

MINUTES OF MEETING  
RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, March 2, 2022 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present and constituting a quorum were:

Marty Genska	Chairman
Jacqui Proctor Miller	Vice Chairperson
Yolanda Nolte	Supervisor
Eneida Barnes	Supervisor
William Barnhouse	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Melissa Brown	Amenity Manager
Jerry Lambert	Riverside Management Services
Jay Soriano	Governmental Management Services

The following is a summary of the actions taken at the March 2, 2022 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 at 6:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Ms. Hall asked can they beautify the mile coming in the community? It looks terrible.

Ms. Giles stated later in the agenda Jay or Jerry is going to address that.

**THIRD ORDER OF BUSINESS**

**Consideration of Retention Fee Agreement  
with Kutak Rock LLP**

Ms. Buchanan stated this is the extension of the transfer that you already approved and is formalization of the form of agreement. There are no changes from what was previously discussed, the rates are the same and you can still terminate at your convenience.

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Ms. Miller asked the agreement says we can terminate with written notice, but it doesn't have to be 30 days in advance or anything like that?

Ms. Buchanan stated no, it can be immediate.

Ms. Miller asked and they have the same with us, they can terminate with us without a 30-day notice?

Ms. Buchanan stated that is definitely the intent but I'm happy to modify the agreement on my end with a 30-day termination. You can approve it as amended on the record and I will get you an updated form of agreement. If you will have the signature page executed, we will put that page in.

On MOTION by Mr. Genska seconded by Ms. Barnes with all in favor the fee agreement with Kutak Rock LLP was approved as amended on the record.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposals from Vector Security Company**

**A. Access Control**

Ms. Brown stated the first proposal is for card entry to the restrooms by the large pool.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with all in favor the agreement with Alpha Dog is to be terminated and a new access control agreement with Vector Security Company was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

There being none, the next item followed.

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**D. Operation Manager's Report –Report****1. Report**

Mr. Lambert and Mr. Soriano introduced themselves and gave an overview of their background and experiences and Mr. Soriano discussed landscape areas that need to be renewed, annuals, perennials and streetlights.

**2. Landscape Quality Inspection Report**

A copy of the landscape inspection report was included in the agenda package.

**E. Amenity Manager**

A copy of the amenity center manager's report was included in the agenda package.

**SIXTH ORDER OF BUSINESS****Supervisor's Requests and Public Comments**

Mr. Genska stated I want to set up a time with Melissa for the camera installation.

Ms. Nolte stated think about putting a playground at Packer Meadow and Bronco because there are a lot of children on those two streets.

Ms. Giles stated if the board wants to do that we will get proposals. For the next fiscal year, we will have a budget line for a capital reserve project playground so that we put money towards that budget line. We will have to talk more about it during budget season to see if that is going to affect the assessments.

Ms. Barnes stated who keeps the fence by Freedom clean?

Mr. Soriano stated we will check to see whose fence that is, if it belongs to the district then we can pressure wash it and can budget for it once or twice a year.

Ms. Young asked if we are unhappy with Tree Amigos, why don't we get another contractor?

Ms. Nolte stated I don't care for Tree Amigos but the problem is there is a labor issue and we could let them go and hire someone else but we could be firing an okay landscaper to hire a really bad one because of the labor issues.

Ms. Giles stated when Brian came on board that was one of the requests, landscape is not happening the way it needs to be, please get involved. I think what we have seen over the last six months he was here is that it is starting to get better. We still have a lot of room for improvement

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in landscaping. All that takes time and I agree this is something we can improve on with Tree Amigos as we start to hold them accountable.

Mr. Lambert stated we are going into the mowing season, so give us some time and let's see if we can manage them and if it improves in the few months. We will hold them accountable.

Mr. Soriano stated I have seen some of the same problems in all the neighborhoods with different providers. Every company has a labor issue.

A resident asked can you do something about the cars parked on both sides of the roads?

Mr. Genska stated the roads are not owned by the CDD; they are owned by the county. We cannot enforce parking on those streets. This board has no control. Talk to your neighbors.

A resident asked why can't Clay County put up a sign saying no parking on this side of the street?

Mr. Soriano stated they can and there is a process. They will charge you for the work and any improvements they make to do traffic control. That is something you may want to talk about with your HOA board because it involves the individual homeowners. You need to have a percentage of homeowners then they will talk to you, send their engineer out and look at what you want to do, such as signs on one side of the road, however you want to do it, but it is very hard to get the percentage of homeowners to get the county come out and meet.

Ms. Giles stated we did the traffic study and there were not enough homeowners who were interested in it.

Mr. Soriano stated you can also contact your county commissioner. Parking on the side of the road is parking enforcement and they should be dealing with people parking like that.

A resident stated we have off-duty police officers.

Ms. Giles stated they monitor the amenity center and the amenities within the district but if there is an issue with speeding, Melissa will work with those off duty officers to focus on that.

A resident asked are they going to upgrade our activities, are they going to do better for the children in the communities? The Christmas event was horrible, there was nothing for the children to do. The only thing they had was the horses, the buggy ride and a petting zoo. There was no hands on craft activities for the children. Everything here they had to pay for.

Ms. Brown stated we had Santa Claus, the grinch, Mrs. Claus, candy canes.

Ms. Giles stated if you would like to send some recommendations to the board, more specific ideas of what you would personally like to see, you can do that.

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**SEVENTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the January 5, 2022 Meeting**
- B. Balance Sheet & Income Statement**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

**EIGHTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, May 4, 2022 at 6:00 p.m. at the Azalea Ridge Amenity Center**

Ms. Giles stated the next meeting is scheduled for May 4, 2022 at 6:00 p.m. in the same location.

On MOTION by Mr. Genska seconded by Mr. Barnhouse with all in favor the meeting adjourned at 7:26 p.m.

DocuSigned by:  
*Marlee Giles*  
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 Secretary/Assistant Secretary

DocuSigned by:  
*Marty Genska*  
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 Chairman/Vice Chairman