after this time will not be eligible for consideration. The District reserves the right to reject any and all proposals, make modifications to the scope of the work, and waive any minor informalities or irregularities in proposals as it deems appropriate. Please direct all questions regarding this Notice to the District Manager, Ridgewood Trails Community Development District Ernesto Torres, District Manager Legal 48088 published July 22, 2021 in Clay County's Clay Today newspaper.

**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 282

Invoice Date: 7/31/2021


Due Date: 7/31/2021

Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Lifeguard/ Deck Monitor Services through July 2021 320.572, 4510	176.02	16.00	2,816.32
			
<b>Total</b>			\$2,816.32
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			\$2,816.32

8/5/21  
OK

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

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
176.02	Lifeguard/Deck Monitor Services for Ridgewood Covering July 2021	\$ 16.00	\$2,816.32
	LIFEGUARDS # 320-572-4510		
	TOTAL DUE:		<u>\$2,816.32</u>

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**LIFEGUARD BILLABLE HOURS JULY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/2/21	5.75	B.S.	Lifeguarding
7/2/21	5.53	D.B.	Lifeguarding
7/2/21	5.58	R.C.	Lifeguarding
7/3/21	5.73	B.S.	Lifeguarding
7/3/21	5.08	D.B.	Lifeguarding
7/3/21	5.58	R.C.	Lifeguarding
7/4/21	5.75	B.S.	Lifeguarding
7/4/21	5.6	R.C.	Lifeguarding
7/9/21	5.82	B.S.	Lifeguarding
7/9/21	5.75	B.B.	Lifeguarding
7/10/21	5.78	B.S.	Lifeguarding
7/10/21	5.57	R.C.	Lifeguarding
7/11/21	5.73	B.S.	Lifeguarding
7/11/21	5.53	R.C.	Lifeguarding
7/16/21	5.82	B.S.	Lifeguarding
7/16/21	5.8	B.B.	Lifeguarding
7/17/21	5.73	B.S.	Lifeguarding
7/17/21	5.77	B.B.	Lifeguarding
7/18/21	5.77	B.S.	Lifeguarding
7/18/21	5.53	R.C.	Lifeguarding
7/23/21	5.77	B.S.	Lifeguarding
7/23/21	5.77	B.B.	Lifeguarding
7/23/21	5.55	M.M.	Lifeguarding
7/24/21	5.78	B.S.	Lifeguarding
7/24/21	5.72	S.B.	Lifeguarding
7/25/21	5.82	B.S.	Lifeguarding
7/25/21	5.78	S.B.	Lifeguarding
7/30/21	5.75	B.S.	Lifeguarding
7/30/21	5.48	M.M.	Lifeguarding
7/31/21	5.85	R.C.	Lifeguarding
7/31/21	5.55	M.M.	Lifeguarding
<b>TOTAL</b>	<b>176.02</b>		

Lifeguarding 176.02



**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 281

Invoice Date: 8/1/2021

Due Date: 8/1/2021

Case:

P.O. Number:

**Bill To:**

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

39A

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

**Total** \$8,978.75**Payments/Credits** \$0.00**Balance Due** \$8,978.758/5/21  
CDD



# Tree Amigos

## Outdoor Services

## Invoice

Invoice#: 15499

Date: 08/09/2021

**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

Assembly#	Part#	Description	Quantity	Price	Ext Price	Sales Tax
		Irrigation Install				
		Labor and material to add ir Ridge Blvd.	1.0000	4,100.000000	4,100.00	N

Landscape Contingency

1.330.53800.46300

*[Signature]* 8/13/21

91A





514



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

TECHNICIAN NOTES:

45.00

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	02/ 8 /21				864148 2	P370	45.00
Tax-Exempt# 858013571499C6 CLAY							ZONE MDG	TYPE 22 M	\$45.00

## MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

F

99A  
1.320.572.432  
Feb Pest ctrl

CUSTOMER SIGNATURE

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 NO.
7	32	RI0258- 1	02/ 8 /21				864148 2	P370

## MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

CLAY

TODAY'S SERVICE:

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

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

- ☐ Inspected / treated around garage and utility room.

PREVIOUS BALANCE 45.00  
TODAY'S CHARGE 45.00  
BALANCE DUE 2/05/21

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

COMMENTS:

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

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

## 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 \_\_\_\_\_

Phone \_\_\_\_\_

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

Invoice No. 864148 2

Account No. RI0258 - 1

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



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

MAIL INVOICE  
RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

GIVE YOUR LAWN THE GIFT OF "LOVE"  
WITH A  
LAWN CORE AERATION & FERTILIZER APPLICATION!

CALL US TODAY FOR A "NO COST"  
INSPECTION AND ESTIMATE.



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

137.04

TECHNICIAN NOTES:

NT NSC NS NL NCG

DAY	ACCOUNT NO.	DATE SERVICED	CS	CK	CG	INVOICE NO.	SERVICEMAN NO.	TODAY'S CHARGE
7 32	RI0258- 1	04/ 20 /21				866587 9	P370	45.00
Tax-Exempt# 858013571499C6 CLAY						ZONE MDG	TYPE 22 M	\$45.00

MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

F

CUSTOMER SIGNATURE

F

99A  
1.320.57200.43200  
Apr Pest Ctrl



515



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

TECHNICIAN NOTES:

136.35

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	05/17/21				867823 7	P370	45.00
Tax-Exempt# 858013571499C6 CLAY						ZONE	TYPE		
						MDG	22 M		\$45.00

MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

F

CUSTOMER SIGNATURE

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 NO.
7	32	RI0258- 1	05/17/21				867823 7	P370

MAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

CLAY

TODAY'S SERVICE:

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

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

- ☐ Inspected / treated around garage and utility room.

PREVIOUS BALANCE	TODAY'S CHARGE	BALANCE DUE
136.35	45.00	

5/06/21

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

COMMENTS:

99A 1.320.572.432

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

Rhannon

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 \_\_\_\_\_

Phone \_\_\_\_\_

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

Invoice No. 867823 7

Account No. RI0258 - 1

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

DID YOU KNOW WE DEAL WITH TWO TYPES OF  
TERMITES IN OUR SERVICING AREAS?  
ARE YOU PROTECTED FOR BOTH?

CALL US FOR A FREE INSPECTION AND ESTIMATE.



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 NO.
7	32	RI0258- 1	08/17/21				871618 5	P370
				PREVIOUS BALANCE		TODAY'S CHARGE		BALANCE DUE
				183.40		45.00		
								8/05/21

EMAIL INVOICE

RIDGEWOOD TRAILS CDD  
1667 AZALEA RIDGE BLVD  
MIDDLEBURG FL

CLAY

TODAY'S SERVICE:

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

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

- ☐ Inspected / treated around  
garage and utility room.

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

COMMENTS:

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

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



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

EMAIL 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 \_\_\_\_\_

Phone \_\_\_\_\_

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

Invoice No. 871618 5

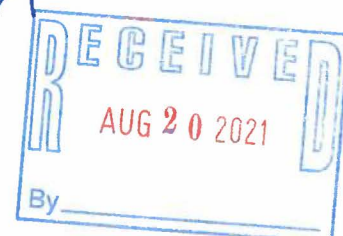
Account No. RI0258 - 1

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

ARE YOU GETTING BROWN SPOTS IN YOUR LAWN?  
SUMMER HEAT BRINGS OUT CHINCH BUGS!  
IF YOU HAVE BROWN SPOTS IN YOUR LAWN,  
CALL US FOR A FREE INSPECTION.

99A

1-320-57200-43200  
Aug pest ctrl



**Deputy Halston Blake Jones**

2008 Frogmore Drive  
Middleburg FL, 32068  
(904-327-2679)

**INVOICE**

INVOICE DATE: 8/16/21

TO:

RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

FOR:

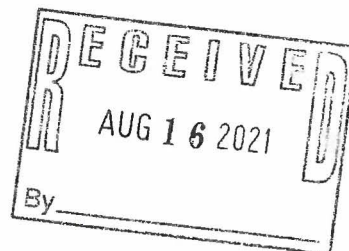
BPEREGRINO@GMSNF.COM DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
8/16/21	Azalea Ridge Community security/traffic patrol	0600-1000	4	\$30.00	\$120.00
<del>6/30/21</del>	<del>Azalea Ridge Community security/traffic patrol</del>	<del>0845-0945</del>	<del>1</del>	<del>\$30.00</del>	<del>\$30.00</del>
TOTAL					\$150.00

Make all checks payable to Halston Blake Jones

1,320,572.00,34500  
108A

THANK YOU FOR YOUR BUSINESS!





**Deputy Halston Blake Jones**

2008 Frogmore Drive  
Middleburg FL, 32068  
(904-327-2679)

**INVOICE**

INVOICE DATE: 8/16/21

## TO:

RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

## FOR:

BPEREGRINO@GMSNF.COM DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
<del>8/16/21</del>	<del>Azalea Ridge Community security/traffic patrol</del>	<del>0600-1000</del>	<del>4</del>	<del>\$30.00</del>	<del>\$120.00</del>
6/30/21	Azalea Ridge Community security/traffic patrol	0845-0945	1	\$30.00	\$30.00
TOTAL					\$150.00

Make all checks payable to Halston Blake Jones

1,320.57200.34500  
108A

THANK YOU FOR YOUR BUSINESS!



**Sgt. Keith A. Smith**

4010 Great Falls Loop  
Middleburg, FL 32068  
(904) 237-1899

**INVOICE**

INVOICE DATE: 08/16/2021

## TO:

RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

## FOR:

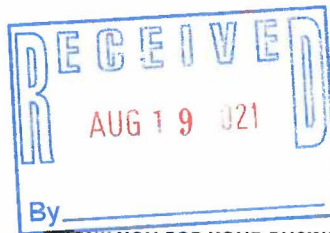
BPEREGRINO@GMSNF.COM DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

1. 320.57200.34500

64A

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
8/14/2021	Azalea Ridge Security at Amenity Center	0900-1300	4	\$30.00	\$120.00
TOTAL					\$120.00

Make all checks payable to Keith A. Smith



THANK YOU FOR YOUR BUSINESS!

**Riverside Management Services, Inc**

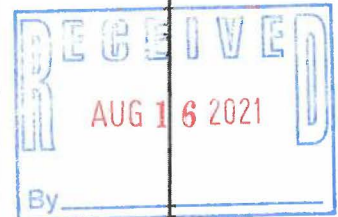
9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

**Invoice****Invoice #:** 283**Invoice Date:** 8/12/2021**Due Date:** 8/12/2021**Case:****P.O. Number:****Bill To:**

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

39A

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2021		2,455.81	2,455.81
Maintenance Supplies		266.09	266.09
General Facility Maint. \$ 833.23			
1.320.57200.46100			
Repairs/Maint. Field \$ 1415.86			
1.330.53800.46000			
Sanitorial Supplies \$ 103.18			
1.320.57200.52200			
Repairs/Replacemnts - Amenities \$ 369.63			
1.320.57200.46000			

**Total** \$2,721.90**Payments/Credits** \$0.00**Balance Due** \$2,721.908/16/21  
C



**MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JULY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/2/21	2	L.F.	Organized all pool furniture, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
7/5/21	3	L.F.	Cleaned up all firework debris, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
7/7/21	2	L.F.	Installed soccer net, picked up supplies, checked and changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
7/8/21	8	L.F.	Drywall repair, light inspections, changed light bulbs, installed new soccer net, picked up supplies, organized all pool furniture, blew leaves and debris off pool deck and walkways
7/8/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
7/8/21	2	R.W.	Removed debris from all lakes
7/8/21	2	D.J.	Removed debris from all lakes
7/9/21	2	L.F.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
7/12/21	2	L.F.	Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
7/15/21	2	F.S.	Removed all spider webs from building, changed trash receptacles, removed debris from amenity center, common areas, pool, playground and roadways
7/16/21	2	L.F.	Changed and restocked dog waste receptacles, removed debris from amenity center and common areas
7/21/21	2	L.F.	Inspected signs throughout community, picked up supplies
7/21/21	2	B.H.	Painted posts around community
7/22/21	4	L.F.	Installed new soccer nets, playground inspection, raked mulch at playground, hammered pins in border around playground, checked and changed all trash receptacles
7/22/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
7/22/21	3	R.W.	Removed debris from all lakes and spillways
7/22/21	3	D.J.	Removed debris from all lakes and spillways
7/27/21	4	R.W.	Removed debris from all lakes
7/27/21	4	D.J.	Removed debris from all lakes
7/28/21	2	F.S.	Changed trash receptacles, changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways
7/29/21	2	R.W.	Removed debris from all lakes and spillways
7/29/21	2	D.J.	Removed debris from all lakes and spillways
7/29/21	8	L.F.	Installed posts along paver line entries, picked up supplies, repaired rain sensor

**TOTAL** 67

**MILES** 249

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

# MAINTENANCE BILLABLE PURCHASES

Period Ending 08/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	7/7/21	Tent Stakes 10pk (4)	13.71	T.C.
	7/8/21	Sheet Metal Screws (4)	5.99	T.C.
	7/15/21	Multifold Towels 16pk/case (2)	58.63	F.S.
	7/21/21	Foam Roller Assembly	6.06	L.F.
	7/21/21	Short Cut Brush (2)	13.50	L.F.
	7/21/21	4" Foam Rollers 2pk	5.72	L.F.
	7/21/21	Mini Roller Tray (2)	4.30	L.F.
	7/21/21	12-In-1 Screwdriver	14.92	B.H.
	7/21/21	Magnetic Level	11.36	B.H.
	7/29/21	4x4x6 Post (8)	76.08	L.F.
	7/29/21	4x4 Copper Post Cap (8)	32.84	L.F.
	7/29/21	60lb Concrete (4)	12.88	L.F.
	7/29/21	Loctite Construction Adhesive	10.10	L.F.

TOTAL \$266.09

# INVOICE

INVOICE DATE: 08/19/2021

TO:  
RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

FOR:  
[BPEREGRINO@GMSNF.COM](mailto:BPEREGRINO@GMSNF.COM) DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
08/19/2021	Patrolled the area. No incidents.	17:00-21:00	4	\$30.00	\$120.00
TOTAL					

111A

Make all checks payable to

Robert T. Bassler  
2554 Tall Grass Road  
Green Cove Springs, FL, 32043

1.320.57200.34500

THANK YOU FOR YOUR BUSINESS!





# Tree Amigos

## Outdoor Services

## Invoice

Invoice#: 15661

Date: 07/21/2021

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

**Project:** 20101  
Ridgewood Trails CDD  
9655 Florida Mining Blvd  
Bldg 300 Suite 305  
Jacksonville FL


Description	Quantity	Price	Ext Price
Replace bad controller			
(1) Rainbird ESP Modular 10 Station Outdoor Controller	1.00	475.00	475.00

**Notes:**

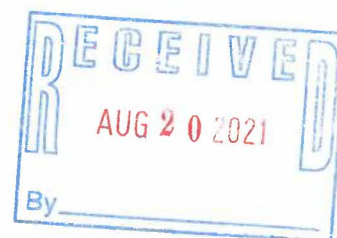
**Invoice Total: \$475.00**

Landscape Contingency

1.330 - 53800 - 46300

 7/30/21

91A





# Tree Amigos

## Outdoor Services

### Invoice

Invoice#: 15725

Date: 07/26/2021

**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

Description	Quantity	Price	Ext Price
Repairs made to irrigation @ Blanding Entrance			
(9) 6" pop-ups	1.00	180.00	180.00
(2) 1 1/2 valves	1.00	400.00	400.00
(3) 1 1/2 mainline repairs	1.00	450.00	450.00
(1) 12" pop-up	1.00	25.00	25.00
(3) zone line repairs	1.00	75.00	75.00
(1) Rain Sensor	1.00	85.00	85.00

**Notes:**

Damage to irrigation system caused by road construction

**Invoice Total: \$1,215.00**

Landscape Contingency

1,330.53800 - 46300

*[Signature]* 7/30/21

91A





# Tree Amigos

## Outdoor Services

### Invoice

Invoice#: 15751

Date: 07/28/2021

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

**Notes:**

THANK YOU FOR YOUR BUSINESS!

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



91A

1,330,538,46200





0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

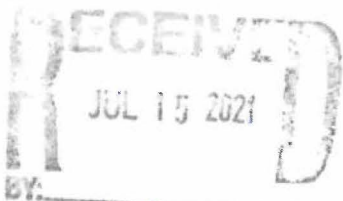
RIVERSIDE MGMT SERVICES  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

### Detail of Payments and Charges

Current	0-30 Days	31-60 Days	61-90 Days	Over 90
\$140.23	\$0.00	\$0.00	\$0.00	\$0.00

Dates	Description	Qty	Charge
06/21/2021	Payment - #1386538400		-\$206.00
06/30/2021	Paper Invoice Fee		\$3.00
Site 093086 RIDGEWOOD TRAILS 3813 GREAT FALLS LOOP			
06/26/2021 - 07/31/2021	Frontload 4 Yd - Monthly Solid Waste Service	1	\$116.67
06/26/2021	Deliver Charge - Frontload	1	\$100.00
	Environmental Recovery		\$40.00
	Franchise Fee Front Load		\$47.21
	Fuel Recovery		\$33.35
Site Total:			\$337.23

Total: \$140.23



1.320.57200.34100

110A

Page 1 of 2

If you have questions about your invoice, please call our Customer Service Representatives at (904) 731-7288.  
Please detach and return this portion with your payment.



0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

Return Service Requested

6310000076 PRESORT PBPS001 <8>



RIVERSIDE MGMT SERVICES  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

### Account Details

Account #/ Invoice#: 093086/0000493420  
Invoice Date: 06/30/2021  
Balance Forward: \$6.00  
Payments: -\$206.00  
Adjustments: \$0.00  
New Charges: \$340.23  
Total Amount Due: \$140.23

### Important Message

When paying over the phone there is a \$4.95 fee, or you have the option of logging into our online bill pay portal at [www.wasteprousa.com/bill-pay](http://www.wasteprousa.com/bill-pay). Credit/debit cards charge an additional 3%, we also offer pay by checking account at no charge.



## GO Paperless!

Sign Up for Invoice Notifications!

- Convenience
- Security
- Accessibility
- Savings

AUG 19 2021

Log on to our website at [www.wasteprousa.com](http://www.wasteprousa.com) click on Bill Pay on the top right of the page. Choose your location and create an account. You can make payments and set up for paperless billing. You can access your account anytime anywhere.

PAYMENT DUE UPON RECEIPT  
LATE PAYMENT FEES WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED ON OR BEFORE 7/30/2021

THANK YOU FOR YOUR BUSINESS AND PROMPT PAYMENT. HAVE A GREAT DAY!

exp 7/21

### Remittance Section

Account Number: 093086  
Invoice Number: 0000493420  
Invoice Date: 06/30/2021  
Amount Due Now: \$140.23  
Amount Enclosed: \$ 140.23

Please put your account number on your check and make payable to WastePro or to pay online go to [www.wasteprousa.com/bill-pay/](http://www.wasteprousa.com/bill-pay/)

Waste Pro - Jacksonville  
PO Box 865200  
Orlando, FL 32886-5200



010700000930860000493420000140232



0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

RIVERSIDE MGMT SERVICES  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

### Detail of Payments and Charges

Current	0-30 Days	31-60 Days	61-90 Days	Over 90
\$158.64	\$140.23	\$0.00	\$0.00	\$0.00

Dates	Description	Qty	Charge
06/30/2021	Invoice #0000493420		\$140.23
07/01/2021	Paper Invoice Fee		\$3.00
Site 093086 RIDGEWOOD TRAILS 3813 GREAT FALLS LOOP			
08/01/2021 - 08/31/2021	Frontload 4 Yd - Monthly Solid Waste Service	1	\$100.00
	Environmental Recovery		\$18.46
	Franchise Fee Front Load		\$21.79
	Fuel Recovery		\$15.39
Site Total:			\$155.64
Total:			\$298.87

*Handwritten:* \$158.64  
*Handwritten:* Aug  
*Stamp:* RECEIVED JUL 15 2021  
*Handwritten:* 1,320,57200.34100  
*Handwritten:* 110A

### Account Details

Account #/ Invoice#: 093086/0000495371  
Invoice Date: 07/01/2021  
Balance Forward: \$140.23  
Payments: \$0.00  
Adjustments: \$0.00  
New Charges: \$158.64  
Total Amount Due: \$298.87

### Important Message

When paying over the phone there is a \$4.95 fee, or you have the option of logging into our online bill pay portal at [www.wasteprousa.com/bill-pay](http://www.wasteprousa.com/bill-pay). Credit/debit cards charge an additional 3%, we also offer pay by checking account at no charge.



## GO Paperless!

### Sign Up for Invoice Notifications!

- Convenience
- Security
- Accessibility
- Savings



Log on to our website at [www.wasteprousa.com](http://www.wasteprousa.com) click on Bill Pay on the top right of the page. Choose your location and create an account. You can make payments and set up for paperless billing. You can access your account anytime anywhere.

**PAYMENT DUE UPON RECEIPT**  
**LATE PAYMENT FEES WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED ON OR BEFORE 7/31/2021**  
**THANK YOU FOR YOUR BUSINESS AND PROMPT PAYMENT HAVE A GREAT DAY!**

Page 1 of 2

If you have questions about your invoice, please call our Customer Service Representatives at (904) 731-7288.  
Please detach and return this portion with your payment.



0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

6340000504 PRESORT PBPS002 <B>



RIVERSIDE MGMT SERVICES  
5385 N NOB HILL RD  
SUNRISE FL 33351-4761

### Remittance Section

Account Number: 093086  
Invoice Number: 0000495371  
Invoice Date: 07/01/2021  
Amount Due Now: \$298.87  
Amount Enclosed: \$158.64

Please put your account number on your check and make payable to WastePro or to pay online go to [www.wasteprousa.com/bill-pay/](http://www.wasteprousa.com/bill-pay/)

Waste Pro - Jacksonville  
PO Box 865200  
Orlando, FL 32886-5200



010700000930860000495371000298873





0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

RIDGEWOOD TRAILS CDD  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

### Detail of Payments and Charges

Current	0-30 Days	31-60 Days	61-90 Days	Over 90
\$158.91	\$0.00	\$298.87	\$0.00	\$0.00

Dates	Description	Qty	Charge
06/30/2021	Invoice #0000493420		\$440.23
07/01/2021	Invoice #0000495371		\$158.64
08/01/2021	Paper Invoice Fee	-	\$3.00

Site 093086 RIDGEWOOD TRAILS 3813 GREAT FALLS LOOP

09/01/2021 - 09/30/2021	Frontload 4 Yd - Monthly Solid Waste Service	1	\$100.00
	Environmental Recovery		\$18.49
	Franchise Fee Front Load		\$21.83
	Fuel Recovery		\$15.59

Site Total: \$155.91

Total: \$457.78

1,300,15500,10000  
Sept 158.91  
prepaid



110A

### Account Details

Account #/ Invoice#: 093086/0000498703  
Invoice Date: 08/01/2021  
Balance Forward: \$298.87  
Payments: \$0.00  
Adjustments: \$0.00  
New Charges: \$158.91  
Total Amount Due: \$457.78

### Important Message

When paying over the phone there is a \$4.95 fee, or you have the option of logging into our online bill pay portal at [www.wasteprousa.com/bill-pay](http://www.wasteprousa.com/bill-pay). Credit/debit cards charge an additional 3%, we also offer pay by checking account at no charge.



## GO Paperless!

### Sign Up for Invoice Notifications!

- Convenience
- Security
- Accessibility
- Savings

Log on to our website at [www.wasteprousa.com](http://www.wasteprousa.com) click on Bill Pay on the top right of the page. Choose your location and create an account. You can make payments and set up for paperless billing. You can access your account anytime anywhere.

**PAYMENT DUE UPON RECEIPT**  
**LATE PAYMENT FEES WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED ON OR BEFORE 8/31/2021**

Friendly Reminder, Attempt to collect a debt. We have not received your payment. We thought a Friendly Reminder was in order. If your payment has been mailed, thank you, if not, please send it today.



0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

2402000046 PRESORT PBPS001 <B>



RIDGEWOOD TRAILS CDD  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

### Remittance Section

Account Number: 093086  
Invoice Number: 0000498703  
Invoice Date: 08/01/2021  
Amount Due Now: \$457.78  
Amount Enclosed: \$ 158.91

Please put your account number on your check and make payable to WastePro or to pay online go to [www.wasteprousa.com/bill-pay/](http://www.wasteprousa.com/bill-pay/)

Waste Pro - Jacksonville  
PO Box 865200  
Orlando, FL 32886-5200



010700000930860000498703000457789

## 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. 21604  
Date 08/26/2021

SERVICE	AMOUNT
<u>Arbitrage - Series 2007AB FYE 5/31/2021</u>	\$ <u>600.00</u>

Current Amount Due \$ 600.00

1,310,573.00.31200  
18A



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.



# Tree Amigos

## Outdoor Services

### Invoice

Invoice#: 15906

Date: 08/28/2021

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

**Notes:**

THANK YOU FOR YOUR BUSINESS!

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

1,330.53800, 46200

91A



**CLAY  
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003  
Phone: (904) 264-3200**Porte Vedra  
Recorder**  
Not your average newspaper. Not your average reader.1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082  
Phone: (904) 265-8831

## Advertising Invoice

**RIDGEWOOD TRAILS C.D.D.**  
475 W TOWN PL # 114  
SAINT AUGUSTINE, FL 32092**Cust#:503014**  
**Ad#:325573**  
**Phone#:904-940-5850**  
**Date:06/09/2021****Salesperson:** Clay Legals**Classification:** Legal Notice**Ad Size:** 1.0 x 5.10**Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	06/24/2021	06/24/2021	1	51.00	51.00

**Payment Information:**

<b>Date:</b>	<b>Order#</b>	<b>Type</b>
06/09/2021	325573	BILLED ACCOUNT

**Total Amount:** 51.00**Tax:** 0.00**Amount Due:** 51.00**Attention:** Requests for credits or refunds for early cancellations must be made within 90 days.**Ad Copy**1,310.51300.48000  
15A

**PUBLISHER AFFIDAVIT  
CLAY TODAY  
Published Weekly  
Orange Park, Florida**

**STATE OF FLORIDA  
COUNTY OF CLAY:**

Before the undersigned authority personally appeared Jon Cantrell, who on oath says that he is the publisher of the "Clay Today," a newspaper published weekly at Orange Park in Clay County, Florida; that the attached copy of advertisement being a

**NOTICE OF MEETING**

in the matter of

**JULY MEETING**

**LEGAL: 47927 ORDER: 325573**

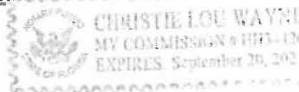
was published in said newspaper in the issues:

**06/24/2021**

Affiant further says that said "Clay Today" is a newspaper published at Orange Park, in said Clay County, Florida, and that the said newspaper has heretofore been continuously published in said Clay County, Florida, weekly, and has been entered as Periodical material matter at the post office in Orange Park, in said Clay County, Florida, for period of one year next proceeding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to me and subscribed before me 06/24/2021.

*Christie Lou Wayne*  
NOTARY PUBLIC, STATE OF FLORIDA



3515 US HWY 17 Suite A, Fleming Island FL 32003  
Telephone (904) 264-3200 - FAX (904) 264-3285  
E-Mail: Christie@opella.com

**Notice of Meeting**

**Ridgewood Trails  
Community Development District**  
The audit committee meeting of the Board of Supervisors of the Ridgewood Trails Community Development District will be held on **Wednesday, July 7, 2021 at 1:30 p.m.** at the **Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068.** Immediately following will be the regular Board of Supervisors meeting. 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 agenda for these meetings may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32082 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 at 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 meeting. 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 these 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  
District Manager  
Legal 47927 published June 21, 2021  
in Clay County's Clay Today  
newspaper



**CLAY  
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003  
Phone: (904) 264-3200**Ponte Vedra  
Recorder**  
Not your average newspaper, not your average reader.1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082  
Phone: (904) 285-8831

## Advertising Invoice

**RIDGEWOOD TRAILS C.D.D.**  
475 W TOWN PL # 114  
SAINT AUGUSTINE, FL 32092**Cust#:503014**  
**Ad#:328192**  
**Phone#:904-940-5850**  
**Date:08/23/2021****Salesperson: Clay Legals****Classification: Legal Notice****Ad Size: 1.0 x 5.10****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	08/26/2021	08/26/2021	1	51.00	51.00

**Payment Information:**

<b>Date:</b>	<b>Order#</b>	<b>Type</b>
08/23/2021	328192	BILLED ACCOUNT

15A  
1,310.57300.48000**Total Amount: 51.00****Tax: 0.00****Amount Due: 51.00****Attention: Requests for credits or refunds for early cancellations must be made within 90 days.****Ad Copy**

PUBLISHER AFFIDAVIT  
**CLAY TODAY**  
 Published Weekly  
 Orange Park, Florida

**STATE OF FLORIDA  
 COUNTY OF CLAY:**

Before the undersigned authority personally appeared  
 Jon Cantrell, who on oath says that he is the publisher of the  
 "Clay Today" a newspaper published weekly at Orange Park in  
 Clay County, Florida; that the attached copy of advertisement  
 being a

**NOTICE OF MEETING**

in the matter of

**SEPT MEETINGS**

**LEGAL: 48300      ORDER: 328192**

was published in said newspaper in the issues:

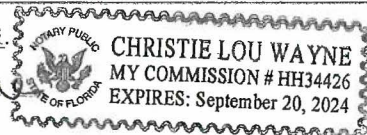
**08/26/2021**

Affiant further says that said "Clay Today" is a newspaper published  
 at Orange Park, in said Clay County, Florida, and that the said newspaper  
 has heretofore been continuously published in said Clay County, Florida,  
 weekly, and has been entered as Periodical material matter at the post  
 office in Orange Park, in said Clay County, Florida, for period of one  
 year next proceeding the first publication of the attached copy of  
 advertisement; and affiant further says that he has neither paid nor promised  
 any person, firm or corporation any discount, rebate, commission or  
 refund for the purpose of securing this advertisement for publication in  
 the said newspaper.



Sworn to me and subscribed before me 08/26/2021.

*Christie Lou Wayne*  
 NOTARY PUBLIC, STATE OF FLORIDA



3515 US HWY 17 Suite A, Fleming Island FL 32003  
 Telephone (904) 264-3200 - FAX (904) 264-3285  
 E-Mail: Christie@opcfla.com

**Notice of Meeting**

**Ridgewood Trails**

**Community Development District**  
 The audit committee meeting of the  
 Board of Supervisors of the  
 Ridgewood Trails Community  
 Development District will be held on  
 Wednesday, September 1, 2021 at 6:00  
 p.m. at the Azalea Ridge Amenity  
 Center, 1667 Azalea Ridge  
 Boulevard, Middleburg, Florida  
 32068. Immediately following will be  
 the regular Board of Supervisors  
 meeting. 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  
 agenda for these meetings may be  
 obtained from the District Manager, at  
 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 at 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  
 meeting. 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 these 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  
 District Manager

Legal 48300 published Aug 26, 2021  
 in Clay County's Clay Today  
 newspaper



# Invoice

PLEASE Remit To: **CONVERGINT TECHNOLOGIES LLC**  
**35257 EAGLE WAY**  
**CHICAGO, IL 60678-1352**

Invoice	W1137451
Invoice Date	07/31/21
Payment Terms	NET DUE UPON RECEIPT
Customer Code	1015876
Customer P.O. #	
Current Due	\$ 982.00

\*\* Include invoice # or customer code on check or send to:  
achremit@convergint.com

**Bill to:**

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

**Ship To / Work Site:**

Ridgewood Trails CDD  
1667 Azalea Ridge Blvd.  
Middleburg, FL 32068

Remarks: Ridgewood Trails CDD WO# W1137451

Quantity	Description	Unit Price	Extension
400.000	CLAMSHELL 12KHz PROX BADGE	2.32	928.00
1.000	FREIGHT	54.00	54.00
1.320.57200.49100 Access Cards		<b>Total:</b>	<b>\$ 982.00</b>

Item 1) Equipment: Access Cards

47A

Problem Description: Access Cards / Clamshell Prox Badge # 1326LSSMV / CARD RANGE: 11801-12200 / FORMAT: H10301 / FACILITY CODE: 150

Solution: Box Sale: **Customer POC: Melissa Brown** - [ridgewoodtrailsmgr@msnf.com](mailto:ridgewoodtrailsmgr@msnf.com)

**Thank you for your business!**



For questions about this invoice, contact your local Convergent office at (877) 881 - 7724  
Convergent is an Equal Opportunity/Affirmative Action Employer who is committed to workforce diversity. M/F/D/V.

CYBER CRIME AWARENESS: WE WILL **NOT** ASK YOU TO CHANGE CONVERGINT REMIT-TO ADDRESS OR BANKING INFORMATION VIA EMAIL





# INVOICE

<b>Customer</b>	Ridgewood Trails Community Development District
<b>Acct #</b>	291
<b>Date</b>	09/09/2021
<b>Customer Service</b>	Kristina Rudez
<b>Page</b>	1 of 1

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

Payment Information	
<b>Invoice Summary</b>	\$ 23,098.00
<b>Payment Amount</b>	
<b>Payment for:</b>	Invoice#14165
100121143	

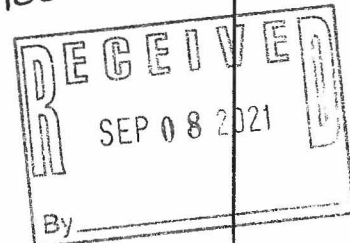
Thank You

Please detach and return with payment



Customer: Ridgewood Trails Community Development District

Invoice	Effective	Transaction	Description	Amount
14165	10/01/2021	Renew policy	Policy #100121143 10/01/2021-10/01/2022 Florida Insurance Alliance <i>fy 2022</i> Package - Renew policy Due Date: 9/9/2021  <i>29A</i> <i>1,300.15800.10000</i>	23,098.00
				<b>Total</b>
				\$ 23,098.00



Thank You

FOR PAYMENTS SENT OVERNIGHT:  
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

<b>Remit Payment To: Egis Insurance Advisors, LLC</b>	(321)233-9939	<b>Date</b>
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	sclimer@egisadvisors.com	09/09/2021

**1001 Bradford Way  
Kingston, TN 37763**

**Invoice #:** 221  
**Invoice Date:** 9/1/21  
**Due Date:** 9/1/21  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - September 2021	1.310.51300.34000	3,416.67	3,416.67
Dissemination Agent Services - September 2021	1.310.51300.31300	83.33	83.33
Office Supplies	1.310.51300.51000	0.72	0.72
Postage	1.310.51300.42000	12.24	12.24
Copies	1.310.51300.42500	66.45	66.45
Telephone	1.310.51300.41000	68.98	68.98
<b>Total</b>			<b>\$3,648.39</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,648.39</b>

**Deputy Halston Blake Jones**

2008 Frogmore Drive  
Middleburg FL, 32068  
(904-327-2679)

**INVOICE**

INVOICE DATE: 9/13/21

TO:  
RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

FOR:  
[BPEREGRINO@GMSNF.COM](mailto:BPEREGRINO@GMSNF.COM) DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
9/13/21	Azalea Ridge Community <u>security</u> /traffic patrol	0545-10	0945	\$30.00	\$120.00
TOTAL					\$120.00

Make all checks payable to Halston Blake Jones

1. 320.57200.34500  
108A

THANK YOU FOR YOUR BUSINESS!



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

# Invoice

Invoice #: 285  
Invoice Date: 8/31/2021  
Due Date: 8/31/2021  
Case:  
P.O. Number:

**Bill To:**

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

39A

Description	Hours/Qty	Rate	Amount
Lifeguard/ Deck Monitor Services - (August 2021 - September 4, 2021) 1.320.572.4510 Aug	146.06	16.00	2,336.96



<b>Total</b>	<b>\$2,336.96</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$2,336.96</b>

9/14/21  
CAR

**RIDGEWOOD TRAILS CDD  
LIFEGUARD INVOICE DETAIL**

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
146.06	Lifeguard/Deck Monitor Services for Ridgewood Covering August 2021 - September 4, 2021	\$ 16.00	\$2,336.96
LIFEGUARDS # 320-572-4510			

TOTAL DUE:	<u>\$2,336.96</u>
------------	-------------------

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
LIFEGUARD BILLABLE HOURS FOR AUGUST 2021 - SEPTEMBER 4, 2021**

10

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/21	5.72	B.S.	Lifeguarding
8/1/21	5.83	R.C.	Lifeguarding
8/6/21	5.83	B.S.	Lifeguarding
8/6/21	5.67	B.B.	Lifeguarding
8/6/21	5.65	D.B.	Lifeguarding
8/7/21	5.78	B.S.	Lifeguarding
8/7/21	6.72	B.B.	Lifeguarding
8/7/21	5.58	D.B.	Lifeguarding
8/8/21	5.95	B.S.	Lifeguarding
8/8/21	5.78	B.B.	Lifeguarding
8/8/21	5.83	D.B.	Lifeguarding
8/15/21	5.75	B.S.	Lifeguarding
8/15/21	5.5	D.B.	Lifeguarding
8/15/21	5.6	B.B.	Lifeguarding
8/21/21	5.75	B.S.	Lifeguarding
8/21/21	5.6	R.C.	Lifeguarding
8/22/21	5.35	R.C.	Lifeguarding
8/22/21	5	B.B.	Lifeguarding
8/22/21	5.05	M.M.	Lifeguarding
8/28/21	5.73	B.S.	Lifeguarding
8/28/21	5.57	B.B.	Lifeguarding
8/29/21	5.75	B.S.	Lifeguarding
8/29/21	5.53	R.C.	Lifeguarding
8/29/21	5.52	M.M.	Lifeguarding
9/4/21	6.75	B.S.	Lifeguarding
9/4/21	5.67	B.B.	Lifeguarding

<b>TOTAL</b>	<u><u>146.06</u></u>
--------------	----------------------

Lifeguarding 146.06

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

# Invoice

Invoice #: 284  
Invoice Date: 9/1/2021  
Due Date: 9/1/2021  
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 - September 2021 320.572.3420 Pool Maintenance Services - September 2021 320.572.4650 Contract Administration - September 2021 330.53800.34000 Facility Management - Ridgewood Trails - September 2021 320.572.4620		831.67 1,325.83 1,821.25 5,000.00	831.67 1,325.83 1,821.25 5,000.00



<b>Total</b>	<b>\$8,978.75</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$8,978.75</b>

9/9/21  
or

3863 Trail Ridge Rd  
Middleburg, FL 32068  
(904) 813-2384

## INVOICE DATE: 09-01-21

TO:  
RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

FOR:  
BPEREGRINO@GMSNF.COM DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09-01-21	0715-0800: Patrolled the neighborhood and checked on the Pool.	0715/1115	4.0	\$30.00	\$120.00
	0800-0840: Radar for speeders coming and going				
	0840-0930: Patrolled the neighborhood and checked on the Pool.				
	0930-1015: Radar for speeders coming and going				
	1015-1115: Patrolled the neighborhood and checked on the Pool.				
	B Stop 9-14-21				
	Security				
TOTAL 001.320, 57200, 34500					\$120.00

Make all checks payable to Edgar W. Howell

63A

**THANK YOU FOR YOUR BUSINESS!**





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

**Invoice #:** 286  
**Invoice Date:** 9/21/2021  
**Due Date:** 9/21/2021  
**Case:**  
**P.O. Number:**

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2021		3,370.26	3,370.26
Maintenance Supplies		634.04	634.04
<p style="text-align: center;">39A</p> <p> BA Sept 9-23-21  LAKE MAINT. - \$840.00  001.330.53800.46400  JANITORIAL Supplies - \$74.36  001.320.57200.52200  REPAIRS - MAINT. AMENITY - \$2039.94  001.320.57200.46000  REPAIRS - MAINT. FIELDS - \$1050.00  001.330.53800.46000 </p>			

<b>Balance Due</b>	<b>\$4,004.30</b>
--------------------	-------------------

9/23/21  
Coo

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/21	2	E.T.	Emergency Call Out - Adjusted chemicals, cleaned and vacuumed pool
8/3/21	6	R.W.	Removed debris and inspected all lakes and outfall structures
8/3/21	6	D.J.	Removed debris and inspected all lakes and outfall structures
8/5/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
8/8/21	2	E.T.	Emergency Call Out - Adjusted chemicals, cleaned and vacuumed pool, replaced slenner pump tube
8/11/21	2	F.S.	Blew leaves and debris off common areas, pool deck and walkways
8/11/21	8	L.F.	Painted posts, added eye bolts to posts, assembled pool furniture, picked up supplies, playground inspection
8/12/21	2	F.S.	Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
8/13/21	6	L.F.	Inspected handrails on pool deck, installed reflectors, chains and no trespassing signs on entries to power line areas, painted posts
8/18/21	8	L.F.	Drywall repair, replaced ceiling fans in fitness center, picked up supplies
8/19/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
8/19/21	3	R.W.	Removed debris and inspected all lakes and outfall structures
8/19/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
8/22/21	2	E.T.	Emergency Call Out - Adjusted chemicals, cleaned and vacuumed pool
8/23/21	6	L.F.	Drywall repair in fitness center and bathroom, reinstalled door stopper, picked up supplies, checked and changed all trash receptacles, checked, changed and restocked all dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways
8/23/21	2	F.S.	Blew leaves and debris off common areas, pool deck and walkways
8/24/21	4	L.F.	Picked up supplies, drywall repair in fitness center and bathroom, painted dry wall patch, touch up paint in fitness center and bathroom
8/24/21	3	R.W.	Removed debris and inspected all lakes and outfall structures
8/24/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
8/25/21	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
8/30/21	3	L.F.	Picked up supplies for pressure washer, blew leaves and debris off pool deck, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
8/31/21	8	L.F.	Repaired loose handrails and ladders, replaced and secured reflectors on posts, installed chain and slide closed sign, repaired soccer net, picked up supplies, repaired return cover in pool
8/31/21	8	B.M.	Installed new pool line sign, repaired soccer net, repaired ladder and entry rail for pool, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles

**TOTAL** 93

**MILES** 259

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

## Period Ending 09/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	8/11/21	Double Loop Chain 80'	75.44	L.F.
	8/11/21	Spray Paint	4.92	L.F.
	8/11/21	5/16"x3-1/4" Eye Bolt (6)	19.18	L.F.
	8/11/21	S-Hook (4)	13.34	L.F.
	8/11/21	3/8"x4-7/8" Eye Bolt (2)	9.29	L.F.
	8/12/21	Spray Paint Gloss Black	4.92	L.F.
	8/18/21	52" Ceiling Fan (2)	278.30	L.F.
	8/18/21	Angled Sanding Block	6.68	L.F.
	8/18/21	Extra Long Sanding Block	6.65	L.F.
	8/18/21	1 Gallon Joint Compound	8.36	L.F.
	8/20/21	Multifold Towels 16pk/case (2)	58.63	F.S.
	8/24/21	Lysoal Multipurpose	8.21	F.S.
	8/24/21	Glass Cleaner	7.52	F.S.
	8/24/21	Short Cut Brush (2)	13.50	L.F.
	8/31/21	Folding Table	60.93	L.F.
	8/31/21	Flat Washers (4)	2.12	L.F.
	8/31/21	Sika Anchor Adhesive (2)	56.05	L.F.
TOTAL			<u>\$634.04</u>	

# INVOICE

INVOICE DATE: 09/14/2021

TO:  
RIDGEWOOD TRAILS CDD  
475 WEST TOWN PLACE STE 114  
SAINT AUGUSTINE, FLORIDA 32092  
904-239-5309

FOR:  
BPEREGRINO@GMSNF.COM DISTRICT ACCOUNTANT  
BERNADETTE PEREGRINO

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09/14/2021	Made a presence on the main road for traffic control and divert	16:30-20:30	4	\$30.00	\$120.00
	speeding. Drove around neighborhood to make law enforcement				
	presence. No calls for service during my shift.				
	No issues at the amenity center. No residents were present when				
	my shift was over.				
TOTAL					

1.320.57200.34500  
security

Make all checks payable to

Robert T. Bassler  
2554 Tall Grass Road  
Green Cove Springs, FL, 32043

111A



THANK YOU FOR YOUR BUSINESS!



0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

RIDGEWOOD TRAILS CDD  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

### Detail of Payments and Charges

Current	0-30 Days	31-60 Days	61-90 Days	Over 90
\$158.91	\$5.00	\$0.00	\$0.00	\$0.00

Dates	Description	Qty	Charge
08/31/2021	Invoice #0000500358		\$5.00
09/01/2021	Paper Invoice Fee		\$3.00

Site 093086 RIDGEWOOD TRAILS 3813 GREAT FALLS LOOP

10/01/2021 - 10/31/2021	Frontload 4 Yd - Monthly Solid Waste Service	1	\$100.00
✓	Environmental Recovery		\$18.49
	Franchise Fee Front Load		\$21.83
	Fuel Recovery		\$15.59

Site Total: \$155.91

Total: \$163.91

110 A  
1,300.15500.10000



### Account Details

Account #/ Invoice#: 093086/0000501927  
Invoice Date: 09/01/2021  
Balance Forward: \$5.00  
Payments: \$0.00  
Adjustments: \$0.00  
New Charges: \$158.91  
Total Amount Due: \$163.91

### Important Message

When paying over the phone there is a \$4.95 fee, or you have the option of logging into our online bill pay portal at [www.wasteprousa.com/bill-pay](http://www.wasteprousa.com/bill-pay). Credit/debit cards charge an additional 3%, we also offer pay by checking account at no charge.



## GO Paperless!

### Sign Up for Invoice Notifications!

- Convenience
- Security
- Accessibility
- Savings

Log on to our website at [www.wasteprousa.com](http://www.wasteprousa.com) click on Bill Pay on the top right of the page. Choose your location and create an account. You can make payments and set up for paperless billing. You can access your account anytime anywhere.

**PAYMENT DUE UPON RECEIPT**  
**LATE PAYMENT FEES WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED ON OR BEFORE 10/1/2021**  
**THANK YOU FOR YOUR BUSINESS AND PROMPT PAYMENT HAVE A GREAT DAY!**

If you have questions about your invoice, please call our Customer Service Representatives at (904) 731-7288.  
Please detach and return this portion with your payment.



0107 - Waste Pro - Jacksonville  
2940 Strickland Street  
JACKSONVILLE, FL 32254  
(904) 731-7288

2042000046 PRESORT PBPS001 <B>  
RIDGEWOOD TRAILS CDD  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

### Remittance Section

Account Number: 093086  
Invoice Number: 0000501927  
Invoice Date: 09/01/2021  
Amount Due Now: \$163.91  
Amount Enclosed: \$

Please put your account number on your check and make payable to WastePro or to pay online go to [www.wasteprousa.com/bill-pay/](http://www.wasteprousa.com/bill-pay/)

Waste Pro - Jacksonville  
PO Box 865200  
Orlando, FL 32886-5200

010700000930860000501927000163916