

*Ridgewood Trails  
Community Development District*

*July 5, 2023*

# *AGENDA*

# Ridgewood Trails Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

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

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June 28, 2023

Board of Supervisors  
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, July 5, 2023 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. Public Hearing Adopting the Budget for Fiscal Year 2024
  - A. Consideration of Resolution 2023-08, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2024
  - B. Consideration of Resolution 2023-09, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024
- IV. Discussion of Suspension Letters
- V. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager – Discussion of Fiscal Year 2024 Meeting Schedule
  - D. Operation Manager
  - E. Amenity Manager

1. Report
2. Landscape Inspection Report
3. Brightview Proposals for Trees/Palms

VI. Supervisor's Requests and Public Comments

VII. Approval of Consent Agenda

- A. Approval of the Minutes of the May 3, 2023 Meeting
- B. Balance Sheet & Income Statement
- C. Assessment Receipt Schedule
- D. Approval of Check Register

VIII. Next Meeting Scheduled for: September 6, 2023 @ 6:00 p.m. at the Azalea Ridge Amenity Center

IX. Adjournment

**Board Oversight**

*Supervisor Nolte – Landscape*

*Supervisor Genska – Security & Technology*

*Supervisor Shroyer – Maintenance*

*Supervisor Miller – Athletics*

*Supervisor Barnhouse - Aquatics*

*THIRD ORDER OF BUSINESS*

**Approved Budget  
Fiscal Year 2024**



**Ridgewood Trails Community  
Development District**

**July 5, 2023**



**Ridgewood Trails  
Community Development District**

*TABLE OF CONTENTS*

General Fund

|           |          |
|-----------|----------|
| Budget    | Page 1-2 |
| Narrative | Page 3-8 |

Debt Service Fund

|                               |         |
|-------------------------------|---------|
| Budget - Series 2007A         | Page 9  |
| Amortization Schedule - 2007A | Page 10 |

Capital Reserves

|        |         |
|--------|---------|
| Budget | Page 11 |
|--------|---------|

**Ridgewood Trails**  
Community Development District

General Fund

| Description           | Adopted<br>Budget FY2023 | Actual<br>thru 5/31/2023 | Projected Next<br>4 Months | Total Projected<br>thru 9/30/23 | Approved<br>Budget FY2024 |
|-----------------------|--------------------------|--------------------------|----------------------------|---------------------------------|---------------------------|
| <b>Revenues</b>       |                          |                          |                            |                                 |                           |
| Assessments           | \$554,270                | \$551,261                | \$3,022                    | \$554,282                       | \$628,414                 |
| Interest Earned/Misc. | \$200                    | \$14,990                 | \$2,616                    | \$17,605                        | \$2,000                   |
| Rental Revenue        | \$500                    | \$1,775                  | \$575                      | \$2,350                         | \$2,200                   |
| Carryforward          | \$0                      | \$0                      | \$15,274                   | \$15,274                        | \$0                       |
| <b>Total Revenues</b> | <b>\$554,970</b>         | <b>\$568,025</b>         | <b>\$21,486</b>            | <b>\$589,512</b>                | <b>\$632,614</b>          |

**Expenditures**

**Administrative**

|                                |                  |                 |                 |                  |                  |
|--------------------------------|------------------|-----------------|-----------------|------------------|------------------|
| Supervisor Fees                | \$8,000          | \$3,600         | \$2,000         | \$5,600          | \$8,000          |
| FICA Expense                   | \$612            | \$275           | \$153           | \$428            | \$612            |
| Engineering                    | \$3,000          | \$168           | \$1,333         | \$1,500          | \$3,000          |
| Assessment Roll                | \$5,260          | \$5,260         | \$0             | \$5,260          | \$5,576          |
| Arbitrage                      | \$600            | \$0             | \$600           | \$600            | \$600            |
| Dissemination                  | \$1,000          | \$667           | \$333           | \$1,000          | \$1,060          |
| <sup>(1)</sup> Attorney        | \$12,000         | \$12,025        | \$9,000         | \$21,025         | \$20,000         |
| Annual Audit                   | \$3,190          | \$0             | \$3,190         | \$3,190          | \$3,270          |
| Trustee                        | \$5,650          | \$4,436         | \$0             | \$4,436          | \$5,650          |
| Management Fees                | \$45,675         | \$30,450        | \$15,225        | \$45,675         | \$48,416         |
| Information Technology         | \$1,800          | \$1,200         | \$600           | \$1,800          | \$1,908          |
| Website Maintenance            | \$1,200          | \$800           | \$400           | \$1,200          | \$1,272          |
| Telephone                      | \$350            | \$197           | \$127           | \$324            | \$350            |
| Postage                        | \$800            | \$613           | \$412           | \$1,025          | \$800            |
| Printing & Binding             | \$1,500          | \$2,077         | \$809           | \$2,886          | \$1,500          |
| Insurance                      | \$8,212          | \$7,358         | \$0             | \$7,358          | \$8,094          |
| Legal Advertising              | \$1,800          | \$1,290         | \$1,210         | \$2,500          | \$1,800          |
| Other Current Charges          | \$1,000          | \$9             | \$0             | \$9              | \$907            |
| Office Supplies                | \$250            | \$104           | \$15            | \$118            | \$100            |
| Dues, Licenses & Subscriptions | \$175            | \$175           | \$0             | \$175            | \$175            |
| <b>Administrative Expenses</b> | <b>\$102,074</b> | <b>\$70,704</b> | <b>\$35,407</b> | <b>\$106,110</b> | <b>\$113,089</b> |

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

**Amenity Center**

|                                |                  |                  |                 |                  |                  |
|--------------------------------|------------------|------------------|-----------------|------------------|------------------|
| Insurance                      | \$19,505         | \$19,465         | \$0             | \$19,465         | \$29,198         |
| Amenity Manager                | \$63,600         | \$42,400         | \$21,200        | \$63,600         | \$67,416         |
| Facility Assistant             | \$5,000          | \$0              | \$5,000         | \$5,000          | \$5,000          |
| General Facility Maintenance   | \$11,500         | \$4,872          | \$5,460         | \$10,332         | \$12,190         |
| Repair and Replacements        | \$15,000         | \$19,225         | \$4,000         | \$23,225         | \$25,000         |
| Lifeguards                     | \$17,344         | \$2,932          | \$14,412        | \$17,344         | \$18,385         |
| Pool Maintenance               | \$16,865         | \$11,243         | \$5,622         | \$16,865         | \$17,876         |
| Pool Chemicals                 | \$12,640         | \$8,840          | \$4,977         | \$13,817         | \$17,798         |
| Other Current Charges          | \$1,000          | \$747            | \$753           | \$1,500          | \$0              |
| Water & Sewer                  | \$13,500         | \$7,744          | \$5,280         | \$13,024         | \$15,525         |
| Electric                       | \$14,000         | \$8,984          | \$5,382         | \$14,366         | \$16,100         |
| Internet/Cable                 | \$5,600          | \$3,942          | \$2,048         | \$5,990          | \$6,451          |
| Janitorial                     | \$10,583         | \$7,055          | \$3,528         | \$10,583         | \$11,218         |
| Janitorial Supplies            | \$2,500          | \$1,001          | \$1,311         | \$2,312          | \$2,500          |
| Security System                | \$8,700          | \$6,752          | \$2,295         | \$9,047          | \$8,797          |
| Refuse Service                 | \$2,500          | \$1,648          | \$860           | \$2,508          | \$2,709          |
| Special Events                 | \$10,000         | \$2,171          | \$7,829         | \$10,000         | \$10,000         |
| Pool Permit                    | \$382            | \$175            | \$300           | \$475            | \$475            |
| Pest Control                   | \$1,000          | \$1,018          | \$902           | \$1,920          | \$1,000          |
| Capital Reserve Transfer       | \$35,525         | \$35,525         | \$0             | \$35,525         | \$38,680         |
| <b>Amenity Center Expenses</b> | <b>\$266,743</b> | <b>\$185,741</b> | <b>\$91,158</b> | <b>\$276,899</b> | <b>\$306,318</b> |



# Ridgewood Trails

Community Development District

General Fund

| Description                          | Adopted<br>Budget FY2023 | Actual<br>thru 5/31/2023 | Projected Next<br>4 Months | Total Projected<br>thru 9/30/23 | Approved<br>Budget FY2024 |
|--------------------------------------|--------------------------|--------------------------|----------------------------|---------------------------------|---------------------------|
| <i>Grounds Maintenance</i>           |                          |                          |                            |                                 |                           |
| Operations Management                | \$22,948                 | \$15,299                 | \$7,649                    | \$22,948                        | \$24,325                  |
| Access Cards                         | \$1,000                  | \$135                    | \$865                      | \$1,000                         | \$1,000                   |
| Electric                             | \$9,000                  | \$8,694                  | \$5,164                    | \$13,859                        | \$15,938                  |
| Water                                | \$8,300                  | \$4,083                  | \$2,407                    | \$6,490                         | \$8,300                   |
| Repairs & Maintenance                | \$18,200                 | \$6,428                  | \$9,011                    | \$15,439                        | \$18,200                  |
| Landscape Maintenance                | \$104,704                | \$82,336                 | \$41,168                   | \$123,504                       | \$128,444                 |
| Landscape Contingency                | \$10,000                 | \$10,199                 | \$0                        | \$10,199                        | \$0                       |
| Lake Maintenance                     | \$12,000                 | \$5,376                  | \$2,688                    | \$8,064                         | \$12,000                  |
| Irrigation Repairs                   | \$0                      | \$1,930                  | \$3,070                    | \$5,000                         | \$5,000                   |
| <b>Grounds Maintenance Expenses</b>  | <b>\$186,152</b>         | <b>\$134,479</b>         | <b>\$72,024</b>            | <b>\$206,502</b>                | <b>\$213,207</b>          |
| <b>Total Expenses</b>                | <b>\$554,970</b>         | <b>\$390,923</b>         | <b>\$198,589</b>           | <b>\$589,512</b>                | <b>\$632,614</b>          |
| <b>EXCESS REVENUE/(EXPENDITURES)</b> | <b>\$0</b>               | <b>\$177,102</b>         | <b>(\$177,102)</b>         | <b>\$0</b>                      | <b>\$0</b>                |

| \$ Increase | % Increase | Product Type | Units      | ERU's         | Gross Per Unit | Total Gross<br>Assessment |
|-------------|------------|--------------|------------|---------------|----------------|---------------------------|
| \$106.92    | 13%        | 50'          | 470        | 333.7         | \$ 906.24      | \$ 425,933.87             |
| \$129.51    | 13%        | 60'          | 221        | 190.06        | \$ 1,097.70    | \$ 242,592.12             |
|             |            |              | <u>691</u> | <u>523.76</u> |                | <u>\$ 668,525.99</u>      |
|             |            |              |            |               |                | \$ 668,526                |
|             |            |              |            |               |                | \$ 40,112                 |
|             |            |              |            |               |                | <u>\$628,414</u>          |

# Ridgewood Trails Community Development District

## GENERAL FUND BUDGET

### **REVENUES:**

#### Maintenance Assessments

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

#### Interest Income/Miscellaneous Income

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

#### Rental Revenue

Income received from residents for rental of clubroom or patio.

### **EXPENDITURES:**

#### **Administrative:**

##### Supervisor Fees/FICA Expense

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

##### Engineering

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

##### Assessment Roll

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

##### Arbitrage

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

##### Dissemination

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

##### Attorney

The District's legal counsel, Kutak Rock LLP, will be providing general legal services to the District, including attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

# Ridgewood Trails Community Development District

## GENERAL FUND BUDGET

### Annual Audit

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

### Trustee

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

### Management Fees

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

### Information Technology

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

### Website Maintenance

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

### Telephone

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

### Postage

This item includes mailing checks , overnight deliveries, correspondence, etc.

### Printing & Binding

Printing and Binding of computerized checks, invoices, stationary, envelopes etc.

### Insurance

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

### Legal Advertising

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

### Other Current Charges

Bank charges, amortization schedule fees, and any other miscellaneous expenses.

# Ridgewood Trails

## Community Development District

### GENERAL FUND BUDGET

Office Supplies

This item includes the cost of miscellaneous office supplies.

Dues, Licenses & Subscriptions

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

**Amenity Center**

Insurance

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

Amenity Manager

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

Facility Assistant

The District has contracted with Riverside Management Services to provide part-time staffing to supplement Amenity Manager.

General Facility Maintenance

Cost of routine repairs and maintenance to the Amenity Center.

Repair and Replacements

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

Lifeguards

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

Pool Maintenance

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

| Vendor | Description      | Monthly  | Annually  |
|--------|------------------|----------|-----------|
| RMS    | Pool Maintenance | \$ 1,490 | \$ 17,876 |

# Ridgewood Trails

## Community Development District

### GENERAL FUND BUDGET

#### Pool Chemicals

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

| Vendor                      | Description    | Monthly         | Annually         |
|-----------------------------|----------------|-----------------|------------------|
| Poolsure                    | Pool Chemicals | \$ 1,244        | \$ 14,930        |
| RMS                         | Pool Chemicals | \$ 104          | \$ 1,250         |
| Contingency                 |                | \$ 135          | \$ 1,618         |
| <b>Total Pool Chemicals</b> |                | <b>\$ 1,483</b> | <b>\$ 17,798</b> |

#### Water and Sewer

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

| Account #                  | Address                                     | Monthly         | Annually         |
|----------------------------|---|-----------------|------------------|
| 00564735                   | 1667 AZALEA RIDGE BLVD AMENITY CENTER       | \$ 434          | \$ 5,205         |
| 00517174                   | 1667 AZALEA RIDGE BLVD AMENITY CENTER       | \$ 139          | \$ 1,667         |
| 00517175                   | 1667 AZALEA RIDGE BLVD IRRIGATION           | \$ 269          | \$ 3,224         |
| 00517176                   | 1667 AZALEA RIDGE BLVD RECLAIMED IRRIGATION | \$ 145          | \$ 1,743         |
|                            | Contingency                                 | \$ 307          | \$ 3,686         |
| <b>Total Amenity Water</b> |   | <b>\$ 1,294</b> | <b>\$ 15,525</b> |

#### Electric

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

| Account #                     | Address                | Monthly         | Annually         |
|-------------------------------|------------------------|-----------------|------------------|
| 8874493                       | 1667 AZALEA RIDGE BLVD | \$ 1,200        | \$ 14,400        |
|                               | Contingency            | \$ 142          | \$ 1,700         |
| <b>Total Amenity Electric</b> |                        | <b>\$ 1,342</b> | <b>\$ 16,100</b> |

#### Internet/Cable

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

#### Janitorial

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

| Vendor | Description | Monthly | Annually  |
|--------|-------------|---------|-----------|
| RMS    | Janitorial  | \$ 935  | \$ 11,218 |

#### Janitorial Supplies

All supplies needed for janitorial services of the Amenity Center.

# Ridgewood Trails Community Development District

## GENERAL FUND BUDGET

### Security System

Cost of services for security camera, access control system, and financing for security cameras.

| Vendor               | Description      | Monthly       | Annually        |
|----------------------|------------------|---------------|-----------------|
| Newlane Finance      | Security Cameras | \$ 395        | \$ 4,741        |
| Vector Security      | Cameras          | \$ 143        | \$ 1,715        |
| Hi-Tech System Assoc | Access Control   | \$ 195        | \$ 2,340        |
| <b>Total</b>         |                  | <b>\$ 733</b> | <b>\$ 8,797</b> |

### Refuse Services

This item includes the cost of garbage disposal for the District. Contracted with Waste Pro.

### Special Events

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

### Pool Permit

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

### Pest Control

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

### Capital Reserve

Funding for new recreation projects.

### Grounds Maintenance:

#### Operations Management

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

#### Access Cards

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

#### Electric

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

| Account # | Address                                 | Monthly         | Annually         |
|-----------|---|-----------------|------------------|
| 9065441   | 1799 AZALEA RIDGE BLVD NE CORNER SIGN   | \$ 39           | \$ 468           |
| 9011950   | 4214 WARM SPRINGS WAY SIGN LIGHTS IRRIG | \$ 37           | \$ 442           |
| 9047502   | 4226 WARM SPRINGS WAY ENTRANCE SIGN     | \$ 36           | \$ 430           |
| 9047503   | 1595 AZALEA RIDGE BLVD POND FOUNTAIN    | \$ 530          | \$ 6,363         |
|           | 1560 AZALEA RIDGE BLVD POND FOUNTAIN    | \$ 502          | \$ 6,020         |
|           | Contingency                             | \$ 185          | \$ 2,215         |
|           | <b>Total Common Area Electric</b>       | <b>\$ 1,328</b> | <b>\$ 15,938</b> |

**Ridgewood Trails**  
**Community Development District**  
GENERAL FUND BUDGET

Water

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

| Account # | Address                             | Monthly       | Annually        |
|-----------|-------------------------------------|---------------|-----------------|
| 00569294  | 1799-2 AZALEA RIDGE BLVD IRRIGATION | \$ 141        | \$ 1,697        |
| 00560605  | 4214 WARM SPRINGS WAY               | \$ 73         | \$ 875          |
| 00579216  | 4458 WARM SPRINGS WAY               | \$ 43         | \$ 516          |
| 00579217  | 4355 WARM SPRINGS WAY               | \$ 43         | \$ 516          |
| 00579219  | 4268 WARM SPRINGS WAY               | \$ 55         | \$ 656          |
| 00567767  | 4164 FISHING CREEK LANE RECLAIMED   | \$ 26         | \$ 311          |
| 00567766  | 4166 GREEN RIVER PLACE RECLAIMED    | \$ 26         | \$ 311          |
| 00567764  | 1610 AZALEA RIDGE BLVD RECLAIMED    | \$ 26         | \$ 311          |
| 00567762  | 1601 AZALEA RIDGE ROAD RECLAIMED    | \$ 26         | \$ 311          |
| 00567760  | 3891 BRONCO ROAD RECLAIMED          | \$ 26         | \$ 311          |
| 00567759  | 4217 PACKER MEADOW WAY RECLAIMED    | \$ 26         | \$ 311          |
|           | Contingency                         | \$ 181        | \$ 2,177        |
|           | <b>Total Reclaim Water</b>          | <b>\$ 692</b> | <b>\$ 8,300</b> |

Repairs and Maintenance

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

Landscape Maintenance

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

| Vendor                        | Monthly   | Annually   |
|-------------------------------|-----------|------------|
| Brightview Landscape Services | \$ 10,704 | \$ 128,444 |

Landscape Contingency

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

Lake Maintenance

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

| Vendor               | Monthly         | Annually         |
|----------------------|-----------------|------------------|
| The Lake Doctors Inc | \$ 762          | \$ 9,144         |
| Contingency          | \$ 238          | \$ 2,856         |
| <b>Total</b>         | <b>\$ 1,000</b> | <b>\$ 12,000</b> |

Irrigation Repairs

The estimated cost to make repairs to the community's irrigation system when damaged.

**Ridgewood Trails**  
Community Development District

Debt Service Fund  
Series 2007A

| Description                           | Adopted<br>Budget FY2023 | Actual<br>thru 5/31/2023 | Projected Next<br>4 Months | Total Projected<br>thru 9/30/23 | Approved<br>Budget FY2024 |
|---------------------------------------|--------------------------|--------------------------|----------------------------|---------------------------------|---------------------------|
| <b>Revenues</b>                       |                          |                          |                            |                                 |                           |
| Assessments                           | \$13,359                 | \$13,286                 | \$73                       | \$13,359                        | \$13,359                  |
| Interest Earned                       | \$0                      | \$461                    | \$224                      | \$685                           | \$250                     |
| Carry Forward                         | \$4,856                  | \$4,748                  | \$0                        | \$4,748                         | \$5,052                   |
| <b>Total Revenues</b>                 | <b>\$18,215</b>          | <b>\$18,496</b>          | <b>\$297</b>               | <b>\$18,793</b>                 | <b>\$18,661</b>           |
| <b>Expenditures</b>                   |                          |                          |                            |                                 |                           |
| Interest 11/1                         | \$3,814                  | \$3,814                  | \$0                        | \$3,814                         | \$3,673                   |
| Interest 5/1                          | \$3,814                  | \$3,814                  | \$0                        | \$3,814                         | \$3,673                   |
| Principal 5/1                         | \$5,000                  | \$5,000                  | \$0                        | \$5,000                         | \$5,000                   |
| <b>Total Expenditures</b>             | <b>\$12,628</b>          | <b>\$12,628</b>          | <b>\$0</b>                 | <b>\$12,628</b>                 | <b>\$12,345</b>           |
| <b>Other Sources/(Uses)</b>           |                          |                          |                            |                                 |                           |
| Interfund Transfer In/(Out)           | \$0                      | (\$1,113)                | \$0                        | (\$1,113)                       | \$0                       |
| <b>Total Other</b>                    | <b>\$0</b>               | <b>(\$1,113)</b>         | <b>\$0</b>                 | <b>(\$1,113)</b>                | <b>\$0</b>                |
| <b>EXCESS REVENUES/(EXPENDITURES)</b> | <b>\$5,588</b>           | <b>\$4,755</b>           | <b>\$297</b>               | <b>\$5,052</b>                  | <b>\$6,316</b>            |

| Product Type | Gross Per Unit | Units |          | 11/1/24 Interest                    |          |
|--------------|----------------|-------|----------|-------------------------------------|----------|
| 50           | \$761          | 9     | \$6,850  |                                     |          |
| 60           | \$920          | 8     | \$7,361  |                                     |          |
|              |                | 17    | \$14,211 |                                     |          |
|              |                |       |          | Net Assessments                     | \$13,359 |
|              |                |       |          | Add: Discounts and Collections (6%) | \$852    |
|              |                |       |          | Gross Assessments                   | \$14,211 |
|              |                |       |          | Assessable Units                    | 17       |



# Ridgewood Trails

Community Development District

## Amortization Schedule

Series 2007A, Capital Improvement Revenue Bonds

| DATE         | BALANCE    | RATE  | PRINCIPAL            | INTEREST            | TOTAL                |
|--------------|------------|-------|----------------------|---------------------|----------------------|
| 11/01/23     | \$ 130,000 | 5.65% | \$ -                 | \$ 3,672.50         | \$ 3,672.50          |
| 05/01/24     | \$ 130,000 | 5.65% | \$ 5,000.00          | \$ 3,672.50         |                      |
| 11/01/24     | \$ 125,000 | 5.65% | \$ -                 | \$ 3,531.25         | \$ 12,203.75         |
| 05/01/25     | \$ 125,000 | 5.65% | \$ 5,000.00          | \$ 3,531.25         |                      |
| 11/01/25     | \$ 120,000 | 5.65% | \$ -                 | \$ 3,390.00         | \$ 11,921.25         |
| 05/01/26     | \$ 120,000 | 5.65% | \$ 5,000.00          | \$ 3,390.00         |                      |
| 11/01/26     | \$ 115,000 | 5.65% | \$ -                 | \$ 3,248.75         | \$ 11,638.75         |
| 05/01/27     | \$ 115,000 | 5.65% | \$ 5,000.00          | \$ 3,248.75         |                      |
| 11/01/27     | \$ 110,000 | 5.65% | \$ -                 | \$ 3,107.50         | \$ 11,356.25         |
| 05/01/28     | \$ 110,000 | 5.65% | \$ 5,000.00          | \$ 3,107.50         |                      |
| 11/01/28     | \$ 105,000 | 5.65% | \$ -                 | \$ 2,966.25         | \$ 11,073.75         |
| 05/01/29     | \$ 105,000 | 5.65% | \$ 10,000.00         | \$ 2,966.25         |                      |
| 11/01/29     | \$ 95,000  | 5.65% | \$ -                 | \$ 2,683.75         | \$ 15,650.00         |
| 05/01/30     | \$ 95,000  | 5.65% | \$ 10,000.00         | \$ 2,683.75         |                      |
| 11/01/30     | \$ 85,000  | 5.65% | \$ -                 | \$ 2,401.25         | \$ 15,085.00         |
| 05/01/31     | \$ 85,000  | 5.65% | \$ 10,000.00         | \$ 2,401.25         |                      |
| 11/01/31     | \$ 75,000  | 5.65% | \$ -                 | \$ 2,118.75         | \$ 14,520.00         |
| 05/01/32     | \$ 75,000  | 5.65% | \$ 10,000.00         | \$ 2,118.75         |                      |
| 11/01/32     | \$ 65,000  | 5.65% | \$ -                 | \$ 1,836.25         | \$ 13,955.00         |
| 05/01/33     | \$ 65,000  | 5.65% | \$ 10,000.00         | \$ 1,836.25         |                      |
| 11/01/33     | \$ 55,000  | 5.65% | \$ -                 | \$ 1,553.75         | \$ 13,390.00         |
| 05/01/34     | \$ 55,000  | 5.65% | \$ 10,000.00         | \$ 1,553.75         |                      |
| 11/01/34     | \$ 45,000  | 5.65% | \$ -                 | \$ 1,271.25         | \$ 12,825.00         |
| 05/01/35     | \$ 45,000  | 5.65% | \$ 10,000.00         | \$ 1,271.25         |                      |
| 11/01/35     | \$ 35,000  | 5.65% | \$ -                 | \$ 988.75           | \$ 12,260.00         |
| 05/01/36     | \$ 35,000  | 5.65% | \$ 10,000.00         | \$ 988.75           |                      |
| 11/01/36     | \$ 25,000  | 5.65% | \$ -                 | \$ 706.25           | \$ 11,695.00         |
| 05/01/37     | \$ 25,000  | 5.65% | \$ 10,000.00         | \$ 706.25           |                      |
| 11/01/37     | \$ 15,000  | 5.65% | \$ -                 | \$ 423.75           | \$ 11,130.00         |
| 05/01/38     | \$ 15,000  | 5.65% | \$ 15,000.00         | \$ 423.75           |                      |
|              |            |       |                      |                     | \$ 15,423.75         |
| <b>Total</b> |            |       | <b>\$ 130,000.00</b> | <b>\$ 67,800.00</b> | <b>\$ 197,800.00</b> |

**Ridgewood Trails**  
Community Development District

Capital Reserve

| <b>Description</b>                    | <b>Adopted<br/>Budget FY2023</b> | <b>Actual<br/>thru 5/31/2023</b> | <b>Projected Next<br/>4 Months</b> | <b>Total Projected<br/>thru 9/30/23</b> | <b>Approved<br/>Budget FY2024</b> |
|---------------------------------------|----------------------------------|----------------------------------|------------------------------------|---|-----------------------------------|
| <b><u>Revenues</u></b>                |                                  |                                  |                                    |   |                                   |
| Capital Reserve -Transfer In          | \$35,525                         | \$35,525                         | \$0                                | \$35,525                                | \$38,680                          |
| Interest Earned                       | \$250                            | \$1,904                          | \$696                              | \$2,600                                 | \$1,300                           |
| Carry Forward                         | \$180,647                        | \$179,577                        | \$0                                | \$179,577                               | \$180,691                         |
| <b>Total Revenues</b>                 | <b>\$216,422</b>                 | <b>\$217,006</b>                 | <b>\$696</b>                       | <b>\$217,702</b>                        | <b>\$220,671</b>                  |
| <b><u>Expenditures</u></b>            |                                  |                                  |                                    |   |                                   |
| Capital Outlay                        | \$60,000                         | \$0                              | \$30,000                           | \$30,000                                | \$60,000                          |
| Amenity Improvement Project           | \$4,500                          | \$0                              | \$0                                | \$0                                     | \$0                               |
| Other Current Charges                 | \$600                            | \$0                              | \$300                              | \$300                                   | \$600                             |
| Repair & Maintenance                  | \$10,000                         | \$6,711                          | \$0                                | \$6,711                                 | \$10,000                          |
| <b>Total Expenditures</b>             | <b>\$75,100</b>                  | <b>\$6,711</b>                   | <b>\$30,300</b>                    | <b>\$37,011</b>                         | <b>\$70,600</b>                   |
| <b>EXCESS REVENUES/(EXPENDITURES)</b> | <b>\$141,322</b>                 | <b>\$210,295</b>                 | <b>(\$29,604)</b>                  | <b>\$180,691</b>                        | <b>\$150,071</b>                  |

*A.*

## RESOLUTION 2023-08

### THE ANNUAL APPROPRIATION RESOLUTION OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2023, submitted to the Board of Supervisors (“**Board**”) of the Ridgewood Trails Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

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

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

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

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

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

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

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

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Ridgewood Trails Community Development District for the Fiscal Year Ending September 30, 2024.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

**SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2023/2024, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

|                                |         |
|--------------------------------|---------|
| TOTAL GENERAL FUND             | \$_____ |
| DEBT SERVICE FUND SERIES 2007A | \$_____ |
| CAPITAL RESERVE FUND           | \$_____ |
| TOTAL ALL FUNDS                | \$_____ |

**SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2023/2024, or within 60 days following the end of the Fiscal Year 2023/2024, may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if

the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

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

**PASSED AND ADOPTED THIS 5TH DAY OF JULY 2023.**

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

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

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

**Exhibit A:** Fiscal Year 2023/2024 Budget

**Exhibit A**

Fiscal Year 2023/2024 Budget

*B.*



## RESOLUTION 2023-09

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

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

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

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

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

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

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

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

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2023/2024; and

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

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

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

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

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

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits “A” and “B.”** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

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

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

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

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

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

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

**PASSED AND ADOPTED** this 5th day of July 2023.

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY  
DEVELOPMENT DISTRICT**

---

Secretary / Assistant Secretary

---

Chair / Vice Chair, Board of Supervisors

**Exhibit A:** Budget

**Exhibit B:** Assessment Roll

**Exhibit A**  
Budget

**Exhibit B**  
Assessment Roll

*FIFTH ORDER OF BUSINESS*

*C.*

NOTICE OF MEETINGS  
RIDGEWOOD TRAILS  
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Ridgewood Trails Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2024 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068 on the first Wednesday of each month as follows:

November 1, 2023  
January 3, 2024  
March 6, 2024  
May 1, 2024  
July 3, 2024  
September 4, 2024



*E.*

*1.*

7/5/2023

# *Azalea Ridge at Ridgewood Trails*

Community Development District  
Amenity Management Report



**Tara Lee**

AMENITY MANAGER  
RIVERSIDE MANAGEMENT SERVICES, INC.

Ridgewood Trails  
Community Development District

Amenity Management Report  
July 5, 2023

To: Board of Supervisors

From: Tara Lee  
Amenity Manager

RE: Azalea Ridge Amenity Management Report – July 5, 2023

The following is a summary of items related to the field operations, maintenance, and amenity management of Azalea Ridge.



# Community Updates

## MAINTENANCE

- Commercial grade exit entry door handles have been installed on the restroom doors by the big pool. Residents now must use key cards to access restrooms.
- Installed stainless steel plates in restrooms (big pool) to prevent stall doors from putting holes in the drywall.
- “No Pets in Playground Area” signs have been installed in both playgrounds.
- Replaced Hammerhead vacuum motor.
- Installed chlorine and acid dosing pumps (small pool).
- Pool gate by the small pool has been fixed (gate will no longer stay open).
- New mulch has been placed around the community including both playgrounds by Brightview.
- Palms have been pruned.
- Wind River Environmental cleaned and pumped out the storm drain on May 26.
- (5) 10-foot X 10-foot umbrellas have been delivered and will be installed in the coming weeks.

## EVENTS

- HOA hosted Family Feud game night on June 23rd.
- Freedom Fest CDD/HOA event took place on July 1<sup>st</sup>.
  - Saturday from 11am to 4pm.
  - Stars N Stripes Inflatables provided us with the following:
    - Castle combo with slide.
    - Volcano waterslide with attached pool.
    - Star Wars themed obstacle course with attached pool.
  - DJ Al was the DJ for the event - Would like to thank Brightview again for their generous donation.
  - The following food trucks were on site from 12pm to 3pm:
    - Real Taste of Georgia
    - Sweet & Salty Sisters
    - Top Down Shaved Ice

## UPCOMING EVENTS

- Kids Bingo Night / CDD event. Parents MUST be present.
  - Friday, August 4<sup>th</sup> starting at 6:30pm. Five rounds of straight, and one round of blackout.
  - Ages 5 to 12.
  - \$10 gift cards (McDonald’s, Burger King, Chick-A-Fila, Movie theater, etc.)
- Adult Bingo Night / hosted by the HOA.
  - Friday, August 25<sup>th</sup> from 6pm to 9pm at the Amenity Center Clubhouse.

## ROOM RENTALS

- Total number of rentals for May and June: 9
- Total number of rentals tentatively scheduled for July and August: 10

## KEY AUDIT

- 31 access key cards have been permanently removed from the system.

# Completed Projects



*New mulch ~ Amenity Center.*



*New mulch ~ small pool.*



*New mulch ~ walkway to big pool.*

## Completed Projects



*NO Pets in Playground signs have been installed.*



*New commercial grade door handles have been installed.*

## Conclusion

For any questions or comments regarding the above information please contact Tara Lee, Amenity Manager, at [Ridgewoodtrailsmgr@rmsnf.com](mailto:Ridgewoodtrailsmgr@rmsnf.com).

Respectfully,

Tara Lee





2.



# Quality Site Assessment

Prepared for: 1667 Azalea Ridge Blvd

## General Information

**DATE:** Monday, Jun 26, 2023  
**NEXT QSA DATE:** Friday, Sep 22, 2023  
**CLIENT ATTENDEES:**  
**BRIGHTVIEW ATTENDEES:** Royce Peaden

## Customer Focus Areas

Entrances, Pool area

## Quality you can count on.

|   |   |  |  |
|---|---|--|--|
| <h1>7</h1> <p>Seven Standards of Excellence</p> |  <p>1 Site Cleanliness</p> |  <p>2 Weed Free</p>          |  <p>3 Green Turf</p>            |
|   |  <p>4 Crisp Edges</p>        |  <p>5 Spectacular Flowers</p> |  <p>6 Uniformly Mulched Beds</p> |

# QUALITY SITE ASSESSMENT

1667 Azalea Ridge Blvd

## Maintenance Items



- 1 Crew raised canopies and removed sucker growth from Oaks trees at clubhouse and throughout property.
- 2 Proposal will be submitted for removal of two dead Willow trees along main entry road. Recommend removal of trees ahead of storm season as trees could fall into road.
- 3 Entrances are being pruned and detailed well; beds are clean and weed free
- 4 Recently installed pinebark mulch in common areas is showing good color.

# QUALITY SITE ASSESSMENT

1667 Azalea Ridge Blvd

## Maintenance Items



**5** Annuals are still showing good color but with recent rain and increased heat they will start to show wear/tear. Summer contract annuals install scheduled for July.

**6** Contract palm pruning recently completed.

**7** Picture 1 of 2. Queen Palm at main entrance showing signs of decline. Recommend removal.

**8** Picture 2 of 2. Trunk discoloration and mushroom conch forming on trunk of affected Queen Palm point to Ganoderma Butt Rot which can be transmitted via air as conchs mature. Recommend removal to help protect surrounding Queen and Washingtonian Palms

# QUALITY SITE ASSESSMENT

1667 Azalea Ridge Blvd

## Maintenance Items



- 9** Newly installed Crape Myrtle and Azalea plantings along main boulevard are healthy and performing well.
- 10** Crew is performing mowing/maintenance tasks on schedule. Recent heavy rainfall is making bahia turf areas push growth quickly.
- 11** Contract playground mulch recently installed at both playground on site.
- 12** Recently installed azaleas at pool entrance are performing well.

# QUALITY SITE ASSESSMENT

1667 Azalea Ridge Blvd

## Maintenance Items



**13** Crew will be baiting for fire ants in green space next to pool area ahead of 4th of July party.

**14** Trimming and detail work throughout site is being performed well and in sequence.

**15** Maintenance crew should remove tree straps from established trees throughout property. Trees pictured are behind the playground near Longbay entrance.

**16** Maintenance crew should lightly prune River Birch tree at third entrance on Longbay for sidewalk clearance.

3.

## Proposal for Extra Work at Ridgewood Trails CDD

|                  |  |                       |   |
|------------------|--|-----------------------|---|
| Property Name    | Ridgewood Trails CDD                           | Contact               | Tara Lee  |
| Property Address | 1667 Azalea Ridge Blvd<br>Middleburg, FL 32068 | To<br>Billing Address | Ridgewood Trails CDD<br>475 W Town Pl Ste 114<br>St Augustine, FL 32092 |

Project Name      Cut two declined Willow Trees along main boulevard  
Project Description      Trees could fall into road during storm

### Scope of Work

| QTY  | UoM/Size | Material/Description   |
|------|----------|--|
| 1.00 | LUMP SUM | Cut two declined Willow Trees along entry boulevard;<br>debris will be disposed of in natural areas per best practices |

For internal use only

**SO#**                    8156670  
**JOB#**                 346100568  
**Service Line**        300

**Total Price**                    \$750.00

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014



## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

### Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

**NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY**

### Customer

|                        |                      |
|------------------------|----------------------|
| <b>Amenity Manager</b> |                      |
| Signature              | Title                |
| <b>Tara Lee</b>        | <b>June 26, 2023</b> |
| Printed Name           | Date                 |

### BrightView Landscape Services, Inc. "Contractor"

|                                   |                      |
|-----------------------------------|----------------------|
| <b>Account Manager - Exterior</b> |                      |
| Signature                         | Title                |
| <b>Royce Peaden</b>               | <b>June 26, 2023</b> |
| Printed Name                      | Date                 |

|               |                  |                        |                 |
|---------------|------------------|------------------------|-----------------|
| <b>Job #:</b> | <b>346100568</b> |                        |                 |
| <b>SO #:</b>  | <b>8156670</b>   | <b>Proposed Price:</b> | <b>\$750.00</b> |

## Proposal for Extra Work at Ridgewood Trails CDD

|                  |  |                 |   |
|------------------|--|-----------------|---|
| Property Name    | Ridgewood Trails CDD                           | Contact         | Tara Lee  |
| Property Address | 1667 Azalea Ridge Blvd<br>Middleburg, FL 32068 | To              | Ridgewood Trails CDD                            |
|                  |  | Billing Address | 475 W Town Pl Ste 114<br>St Augustine, FL 32092 |

Project Name        Remove and grind declined Queen Palm at entrance

Project Description    Remove and grind Palm suspected to have declined from Ganoderma

### Scope of Work

| QTY  | UoM/Size | Material/Description                                   |
|------|----------|--|
| 1.00 | LUMP SUM | Flush cut and grind declined Queen Palm; remove debris |

For internal use only

**SO#**                    8156646  
**JOB#**                 346100568  
**Service Line**        300

**Total Price**                    \$725.00

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
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|                        |                      |
|------------------------|----------------------|
| <b>Amenity Manager</b> |                      |
| Signature              | Title                |
| <b>Tara Lee</b>        | <b>June 26, 2023</b> |
| Printed Name           | Date                 |

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|                                   |                      |
|-----------------------------------|----------------------|
| <b>Account Manager - Exterior</b> |                      |
| Signature                         | Title                |
| <b>Royce Peaden</b>               | <b>June 26, 2023</b> |
| Printed Name                      | Date                 |

|               |                  |                        |                 |
|---------------|------------------|------------------------|-----------------|
| <b>Job #:</b> | <b>346100568</b> |                        |                 |
| <b>SO #:</b>  | <b>8156646</b>   | <b>Proposed Price:</b> | <b>\$725.00</b> |

*SEVENTH ORDER OF BUSINESS*

*A.*

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, May 3, 2023 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present and constituting a quorum were:

|                       |                  |
|-----------------------|------------------|
| Jacqui Proctor Miller | Vice Chairperson |
| William Barnhouse     | Supervisor       |
| Dennis Schroyer       | Supervisor       |
| Michael Weatherbee    | Supervisor       |

Also present were:

|                   |                               |
|-------------------|-------------------------------|
| Marilee Giles     | District Manager              |
| Wes Haber         | District Counsel by telephone |
| Jay Soriano       | GMS                           |
| Tara Lee          | RMS                           |
| Rodney Hicks      | Brightview                    |
| Several Residents |                               |

The following is a summary of the actions taken at the May 3, 2023 meeting.

**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**

A resident stated I was told the rates were not yet approved and a 400% increase is too much.

Ms. Giles stated the rates were approved at the last meeting and what is being discussed tonight are the time periods proposed at the last meeting of 9-1, 2-6 and 7-11 and the corresponding rates. They approved the rental rate for the building which is between \$75 and \$150. The building and the small pool is between \$150 and \$250. What determines that is whether it is prime time. A proposal was made for three different sets of hours and that is what is being discussed tonight.

A resident stated if you break something into three different shifts as opposed to two, you have to literally have somebody scheduled to be here to check the first group in and out to make sure there are no issues, check the second group in and check them out then check the third one in and then check them out so everybody can get their deposit back and make sure no damage was done and make it run efficiently. If that is the route you go that is pretty much a fulltime job to be here and make sure it is running exactly as it should. We have voted in a weekend person to be here to run things, however, three is excessive, two is a lot more reasonable.

Ms. Giles stated that is an agenda item 3A after public comments. You can discuss it now or wait.

Ms. Miller stated we should wait until that point.

A resident stated I want to approach the board about events in July.

Mr. Soriano stated that is HOA and CDD combined events. We were going to talk about that later.

Ms. Cole asked why were rates raised, not raised at a feasible rate over the course of the years, where is the reserve fund and where is the proof of expenditures and why it is gone. Why are we not staying in budget as far as the attorney's fees are concerned? There is a significant usage versus what was budgeted.

Ms. Giles stated that is all part of the budget discussion. I can answer these now if you like?

Ms. Cole stated after a 34% increase last year we are seeing a 14% increase this year. Where is the money going and why do we have another significant increase? Attorney's fees, we were budgeted for \$12,000 and total projected for just this year is \$25,000, that is a \$13,500 increase.

Ms. Giles stated I will remind everyone that over this last year there was a boundary amendment presented from the Freedom section.

Ms. Cole stated then they should cover that.

Ms. Giles stated it did cost the CDD as a whole to go through that boundary amendment process. It was a request of 132 residents in the Freedom section and district counsel represents all the residents in the district. Whether you have a 30 minute meeting or five hour meeting we pay the hourly rate for the district engineer and district counsel. Jay and I reach out to the district

engineer and say we don't see anything on the agenda for the engineer and we ask him not to attend. District counsel will be at the meetings.

A resident stated anybody could file any kind of lawsuit and we would pay our counsel.

Mr. Haber stated it depends on the particular type of legal issue the district is dealing with. Generally speaking lawsuits against the CDD particularly if the lawsuit is based on negligence if somebody slips and falls on CDD owned property or if somebody is injured and the property has been damaged by virtue of something the CDD did, the district has general liability insurance and typically those types of claims are covered and the insurance company will hire counsel and that would not be paid for by the CDD out of the general counsel line item. To the extent there are issues that are legal in nature but aren't covered by insurance generally we attend meetings, we prepare agreements, we prepare resolutions. The boundary amendment issues the district has been dealing with are legal in nature that they directly impact the CDD. It is a claim the board has no control over, but because it is a claim that is being made potentially against the CDD but certainly involving the CDD is something the CDD needs to address and legal was involved. I will note that all of our invoices are descriptive as far as the work that is done by whomever in our office. I'm happy to answer any questions about time that has been spent and paid for. The line item for the legal fees is an estimate. I would say more often than not in my experience legal fees come in under the budgeted expense, but you never know what is going to come up. This year it did go above because there were more legal intensive issues that have come before the board.

Ms. Giles stated these budget lines are proposed. The attorney is on there for \$20,000 and if nothing else comes up and we don't use that, that money stays with the district. In 2023 we budgeted \$12,000 and through March we have already spent \$10,000. The last contact we had from Freedom was when I called each of the supervisors with that question. Since then as far as I know Freedom has not further pursued it. I don't know if Freedom is going to pursue this any longer, we raised it to \$20,000 anticipating that it could continue.

A resident stated to make sure I understand there is no oversight so if Freedom decides to try this again, we are going to pay again. Every time they try we are going to fix the budget.

Ms. Giles stated I'm sure there is a due diligence and a process that Katie would use to not entertain this happening every other year.

Mr. Haber stated I'm not sure of the exact question that was asked but if the question is if every time the issue is raised is there going to be legal expense, there is probably some amount of



money that was spent for Katie to learn about the issue to familiarize herself and every time it comes up she will already know that. I don't anticipate that would be the same amount of time spent and money spent every time it comes up. If it does get pursued and something is filed with the county because nobody wants to amend the district's boundary then this board will have to decide to what extent they want to agree to that, oppose that, without input we would try to provide you guidance on the impact of whether that happened or not. I think there has been a learning curve and my guess is if it keeps coming up and Katie knows how to deal with it if it goes further then there may be additional expenses to address what the board may want to do.

Ms. Giles stated one of your questions was the carry over, what has happened over the years. I can't answer that on the spot, what was done for every budget since 2005, but I can research that and let you know every year how we mitigated or the amount of increase. In 2021 or 2022 when I first started with this district you did not have an increase and you did use the carry forward to not have an increase. Those funds are no longer available because over the years you have used those funds to keep the assessments flat.

A resident asked what happens if a hurricane comes through and wipes out this building?

Ms. Giles stated we have insurance.

A resident stated the insurance will only cover so much and will they reinsure us or does the HOAs, use their reserves to fix things should you not be able to because there is no money in the reserves. There has to be a backup plan. With the amount of money you are collecting in a year's time from everybody who lives in this community we paid in a little over half a million dollars. For there not to be any savings is very concerning.

Ms. Giles stated you do have reserves you do have savings. The reserves and carry over are two different things. The reserve account as of March 31<sup>st</sup> is \$179,633 and is on agenda page 55. Two different things, the reserves are based off the reserve study and that is an independent company that comes in and looks at all the district's assets and anticipates future repair or replacement of the district's assets. The intent of the reserves is to repair or replace those items on the reserve study. That is on the CDD website and it is forecasted out for 30 years.

A resident asked how much of the budget goes into the reserves?

Ms. Giles stated that is on here too, for this year \$35,000.

Mr. Soriano stated that was new last year, you didn't have a line for a reserve transfer in. There were no reserves.

A resident stated there are two palms at the entrance of Azalea Ridge off of Blanding Boulevard that look dead and I want to know if anything is going to be done about them.

Mr. Hicks stated you can't trim the queen palms in January, February, March because the freeze will damage them. That is why we have it scheduled towards the end of April into May. You need those fronds to stay there to keep it alive. If we cut it off it would cause the palm to die.

### **THIRD ORDER OF BUSINESS**

#### **Open Items**

##### **A. Consideration of Revised Amenity Rules & Policies – Rental Rates**

Ms. Giles stated you have adopted the rental rates and the suspension and termination rules so they have been added to it. At the last meeting there was discussion about prime time and some blocked hours presented so we put those in there and highlighted them in yellow and it talks about a five-hour block. If we switch to these three-hour blocks that affects the language on page 10 of the policies. We have to work on these blocks of hours to see what the board wants that to be. Tara is prepared to talk historically about what has happened. Is there a need for three blocks of time Monday through Friday?

Ms. Lee stated I think two blocks work perfectly. My concern was with the block with the small pool 7 p.m. to 11 p.m. we don't have night swimming. Right now it is 4 to 8, 7 – 11 they are paying for a pool they can't use and that was my concern.

Ms. Miller asked did you see any difference in the people who wanted to book but couldn't versus Monday through Thursday and the weekend?

Ms. Lee stated I don't have anyone request that during the week. I looked back on the calendar and it didn't look like anything was booked through the week as well. Other than the HOA having their meetings, there is nothing. Friday, Saturday and Sunday are big days and not many people want to rent the room with the pool the whole entire day. I don't think three time slots will work.

Ms. Miller stated I went down there because I was concerned about those times, cleaning afterwards and if someone who wants to get it, they have a very short time to prep.

Ms. Lee stated the hours we have implemented are working.

Mr. Soriano stated with the five-hour time slot there is time for them to clean up.

Ms. Giles stated the way it is written now is that the five hours include set up and post event cleanup.

Mr. Soriano stated the hours would be 10-3 and 4-9, that is five hours and if they ran a little over that shouldn't create a situation.

Ms. Giles asked would that be Monday through Friday and on the weekends?

Mr. Soriano stated that would be the easiest thing.

Ms. Giles stated the next item highlighted in yellow says 11 p.m. that would change to 9 p.m. Everything else is the same in your policy. We worked on formatting and put a picture on the front and spelled out some of the abbreviations, some administrative errors that were on the policy and we added the suspension and termination policy to it. We can make the change on page 17 and put it on the CDD website.

On MOTION by Ms. Miller seconded by Mr. Barnhouse with all in favor the revised amenity rules and policies were approved with the change in the rental hours being two time slots, 10-3 and 4-9 weekdays and weekends.

Ms. Miller stated you had other things highlighted on page 20, the playground.

Ms. Giles stated the things you see highlighted are the things that I got stuck on as I read through this. For the playground and tot lots, it say, adult supervision 18 years and older is required for children under the age of 16. Is that what you want?

Mr. Soriano stated some of these were questions because some are hard to enforce or we don't really see that going on right now and something like the playground is hard for us to keep an eye on and it brought up questions as we went through it. Is that the way you want to keep it?

Ms. Giles stated 16 surprised me. If I'm almost 16 I can't be at the playground without adult supervision. Right below that it says no food or drinks or gum permitted on the playground.

Ms. Miller asked is the fitness center and amenity center part of this?

Ms. Giles stated yes.

Ms. Miller stated under the fitness center I think there needs to be a sign about the headphones music.

Mr. Soriano stated the clause is in there, but we can put up a sign as a reminder.

Ms. Miller stated the amenity center, I don't know if it should be here or in the contract that whoever rents the amenity center, it should say the guests are not permitted in the fitness

center. I have heard that is happening. It should be in the contract so that whoever rents it understands their guest are not able to use the fitness center.

Ms. Giles stated I will add that.

On MOTION by Mr. Barnhouse seconded by Ms. Miller with all in favor the revised amenity rules & policies were approved in substantial form.

**B. Consideration of Storm Drain Clearing**

Mr. Soriano stated this is an item from the last meeting and concerns the drain behind the pool area going into the parking lot. It is completely ours, it is not hooked into anything that goes out to the road, it eventually connects to the rest of the system but it is not something I can get the county to help us with since it is completely surrounded by our property. It is something we need to do but it is not an emergency. I contacted three companies but received only two written proposals.

On MOTION by Ms. Miller seconded by Mr. Weatherbee with all in favor the proposal from Wind River Environmental in the amount of \$1,695.75 was approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal from Riverside Management Services (RMS) for Fiscal Year 2024**

Mr. Soriano gave an overview of the proposal from Riverside Management for fiscal year 2024 services, copy of which was included in the agenda package.

Mr. Schroyer asked do we have to stay with Riverside?

Mr. Soriano stated you don't and you can break up services. I have some neighborhoods that look at janitorial or pool service or they want a new amenity manager. There are times we are not the cheapest, but it is usually not much cheaper with another company. We do have the ability to move people around.

Mr. Schroyer asked what does the rest of the board think about going out for bid?

Mr. Barnhouse stated I don't have a problem with RMS, the reason being the last time we had a budget meeting we got everything down so low, we got caught and these guys did their best to cut corners a little.

Mr. Schroyer stated I still think it is a good idea to shop it to see and get quotes.

Ms. Miller stated I'm happy, but it doesn't hurt to look. The only concern I have when we look is you have to understand that other companies may not go above and beyond what their duties are.

Mr. Weatherbee stated I hope we don't offend anybody like we did with the grass cutting, it cost us another \$6,000.

Mr. Soriano stated we do work with other companies. It does make it hard when we are trying to keep it low for this budget.

Ms. Giles stated I feel like there are two things going on here. You have this proposal in front of you where you need to make a motion to approve it or not. Then also the board can direct staff to get proposals for a scope of work and that is what we need to talk about, what you want in that scope of work. Do you want to get proposals for the same scope of work you are looking at so you can compare two like items? Or do you want a modified scope of work?

Mr. Schroyer stated it has to be apples to apples.

Ms. Giles stated there are companies we can reach out to and tell them we are looking for a proposal for those six services. I did use their proposed rate to plug into the budget. After we get the proposals in and look at it, there is a termination clause in every agreement we have in this district. I would ask that you consider this so we can get to the budget item and if you choose another company you would terminate in accordance with your contract, whether it is landscape, RMS, GMS, district counsel, pond maintenance whatever it is we would need to work that process if it comes to that.

Ms. Miller stated maybe we should just continue with RMS and then if we want to see other prices for 2025 instead of 2024. We are right in the middle now.

Ms. Giles stated it can happen next fiscal year. We can get the proposals back and you review them. I don't think anyone is going to beat RMS' prices and you have a meeting July 5<sup>th</sup>, September 6<sup>th</sup> and we will set your meeting schedule for next year.

Mr. Schroyer stated I think we can at least look. If we don't get them back until October we can still look at them and if they are less we can start the new contract in 2024 not 2025.

Mr. Soriano stated to compare prices you can look at any CDD website and compare the prices. You may not know all their duties and many won't put the hours but you will see the line items if it is strictly about cost.

Ms. Giles stated if you are going to do that on your own, look at a like district, you wouldn't want to look at a district half your size and try to compare what they are paying to what you are paying.

On MOTION by Mr. Schroyer seconded by Ms. Miller with all in favor the proposal from Riverside Management Services for Fiscal Year 2024 services was approved.

Ms. Giles stated I have the guidance written down to get proposals for like services.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-07  
Approving the Proposed Budget for Fiscal  
Year 2024 and Setting a Public Hearing Date  
to Adopt**

Ms. Giles stated tonight we are going to go through the proposed budget and set that public hearing date. Once we approve the budget we will provide a copy to Clay County as required by Chapter 190, F.S. We will set the public hearing no sooner than 60-days and that is how we get to the adoption date of July 5, 2023. The exhibit in your agenda is the proposed budget and it has three funds, the general fund, which is the operating funds for the district, then the debt service fund that shows the debt service with the interest and principal payments for the 2007 bonds. We have a few residents in the district that pay the debt service. The capital reserve fund we talked about earlier in the meeting are the funds set aside for repairs and replacement for the capital assets listed in the reserve study. The reserve study is a guide and a tool, it is a forecast to tell you what is anticipated to be repaired or replaced. In that guide it does show an inflation rate of 2.5%, I did ask the accountant to increase the reserve line of \$36,838 by 5%. This is something you can lower but with the inflation rate at 2.5% if we have to repair all of the items listed we may not have enough money. Last year there was a 32% increase and I tried to make a list of what caused that 32% increase and last year it was just a lot of small increases. Last year the increase to the homeowners was \$20 to \$25 per month depending on their lot size because we assess on a 50-foot lot and 60-foot lot basis. The proposal you see tonight is a 14% increase and if you have a 50-foot lot it is an increase of \$10 per month and if you have a 60-foot lot it is an increase of \$11 per month. I did ask the accountant to lay out the increase next to each line item. Last year you put \$35,525 in the reserves and this year we have \$38,680.

The following items were discussed: Increase in electric to Clay Electric, reduce the number of hours that the fountains run to see cost savings, pool chemicals, explanation of contingencies, reduce lake maintenance contingency, irrigation meter for common area to be researched to see if it is operable, lack of oversight of district contracts, increase in insurance, reduce capital reserve to \$36,838 and reduce access cards.

On MOTION by Mr. Schroyer seconded by Mr. Weatherbee with all in favor Resolution 2023-07 approving the proposed budget to include the reductions outlined and setting the public hearing for July 5, 2023 was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager – Report on the Number of Registered Voters (1,310)**

A copy of the letter from the supervisor of elections reporting that there are 1,310 registered voters residing within the district was included in the agenda package.

**D. Operation Manager**

Mr. Soriano stated if we buy a commercial quality shade sail we are not going to be under the \$5,000 because the poles run about \$1,00 each and you need six. I looked around and found large 10 X 10 commercial umbrellas that cost \$650 each and if we put three next to each other you will have 30-feet of shade area and that is about \$2,000. That is what I would look at rather than a shade sail.

Ms. Miller stated we approved \$5,000 so let’s add \$2,000 to it and get the shade sails.

It was the consensus of the board to have staff get the number of umbrellas that will fit the area where shade is needed.

**E. Amenity Manager**

**1. Report**

Ms. Lee reviewed the amenity manager’s report, copy of which was included in the agenda package.

**2. Landscape Inspection Report**

Mr. Hicks reviewed the landscape inspection report, copy of was included in the agenda package.

**3. Proposal from Brightview for Replacement of Plants**

Mr. Soriano presented a proposal from Brightview to replace the cold damaged Oleander with azaleas at the font of the amenity center.

**SEVENTH ORDER OF BUSINESS**

**Supervisor’s Requests and Public Comments**

Other comments/requests: Staff to provide price comparison on pool companies, controllers, chemicals, Clay Connect, insurance, way to report streetlight outage, cost share with HOA on certain items, who does the board represent, lack of oversight of contracts such as landscape contract, send email out to residents advising of meetings, staff to create map with mowing schedule and post it online.

**EIGHTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the March 1, 2023 Meeting**

On MOTION by Ms. Miller seconded by Mr. Schroyer with all in favor the minutes of the March 1, 2023 meeting were approved as presented.

**B. Balance Sheet & Income Statement**

**C. Assessment Receipt Schedule**

**D. Approval of Check Register**



On MOTION by Mr. Schroyer seconded by Ms. Miller with all in favor the check register was approved.

**NINTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, July 5, 2023 at 6:00 p.m. at the Azalea Ridge Amenity Center**

Ms. Giles stated the next meeting is scheduled for Wednesday, July 5, 2023 at 6:00 p.m. in the same location.

On MOTION by Mr. Schroyer seconded by Mr. Weatherbee with all in favor the meeting adjourned at 8:53 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

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

***Unaudited Financial Reporting***  
***May 31, 2023***



# Table of Contents

1 Balance Sheet

2-3 General Fund Income Statement

4-5 Month to Month

6 Capital Reserve Fund Income Statement

7 Debt Service Fund Series 2007A Income Statement

8 Capital Projects Fund Series 2007A Income Statement

9 Long Term Debt Summary

10 Assessment Receipt Schedule

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
 May 31, 2023

|   | GENERAL<br>FUND  | CAPITAL RESERVE<br>FUND | DEBT SERVICE<br>FUND | Capital<br>Projects | TOTALS<br>GOVERNMENTAL<br>FUNDS |
|---|------------------|-------------------------|----------------------|---------------------|---------------------------------|
| <b>ASSETS:</b>                              |                  |                         |                      |                     |                                 |
| CASH  | \$105,244        | \$170,879               | ---                  | ---                 | \$276,124                       |
| INVESTMENTS - STATE BOARD                   | \$665            | ---                     | ---                  | ---                 | \$665                           |
| INVESTMENTS - US BANK - GENERAL FUND        | \$217,813        | ---                     | ---                  | ---                 | \$217,813                       |
| INVESTMENTS - STATE BOARD - CAPITAL RESERVE | ---              | \$39,416                | ---                  | ---                 | \$39,416                        |
| INVESTMENTS                                 |                  |                         |                      |                     |                                 |
| Reserve A                                   | ---              | ---                     | \$9,880              | ---                 | \$9,880                         |
| Revenue A                                   | ---              | ---                     | \$4,684              | ---                 | \$4,684                         |
| Deferred Costs                              | ---              | ---                     | ---                  | \$1,130             | \$1,130                         |
| ASSESSMENTS RECEIVABLE                      | ---              | ---                     | ---                  | ---                 | \$0                             |
| PREPAID EXPENSES                            | \$1,129          | ---                     | ---                  | ---                 | \$1,129                         |
| DEPOSITS                                    | \$2,803          | ---                     | ---                  | ---                 | \$2,803                         |
| <b>TOTAL ASSETS</b>                         | <b>\$327,654</b> | <b>\$210,295</b>        | <b>\$14,563</b>      | <b>\$1,130</b>      | <b>\$553,643</b>                |
| <b>LIABILITIES:</b>                         |                  |                         |                      |                     |                                 |
| ACCOUNTS PAYABLE                            | \$4,047          | ---                     | ---                  | ---                 | \$4,047                         |
| <b>TOTAL LIABILITIES</b>                    | <b>\$4,047</b>   | <b>\$0</b>              | <b>\$0</b>           | <b>\$0</b>          | <b>\$4,047</b>                  |
| <b>FUND BALANCES:</b>                       |                  |                         |                      |                     |                                 |
| UNASSIGNED                                  | \$319,675        | ---                     | ---                  | ---                 | \$319,675                       |
| NONSPENDABLE                                | \$3,932          | ---                     | ---                  | ---                 | \$3,932                         |
| ASSIGNED                                    | \$0              | ---                     | ---                  | ---                 | \$0                             |
| ASSIGNED FOR CAPITAL RESERVE                | \$0              | \$210,295               | ---                  | ---                 | \$210,295                       |
| RESTRICTED FOR DEBT SERVICE                 | ---              | ---                     | \$14,563             | ---                 | \$14,563                        |
| RESTRICTED FOR CAPITAL PROJECTS             | ---              | ---                     | ---                  | \$1,130             | \$1,130                         |
| <b>TOTAL FUND BALANCES</b>                  | <b>\$323,607</b> | <b>\$210,295</b>        | <b>\$14,563</b>      | <b>\$2,261</b>      | <b>\$549,596</b>                |
| <b>TOTAL LIABILITIES &amp; FUND EQUITY</b>  | <b>\$327,654</b> | <b>\$210,295</b>        | <b>\$14,563</b>      | <b>\$1,130</b>      | <b>\$553,643</b>                |

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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2023

|                                | ADOPTED<br>BUDGET | PRORATED BUDGET<br>THRU 05/31/23 | ACTUAL<br>THRU 05/31/23 | VARIANCE        |
|--------------------------------|-------------------|----------------------------------|-------------------------|-----------------|
| <b>REVENUES:</b>               |                   |                                  |                         |                 |
| Assessments - Tax Roll         | \$554,270         | \$554,270                        | \$551,261               | (\$3,009)       |
| Interest Earned/Misc. Income   | \$200             | \$133                            | \$14,990                | \$14,856        |
| Rental Revenue                 | \$500             | \$333                            | \$1,775                 | \$1,442         |
| <b>TOTAL REVENUES</b>          | <b>\$554,970</b>  | <b>\$554,736</b>                 | <b>\$568,025</b>        | <b>\$13,289</b> |
| <b>EXPENDITURES:</b>           |                   |                                  |                         |                 |
| <b>ADMINISTRATIVE:</b>         |                   |                                  |                         |                 |
| Supervisor Fees                | \$8,000           | \$5,333                          | \$3,600                 | \$1,733         |
| FICA Expense                   | \$612             | \$408                            | \$275                   | \$133           |
| Engineering                    | \$3,000           | \$2,000                          | \$168                   | \$1,833         |
| Assessment Roll                | \$5,260           | \$5,260                          | \$5,260                 | \$0             |
| Arbitrage                      | \$600             | \$0                              | \$0                     | \$0             |
| Dissemination                  | \$1,000           | \$667                            | \$667                   | \$0             |
| Attorney                       | \$12,000          | \$8,000                          | \$12,025                | (\$4,025)       |
| Annual Audit                   | \$3,190           | \$0                              | \$0                     | \$0             |
| Trustee                        | \$5,650           | \$5,650                          | \$4,436                 | \$1,214         |
| Management Fees                | \$45,675          | \$30,450                         | \$30,450                | \$0             |
| Information Technology         | \$1,800           | \$1,200                          | \$1,200                 | \$0             |
| Website Maintenance            | \$1,200           | \$800                            | \$800                   | \$0             |
| Telephone                      | \$350             | \$233                            | \$197                   | \$36            |
| Postage (1)                    | \$800             | \$533                            | \$613                   | (\$80)          |
| Printing & Binding (1)         | \$1,500           | \$1,000                          | \$2,077                 | (\$1,077)       |
| Insurance                      | \$8,212           | \$8,212                          | \$7,358                 | \$854           |
| Legal Advertising              | \$1,800           | \$1,290                          | \$1,290                 | \$0             |
| Other Current Charges          | \$1,000           | \$667                            | \$9                     | \$658           |
| Office Supplies                | \$250             | \$167                            | \$104                   | \$63            |
| Dues, Licenses & Subscriptions | \$175             | \$175                            | \$175                   | \$0             |
| <b>TOTAL ADMINISTRATIVE</b>    | <b>\$102,074</b>  | <b>\$72,045</b>                  | <b>\$70,704</b>         | <b>\$1,342</b>  |
| <b>AMENITY CENTER</b>          |                   |                                  |                         |                 |
| Insurance                      | \$19,505          | \$19,505                         | \$19,465                | \$40            |
| Amenity Manager                | \$63,600          | \$42,400                         | \$42,400                | \$0             |
| Facility Assistant             | \$5,000           | \$3,333                          | \$0                     | \$3,333         |
| General Facility Maintenance   | \$11,500          | \$7,667                          | \$4,872                 | \$2,794         |
| Repairs & Replacements         | \$15,000          | \$15,000                         | \$19,225                | (\$4,225)       |
| Lifeguards                     | \$17,344          | \$2,932                          | \$2,932                 | \$0             |
| Pool Maintenance               | \$16,865          | \$11,243                         | \$11,243                | (\$0)           |
| Pool Chemicals                 | \$12,640          | \$8,427                          | \$8,840                 | (\$413)         |
| Other Current Charges          | \$1,000           | \$667                            | \$747                   | (\$80)          |
| Water & Sewer                  | \$13,500          | \$9,000                          | \$7,744                 | \$1,256         |
| Electric                       | \$14,000          | \$9,333                          | \$8,984                 | \$349           |
| Internet/Cable                 | \$5,600           | \$3,733                          | \$3,942                 | (\$209)         |
| Janitorial                     | \$10,583          | \$7,055                          | \$7,055                 | \$0             |
| Janitorial Supplies            | \$2,500           | \$1,667                          | \$1,001                 | \$665           |
| Security System                | \$8,700           | \$5,800                          | \$6,752                 | (\$952)         |
| Refuse Service                 | \$2,500           | \$1,667                          | \$1,648                 | \$18            |
| Special Events                 | \$10,000          | \$2,171                          | \$2,171                 | \$0             |
| Pool Permit                    | \$382             | \$175                            | \$175                   | \$0             |
| Pest Control                   | \$1,000           | \$667                            | \$1,018                 | (\$351)         |
| Capital Reserve                | \$35,525          | \$35,525                         | \$35,525                | \$0             |
| <b>TOTAL AMENITY CENTER</b>    | <b>\$266,743</b>  | <b>\$187,966</b>                 | <b>\$185,741</b>        | <b>\$2,225</b>  |

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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2023

|                                       | ADOPTED<br>BUDGET | PRORATED BUDGET<br>THRU 05/31/23 | ACTUAL<br>THRU 05/31/23 | VARIANCE          |
|---------------------------------------|-------------------|----------------------------------|-------------------------|-------------------|
| <b>EXPENDITURES:</b>                  |                   |                                  |                         |                   |
| <b><u>GROUNDS MAINTENANCE:</u></b>    |                   |                                  |                         |                   |
| Operations Management                 | \$22,948          | \$15,299                         | \$15,299                | \$0               |
| Access Cards                          | \$1,000           | \$667                            | \$135                   | \$532             |
| Electric                              | \$9,000           | \$6,000                          | \$8,694                 | (\$2,694)         |
| Water                                 | \$8,300           | \$5,533                          | \$4,083                 | \$1,450           |
| Repairs & Maintenance                 | \$18,200          | \$12,133                         | \$6,428                 | \$5,706           |
| Landscape Maintenance                 | \$104,704         | \$69,803                         | \$82,336                | (\$12,533)        |
| Landscape Contingency                 | \$10,000          | \$6,667                          | \$10,199                | (\$3,532)         |
| Lake Maintenance                      | \$12,000          | \$8,000                          | \$5,376                 | \$2,624           |
| Irrigation Repairs                    | \$0               | \$0                              | \$1,930                 | (\$1,930)         |
| <b>TOTAL GROUNDS MAINTENANCE</b>      | <b>\$186,152</b>  | <b>\$124,102</b>                 | <b>\$134,479</b>        | <b>(\$10,377)</b> |
| <b>TOTAL EXPENDITURES</b>             | <b>\$554,970</b>  | <b>\$384,113</b>                 | <b>\$390,923</b>        | <b>(\$6,810)</b>  |
| <b>EXCESS REVENUES (EXPENDITURES)</b> | <b>\$0</b>        |                                  | <b>\$177,102</b>        |                   |
| <b>FUND BALANCE - Beginning</b>       | <b>\$0</b>        |                                  | <b>\$146,505</b>        |                   |
| <b>FUND BALANCE - Ending</b>          | <b>\$0</b>        |                                  | <b>\$323,607</b>        |                   |

(1) Includes cost for mailed notice to Freedom Neighborhood.

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**MONTH TO MONTH**

|                              | OCT          | NOV             | DEC              | JAN            | FEB            | MAR            | APR            | MAY            | JUN        | JUL        | AUG        | SEP        | TOTAL            |
|------------------------------|--------------|-----------------|------------------|----------------|----------------|----------------|----------------|----------------|------------|------------|------------|------------|------------------|
| <b>REVENUES:</b>             |              |                 |                  |                |                |                |                |                |            |            |            |            |                  |
| Assessments - Tax Roll       | \$0          | \$36138         | \$498229         | \$3161         | \$5398         | \$2592         | \$4789         | \$954          | \$0        | \$0        | \$0        | \$0        | \$551,261        |
| Interest Earned/Misc. Income | \$154        | \$9314          | \$140            | \$975          | \$1418         | \$820          | \$1465         | \$704          | \$0        | \$0        | \$0        | \$0        | \$14,990         |
| Rental Revenue               | \$750        | \$200           | \$0              | \$0            | \$75           | \$50           | \$0            | \$700          | \$0        | \$0        | \$0        | \$0        | \$1,775          |
| <b>TOTAL REVENUES</b>        | <b>\$904</b> | <b>\$45,653</b> | <b>\$498,369</b> | <b>\$4,136</b> | <b>\$6,891</b> | <b>\$3,462</b> | <b>\$6,254</b> | <b>\$2,358</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$568,025</b> |

**EXPENDITURES: ADMINISTRATIVE**

|                                |                 |                 |                |                 |                |                |                |                |            |            |            |            |                 |
|--------------------------------|-----------------|-----------------|----------------|-----------------|----------------|----------------|----------------|----------------|------------|------------|------------|------------|-----------------|
| Supervisor Fees                | \$0             | \$800           | \$0            | \$1,000         | \$0            | \$1,000        | \$0            | \$800          | \$0        | \$0        | \$0        | \$0        | \$3,600         |
| FICA Expense                   | \$0             | \$61            | \$0            | \$77            | \$0            | \$77           | \$0            | \$61           | \$0        | \$0        | \$0        | \$0        | \$275           |
| Engineering                    | \$0             | \$0             | \$0            | \$0             | \$0            | \$168          | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$168           |
| Assessment Roll                | \$5,260         | \$0             | \$0            | \$0             | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$5,260         |
| Arbitrage                      | \$0             | \$0             | \$0            | \$0             | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$0             |
| Dissemination                  | \$83            | \$83            | \$83           | \$83            | \$83           | \$83           | \$83           | \$83           | \$0        | \$0        | \$0        | \$0        | \$667           |
| Attorney                       | \$1,167         | \$4,000         | \$1,624        | \$2,936         | \$734          | \$1,388        | \$177          | \$0            | \$0        | \$0        | \$0        | \$0        | \$12,025        |
| Annual Audit                   | \$0             | \$0             | \$0            | \$0             | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$0             |
| Trustee                        | \$1,048         | \$0             | \$0            | \$3,388         | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$4,436         |
| Management Fees                | \$3,806         | \$3,806         | \$3,806        | \$3,806         | \$3,806        | \$3,806        | \$3,806        | \$3,806        | \$0        | \$0        | \$0        | \$0        | \$30,450        |
| Information Technology         | \$150           | \$150           | \$150          | \$150           | \$150          | \$150          | \$150          | \$150          | \$0        | \$0        | \$0        | \$0        | \$1,200         |
| Website Maintenance            | \$100           | \$100           | \$100          | \$100           | \$100          | \$100          | \$100          | \$100          | \$0        | \$0        | \$0        | \$0        | \$800           |
| Telephone                      | \$31            | \$75            | \$0            | \$26            | \$0            | \$22           | \$6            | \$38           | \$0        | \$0        | \$0        | \$0        | \$197           |
| Postage (1)                    | \$35            | \$459           | \$10           | \$36            | \$18           | \$4            | \$18           | \$33           | \$0        | \$0        | \$0        | \$0        | \$613           |
| Printing & Binding (1)         | \$137           | \$1,300         | \$40           | \$101           | \$328          | \$27           | \$56           | \$88           | \$0        | \$0        | \$0        | \$0        | \$2,077         |
| Insurance                      | \$7,358         | \$0             | \$0            | \$0             | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$7,358         |
| Legal Advertising              | \$38            | \$0             | \$37           | \$1,171         | \$0            | \$0            | \$44           | \$0            | \$0        | \$0        | \$0        | \$0        | \$1,290         |
| Other Current Charges          | \$0             | \$9             | \$0            | \$0             | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$9             |
| Office Supplies                | \$0             | \$1             | \$1            | \$1             | \$1            | \$0            | \$101          | \$0            | \$0        | \$0        | \$0        | \$0        | \$104           |
| Dues, Licenses & Subscriptions | \$175           | \$0             | \$0            | \$0             | \$0            | \$0            | \$0            | \$0            | \$0        | \$0        | \$0        | \$0        | \$175           |
| <b>ADMINISTRATIVE TOTALS</b>   | <b>\$19,389</b> | <b>\$10,844</b> | <b>\$5,851</b> | <b>\$12,875</b> | <b>\$5,220</b> | <b>\$6,824</b> | <b>\$4,541</b> | <b>\$5,159</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$70,704</b> |

**EXPENDITURES: AMENITY CENTER**

|                              |                 |                 |                 |                 |                 |                 |                 |                 |            |            |            |            |                  |
|------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------|------------|------------|------------|------------------|
| Insurance                    | \$19,465        | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0        | \$0        | \$0        | \$0        | \$19,465         |
| Amenity Manager              | \$5,300         | \$5,300         | \$5,300         | \$5,300         | \$5,300         | \$5,300         | \$5,300         | \$5,300         | \$0        | \$0        | \$0        | \$0        | \$42,400         |
| Facility Assistant           |                 |                 |                 |                 |                 |                 |                 |                 |            |            |            |            |                  |
| General Facility Maintenance | \$624           | \$0             | \$835           | \$1,155         | \$800           | \$833           | \$625           | \$0             | \$0        | \$0        | \$0        | \$0        | \$4,872          |
| Repairs & Replacements       | \$5,843         | \$7,785         | \$836           | \$722           | \$1,437         | \$361           | \$611           | \$1,632         | \$0        | \$0        | \$0        | \$0        | \$19,225         |
| Lifeguards                   | \$0             | \$0             | \$0             | \$0             | \$0             | \$830           | \$0             | \$2,101         | \$0        | \$0        | \$0        | \$0        | \$2,932          |
| Pool Maintenance             | \$1,405         | \$1,405         | \$1,405         | \$1,405         | \$1,405         | \$1,405         | \$1,405         | \$1,405         | \$0        | \$0        | \$0        | \$0        | \$11,243         |
| Pool Chemicals               | \$778           | \$1,064         | \$778           | \$1,244         | \$1,244         | \$1,244         | \$1,244         | \$1,244         | \$0        | \$0        | \$0        | \$0        | \$8,840          |
| Other Current Charges        | \$30            | \$275           | \$0             | \$427           | \$15            | \$0             | \$0             | \$0             | \$0        | \$0        | \$0        | \$0        | \$747            |
| Water & Sewer                | \$1,127         | \$843           | \$1,111         | \$1,016         | \$985           | \$813           | \$896           | \$954           | \$0        | \$0        | \$0        | \$0        | \$7,744          |
| Electric                     | \$1,365         | \$1,484         | \$1,039         | \$1,234         | \$1,068         | \$976           | \$921           | \$897           | \$0        | \$0        | \$0        | \$0        | \$8,984          |
| Internet/Cable               | \$461           | \$473           | \$473           | \$492           | \$511           | \$511           | \$511           | \$511           | \$0        | \$0        | \$0        | \$0        | \$3,942          |
| Janitorial                   | \$882           | \$882           | \$882           | \$882           | \$882           | \$882           | \$882           | \$882           | \$0        | \$0        | \$0        | \$0        | \$7,055          |
| Janitorial Supplies          | \$0             | \$671           | \$0             | \$169           | \$162           | \$0             | \$0             | \$0             | \$0        | \$0        | \$0        | \$0        | \$1,001          |
| Security System              | \$530           | \$2,285         | \$1,514         | \$538           | \$413           | \$538           | \$538           | \$395           | \$0        | \$0        | \$0        | \$0        | \$6,752          |
| Refuse Service               | \$191           | \$215           | \$215           | \$208           | \$209           | \$206           | \$202           | \$201           | \$0        | \$0        | \$0        | \$0        | \$1,648          |
| Special Events               | \$553           | \$402           | \$478           | \$0             | \$0             | \$0             | \$737           | \$0             | \$0        | \$0        | \$0        | \$0        | \$2,171          |
| Pool Permit                  | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$175           | \$0        | \$0        | \$0        | \$0        | \$175            |
| Pest Control                 | \$388           | \$90            | \$90            | \$90            | \$90            | \$90            | \$90            | \$90            | \$0        | \$0        | \$0        | \$0        | \$1,018          |
| Capital Reserve              | \$0             | \$0             | \$0             | \$0             | \$0             | \$0             | \$35,525        | \$0             | \$0        | \$0        | \$0        | \$0        | \$35,525         |
| <b>AMENITY CENTER TOTALS</b> | <b>\$38,942</b> | <b>\$23,173</b> | <b>\$14,956</b> | <b>\$14,882</b> | <b>\$14,521</b> | <b>\$13,989</b> | <b>\$49,488</b> | <b>\$15,788</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$185,741</b> |



**RIDGEWOOD TRAILS CDD**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**MONTH TO MONTH**

|  | OCT               | NOV              | DEC              | JAN               | FEB               | MAR               | APR               | MAY               | JUN        | JUL        | AUG        | SEP        | TOTAL            |
|--|-------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------|------------|------------|------------|------------------|
| <b>EXPENDITURES: GROUNDS MAINTENANCE</b> |                   |                  |                  |                   |                   |                   |                   |                   |            |            |            |            |                  |
| Operations Management                    | \$1,912           | \$1,912          | \$1,912          | \$1,912           | \$1,912           | \$1,912           | \$1,912           | \$1,912           | \$0        | \$0        | \$0        | \$0        | \$15,299         |
| Access Cards                             | \$0               | \$0              | \$0              | \$0               | \$0               | \$0               | \$135             | \$0               | \$0        | \$0        | \$0        | \$0        | \$135            |
| Electric                                 | \$1,169           | \$1,248          | \$1,141          | \$1,144           | \$1,135           | \$1,017           | \$886             | \$954             | \$0        | \$0        | \$0        | \$0        | \$8,694          |
| Water                                    | \$476             | \$588            | \$549            | \$469             | \$522             | \$492             | \$492             | \$495             | \$0        | \$0        | \$0        | \$0        | \$4,083          |
| Repairs & Maintenance                    | \$718             | \$354            | \$643            | \$1,297           | \$1,051           | \$1,596           | \$769             | \$0               | \$0        | \$0        | \$0        | \$0        | \$6,428          |
| Landscape Maintenance                    | \$10,292          | \$10,292         | \$10,292         | \$10,292          | \$10,292          | \$10,292          | \$10,292          | \$10,292          | \$0        | \$0        | \$0        | \$0        | \$82,336         |
| Landscape Contingency                    | \$0               | \$0              | \$5,218          | \$0               | \$0               | \$0               | \$4,981           | \$0               | \$0        | \$0        | \$0        | \$0        | \$10,199         |
| Lake Maintenance                         | \$672             | \$672            | \$672            | \$672             | \$672             | \$672             | \$672             | \$672             | \$0        | \$0        | \$0        | \$0        | \$5,376          |
| Irrigation Repairs                       | \$0               | \$0              | \$750            | \$0               | \$1,132           | \$0               | \$0               | \$48              | \$0        | \$0        | \$0        | \$0        | \$1,930          |
| <b>GROUND MAINTENANCE TOTAL</b>          | <b>\$15,239</b>   | <b>\$15,066</b>  | <b>\$21,177</b>  | <b>\$15,787</b>   | <b>\$16,717</b>   | <b>\$15,980</b>   | <b>\$20,140</b>   | <b>\$14,373</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$134,479</b> |
| <b>TOTAL EXPENDITURES</b>                | <b>\$73,569</b>   | <b>\$49,083</b>  | <b>\$41,985</b>  | <b>\$43,544</b>   | <b>\$36,458</b>   | <b>\$36,794</b>   | <b>\$74,169</b>   | <b>\$35,320</b>   | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$390,923</b> |
| <b>EXCESS REV/(EXP)</b>                  | <b>(\$72,665)</b> | <b>(\$3,430)</b> | <b>\$457,134</b> | <b>(\$39,408)</b> | <b>(\$28,436)</b> | <b>(\$33,333)</b> | <b>(\$67,916)</b> | <b>(\$32,915)</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$177,102</b> |

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

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2023

|                                       | ADOPTED<br>BUDGET | PRORATED BUDGET<br>THRU 05/31/23 | ACTUAL<br>THRU 05/31/23 | VARIANCE        |
|---------------------------------------|-------------------|----------------------------------|-------------------------|-----------------|
| <b>REVENUES:</b>                      |                   |                                  |                         |                 |
| Capital Reserve Transfer In           | \$35,525          | \$35,525                         | \$35,525                | \$0             |
| Interest Income                       | \$250             | \$167                            | \$1,904                 | \$1,738         |
| <b>TOTAL REVENUES</b>                 | <b>\$35,775</b>   | <b>\$35,692</b>                  | <b>\$37,429</b>         | <b>\$1,738</b>  |
| <b>EXPENDITURES:</b>                  |                   |                                  |                         |                 |
| Capital Reserves                      | \$60,000          | \$40,000                         | \$0                     | \$40,000        |
| Amenity Improvement Project           | \$4,500           | \$3,000                          | \$0                     | \$3,000         |
| Other Current Charges                 | \$600             | \$400                            | \$0                     | \$400           |
| Repair & Replacement                  | \$10,000          | \$6,667                          | \$6,711                 | (\$44)          |
| <b>TOTAL EXPENDITURES</b>             | <b>\$75,100</b>   | <b>\$50,067</b>                  | <b>\$6,711</b>          | <b>\$43,356</b> |
| <b>OTHER SOURCES AND USES:</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>(\$39,325)</b> |                                  | <b>\$30,718</b>         |                 |
| FUND BALANCE - Beginning              | \$180,647         |                                  | \$179,577               |                 |
| FUND BALANCE - Ending                 | \$141,322         |                                  | \$210,295               |                 |

**RIDGEWOOD TRAILS**  
**COMMUNITY DEVELOPMENT DISTRICT**

**DEBT SERVICE FUND - 2007A**

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2023

|                                       | ADOPTED<br>BUDGET | PRORATED BUDGET<br>THRU 05/31/23 | ACTUAL<br>THRU 05/31/23 | VARIANCE         |
|---------------------------------------|-------------------|----------------------------------|-------------------------|------------------|
| <b>REVENUES:</b>                      |                   |                                  |                         |                  |
| Assessments - On Roll                 | \$13,359          | \$13,286                         | \$13,286                | \$0              |
| Interest Income                       | \$0               | \$0                              | \$461                   | \$461            |
| <b>TOTAL REVENUES</b>                 | <b>\$13,359</b>   | <b>\$13,286</b>                  | <b>\$13,747</b>         | <b>\$461</b>     |
| <b>EXPENDITURES:</b>                  |                   |                                  |                         |                  |
| Interest Expense - 11/1               | \$3,814           | \$3,814                          | \$3,814                 | \$0              |
| Interest Expense - 5/1                | \$3,814           | \$3,814                          | \$3,814                 | \$0              |
| Principal Expense - 5/1               | \$5,000           | \$5,000                          | \$5,000                 | \$0              |
| <b>TOTAL EXPENDITURES</b>             | <b>\$12,628</b>   | <b>\$12,628</b>                  | <b>\$12,628</b>         | <b>\$0</b>       |
| <b>OTHER SOURCES AND USES:</b>        |                   |                                  |                         |                  |
| Interfund Transfer In/(Out)           | \$0               | \$0                              | (\$1,113)               | (\$1,113)        |
| <b>TOTAL OTHER SOURCES/USES</b>       | <b>\$0</b>        | <b>\$0</b>                       | <b>(\$1,113)</b>        | <b>(\$1,113)</b> |
| <b>EXCESS REVENUES (EXPENDITURES)</b> | <b>\$732</b>      |                                  | <b>\$6</b>              |                  |
| FUND BALANCE - Beginning              | \$4,856           |                                  | \$14,557                |                  |
| FUND BALANCE - Ending                 | \$5,588           |                                  | \$14,563                |                  |

# RIDGEWOOD TRAILS

## COMMUNITY DEVELOPMENT DISTRICT

### CAPITAL PROJECTS FUND - 2007A

Statement of Revenues & Expenditures and Changes of Fund Balance  
For the Period Ended May 31, 2023

|                                       | ADOPTED<br>BUDGET | PRORATED BUDGET<br>THRU 10/31/22 | ACTUAL<br>THRU 10/31/22 | VARIANCE       |
|---------------------------------------|-------------------|----------------------------------|-------------------------|----------------|
| <b>REVENUES:</b>                      |                   |                                  |                         |                |
| Interest Income                       | \$0               | \$0                              | \$17                    | \$17           |
| <b>TOTAL REVENUES</b>                 | <b>\$0</b>        | <b>\$0</b>                       | <b>\$17</b>             | <b>\$17</b>    |
| <b>EXPENDITURES:</b>                  |                   |                                  |                         |                |
| Capital Projects                      | \$0               | \$0                              | \$0                     | \$0            |
| <b>TOTAL EXPENDITURES</b>             | <b>\$0</b>        | <b>\$0</b>                       | <b>\$0</b>              | <b>\$0</b>     |
| <b>OTHER SOURCES AND USES:</b>        |                   |                                  |                         |                |
| Interfund Transfer In/(Out)           | \$0               | \$0                              | \$1,113                 | \$1,113        |
| <b>TOTAL OTHER SOURCES/USES</b>       | <b>\$0</b>        | <b>\$0</b>                       | <b>\$1,113</b>          | <b>\$1,113</b> |
| <b>EXCESS REVENUES (EXPENDITURES)</b> | <b>\$0</b>        |                                  | <b>\$1,130</b>          |                |
| FUND BALANCE - Beginning              | \$0               |                                  | \$0                     |                |
| FUND BALANCE - Ending                 | \$0               |                                  | \$1,130                 |                |

*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 (6.949% of Outstanding Bonds): | \$9,034          |
| Reserve Fund Balance:                                   | \$9,880          |
| <br>  |                  |
| Bonds outstanding - 6/1/2019                            | \$150,000        |
| Less: May 1, 2020 (Mandatory)                           | (\$5,000)        |
| Less: May 1, 2021 (Mandatory)                           | (\$5,000)        |
| Less: May 1, 2022 (Mandatory)                           | (\$5,000)        |
| Less: May 1, 2023 (Mandatory)                           | (\$5,000)        |
| <br>  |                  |
| <b>Current Bonds Outstanding</b>                        | <b>\$130,000</b> |

*C.*

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2023 Assessments Receipts Summary**

| <b>ASSESSED</b>       | <b># UNITS<br/>ASSESSED</b> | <b>SERIES 2007A<br/>DEBT SERVICE<br/>ASSESSED</b> | <b>FY23 O&amp;M<br/>ASSESSED</b> | <b>TOTAL<br/>ASSESSED</b> |
|-----------------------|-----------------------------|---|----------------------------------|---------------------------|
| NET TAX ROLL ASSESSED | 691                         | 13,358.77   | 554,282.37                       | 567,641.14                |
| <b>TOTAL ASSESSED</b> | <b>691</b>                  | <b>13,358.77</b>                                  | <b>554,282.37</b>                | <b>567,641.14</b>         |

| <b>SUMMARY OF TAX ROLL RECEIPTS</b> |                          |                       |                                       |                         |
|-------------------------------------|--------------------------|-----------------------|---------------------------------------|-------------------------|
| <b>CLAY COUNTY DISTRIBUTION</b>     | <b>DATE<br/>RECEIVED</b> | <b>TOTAL RECEIVED</b> | <b>SERIES 2007A<br/>DEBT RECEIPTS</b> | <b>O&amp;M RECEIPTS</b> |
| 1                                   | 11/09/22                 | 1,103.67              | 25.97                                 | 1,077.70                |
| 2                                   | 11/16/22                 | 19,001.27             | 447.17                                | 18,554.10               |
| 3                                   | 11/28/22                 | 16,904.14             | 397.82                                | 16,506.32               |
| 4                                   | 12/12/22                 | 474,928.58            | 11,176.89                             | 463,751.69              |
| 5                                   | 12/19/22                 | 35,307.89             | 830.93                                | 34,476.96               |
| 6                                   | 01/11/23                 | 3,237.49              | 76.19                                 | 3,161.30                |
| 7                                   | 02/07/23                 | 5,528.03              | 130.10                                | 5,397.93                |
| 8                                   | 03/07/23                 | 2,654.18              | 62.46                                 | 2,591.72                |
| 9                                   | 04/07/23                 | 4,904.27              | 115.42                                | 4,788.85                |
| 10                                  | 05/08/23                 | 977.29                | 23.00                                 | 954.29                  |
| 11                                  | 06/08/23                 | 2,590.95              | 60.97                                 | 2,529.98                |
|                                     |                          |                       | -                                     | -                       |
|                                     |                          |                       | -                                     | -                       |
| <b>TOTAL TAX ROLL RECEIPTS</b>      |                          | <b>567,137.76</b>     | <b>13,346.92</b>                      | <b>553,790.84</b>       |

| <b>PERCENT COLLECTED</b>       | <b>TOTAL</b>  | <b>DEBT</b>   | <b>O&amp;M</b> |
|--------------------------------|---------------|---------------|----------------|
| <b>TOTAL PERCENT COLLECTED</b> | <b>99.91%</b> | <b>99.91%</b> | <b>99.91%</b>  |

*D.*



# RIDGEWOOD TRAILS

## Community Development District

### Check Run Summary 4/1/2023 - 5/31/2023

| Fund                          | Date             | Check Numbers   | Amount              |              |
|-------------------------------|------------------|-----------------|---------------------|--------------|
| <b><u>General Fund</u></b>    |                  |                 |                     |              |
|                               | 4/1/23 - 4/30/23 | 2451-2452       | \$2,480.68          |              |
|                               | 5/1/23 - 5/31/23 | 2453-2477       | \$113,407.90        |              |
|                               |                  |                 |                     | \$115,888.58 |
| <b><u>Capital Reserve</u></b> |                  |                 |                     |              |
|                               | 5/1/23 - 5/31/23 | 29-30           | \$5,199.21          |              |
|                               |                  |                 |                     | \$5,199.21   |
| <b><u>Autopayments</u></b>    |                  |                 |                     |              |
|                               | 4/6/23           | Comcast         | \$226.62            |              |
|                               | 4/5/23           | Waste Pro       | \$202.19            |              |
|                               | 4/12/23          | Comcast         | \$284.55            |              |
|                               | 4/27/23          | New ane F nance | \$395.12            |              |
|                               | 4/28/23          | C ay E ctr c    | \$1,387.59          |              |
|                               | 5/1/23           | C ay E ctr c    | \$1,807.18          |              |
|                               | 5/3/23           | Waste Pro       | \$201.14            |              |
|                               | 5/8/23           | Comcast         | \$226.62            |              |
|                               | 5/12/23          | Comcast         | \$284.43            |              |
|                               | 5/26/23          | CCUA            | \$1,449.09          |              |
|                               | 5/30/23          | New ane F nance | \$395.12            |              |
|                               | 5/31/23          | C ay E ctr c    | \$1,850.93          |              |
|                               |                  |                 |                     | \$8,710.58   |
| <b>Total</b>                  |                  |                 | <b>\$129,798.37</b> |              |

\* Fedex nvo ces and Autopayments ava ab e upon request.

| CHECK DATE                          | VEND# | INVOICE DATE | INVOICE                   | EXPENSED TO YRMO | DPT ACCT#       | SUB | SUBCLASS | VENDOR NAME | STATUS | AMOUNT    | CHECK AMOUNT | CHECK # |
|-------------------------------------|-------|--------------|---------------------------|------------------|-----------------|-----|----------|-------------|--------|-----------|--------------|---------|
| 4/05/23                             | 00039 | 3/15/23      | 329                       | 202302           | 320-57200-46100 |     |          |             | *      | 800.07    |              |         |
|                                     |       |              | GEN FAC MAINT             |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 3/15/23      | 329                       | 202302           | 330-53800-46000 |     |          |             | *      | 916.00    |              |         |
|                                     |       |              | REPAIRS REPLACE FIELD     |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 3/15/23      | 329                       | 202302           | 320-57200-46000 |     |          |             | *      | 445.00    |              |         |
|                                     |       |              | REPAIRS REPLACE AMEN      |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 3/15/23      | 329                       | 202302           | 320-57200-52200 |     |          |             | *      | 161.86    |              |         |
|                                     |       |              | JANITORIAL SUPPLIES       |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 3/15/23      | 329                       | 202302           | 310-51300-51000 |     |          |             | *      | 14.80     |              |         |
|                                     |       |              | OFFICE SUPPLIES           |                  |                 |     |          |             |        |           |              |         |
| RIVERSIDE MANAGEMENT SERVICES, INC. |       |              |                           |                  |                 |     |          |             |        |           | 2,337.73     | 002451  |
| 4/05/23                             | 00118 | 3/22/23      | 71823409                  | 202303           | 320-57200-34510 |     |          |             | *      | 142.95    |              |         |
|                                     |       |              | APR SECURITY CAM MONITOR  |                  |                 |     |          |             |        |           |              |         |
| VECTOR SECURITY INC                 |       |              |                           |                  |                 |     |          |             |        |           | 142.95       | 002452  |
| 5/01/23                             | 00119 | 4/01/23      | 8343151                   | 202304           | 330-53800-46200 |     |          |             | *      | 10,292.00 |              |         |
|                                     |       |              | APR LANDSCAPE MAINTENANCE |                  |                 |     |          |             |        |           |              |         |
| BRIGHTVIEW LANDSCAPE SERVICES, INC  |       |              |                           |                  |                 |     |          |             |        |           | 10,292.00    | 002453  |
| 5/01/23                             | 00015 | 4/20/23      | 2023-250                  | 202304           | 310-51300-48000 |     |          |             | *      | 44.00     |              |         |
|                                     |       |              | NTC OF MEETING 5/3/23     |                  |                 |     |          |             |        |           |              |         |
| OSTEEN MEDIA GROUP-CLAY TODAY       |       |              |                           |                  |                 |     |          |             |        |           | 44.00        | 002454  |
| 5/01/23                             | 00009 | 4/06/23      | 0207608                   | 202303           | 310-51300-31100 |     |          |             | *      | 167.50    |              |         |
|                                     |       |              | MAR PROFESSIONAL SERVICES |                  |                 |     |          |             |        |           |              |         |
| ENGLAND-THIMS & MILLER              |       |              |                           |                  |                 |     |          |             |        |           | 167.50       | 002455  |
| 5/01/23                             | 00003 | 4/01/23      | 242                       | 202304           | 310-51300-34000 |     |          |             | *      | 3,806.25  |              |         |
|                                     |       |              | APR MANAGEMENT FEES       |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-35200 |     |          |             | *      | 100.00    |              |         |
|                                     |       |              | APR WEBSITE ADMIN         |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-35100 |     |          |             | *      | 150.00    |              |         |
|                                     |       |              | APR INFO TECH             |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-31300 |     |          |             | *      | 83.33     |              |         |
|                                     |       |              | APR DISSEM AGENT SRVCS    |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-51000 |     |          |             | *      | .57       |              |         |
|                                     |       |              | OFFICE SUPPLIES           |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-42000 |     |          |             | *      | 18.20     |              |         |
|                                     |       |              | POSTAGE                   |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-42500 |     |          |             | *      | 56.25     |              |         |
|                                     |       |              | COPIES                    |                  |                 |     |          |             |        |           |              |         |
|                                     |       | 4/01/23      | 242                       | 202304           | 310-51300-41000 |     |          |             | *      | 5.95      |              |         |
|                                     |       |              | TELEPHONE                 |                  |                 |     |          |             |        |           |              |         |
| GOVERNMENTAL MANAGEMENT SERVICES    |       |              |                           |                  |                 |     |          |             |        |           | 4,220.55     | 002456  |

| CHECK DATE                          | VEND# | INVOICE DATE | INVOICE  | EXPENSED TO YRMO | DPT ACCT#       | SUB SUBCLASS | VENDOR NAME               | STATUS | AMOUNT    | CHECK AMOUNT | CHECK # |
|-------------------------------------|-------|--------------|----------|------------------|-----------------|--------------|---------------------------|--------|-----------|--------------|---------|
| 5/01/23                             | 00126 | 4/10/23      | 67555    | 202304           | 320-57200-49100 |              | HID PROX POINT+READ BLACK | *      | 134.99    |              |         |
|                                     |       | 4/20/23      | 68506    | 202304           | 320-57200-46000 |              | SERVICE CALL              | *      | 118.75    |              |         |
| HI-TECH SYSTEM ASSOCIATES           |       |              |          |                  |                 |              |                           |        |           | 253.74       | 002457  |
| 5/01/23                             | 00117 | 3/31/23      | 3197344  | 202302           | 310-51300-31500 |              | FEB GENERAL SERVICES      | *      | 734.00    |              |         |
| KUTAK ROCK LLP                      |       |              |          |                  |                 |              |                           |        |           | 734.00       | 002458  |
| 5/01/23                             | 00042 | 4/01/23      | 84310B   | 202304           | 330-53800-46400 |              | APR LAKE MAINTENANCE      | *      | 672.00    |              |         |
| THE LAKE DOCTORS, INC.              |       |              |          |                  |                 |              |                           |        |           | 672.00       | 002459  |
| 5/01/23                             | 00095 | 4/01/23      | 13129561 | 202304           | 320-57200-52100 |              | APR POOL CHEMICALS        | *      | 1,244.16  |              |         |
| POOLSURE                            |       |              |          |                  |                 |              |                           |        |           | 1,244.16     | 002460  |
| 5/01/23                             | 00022 | 4/23/23      | 04232023 | 202304           | 300-58100-10000 |              | FY23 CR FUNDING           | *      | 35,525.00 |              |         |
|                                     |       | 4/24/23      | 04242023 | 202304           | 300-20700-10300 |              | REIMB CR ARGYLE LAKES     | *      | 10,928.82 |              |         |
| RIDGEWOOD TRAILS CDD                |       |              |          |                  |                 |              |                           |        |           | 46,453.82    | 002461  |
| 5/01/23                             | 00039 | 3/31/23      | 331      | 202303           | 320-57200-45100 |              | MAR LIFEGUARD SERVICES    | *      | 830.28    |              |         |
|                                     |       | 4/01/23      | 330      | 202304           | 320-57200-34200 |              | APR JANITORIAL SERVICES   | *      | 881.92    |              |         |
|                                     |       | 4/01/23      | 330      | 202304           | 320-57200-46500 |              | APR POOL MAINTENANCE      | *      | 1,405.42  |              |         |
|                                     |       | 4/01/23      | 330      | 202304           | 330-53800-34000 |              | APR CONTRACT ADMIN        | *      | 1,912.33  |              |         |
|                                     |       | 4/01/23      | 330      | 202304           | 320-57200-46200 |              | APR FACILITY MANAGEMENT   | *      | 5,300.00  |              |         |
|                                     |       | 4/12/23      | 332      | 202303           | 320-57200-46100 |              | GEN FAC MAIN              | *      | 833.00    |              |         |
|                                     |       | 4/12/23      | 332      | 202303           | 330-53800-46000 |              | REPAIRS/REPLACE FIELD     | *      | 1,400.65  |              |         |
|                                     |       | 4/12/23      | 332      | 202303           | 320-57200-46000 |              | REPAIRS/REPLACE AMEN      | *      | 360.80    |              |         |
| RIVERSIDE MANAGEMENT SERVICES, INC. |       |              |          |                  |                 |              |                           |        |           | 12,924.40    | 002462  |
| 5/01/23                             | 00121 | 9/23/22      | 70856382 | 202210           | 320-57200-49000 |              | OFFICE SUPPLIES           | *      | 30.46     |              |         |
| THE HOME DEPOT PRO                  |       |              |          |                  |                 |              |                           |        |           | 30.46        | 002463  |

| CHECK<br>DATE                 | VEND# | .....INVOICE.....<br>DATE INVOICE | ...EXPENSED TO...<br>YRMO DPT ACCT# SUB SUBCLASS | VENDOR NAME               | STATUS | AMOUNT    | ....CHECK.....<br>AMOUNT # |        |
|-------------------------------|-------|-----------------------------------|--|---------------------------|--------|-----------|----------------------------|--------|
| 5/01/23                       | 00130 | 9/23/22 19359310                  | 202210 320-57200-43200                           | SEP PEST CONTROL          | *      | 249.00    |                            |        |
|                               |       | 10/04/22 19953595                 | 202210 320-57200-43200                           | OCT PEST CONTROL          | *      | 90.00     |                            |        |
|                               |       | 11/15/22 20005642                 | 202211 320-57200-43200                           | NOV RODENT CONTROL        | *      | 90.00     |                            |        |
|                               |       | 1/23/23 20625246                  | 202301 320-57200-43200                           | JAN RODENT CONTROL        | *      | 90.00     |                            |        |
|                               |       | 2/13/23 20731434                  | 202302 320-57200-43200                           | FEB RODENT CONTROL        | *      | 90.00     |                            |        |
|                               |       | 3/10/23 61706743                  | 202303 320-57200-43200                           | MAR RODENT CONTROL        | *      | 90.00     |                            |        |
|                               |       | 4/05/23 61717751                  | 202304 320-57200-43200                           | APR RODENT CONTROL        | *      | 90.00     |                            |        |
|                               |       |                                   |  |                           |        |           | 789.00                     | 002464 |
| 5/01/23                       | 00130 | 12/28/22 20524825                 | 202212 320-57200-43200                           | DEC RODENT CONTROL        | *      | 90.00     |                            |        |
|                               |       |                                   |  |                           |        |           | 90.00                      | 002466 |
| 5/11/23                       | 00119 | 4/25/23 8396179                   | 202304 330-53800-46300                           | INSTALL PINK AZALEAS      | *      | 4,981.26  |                            |        |
|                               |       | 5/01/23 8384861                   | 202305 330-53800-46200                           | MAY LANDSCAPE MAINTENANCE | *      | 10,292.00 |                            |        |
|                               |       |                                   |  |                           |        |           | 15,273.26                  | 002467 |
| 5/11/23                       | 00131 | 4/27/23 04272023                  | 202211 300-36900-10100                           | DEPOSIT REFUND            | *      | 75.00     |                            |        |
|                               |       |                                   |  |                           |        |           | 75.00                      | 002468 |
| 5/11/23                       | 00003 | 5/01/23 243                       | 202305 310-51300-34000                           | MAY MANAGEMENT FEES       | *      | 3,806.25  |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-35200                           | MAY WEBSITE ADMIN         | *      | 100.00    |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-35100                           | MAY INFO TECH             | *      | 150.00    |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-31300                           | MAY DISSEM AGENT SRVCS    | *      | 83.33     |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-51000                           | OFFICE SUPPLIES           | *      | .03       |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-42000                           | POSTAGE                   | *      | 33.35     |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-42500                           | COPIES                    | *      | 87.75     |                            |        |
|                               |       | 5/01/23 243                       | 202305 310-51300-41000                           | TELEPHONE                 | *      | 37.57     |                            |        |
|                               |       |                                   |  |                           |        |           | 4,298.28                   | 002469 |
| RDGE --RIDGEWOOD-- BPEREGRINO |       |                                   |  |                           |        |           |                            |        |

| CHECK<br>DATE | VEND# | .....INVOICE.....<br>DATE INVOICE | ...EXPENSED TO...<br>YRMO DPT ACCT# SUB SUBCLASS | VENDOR NAME  | STATUS | AMOUNT   | ....CHECK.....<br>AMOUNT # |
|---------------|-------|-----------------------------------|--|--|--------|----------|----------------------------|
| 5/11/23       | 00117 | 4/28/23 3210637                   | 202303 310-51300-31500                           | MAR GENERAL SERVICES<br>KUTAK ROCK LLP                         | *      | 1,387.67 | 1,387.67 002470            |
| 5/11/23       | 00042 | 5/01/23 91735B                    | 202305 330-53800-46400                           | MAY LAKE MAINTENANCE<br>THE LAKE DOCTORS, INC.                 | *      | 672.00   | 672.00 002471              |
| 5/11/23       | 00095 | 5/01/23 13129561                  | 202305 320-57200-52100                           | MAY POOL CHEMICALS<br>POOLSURE                                 | *      | 1,244.16 | 1,244.16 002472            |
| 5/11/23       | 00039 | 5/01/23 333                       | 202305 320-57200-34200                           | MAY JANITORIAL SRVCS   | *      | 881.92   |                            |
|               |       | 5/01/23 333                       | 202305 320-57200-46500                           | MAY POOL MAINT SRVCS   | *      | 1,405.42 |                            |
|               |       | 5/01/23 333                       | 202305 330-53800-34000                           | MAY CONTRACT ADMIN   | *      | 1,912.33 |                            |
|               |       | 5/01/23 333                       | 202305 320-57200-46200                           | MAY FACILITY MANAGEMENT<br>RIVERSIDE MANAGEMENT SERVICES, INC. | *      | 5,300.00 | 9,499.67 002473            |
| 5/11/23       | 00118 | 4/21/23 71988385                  | 202304 320-57200-34510                           | APR SECURITY CAM MONITOR<br>VECTOR SECURITY INC                | *      | 142.95   | 142.95 002474              |
| 5/26/23       | 00125 | 5/11/23 04252023                  | 202304 320-57200-49500                           | SPRINGS FLING 2023<br>AZALEA RIDGE HOMEOWNERS ASSOC INC        | *      | 737.39   | 737.39 002475              |
| 5/26/23       | 00072 | 5/16/23 10-BID-6                  | 202305 320-57200-54000                           | 10-60-1539649 POOL PERMIT<br>FLORIDA DEPARTMENT OF HEALTH      | *      | 175.00   | 175.00 002476              |
| 5/26/23       | 00039 | 5/11/23 334                       | 202304 320-57200-46100                           | GEN FAC MAINT  | *      | 625.00   |                            |
|               |       | 5/11/23 334                       | 202304 330-53800-46000                           | REPAIRS/REPLACE FIELD  | *      | 769.00   |                            |
|               |       | 5/11/23 334                       | 202304 320-57200-46000                           | REPAIRS/REPLACE AMENT  | *      | 492.51   |                            |
|               |       | 5/11/23 334                       | 202304 310-51300-51000                           | OFFICE SUPPLIES<br>RIVERSIDE MANAGEMENT SERVICES, INC.         | *      | 100.38   | 1,986.89 002477            |

TOTAL FOR BANK A 115,888.58

RDGE --RIDGEWOOD-- BPEREGRINO

| CHECK<br>DATE      | VEND# | .....INVOICE.....<br>DATE INVOICE | ...EXPENSED TO...<br>YRMO DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT     | .....CHECK.....<br>AMOUNT # |
|--------------------|-------|-----------------------------------|--|-------------|--------|------------|-----------------------------|
| TOTAL FOR REGISTER |       |                                   |  |             |        | 115,888.58 |                             |

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

# Invoice

Invoice #: 329  
 Invoice Date: 3/15/2023  
 Due Date: 3/15/2023  
 Case:  
 P.O. Number:

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

**RECEIVED**  
 MAR 22 2023  
 BY: \_\_\_\_\_

| Description  | Hours/Qty | Rate     | Amount   |
|--|-----------|----------|----------|
| Facility Maintenance February 1 - February 28, 2023            |           | 1,436.79 | 1,436.79 |
| Maintenance Supplies   |           | 900.94   | 900.94   |
| Gen. Fac. Maint \$800 <sup>07</sup><br>1.320.57200.46100       |           |          |          |
| Repairs/Replace Field \$916 <sup>00</sup><br>1.330.53800.46000 |           |          |          |
| Repairs/Replace Amen. \$445 <sup>00</sup><br>1.320.57200.46000 |           |          |          |
| Janitorial Supplies \$161 <sup>86</sup><br>1.320.57200.52200   |           |          |          |
| Office Supplies \$14 <sup>80</sup><br>1.310.51300.51000        |           |          |          |

*Jerry Lambert*  
 3-21-23

|                         |                   |
|-------------------------|-------------------|
| <b>Total</b>            | <b>\$2,337.73</b> |
| <b>Payments/Credits</b> | <b>\$0.00</b>     |
| <b>Balance Due</b>      | <b>\$2,337.73</b> |

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
 MAINTENANCE BILLABLE HOURS  
 FOR THE MONTH OF FEBRUARY 2023

| <u>Date</u> | <u>Hours</u> | <u>Employee</u> | <u>Description</u>   |
|-------------|--------------|-----------------|--|
| 2/2/23      | 5            | S.A.            | Picked up supplies and restocked supplies, replaced all toilet paper and paper towel dispensers in pool bathrooms  |
| 2/2/23      | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles  |
| 2/3/23      | 1            | R.G.            | Picked up thermostat cover and installed in amenity center gym   |
| 2/7/23      | 2            | F.S.            | Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles  |
| 2/9/23      | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles  |
| 2/14/23     | 2            | F.S.            | Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles  |
| 2/16/23     | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles  |
| 2/21/23     | 2            | M.B.            | Changed out gym lights, installed bathroom dispenser   |
| 2/21/23     | 2.5          | F.S.            | Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles  |
| 2/22/23     | 8            | M.B.            | Installed bathroom dispensers, installed drop box  |
| 2/23/23     | 5            | M.B.            | Changed additional gym lights, removed debris from amenity center, common areas, pool, playground and roadways, checked and changed trash receptacles, worked on pool deck repairs on small pool |
| 2/27/23     | 0.5          | M.B.            | Cleaned storage room   |
| 2/28/23     | 3.5          | M.B.            | Tile repair and grout tile, installed paper dispenser  |
| 2/28/23     | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles  |

TOTAL 39.5

MILES 122

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



**MAINTENANCE BILLABLE PURCHASES**

Period Ending 3/05/23

| <u>DISTRICT</u>  | <u>DATE</u> | <u>SUPPLIES</u>                    | <u>PRICE</u>           | <u>EMPLOYEE</u> |
|------------------|-------------|------------------------------------|------------------------|-----------------|
| RT               |             |                                    |                        |                 |
| RIDGEWOOD TRAILS |             |                                    |                        |                 |
|                  | 2/7/23      | 73qt Storage Bin                   | 17.23                  | F.S.            |
|                  | 2/7/23      | 55 Gallon Trash Bags 40ct          | 28.72                  | F.S.            |
|                  | 2/7/23      | 73qt Storage Bin (3)               | 51.68                  | T.L.            |
|                  | 2/8/23      | First Aid Fully Stocked Kit        | 173.06                 | T.L.            |
|                  | 2/8/23      | Band-Aid Assorted Sizes 280ct      | 16.74                  | T.L.            |
|                  | 2/8/23      | Push Pins 400pk                    | 6.16                   | T.L.            |
|                  | 2/8/23      | Rubber Finger Tip Pads             | 8.64                   | T.L.            |
|                  | 2/9/23      | HDMI Cable                         | 18.38                  | T.L.            |
|                  | 2/15/23     | 26W PL Tritube (4)                 | 32.06                  | F.S.            |
|                  | 2/20/23     | Margin Tile Trowel                 | 8.02                   | J.S.            |
|                  | 2/20/23     | Acrylpro - Tailed Adhesive         | 11.93                  | J.S.            |
|                  | 2/20/23     | Premixed Sand Grout                | 18.25                  | J.S.            |
|                  | 2/20/23     | JB Weld Epoxy                      | 8.60                   | J.S.            |
|                  | 2/20/23     | Fiberglass Resin                   | 36.55                  | J.S.            |
|                  | 2/20/23     | Locking Black Mailbox              | 77.49                  | J.S.            |
|                  | 2/21/23     | Paper Towels 12 Rolls              | 25.28                  | F.S.            |
|                  | 3/1/23      | Blue Painters Tape (2)             | 18.35                  | J.S.            |
|                  | 3/1/23      | 6"x480" Brown Masking Paper        | 3.30                   | J.S.            |
|                  | 3/1/23      | Single Shot Wall Texture           | 11.47                  | J.S.            |
|                  | 3/1/23      | DryDex Spackle                     | 12.63                  | J.S.            |
|                  | 3/1/23      | 4x10 Plastic Drop Cloth (3)        | 18.91                  | J.S.            |
|                  | 3/1/23      | 1 Gallon Paint (2)                 | 91.95                  | J.S.            |
|                  | 3/2/23      | Max Blue Chlorine Tabs             | 68.98                  | J.S.            |
|                  | 3/2/23      | Swiffer Wetjet Wood Pads 20ct      | 18.37                  | F.S.            |
|                  | 3/2/23      | Swiffer Wetjet Refill 42oz 2pk (2) | 32.13                  | F.S.            |
|                  | 3/3/23      | Multifold Towels 16pk              | 46.81                  | F.S.            |
|                  | 3/3/23      | Urinal Screens 10pk                | 39.28                  | F.S.            |
|                  |             | <b>TOTAL</b>                       | <b><u>\$900.94</u></b> |                 |

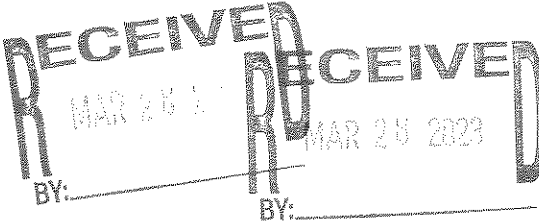


# INVOICE



Ridgewood Trails CDD  
475 W Town Pl Ste 114  
St Augustine FL 32092

Customer #: 24319930  
Invoice #: 8343151  
Invoice Date: 4/1/2023  
Cust PO #:

| Job Number                  | Description   | Amount           |
|-----------------------------|---|------------------|
| 346100568                   | Ridgewood Trails CDD<br>Exterior Maintenance<br>For April<br><br><br><br><b>Approved</b><br><b>Ridgewood Trails CDD</b><br><b>Landscape Maintenance</b><br><b>001.330.53800.46200</b><br><b>Tara R. Lee</b><br><b>3.28.23</b> | 10,292.00        |
| <b>Total invoice amount</b> |   | <b>10,292.00</b> |
| <b>Tax amount</b>           |   |                  |
| <b>Balance due</b>          |   | <b>10,292.00</b> |

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

*Please detach stub and remit with your payment*

## Payment Stub

Customer Account#: 24319930  
Invoice #: 8343151  
Invoice Date: 4/1/2023

|             |             |
|-------------|-------------|
| Amount Due: | \$10,292.00 |
|-------------|-------------|

*Thank you for allowing us to serve you*

Please reference the invoice # on your check  
and make payable to:

Ridgewood Trails CDD  
475 W Town Pl Ste 114  
St Augustine FL 32092

BrightView Landscape Services, Inc.  
P.O. Box 740655  
Atlanta, GA 30374-0655

# CLAY TODAY

A Division of Osteen Media Group

Clay Today  
3513 US Hwy 17  
Fleming Island, FL 32003  
904-264-3200

## INVOICE

Invoice Number: 2023-250066  
Invoice Date: 4/20/2023  
Due Date: 5/20/2023

**BILL TO**  
Sarah Sweeting  
Ridgewood Trails C.D.D.  
475 W TOWN PL  
#114  
SAINT AUGUSTINE, FL 32092

RECEIVED  
APR 24 2023  
BY: \_\_\_\_\_

**Advertiser**  
Ridgewood Trails C.D.D.

**Customer ID**  
21794

1,310,513.480

| Invoice Notes | PO #                        | Pub.            | Issue  | Year | Ad Title | Ad Size     | Color         | Ad Inch | Net     |
|---------------|-----------------------------|-----------------|--------|------|----------|-------------|---------------|---------|---------|
| Legal # 85644 | Regular Meeting May 3, 2023 | CT - Clay Today | Apr 20 | 2023 |          | Column Inch | Black & White | 4.4000  | \$44.00 |
|               |                             |                 |        |      |          |             |               |         | \$44.00 |

|               |  |  |  |  |  |  |  |  |         |
|---------------|--|--|--|--|--|--|--|--|---------|
| <b>Total:</b> |  |  |  |  |  |  |  |  | \$44.00 |
|---------------|--|--|--|--|--|--|--|--|---------|

**Please mail payments to:**  
Osteen Media Group  
3513 US Hwy 17  
Fleming Island Florida 32003

Affidavit attached to this invoice.

Please call the office at 904-264-3200 if you would like to pay by credit card.

Please pay from this invoice. Email for inquiries or questions - [legal@claytodayonline.com](mailto:legal@claytodayonline.com). Thank you for your business.

# CLAY TODAY

## PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT  
CLAY TODAY  
Published Weekly  
Fleming Island, Florida

STATE OF FLORIDA  
COUNTY OF CLAY:

Before the undersigned authority personally appeared Hugh Osteen, who on oath says that he is the publisher of the "Clay Today" a newspaper published weekly at Fleming Island in Clay County, Florida; that the attached copy of advertisement  
Being a Notice of Meeting Ridgewood Trails CDD

In the matter of Meeting May 3, 2023

LEGAL: 65644

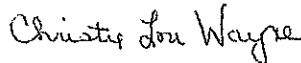
Was published in said newspaper in the issues:

4/20/2023

Affiant Further says that said "Clay Today" is a newspaper published at Fleming Island, 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 04/20/2023



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32003  
Telephone (904) 264-3200  
FAX (904) 264-3285  
E-Mail: legal@claytodayonline.com  
Christie Wayne christie@osteenmediagroup.com

## Notice of Meeting Ridgewood Trails Community Development District

The meeting of the Board of Supervisors of the Ridgewood Trails Community Development District will be held on Wednesday, May 3, 2023 at 8:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068. The meeting is 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 the meeting may be obtained from the District Manager, at 476 West Town Place, Suite 114, St. Augustine, Florida 32082 (and phone (904) 940-5850). The meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at the meeting because of a disability or physical impairment should contact the District Office at (904) 940-6850 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 the meeting 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.

Marilee Giles  
District Manager

Legal 65644 Published 4/20/2023 in Clay County's Clay Today newspaper



1,310,513.311

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

April 06, 2023  
 Project No: 04051.01011  
 Invoice No: 0207608

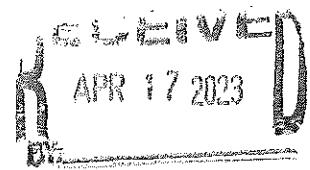
Project 04051.01011 Ridgewood Trails CDD 2022/2023 Gen Consulting Svs. (WA#17)  
Professional Services rendered through April 1, 2023

Task 01. General Consulting 2022/2023  
**Professional Personnel**

|  | Hours                  | Rate         | Amount          |
|--|------------------------|--------------|-----------------|
| Executive Vice President<br>Ma, Ka Tai | 10/29/2022             | .50 335.00   | 167.50          |
| Totals                                 | .50                    |              | 167.50          |
| <b>Total Labor</b>                     |                        |              | <b>167.50</b>   |
|  | <b>Current</b>         | <b>Prior</b> | <b>To-Date</b>  |
| Total Billings                         | 167.50                 | 3,457.19     | 3,624.69        |
| Contract Limit                         |                        |              | 10,000.00       |
| Remaining                              |                        |              | 6,375.31        |
|  | <b>Total this Task</b> |              | <b>\$167.50</b> |

| Task | XP | Expenses | Total this Task |
|------|----|----------|-----------------|
|      |    |          | 0.00            |

Invoice Total this Period \$167.50



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

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
 14775 CSI St. Augustine Road • Jacksonville, Florida 32258 • tel 904 842-8990 • fax 904 846-9185  
 CA-0002584 LC-0000016

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 242  
Invoice Date: 4/1/23  
Due Date: 4/1/23  
Case:  
P.O. Number:

**Bill To:**

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

| Description                               | Hours/Qty     | Rate     | Amount   |
|---|---------------|----------|----------|
| Management Fees - April 2023              | 1,310.513.340 | 3,806.25 | 3,806.25 |
| Website Administration - April 2023       | 352           | 100.00   | 100.00   |
| Information Technology - April 2023       | 351           | 150.00   | 150.00   |
| Dissemination Agent Services - April 2023 | 313           | 83.33    | 83.33    |
| Office Supplies                           | 510           | 0.57     | 0.57     |
| Postage                                   | 420           | 18.20    | 18.20    |
| Copies                                    | 425           | 56.25    | 56.25    |
| Telephone                                 | 410           | 5.95     | 5.95     |

**RECEIVED**  
APR 05 2023  
BY: \_\_\_\_\_

|                         |                   |
|-------------------------|-------------------|
| <b>Total</b>            | <b>\$4,220.55</b> |
| <b>Payments/Credits</b> | <b>\$0.00</b>     |
| <b>Balance Due</b>      | <b>\$4,220.55</b> |



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

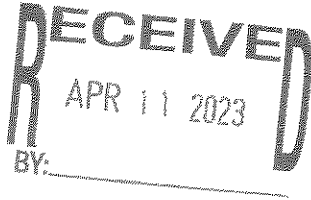
Invoice #: 67555  
 Invoice Date: 04/10/2023  
 Completed: 04/10/2023  
 Terms: Due On Receipt  
 Bid#:   
 Service Ticket: 67555  
 475 West Town Place

**Bill to:**  
 Ridgewood CDD  
 475 West Town Place  
 Suite 114  
 Saint Augustine, FL 32092  
[Click Here to Pay Online!](#)

**Approved**  
**Ridgewood Trails CDD**  
**Amenity Center Repairs & Replacements**  
**001.320.57200.46000**  
**Tara R. Lee**  
**4.11.23**

**HiTechFlorida.com**

| Description   | Qty  | Rate     | Amount |
|---|------|----------|--------|
| 10313 - Access Control System - Ridgewood Trails CDD - 1667 Azalea Ridge Blvd, Middleburg, FL |      |          |        |
| HID Prox Point Plus Reader Black  | 1.00 | \$134.99 | 134.99 |
| Service Labor   | 1.25 | \$0.00   | 0.00   |
| Sales Tax   |      |          | 0.00   |



Tech Resolution Note:

Billing note Spoke with Jay let him know that we are sending a corporate invoice to Ridgewood CDD.

To review or pay your account online, please visit our online bill payment portal at [Hi-Tech Customer Portal](#). You will need your customer number and billing zip code to create a new login.

**Support@hitechflorida.com**  
**Office: 850-385-7649**

|                    |          |
|--------------------|----------|
| <b>Total</b>       | \$134.99 |
| <b>Payments</b>    | \$0.00   |
| <b>Balance Due</b> | \$134.99 |





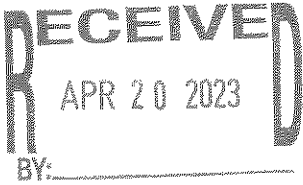
Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

Invoice #: 68506  
 Invoice Date: 04/20/2023  
 Completed: 04/20/2023  
 Terms: Due On Receipt  
 Bid#:   
 Service Ticket: 68506  
 475 West Town Place

**Bill to:**  
 Ridgewood CDD  
 475 West Town Place  
 Suite 114  
 Saint Augustine, FL 32092  
[Click Here to Pay Online!](#)

**HiTechFlorida.com**

| Description   | Qty  | Rate    | Amount |
|---|------|---------|--------|
| 2-11885-AC-1 - Access Control System - Ridgewood Trails CDD - 1667 Azalea Ridge Blvd, Middleburg, FL  |      |         |        |
| Minimum Service Call Charge   | 1.00 | \$95.00 | 95.00  |
| Service Labor   | 0.25 | \$95.00 | 23.75  |
| Sales Tax   |      |         | 0.00   |
| <p><b>Approved</b><br/> <b>Ridgewood Trails CDD</b><br/> <b>Amenity Center Repairs &amp; Replacements</b><br/> <b>001.320.52700.46000</b><br/> <b>Tara R. Lee</b><br/> <b>4.21.23</b></p> |      |         |        |
|    |      |         |        |

Tech Resolution Note:

Rewire card reader to the Alarm.com panel. Talk to Tara about payment. She said that she'll take care of it online.

|  |                    |          |
|--|--------------------|----------|
| To review or pay your account online, please visit our online bill payment portal at Hi-Tech Customer Portal. You will need your customer number and billing zip code to create a new login. | <b>Total</b>       | \$118.75 |
|  | <b>Payments</b>    | \$0.00   |
|  | <b>Balance Due</b> | \$118.75 |

**Support@hitechflorida.com**  
**Office: 850-385-7649**

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

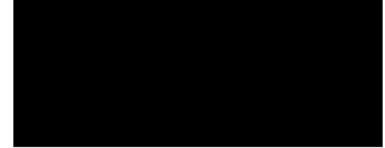
Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 31, 2023

**Check Remit To:**  
Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157



Reference: Invoice No. 3197344  
Client Matter No. 17623-1  
Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

1,310,513.315

Mr. Jim Oliver  
Ridgewood Trails CDD  
Governmental Management Services – St. Augustine  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

Invoice No. 3197344  
17623-1

Re: Ridgewood Trails CDD - General

For Professional Legal Services Rendered

|          |             |      |        |  |
|----------|-------------|------|--------|--|
| 02/01/23 | K. Buchanan | 0.40 | 122.00 | Confer with district manager   |
| 02/03/23 | K. Buchanan | 0.20 | 61.00  | Confer with Wasserstein  |
| 02/04/23 | S. Sandy    | 0.30 | 115.50 | Monitor 2023 legislative session for legislation pertaining to or affecting District   |
| 02/07/23 | K. Buchanan | 0.20 | 61.00  | Confer with Wasserman  |
| 02/16/23 | J. Gillis   | 0.10 | 14.50  | Confer with staff regarding resolution setting hearing on rental rates and revised amenity suspension and termination rules and first addendum to facility management agreement with RMS |
| 02/23/23 | K. Buchanan | 0.80 | 244.00 | Review tentative agenda; prepare resolutions setting rates and rules   |
| 02/23/23 | J. Gillis   | 0.80 | 116.00 | Confer with staff and draft resolution adopting revised amenity rental rates; review and revise spending authority resolution and resolution   |

**KUTAK ROCK LLP**

Ridgewood Trails CDD

March 31, 2023

Client Matter No. 17623-1

Invoice No. 3197344

Page 2

adopting revised amenity suspension  
and termination rules

TOTAL HOURS 2.80

TOTAL FOR SERVICES RENDERED \$734.00

TOTAL CURRENT AMOUNT DUE \$734.00

MAKE CHECK PAYABLE TO:



Post Office Box 20122  
Tampa, FL 33622-0122  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



|             |             |
|-------------|-------------|
| CARD NUMBER | EXP. DATE   |
| SIGNATURE   | AMOUNT PAID |

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

RIDGEWOOD TRAILS CDD  
Taylor Tennison  
475 West Town Pl  
SUITE 114  
St Augustine, FL 32092

The Lake Doctors  
Post Office Box 20122  
Tampa, FL 33622-0122

| ACCOUNT NUMBER | DATE     | BALANCE  |
|----------------|----------|----------|
| 718416         | 4/2/2023 | \$672.00 |

0000000066213001000000008431000000006720004

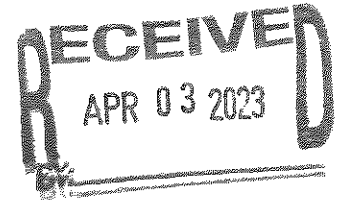
Please Return this portion with your payment

|                                   |                       |             |
|-----------------------------------|-----------------------|-------------|
| <b>Invoice Due Date</b> 4/11/2023 | <b>Invoice</b> 84310B | <b>PO #</b> |
|-----------------------------------|-----------------------|-------------|

| Invoice Date | Description  | Quantity | Amount   | Tax    | Total    |
|--------------|--|----------|----------|--------|----------|
| 4/1/2023     | 3813 Great Falls Loop Middleburg, FL 32068<br>Water Management - Monthly |          | \$672.00 | \$0.00 | \$672.00 |

Please remit payment for this month's invoice.

**Approved**  
**Ridgewood Trails CDD**  
**April Lake Maintenance**  
**330.53800.46400**  
**Tara R. Lee**  
**4.3.23**



Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.

|                   |        |
|-------------------|--------|
| <b>Credits</b>    | \$0.00 |
| <b>Adjustment</b> | \$0.00 |

AMOUNT DUE

|  |          |                            |          |
|--|----------|----------------------------|----------|
| <b>Total Account Balance including this invoice:</b> | \$672.00 | <b>This Invoice Total:</b> | \$672.00 |
|--|----------|----------------------------|----------|

To submit payment by ACH: Ameris Bank // Routing # 061201754 // Account # 2049360148

|  |  |
|--|--|
| <b>Customer Account #:</b> 718416      | <b>Corporate Address</b>                               |
| <b>Portal Registration #:</b> 98B142AF | 4651 Salisbury Rd, Suite 155<br>Jacksonville, FL 32256 |

**Customer Portal Link:** [www.lakedoctors.com/contact-us/make-a-payment/](http://www.lakedoctors.com/contact-us/make-a-payment/)

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information



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

# Invoice

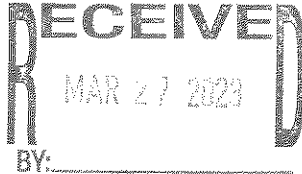
Date 4/1/2023

Invoice # 131295613593

|          |           |
|----------|-----------|
| Terms    | Net 20    |
| Due Date | 4/21/2023 |
| PO #     |           |

|  |  |
|--|--|
| <b>Bill To</b><br>RMS<br>Ridgewood Trails CDD<br>9655 Florida Mining Blvd<br>Bldg 300 suite 305<br>Jacksonville FL 32257 | <b>Ship To</b><br>Azalea Ridge by DR Horton<br>1667 Azalea Ridge Blvd<br>Middleburg FL 32068 |
|--|--|

| Item ID      | Description                        | Qty | Units | Amount   |
|--------------|------------------------------------|-----|-------|----------|
| WM-CHEM-FLAT | Water Management Flat Billing Rate | 1   | ea    | 1,244.16 |



**Approved**  
**Ridgewood Trails CDD**  
**Pool Chemicals**  
**001.320.57200.52100**  
**Tara R. Lee**  
**3.27.23**

**Subtotal** 1,244.16  
**Shipping Cost (FEDEX GROUND)** 0.00  
**Total** 1,244.16  
**Amount Due** \$1,244.16

**Remittance Slip**

**Customer**  
13AZA025  
**Invoice #**  
131295613593

**Amount Due** \$1,244.16

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

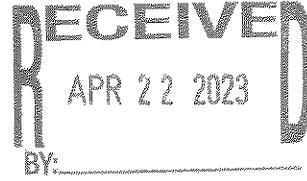
**Make Checks Payable To**  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295613593

**Ridgewood Trails**  
**COMMUNITY DEVELOPMENT DISTRICT**

*General Fund*



**Check Request**

| Date           | Amount      | Authorized By |
|----------------|-------------|---------------|
| April 23, 2023 | \$35,525.00 | Marilee Giles |

Payable to:

Ridgewood Trails CDD #22

Date Check Needed:

Budget Category:

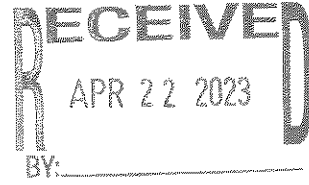
|      |                   |
|------|-------------------|
| ASAP | 1.300.58100.10000 |
|------|-------------------|

Intended Use of Funds Requested:

|   |
|---|
|   |
| FY23 Capital Reserve Funding                          |
|   |
|   |
|   |
|   |
|   |
| <i>(Attach supporting documentation for request.)</i> |

**Ridgewood Trails  
COMMUNITY DEVELOPMENT DISTRICT**

*General Fund*



**Check Request**

| Date           | Amount      | Authorized By |
|----------------|-------------|---------------|
| April 24, 2023 | \$10,928.82 | Marilee Giles |

Payable to:

|                          |
|--------------------------|
| Ridgewood Trails CDD #22 |
|--------------------------|

Date Check Needed:

Budget Category:

|      |                   |
|------|-------------------|
| ASAP | 1.300.20700.10300 |
|------|-------------------|

Intended Use of Funds Requested:

|   |
|---|
|   |
| Reimburse Capital Reserve for Argyle Lakes Charges    |
|   |
|   |
|   |
|   |
|   |
|   |
| <i>(Attach supporting documentation for request.)</i> |

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

# Invoice

Invoice #: 331  
Invoice Date: 3/31/2023  
Due Date: 3/31/2023  
Case:  
P.O. Number:

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

| Description  | Hours/Qty | Rate  | Amount |
|--|-----------|-------|--------|
| Lifeguard Services through March 2023<br>320-5724810 | 44.88     | 18.50 | 830.28 |

**RECEIVED**  
APR 05 2023  
BY: \_\_\_\_\_

*Jerry Lambert*  
4-5-23

|                         |                 |
|-------------------------|-----------------|
| <b>Total</b>            | <b>\$830.28</b> |
| <b>Payments/Credits</b> | <b>\$0.00</b>   |
| <b>Balance Due</b>      | <b>\$830.28</b> |



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

| <b>Quantity</b> | <b>Description</b>   | <b>Rate</b> | <b>Amount</b> |
|-----------------|--|-------------|---------------|
| 44.88           | Lifeguard/Deck Monltor Services for Ridgewood<br>Covering March 2023 | \$ 18.50    | \$ 830.28     |

LIFEGUARDS # 320-572-4510

TOTAL DUE:

\$ 830.28

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
LIFEGUARD BILLABLE HOURS MARCH 2023

---

| <u>Date</u>  | <u>Hours</u> | <u>Employee</u> | <u>Description</u> |
|--------------|--------------|-----------------|--------------------|
| 3/11/23      | 5.6          | R.A.            | Lifeguarding       |
| 3/11/23      | 5.6          | M.M.            | Lifeguarding       |
| 3/12/23      | 5.7          | R.A.            | Lifeguarding       |
| 3/12/23      | 5.7          | M.M.            | Lifeguarding       |
| 3/18/23      | 5.45         | R.A.            | Lifeguarding       |
| 3/18/23      | 5.58         | M.M.            | Lifeguarding       |
| 3/19/23      | 5.58         | R.A.            | Lifeguarding       |
| 3/19/23      | 5.67         | M.M.            | Lifeguarding       |
| <b>TOTAL</b> | <u>44.88</u> |                 |                    |

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

# Invoice

Invoice #: 330  
 Invoice Date: 4/1/2023  
 Due Date: 4/1/2023  
 Case:  
 P.O. Number:

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

| Description   | Hours/Qty | Rate     | Amount   |
|---|-----------|----------|----------|
| 1.320.57200.34200 - Janitorial Services - April 2023                    |           | 881.92   | 881.92   |
| 1.320.57200.46500 - Pool Maintenance Services - April 2023              |           | 1,405.42 | 1,405.42 |
| 1.330.53800.34000 - Contract Administration - April 2023                |           | 1,912.33 | 1,912.33 |
| 1.320.57200.46200 - Facility Management - Ridgewood Trails - April 2023 |           | 5,300.00 | 5,300.00 |

**RECEIVED**  
 APR 05 2023  
 BY: \_\_\_\_\_

*Jerry Lambert*  
 4-5-23

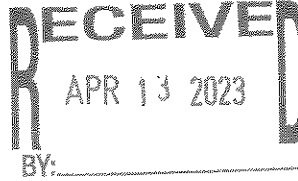
|                         |                   |
|-------------------------|-------------------|
| <b>Total</b>            | <b>\$9,499.67</b> |
| <b>Payments/Credits</b> | <b>\$0.00</b>     |
| <b>Balance Due</b>      | <b>\$9,499.67</b> |

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

# Invoice

Invoice #: 332  
 Invoice Date: 4/12/2023  
 Due Date: 4/12/2023  
 Case:  
 P.O. Number:

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



| Description  | Hours/Qty | Rate     | Amount   |
|--|-----------|----------|----------|
| Facility Maintenance March 1 - March 31, 2023                  |           | 1,028.36 | 1,028.36 |
| Maintenance Supplies   |           | 1,566.09 | 1,566.09 |
| Gen Fac. Main #833 <sup>00</sup><br>1.320.57200.46100          |           |          |          |
| Repairs/Replace Field #1,400.65<br>1.320.53800.46000           |           |          |          |
| Repairs/Replace Amen. \$360 <sup>80</sup><br>1.320.57200.46000 |           |          |          |

*Jerry Lambert*  
 4-13-23

|                         |            |
|-------------------------|------------|
| <b>Total</b>            | \$2,594.45 |
| <b>Payments/Credits</b> | \$0.00     |
| <b>Balance Due</b>      | \$2,594.45 |

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
 MAINTENANCE BILLABLE HOURS  
 FOR THE MONTH OF MARCH 2023

| <u>Date</u> | <u>Hours</u> | <u>Employee</u> | <u>Description</u>  |
|-------------|--------------|-----------------|---|
| 3/2/23      | 0.5          | M.B.            | Tile and grout work at small pool   |
| 3/2/23      | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles |
| 3/6/23      | 1            | M.B.            | Troubleshoot issues with smoke alarm  |
| 3/7/23      | 3            | F.S.            | Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles |
| 3/8/23      | 1            | M.B.            | Repair drywall at air conditioner unit at gym   |
| 3/9/23      | 1            | M.B.            | Drilled holes in metal tables   |
| 3/9/23      | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles |
| 3/14/23     | 2            | M.B.            | Repaired pool gate at big pool  |
| 3/15/23     | 1            | M.B.            | Installed key box lock on exterior building wall  |
| 3/16/23     | 2            | F.S.            | Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles |
| 3/21/23     | 3            | M.B.            | Installed No Motor Vehicles signs around facility   |
| 3/23/23     | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles |
| 3/27/23     | 1            | M.B.            | Installed umbrella inserts in patio tables  |
| 3/28/23     | 3            | F.S.            | Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles |
| 3/29/23     | 1            | M.B.            | Applied adhesive to umbrella inserts on patio tables  |
| 3/30/23     | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles |

TOTAL 27.5

MILES 148

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 4/05/23

| <u>DISTRICT</u>  | <u>DATE</u> | <u>SUPPLIES</u>                                   | <u>PRICE</u>             | <u>EMPLOYEE</u> |
|------------------|-------------|---|--------------------------|-----------------|
| RT               |             |   |                          |                 |
| RIDGEWOOD TRAILS |             |   |                          |                 |
|                  | 3/7/23      | Tork Hand Towel Rolls 6 rolls (2)                 | 148.47                   | T.L.            |
|                  | 3/7/23      | Alrwick 5pk (4)                                   | 68.91                    | F.S.            |
|                  | 3/7/23      | 9V Batteries 2 pack (3)                           | 34.05                    | F.S.            |
|                  | 3/8/23      | 2" Test Plug                                      | 8.67                     | J.S.            |
|                  | 3/8/23      | Wash Your Hands Signs (4)                         | 54.14                    | T.L.            |
|                  | 3/9/23      | 3/8" Hole Saw Mandrel                             | 22.97                    | J.S.            |
|                  | 3/9/23      | 2" Bi-Metal Hole Saw                              | 15.72                    | J.S.            |
|                  | 3/9/23      | 7.5 ft Steel Umbrellas (8)                        | 552.00                   | J.S.            |
|                  | 3/17/23     | 2" Patio Table Umbrella Hole Ring and Cap Set (9) | 88.91                    | T.L.            |
|                  | 3/27/23     | Latch Knob and Covers Stainless Steel (2)         | 84.85                    | T.L.            |
|                  | 3/29/23     | Taylor Pool Chemical #1                           | 20.19                    | T.L.            |
|                  | 3/29/23     | Taylor Pool Chemical #4                           | 18.35                    | T.L.            |
|                  | 3/29/23     | Taylor Pool Chemical #2                           | 22.05                    | T.L.            |
|                  | 3/30/23     | Disposable Gloves 50ct (2)                        | 29.83                    | F.S.            |
|                  | 3/30/23     | 180ct White Rodent Mintx                          | 22.86                    | F.S.            |
|                  | 3/30/23     | Paper Towels 12 Rolls                             | 22.98                    | F.S.            |
|                  | 4/5/23      | 16' Telescopic Pole                               | 61.80                    | M.B.            |
|                  | 4/5/23      | 18" Algae Brush                                   | 43.25                    | M.B.            |
|                  | 4/5/23      | 4-n-1 Chlorine Tabs                               | 56.86                    | M.B.            |
|                  | 4/6/23      | Dog Waste Roll Bags 10 rolls of 200 (2)           | 189.24                   | F.S.            |
|                  |             | <b>TOTAL</b>                                      | <b><u>\$1,566.09</u></b> |                 |



formerly SupplyWorks

# INVOICE

Page 1 of 1

PO BOX 2317  
Jacksonville, FL 32203-2317

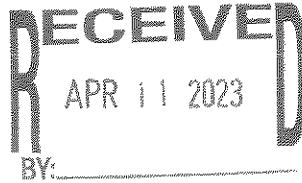
SHIPPED TO:  
RIDGEWOOD TRAILS COMMUNITY CDD  
475 W TOWN PLACE  
SUITE#114  
SAINT AUGUSTINE FL 32092

INVOICE DATE 09/23/22  
INVOICE NUMBER 708563820  
ACCOUNT NUMBER 1762195  
ORDER NUMBER 46355640

SOLD TO:  
RIDGEWOOD TRAILS COMMUNITY CDD  
475 W TOWN PLACE  
SUITE#114  
SAINT AUGUSTINE FL 32092

FOR INQUIRIES:  
(866) 412-6726 FAX (877) 712-6726  
www.HomeDepotPro.com/Institutional  
FEDERAL ID 52-2418852

| ORDER DATE  | ORDER NO.              | CUSTOMER P.O. | SHIPPED VIA | TERMS       | SALESPERSON   |        |     |       |   |
|---|------------------------|---------------|-------------|-------------|---------------|--------|-----|-------|---|
| 09/20/22  | 46355640               |               | DROPSHIP    | NET 30 DAYS | WILLIAM WOODR |        |     |       |   |
| LN ITEM NO.   | CAT DESCRIPTION        | ORDERED       | SHIPPED     | B/O         | UOM           | PRICE  | EXT | AMT   | T |
| 1 10149556  | 12 FILESTORLTR/ LGLWHT | 1             | 1           | 0           | CA            | 30.46* |     | 30.46 |   |
| Delivery information for this invoice may be found at: <a href="http://www.HomeDepotPro.com/Institutional">www.HomeDepotPro.com/Institutional</a> |                        |               |             |             |               |        |     |       |   |



Approved  
Ridgewood Trails CDD  
Office Supplies  
001.310.51300.05100  
Tara R. Lee  
4.11.23

| NET MERCHANDISE TOTAL | FREIGHT | HANDLING | TAX  | INVOICE TOTAL |
|-----------------------|---------|----------|------|---------------|
| 30.46                 | 0.00    | 0.00     | 0.00 | 30.46         |

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE



formerly SupplyWorks

| ACCOUNT NUMBER | INVOICE DATE | INVOICE NUMBER | INVOICE AMOUNT DUE |
|----------------|--------------|----------------|--------------------|
| 1762195        | 09/23/22     | 708563820      | 30.46              |

BILL TO:

RIDGEWOOD TRAILS COMMUNITY CDD  
475 W TOWN PLACE  
SUITE#114  
SAINT AUGUSTINE FL 32092

NET  
AMOUNT  
PAID

REMIT TO:

The Home Depot Pro  
PO Box 404468  
Atlanta, GA 30384-4468

CURRENT TERMS AND CONDITIONS APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE WITHIN THREE (3) DAYS OF RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

Web User



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 952593 • Atlanta, Georgia 31192-2593  
 804-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

## Service Slip/Invoice

**INVOICE:** 19359310  
**DATE:** 9/23/2022  
**ORDER:** 19359310

Bill To: [761826]  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

Work Location: [761826] 904-214-3346  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 9/23/2022      | 09:01 AM |              |            | 09:01 AM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 09:44 AM |

| Service | Description | Price |
|---------|-------------|-------|
|---------|-------------|-------|

|                  |  |                  |
|------------------|--|------------------|
| CPC-CLEANOUT     | COMMERCIAL PEST CONTROL - CLEAN OUT CHARGE | \$249.00         |
| <b>SUBTOTAL</b>  |  | <b>\$249.00</b>  |
| <b>TAX</b>       |  | <b>\$17.43</b>   |
| <b>AMT. PAID</b> |  | <b>(\$17.43)</b> |
| <b>TOTAL</b>     |  | <b>\$249.00</b>  |

**Approved**  
**Ridgewood Trails CDD**  
**001.320.57200.43200**  
**Pest Control**  
**Tara R. Lee**  
**4.25.23**

**AMOUNT DUE \$249.00**

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**





**PAYMENT ADDRESS:**  
 Turner Pest Control LLC - P.O. Box 952503 - Atlanta, Georgia 31192-2503  
 904-356-6300 - Fax: 904-363-4499 - Toll Free: 800-225-6305 - turnerpest.com

**Service Slip/Invoice**

**INVOICE:** 19953595  
**DATE:** 10/4/2022  
**ORDER:** 19953595

**Bill To:** [761826]  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

**Work Location:** [761826] 904-214-3346  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 10/4/2022      | 12:48 PM |              |            | 12:48 PM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 12:48 PM |

| Service | Description | Price |
|---------|-------------|-------|
|---------|-------------|-------|

CPCI Commercial Pest Control - Initial Service \$90.00

**SUBTOTAL** \$90.00  
**TAX** \$6.30  
**AMT. PAID** (\$6.30)  
**TOTAL** \$90.00

**Approved**  
**Ridgewood Trails CDD**  
**001.320.57200.43200**  
**Pest Control**  
**Tara R. Lee**  
**4.25.23**

**AMOUNT DUE** \$90.00

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

TECHNICIAN SIGNATURE

Taylor  
 CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC - P.O. Box 952603 - Atlanta, Georgia 31192-2603  
 804-356-5300 • Fax: 904-353-1499 • Toll Free: 800-225-6305 • turnerpest.com

## Service Slip/Invoice

**INVOICE:** 20005642  
**DATE:** 11/15/2022  
**ORDER:** 20005642

**Bill To:** [761826]  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

**Work Location:** [761826] 904-214-3346  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 11/15/2022     | 11:41 AM |              |            | 11:41 AM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 12:15 PM |

| Service | Description | Price |
|---------|-------------|-------|
|---------|-------------|-------|

|          |                              |                           |
|----------|------------------------------|---------------------------|
| CPCSMART | SMART Rodent Control Program | \$90.00                   |
|          |                              | <b>SUBTOTAL</b> \$90.00   |
|          |                              | <b>TAX</b> \$6.30         |
|          |                              | <b>AMT. PAID</b> (\$6.30) |
|          |                              | <b>TOTAL</b> \$90.00      |

**Approved**  
**Ridgewood Trails CDD**  
**001.320.57200.43200**  
**Pest Control**  
**Tara R. Lee**  
**4.25.23**

**AMOUNT DUE \$90.00**

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

TECHNICIAN SIGNATURE

Taylor  
 CUSTOMER SIGNATURE

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I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

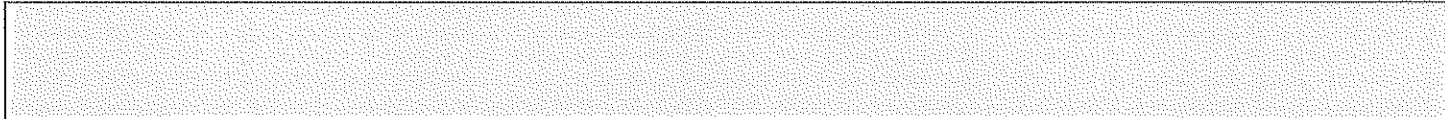
**Service Slip/Invoice**

|          |           |
|----------|-----------|
| INVOICE: | 20625246  |
| DATE:    | 1/23/2023 |
| ORDER:   | 20625246  |

Bill To: [761826]  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068


Work Location: [761826] 904-214-3346  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 1/23/2023      | 10:35 AM |              |            | 10:35 AM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 11:09 AM |

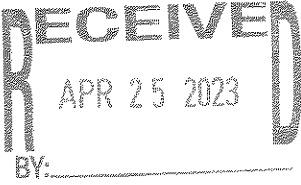


| Service  | Description                  | Price                     |
|----------|------------------------------|---------------------------|
| CPCSMART | SMART Rodent Control Program | \$90.00                   |
|          |                              | <b>SUBTOTAL</b> \$90.00   |
|          |                              | <b>TAX</b> \$6.30         |
|          |                              | <b>AMT. PAID</b> (\$6.30) |
|          |                              | <b>TOTAL</b> \$90.00      |
|          |                              | <b>AMOUNT DUE</b> \$90.00 |

|  |   |
|--|---|
| <p><b>Approved</b><br/> <b>Ridgewood Trails CDD</b><br/> <b>001.320.57200.43200</b><br/> <b>Pest Control</b><br/> <b>Tara R. Lee</b><br/> <b>4.25.23</b></p> | <br><hr/> TECHNICIAN SIGNATURE<br><br><hr/> Tara<br>CUSTOMER SIGNATURE |
|--|---|



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I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

**Service Slip/Invoice**

**INVOICE:** 20731434  
**DATE:** 2/13/2023  
**ORDER:** 20731434

**Bill To:** [761826]  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

**Work Location:** [761826] 904-214-3346  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 2/13/2023      | 11:18 AM |              |            | 11:18 AM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 11:31 AM |

| Service | Description | Price |
|---------|-------------|-------|
|---------|-------------|-------|

|          |                              |                           |
|----------|------------------------------|---------------------------|
| CPCSMART | SMART Rodent Control Program | \$90.00                   |
|          |                              | <b>SUBTOTAL</b> \$90.00   |
|          |                              | <b>TAX</b> \$6.30         |
|          |                              | <b>AMT. PAID</b> (\$6.30) |
|          |                              | <b>TOTAL</b> \$90.00      |

**AMOUNT DUE \$90.00**

**Approved**  
**Ridgewood Trails CDD**  
**001.320.57200.43200**  
**Pest Control**  
**Tara R. Lee**  
**4.25.23**

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

TECHNICIAN SIGNATURE

Lee  
 CUSTOMER SIGNATURE

© 2023 Turner Pest Control LLC. All Rights Reserved.

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I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 962503 • Atlanta, Georgia 31162-2503  
 904-356-5300 • Fax: 904-353-1499 • Toll Free: 800-225-6305 • turnerpest.com

**Service Slip/Invoice**

|          |           |
|----------|-----------|
| INVOICE: | 617067438 |
| DATE:    | 3/10/2023 |
| ORDER:   | 617067438 |

Bill To: [761826]  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

Work Location: [761826] 904-214-3346  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 3/10/2023      | 01:25 PM |              |            | 01:25 PM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 01:49 PM |

| Service | Description | Price |
|---------|-------------|-------|
|---------|-------------|-------|

|          |                              |                           |
|----------|------------------------------|---------------------------|
| CPCSMART | SMART Rodent Control Program | \$90.00                   |
|          |                              | <b>SUBTOTAL</b> \$90.00   |
|          |                              | <b>TAX</b> \$6.30         |
|          |                              | <b>AMT. PAID</b> (\$6.30) |
|          |                              | <b>TOTAL</b> \$90.00      |

**AMOUNT DUE \$90.00**

Approved  
 Ridgewood Trails CDD  
 001.320.57200.43200  
 Pest Control  
 Tara R. Lee  
 4.25.23

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

*LC*

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

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**PLEASE PAY FROM THIS INVOICE**



**Turner Pest Control**  
 PAYMENT ADDRESS:  
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5390 • Fax: 904-353-1499 • Toll Free: 800-225-6305 • turnerpest.com

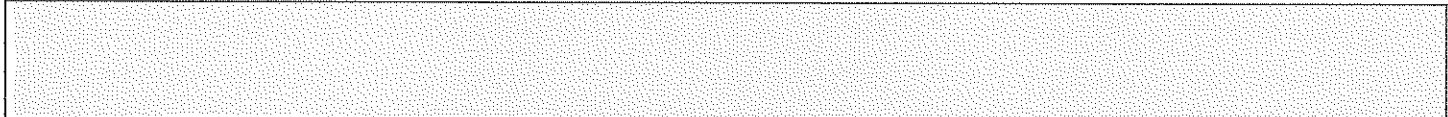
**Service Slip/Invoice**

**INVOICE:** 617177519  
**DATE:** 4/5/2023  
**ORDER:** 617177519

Bill To: [761826]  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

Work Location: [761826] 904-214-3346  
 Ridgewood Trails CDD  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 4/5/2023       | 11:54 AM |              |            | 11:54 AM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 12:08 PM |



| Service          | Description                  | Price           |
|------------------|------------------------------|-----------------|
| CPCSMART         | SMART Rodent Control Program | \$90.00         |
| <b>SUBTOTAL</b>  |                              | <b>\$90.00</b>  |
| <b>TAX</b>       |                              | <b>\$6.30</b>   |
| <b>AMT. PAID</b> |                              | <b>(\$6.30)</b> |
| <b>TOTAL</b>     |                              | <b>\$90.00</b>  |

**AMOUNT DUE \$90.00**

**Approved**  
**Ridgewood Trails CDD**  
**001.320.57200.43200**  
**Pest Control**  
**Tara R. Lee**  
**4.25.23**

*TAR*

\_\_\_\_\_  
 TECHNICIAN SIGNATURE

\_\_\_\_\_  
 CUSTOMER SIGNATURE

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

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I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**

4/23/2023 11:54 AM 11:54 AM 12:08 PM 11:54 AM 12:08 PM 11:54 AM 12:08 PM

# INVOICE

**BrightView**

Landscape Services

**Sold To:** 24319930  
 Ridgewood Trails CDD  
 475 W Town Pl Ste 114  
 St Augustine FL 32092

**Customer #:** 24319930  
**Invoice #:** 8396179  
**Invoice Date:** 4/25/2023  
**Sales Order:** 8052469  
**Cust PO #:**

**Project Name:** Installation of 6 Crape Myrtle  
**Project Description:** Installation of 6 Crape Myrtle on Azalea Ridge Blvd

| Job Number | Description   | Qty    | UM | Unit Price                  | Amount          |
|------------|---|--------|----|-----------------------------|-----------------|
| 346100568  | Ridgewood Trails CDD  |        |    |                             |                 |
|            | Installation of 6 Standard Cra  | 6.000  | EA | 426.39                      | 2,558.31        |
|            | Azaleas Formosa- Pink 3 gallon  | 60.000 | EA | 25.82                       | 1,549.33        |
|            | Irrigation Adjustments and cov  | 1.000  | LS | 873.62                      | 873.62          |
|            | <b>Approved</b><br><b>Ridgewood Trails CDD</b><br><b>330.53800.46300</b><br><b>Landscape Contingency</b><br><b>Tara R. Lee</b><br><b>5.2.23</b> |        |    |                             |                 |
|            |   |        |    | <b>Total Invoice Amount</b> | <b>4,981.26</b> |
|            |   |        |    | <b>Taxable Amount</b>       |                 |
|            |   |        |    | <b>Tax Amount</b>           |                 |
|            |   |        |    | <b>Balance Due</b>          | <b>4,981.26</b> |

**RECEIVED**  
 MAY 02 2023  
 BY: \_\_\_\_\_

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

*Please detach stub and remit with your payment*

**Payment Stub**

Customer Account #: 24319930  
 Invoice #: 8396179  
 Invoice Date: 4/25/2023

**Amount Due: \$ 4,981.26**

*Thank you for allowing us to serve you*

Please reference the invoice # on your check and make payable to

Ridgewood Trails CDD  
 475 W Town Pl Ste 114  
 St Augustine FL 32092

BrightView Landscape Services, Inc.  
 P.O. Box 740655  
 Atlanta, GA 30374-0655



## Proposal for Extra Work at Ridgewood Trails CDD

|                  |  |                 |   |
|------------------|--|-----------------|---|
| Property Name    | Ridgewood Trails CDD                           | Contact         | Tara Lee  |
| Property Address | 1667 Azalea Ridge Blvd<br>Middleburg, FL 32068 | To              | Ridgewood Trails CDD                            |
|                  |  | Billing Address | 475 W Town Pl Ste 114<br>St Augustine, FL 32092 |

Project Name      Installation of 6 Crape Myrtle  
 Project Description      Installation of 6 Crape Myrtle on Azalea Ridge Blvd

### Scope of Work

| QTY   | UoM/Size | Material/Description  | Unit Price | Total      |
|-------|----------|---|------------|------------|
| 6.00  | EACH     | Installation of 6 Standard Crape Myrtle of 30 gallons<br>Crape Myrtle Tuscarora | \$426.39   | \$2,558.31 |
| 60.00 | EACH     | Azaleas Formosa- Pink 3 gallon  | \$25.82    | \$1,549.33 |
| 1.00  | LUMP SUM | Irrigation Adjustments and coverage   | \$873.62   | \$873.62   |

For internal use only

SO#                    8052469  
 JOB#                346100568  
 Service Line        130

**Total Price      \$4,981.26**

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

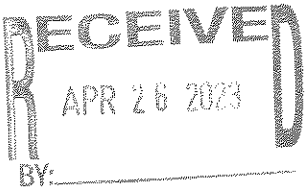


# INVOICE



Ridgewood Trails CDD  
475 W Town Pl Ste 114  
St Augustine FL 32092

Customer #: 24319930  
Invoice #: 8384861  
Invoice Date: 5/1/2023  
Cust PO #:

| Job Number   | Description   | Amount           |
|--|---|------------------|
| 346100568  | Ridgewood Trails CDD<br>Exterior Maintenance<br>For May | 10,292.00        |
|  <p>RECEIVED<br/>APR 26 2023<br/>BY: _____</p> |   |                  |
| <p>Approved<br/>Ridgewood Trails CDD<br/>Landscape Maintenance<br/>1.330.538.46200<br/>Tara R. Lee<br/>4.25.23</p>               |   |                  |
| <p><b>Total invoice amount</b></p>   |   | <b>10,292.00</b> |
| <p><b>Tax amount</b></p>   |   |                  |
| <p><b>Balance due</b></p>  |   | <b>10,292.00</b> |

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

*Please detach stub and remit with your payment*

## Payment Stub

Customer Account#: 24319930  
Invoice #: 8384861  
Invoice Date: 5/1/2023

|                    |                    |
|--------------------|--------------------|
| <b>Amount Due:</b> | <b>\$10,292.00</b> |
|--------------------|--------------------|

*Thank you for allowing us to serve you*

Please reference the invoice # on your check  
and make payable to:

Ridgewood Trails CDD  
475 W Town Pl Ste 114  
St Augustine FL 32092

BrightView Landscape Services, Inc.  
P.O. Box 740655  
Atlanta, GA 30374-0655

**From:** Ridgewood Trails [ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)  
**Subject:** Fwd: Renting the Amenity Center  
**Date:** April 27, 2023 at 1:48 PM  
**To:** Bernadette Peregrino [bperegrino@rmsnf.com](mailto:bperegrino@rmsnf.com), Todd Polvere [tpolvere@rmsnf.com](mailto:tpolvere@rmsnf.com)



Hey Bernadette,

Erin Colon pre-paid for the amenity center/small pool back in November 2022. Check number is 103 and the amount is \$75. She lives at 3831 Beacon Rock Lane, Middleburg FL 32068.

Unfortunately, she had to cancel. How do we go about refunding her money back? Please let me know if you have any questions or need any additional information.

1,300,369,101

Thanks,



Tara Lee

Amenity Manager

Ridgewood Trails CDD

3813 Great Falls Loop

Middleburg, FL 32068

Office: 904-214-3346

Email: [ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)

----- Forwarded message -----

From: **Erin Colón** <[erinleighcolon@gmail.com](mailto:erinleighcolon@gmail.com)>

Date: Wed, Apr 26, 2023 at 6:39 PM

Subject: Re: Renting the Amenity Center

To: <[ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)>

Good Evening,

I am reaching out because I need to cancel our scheduled event reservation on Sunday, May 21 please. We were able to find an alternate venue on a more convenient date.

Erin Colon

On Fri, Nov 18, 2022 at 12:58 PM Erin Colón <[erinleighcolon@gmail.com](mailto:erinleighcolon@gmail.com)> wrote:

Yay! Thank you so much!!!! I appreciate all that you do!

Erin

**Governmental Management Services, LLC**

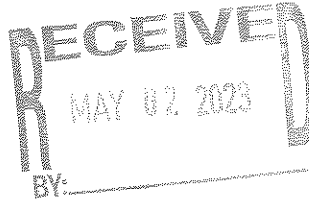
1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 243  
Invoice Date: 5/1/23  
Due Date: 5/1/23  
Case:  
P.O. Number:

**Bill To:**

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



| Description                             | Hours/Qty     | Rate     | Amount   |
|---|---------------|----------|----------|
| Management Fees - May 2023              | 1,310.513.340 | 3,806.25 | 3,806.25 |
| Website Administration - May 2023       | 352           | 100.00   | 100.00   |
| Information Technology - May 2023       | 351           | 150.00   | 150.00   |
| Dissemination Agent Services - May 2023 | 313           | 83.33    | 83.33    |
| Office Supplies                         | 570           | 0.03     | 0.03     |
| Postage                                 | 420           | 33.35    | 33.35    |
| Copies                                  | 425           | 87.75    | 87.75    |
| Telephone                               | 410           | 37.57    | 37.57    |

**Total** \$4,298.28

**Payments/Credits** \$0.00

**Balance Due** \$4,298.28

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

**Check Remit To:**

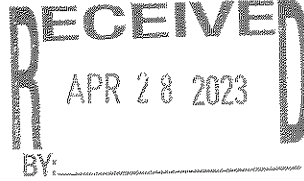
Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

April 28, 2023



Reference: Invoice No. 3210637

Client Matter No. 17623-1

Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

Mr. Jim Oliver  
Ridgewood Trails CDD  
Governmental Management Services – St. Augustine  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

Invoice No. 3210637  
17623-1

1,310,513,315

Re: Ridgewood Trails CDD - General

For Professional Legal Services Rendered

|             |             |      |        |   |
|-------------|-------------|------|--------|---|
| 03/01/23    | K. Buchanan | 3.00 | 915.00 | Prepare for and attend board meeting  |
| 03/02/23    | K. Buchanan | 0.70 | 213.50 | Perform meeting follow up; confer with district manager   |
| 03/04/23    | S. Sandy    | 0.30 | 115.50 | Monitor 2023 legislative session for legislation pertaining to or affecting District                |
| 03/24/23    | K. Buchanan | 0.10 | 30.50  | Plan budget document preparation  |
| 03/24/23    | J. Gillis   | 0.10 | 14.50  | Confer with staff regarding FY 2024 budget documents  |
| 03/27/23    | J. Gillis   | 0.60 | 87.00  | Draft FY 2024 proposed budget resolution, published notice, appropriation and assessment resolution |
| TOTAL HOURS |             | 4.80 |        |   |

**KUTAK ROCK LLP**

Ridgewood Trails CDD

April 28, 2023

Client Matter No. 17623-1

Invoice No. 3210637

Page 2

TOTAL FOR SERVICES RENDERED \$1,376.00

DISBURSEMENTS

Freight and Postage 11.67

TOTAL DISBURSEMENTS 11.67

TOTAL CURRENT AMOUNT DUE \$1,387.67





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

# Invoice

Date 5/1/2023

Invoice # 131295614316

|          |           |
|----------|-----------|
| Terms    | Net 20    |
| Due Date | 5/21/2023 |
| PO #     |           |

|  |  |
|--|--|
| <b>Bill To</b><br>RMS<br>Ridgewood Trails CDD<br>9655 Florida Mining Blvd<br>Bldg 300 suite 305<br>Jacksonville FL 32257 | <b>Ship To</b><br>Azalea Ridge by DR Horton<br>1667 Azalea Ridge Blvd<br>Middleburg FL 32068 |
|--|--|

| Item ID      | Description                        | Qty | Units | Amount   |
|--------------|------------------------------------|-----|-------|----------|
| WM-CHEM-FLAT | Water Management Flat Billing Rate | 1   | ea    | 1,244.16 |

**RECEIVED**  
APR 20 2023  
BY: \_\_\_\_\_

**Approved**  
**Ridgewood Trails CDD**  
**Pool Chemicals**  
**001.320.57200.532100**  
**Tara R. Lee**  
**4.21.23**

Subtotal 1,244.16  
 Shipping Cost (FEDEX GROUND) 0.00  
**Total 1,244.16**  
**Amount Due \$1,244.16**

**Remittance Slip**

**Customer**  
13AZA025  
**Invoice #**  
131295614316

**Amount Due** \$1,244.16

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

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



131295614316

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

# Invoice

Invoice #: 333  
 Invoice Date: 5/1/2023  
 Due Date: 5/1/2023  
 Case:  
 P.O. Number:

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

| Description   | Hours/Qty | Rate     | Amount   |
|---|-----------|----------|----------|
| 1.320.57200.34200 - Janitorial Services - May 2023                    |           | 881.92   | 881.92   |
| 1.320.57200.46500 - Pool Maintenance Services - May 2023              |           | 1,405.42 | 1,405.42 |
| 1.330.53800.34000 - Contract Administration - May 2023                |           | 1,912.33 | 1,912.33 |
| 1.320.57200.46200 - Facility Management - Ridgewood Trails - May 2023 |           | 5,300.00 | 5,300.00 |

**RECEIVED**  
 MAY 03 2023  
 BY: \_\_\_\_\_

*Jerry Lambert*  
 5-3-23

|                         |                   |
|-------------------------|-------------------|
| <b>Total</b>            | <b>\$9,499.67</b> |
| <b>Payments/Credits</b> | <b>\$0.00</b>     |
| <b>Balance Due</b>      | <b>\$9,499.67</b> |





9456 Phillips Highway, Suite 1  
Jacksonville, FL 32256

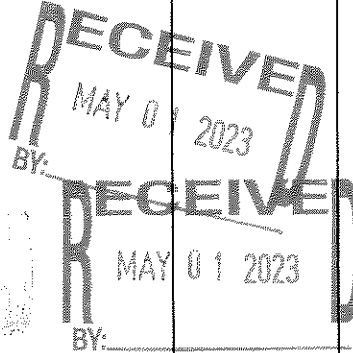
Account Information

Invoice Number: 71988385  
Invoice Date: 04/21/2023  
Branch: 72  
Account Number: 6433093  
Due Date: 05/21/2023

Account Activity

| Description  | Qty | Unit Amt | Extended Amt | Tax Amt | Total Amt |
|--|-----|----------|--------------|---------|-----------|
| RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068<br>Service From: 05/01/2023 To: 05/31/2023<br>RECURRING SERVICES |     |          | 142.95       | 0.00    | 142.95    |

Approved  
Ridgewood Trails CDD  
Security Cameras  
320.57200.34510  
Tara R. Lee  
5.1.23



| Extended Total | Tax Total | Invoice Total | Prior Balance | Total Due |
|----------------|-----------|---------------|---------------|-----------|
| \$142.95       | \$0.00    | \$142.95      | \$0.00        | \$142.95  |

Important Messages

Sales scams are on the rise. Learn how to protect yourself.

www.vectorsecurity.com/sales-scam

For all inquiries call your local branch phone number: 1-904-265-7890

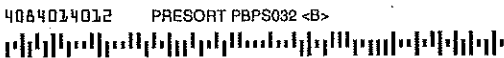
Please detach and return below portion with your payment  
DO NOT SEND CORRESPONDENCE WITH YOUR PAYMENT

MS9GW7JF



9456 Phillips Highway, Suite 1  
Jacksonville, FL 32256

Address Service Requested



RIDGEWOOD TRAILS DEVELOPMENT D  
475 WEST TOWN PLACE SUITE 114  
SAINT AUGUSTINE FL 32092-3649

Invoice

Customer Name: RIDGEWOOD TRAILS DEVELOPMENT D  
Invoice Number: 71988385  
Invoice Date: 04/21/2023  
Account Number: 6433093  
Due Date: 05/21/2023  
Amount Due: \$142.95  
Amount Enclosed: \$

Please write your account number on your check. Thank you in advance for your prompt payment. Use the enclosed envelope and make checks payable to:

VECTOR SECURITY, INC.  
PO BOX 89462  
CLEVELAND, OHIO 44101-6462



Check box and fill out reverse side to correct billing address.

00000000720000000643309390071988385000000000142959



**Turner Pest Control**  
 PAYMENT ADDRESS:  
 Turner Pest Control LLC - P.O. Box 952503 - Atlanta, Georgia 31192-2503  
 904-355-5300 - Fax: 904-353-4499 - Toll Free: 800-225-5505 - turnerpest.com

**Service Slip/Invoice**

INVOICE: 20524825  
 DATE: 12/28/2022  
 ORDER: 20524825

Bill To: [761826]  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

Work Location: [761826] 904-214-3346  
 Ridgewood Trails CDD  
 Taylor  
 3813 Greatfall Loop  
 Middleburg, FL 32068

| Work Date      | Time     | Target Pest  | Technician | Time In  |
|----------------|----------|--------------|------------|----------|
| 12/28/2022     | 09:36 AM |              |            | 09:36 AM |
| Purchase Order | Terms    | Last Service | Map Code   | Time Out |
|                | NET 30   | 4/5/2023     |            | 09:53 AM |

| Service | Description | Price |
|---------|-------------|-------|
|---------|-------------|-------|

|          |                              |                           |
|----------|------------------------------|---------------------------|
| CPCSMART | SMART Rodent Control Program | \$90.00                   |
|          |                              | <b>SUBTOTAL</b> \$90.00   |
|          |                              | <b>TAX</b> \$6.30         |
|          |                              | <b>AMT. PAID</b> (\$6.30) |
|          |                              | <b>TOTAL</b> \$90.00      |

**Approved**  
**Ridgewood Trails CDD**  
**001.320.57200.43200**  
**Pest Control**  
**Tara R. Lee**  
**4.25.23**

**AMOUNT DUE \$90.00**

**RECEIVED**  
 APR 25 2023  
 BY: \_\_\_\_\_

TECHNICIAN SIGNATURE

Taylor  
 CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**PLEASE PAY FROM THIS INVOICE**

Azalea Ridge Homeowners Association Inc  
4213 County Road 218, Suite 1  
Middleburg, Florida 32068

INVOICE NO. DATE

BILL TO

APRIL 25, 2023

Ridgewood Trails CDD  
475 West Town Place  
Suite 114  
St Augustine Florida

RECEIVED  
MAY 11 2023  
BY: \_\_\_\_\_

| DESCRIPTION  | UNIT PRICE | TOTAL    |
|--|------------|----------|
| Spring Fling/Easter Egg Hunt (1/2 of the event cost) | \$737.39   | \$737.39 |

Approved  
Ridgewood Trails CDD  
Special Events (Spring Fling 2023)  
001.320.57200.49500  
Tara R. Lee  
5.11.23

YOUR LOGO  
HERE

---

TOTAL DUE BY DATE

\$737.39

---



**Florida Department of Health  
in Clay County  
Notification of Fees Due**



10-BID-6548360

Permit Number  
**10-60-1539649**

**For: Swimming Pools - Public Pool <= 25000 Gallons**

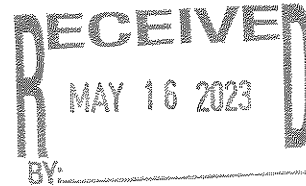
Fee Amount: \$175.00  
Previous Balance: \$0.00  
**Total Amount Due: \$175.00**

Payment Due Date: 06/30/2023 or Upon Receipt

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2023).

Mail To: Ridgewood Trails CDD  
475 W Town Place, Suite 114  
Saint Augustine, FL 32092

**Please verify all information below and make changes as necessary or follow the directions below for online permits.**



**Account Information:**  
Name: Azalea Ridge Amenity Center  
Location: 1667 Azalea Ridge Boulevard  
Middleburg, FL 32068  
Pool Volume: 20,500 gallons  
Bathing Load: 20  
Flow Rate: 115

**Owner Information:**  
Name: Ridgewood Trails CDD  
Address: 475 W Town Place, Suite 114  
(Mailing) Saint Augustine, FL 32092  
Home Phone: (904) 940-5850      Work Phone: ()

**Please go online to pay fee at:**  
**[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**  
Permit Number: 10-60-1539649 Bill ID: 10-BID-6548360  
Billing Questions call DOH-Clay at: (904) 278-3784  
If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

**Please sign, date and return invoice with your**

*[Handwritten Signature]*      May 16, 2023  
Signature      Date

[Please detach this portion and RETURN with your payment]

Batch Billing ID:67183

**PERMIT HOLDERS CAN NOW**

# pay invoices online!

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more



**Florida Department of Health  
in Clay County  
Notification of Fees Due**



10-BID-6548360

Permit Number  
**10-60-1539649**

**For: Swimming Pools - Public Pool <= 25000 Gallons**

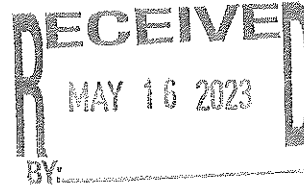
Fee Amount: \$175.00  
Previous Balance: \$0.00  
**Total Amount Due: \$175.00**

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2023).

Payment Due Date: 06/30/2023 or Upon Receipt

Mail To: Ridgewood Trails CDD  
475 W Town Place, Suite 114  
Saint Augustine, FL 32092

Please verify all information below and make changes as necessary or follow the directions below for online permits.



**Account Information:**  
Name: Azalea Ridge Amenity Center  
Location: 1667 Azalea Ridge Boulevard  
Middleburg, FL 32068  
Pool Volume: 20,500 gallons  
Bathing Load: 20  
Flow Rate: 115

**Owner Information:**  
Name: Ridgewood Trails CDD  
Address: 475 W Town Place, Suite 114  
(Mailing) Saint Augustine, FL 32092  
Home Phone: (904) 940-5850      Work Phone: ()

**Please go online to pay fee at:**  
**www.MyFloridaEHPermit.com**  
Permit Number: 10-60-1539649 Bill ID: 10-BID-6548360  
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If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

**Please sign, date and  
return invoice with your**

*[Handwritten Signature]*      *[Handwritten Date: May 16, 2023]*  
Signature      Date

[Please detach this portion and RETURN with your payment]

Batch Billing ID:67183



**PERMIT HOLDERS CAN NOW**

**pay invoices online!**

- The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!
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  - Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
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**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more



**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 334  
Invoice Date: 5/11/2023  
Due Date: 5/11/2023  
Case:  
P.O. Number:

**Bill To:**

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

| Description   | Hours/Qty | Rate             | Amount           |
|---|-----------|------------------|------------------|
| Facility Maintenance April 1 - April 30, 2023<br>Maintenance Supplies   |           | 996.18<br>990.71 | 996.18<br>990.71 |
| <p>Gen. Fac. Maint. \$625<sup>00</sup><br/>1.320.57200.46100</p> <p>Repairs/Replace Field \$769<sup>00</sup><br/>1.330.53800.46000</p> <p>Repairs/Replace Amont. \$492<sup>51</sup><br/>1.320.57200.46000</p> <p>Office Supplies \$100<sup>38</sup><br/>1.310.51300.51000</p> |           |                  |                  |
| <p style="text-align: center;"><b>RECEIVED</b><br/>MAY 16 2023<br/>BY: _____</p> <p style="text-align: center;"><i>Jerry Lambert</i><br/>5-16-23</p>  |           |                  |                  |

|                         |            |
|-------------------------|------------|
| <b>Total</b>            | \$1,986.89 |
| <b>Payments/Credits</b> | \$0.00     |
| <b>Balance Due</b>      | \$1,986.89 |

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF APRIL 2023**

| <u>Date</u> | <u>Hours</u> | <u>Employee</u> | <u>Description</u>   |
|-------------|--------------|-----------------|--|
| 4/5/23      | 1            | M.B.            | Repair women's restroom stall door lock, repair coat hanger on stall door  |
| 4/5/23      | 2            | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles  |
| 4/11/23     | 4            | F.S.            | Removed spider webs from around building, removed debris from amenity center, common areas, pool, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles              |
| 4/12/23     | 4            | M.B.            | Installed three paper towel dispensers, installed four wash hands signs  |
| 4/13/23     | 2            | F.S.            | Emptied and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, checked and changed trash receptacles  |
| 4/18/23     | 2.5          | F.S.            | Removed debris from amenity center, common areas, pool, playground and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles  |
| 4/19/23     | 6            | M.B.            | Epoxy plastic hole inserts in metal tables, replaced locking handle at closet in women's restroom by big pool, worked on fixing loose electronic lock in women's restroom by small pool, picked up supplies                    |
| 4/21/23     | 2            | M.B.            | Repair electronic lock at women's restroom at small pool, picked up supplies   |
| 4/25/23     | 3.5          | M.B.            | Installed two new door handles in bathrooms by large pool, removed debris from amenity center, common areas, pool, playground and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles |

TOTAL      27

MILES      115

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



**MAINTENANCE BILLABLE PURCHASES**

Period Ending 5/05/23

| <u>DISTRICT</u>  | <u>DATE</u> | <u>SUPPLIES</u>                  | <u>PRICE</u>           | <u>EMPLOYEE</u> |
|------------------|-------------|----------------------------------|------------------------|-----------------|
| RT               |             |                                  |                        |                 |
| RIDGEWOOD TRAILS |             |                                  |                        |                 |
|                  | 3/15/23     | Wrist Coil                       | 3.07                   | J.S.            |
|                  | 3/15/23     | 66 Key Copy (3)                  | 11.97                  | J.S.            |
|                  | 3/15/23     | 68 Key Copy                      | 3.99                   | J.S.            |
|                  | 4/10/23     | Multifold Towels 16pk            | 43.64                  | F.S.            |
|                  | 4/11/23     | 3x3 Post It Notes 8pk            | 12.35                  | T.L.            |
|                  | 4/11/23     | Open/Close Sign                  | 13.58                  | T.L.            |
|                  | 4/11/23     | Black Pens 12pk                  | 12.13                  | T.L.            |
|                  | 4/11/23     | Blue Pens 12pk                   | 12.96                  | T.L.            |
|                  | 4/11/23     | Wall Clock                       | 17.26                  | T.L.            |
|                  | 4/11/23     | Suction Cup Wall Hooks 6pk       | 8.64                   | T.L.            |
|                  | 4/11/23     | 3x5 Post It Notes 8pk            | 9.88                   | T.L.            |
|                  | 4/11/23     | Pool Skimmer Replacement Net     | 34.66                  | M.B.            |
|                  | 4/12/23     | Glass Foam Cleaner (2)           | 8.46                   | F.S.            |
|                  | 4/12/23     | Fresh Linen                      | 6.29                   | F.S.            |
|                  | 4/17/23     | Plunger (2)                      | 11.22                  | F.S.            |
|                  | 4/17/23     | 7 Gallon Trash Cans (2)          | 20.63                  | F.S.            |
|                  | 4/18/23     | Open/Close Sign                  | 13.58                  | T.L.            |
|                  | 4/19/23     | Door Handle                      | 79.89                  | M.B.            |
|                  | 4/19/23     | Chlorine Tabs (10)               | 68.98                  | M.B.            |
|                  | 4/19/23     | Fasteners (10)                   | 11.47                  | M.B.            |
|                  | 4/19/23     | Epoxy                            | 9.98                   | M.B.            |
|                  | 4/19/23     | Fasteners (10)                   | 28.72                  | M.B.            |
|                  | 4/21/23     | Key Copies (3)                   | 11.97                  | M.B.            |
|                  | 4/21/23     | 5/8" Screws 3pk                  | 1.59                   | M.B.            |
|                  | 4/21/23     | 1/2" Screws 3pk                  | 1.59                   | M.B.            |
|                  | 4/21/23     | Lock Nuts 4pk                    | 1.59                   | M.B.            |
|                  | 4/24/23     | Gym Wipes 3200 wipes             | 114.34                 | F.S.            |
|                  | 4/25/23     | Storeroom Door Handle (2)        | 155.18                 | M.B.            |
|                  | 4/25/23     | Hose Bib                         | 12.25                  | M.B.            |
|                  | 5/3/23      | Fasteners 100pk                  | 17.22                  | M.B.            |
|                  | 5/3/23      | 12"x12" SS Sheet Metal           | 15.61                  | M.B.            |
|                  | 5/3/23      | Surge Protector for Storage Room | 30.83                  | M.B.            |
|                  | 5/3/23      | Bleach (3)                       | 12.01                  | M.B.            |
|                  | 5/4/23      | Toilet Paper 18 rolls (3)        | 68.93                  | F.S.            |
|                  | 5/4/23      | Paper Towels 12 rolls            | 22.98                  | F.S.            |
|                  | 5/4/23      | Lysol Lemon Breeze (2)           | 14.67                  | F.S.            |
|                  | 5/4/23      | 13 Gallon Trash Bags 150ct       | 22.97                  | F.S.            |
|                  | 5/4/23      | 42 Gallon Trash Bags 32ct        | 28.72                  | F.S.            |
|                  | 5/4/23      | Microfiber Towels 16pk           | 14.93                  | F.S.            |
|                  |             | <b>TOTAL</b>                     | <b><u>\$990.71</u></b> |                 |

| CHECK<br>DATE | VEND# | .....INVOICE.....<br>DATE INVOICE | ...EXPENSED TO...<br>YRMO DPT ACCT# SUB SUBCLASS | VENDOR NAME              | STATUS | AMOUNT             | .....CHECK.....<br>AMOUNT # |
|---------------|-------|-----------------------------------|--|--------------------------|--------|--------------------|-----------------------------|
| 5/01/23       | 00031 | 3/27/23 6582                      | 202303 600-53800-60100                           | COVER/DRAIN INSTALLATION | *      | 2,610.96           |                             |
|               |       |                                   |  |                          |        |                    | 2,610.96 000029             |
| 5/26/23       | 00032 | 5/25/23 539551                    | 202305 600-53800-60100                           | 5 UMBRELLAS              | *      | 2,588.25           |                             |
|               |       |                                   |  |                          |        |                    | 2,588.25 000030             |
|               |       |                                   |  |                          |        | TOTAL FOR BANK D   | 5,199.21                    |
|               |       |                                   |  |                          |        | TOTAL FOR REGISTER | 5,199.21                    |

K&K White LLC  
 DBA Pinch A Penny 242  
 9715 Crosshill Boulevard, #105  
 Jacksonville, FL 32222



store242@pinchapenny.com

BILLING INVOICE

Ridgewood Trails CDD  
 1667 Azalea ridge Blvd

Middleburg FL 32068

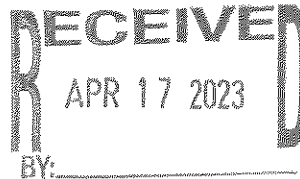
Invoice Date: 03/27/23

Client Code 2275

Invoice # 6582

| Item           | Quantity     | Description                 | Rate              | Amount              |
|----------------|--------------|-----------------------------|-------------------|---------------------|
| Department     | 1            | Scuba Fee                   | 250.00            | \$250.00            |
| Department     | 1            | Installation of first drain | 225.00            | \$225.00            |
| Department     | 4            | Drain Installation          | 125.00            | \$500.00            |
| Department     | 1            | Cold water dive             | 150.00            | \$150.00            |
| Department     | 1            | 12"X12" WHITE drain covers  | 78.99             | \$78.99             |
| Department     | 3            | 18"X18" DRAIN COVER         | 468.99            | \$1,406.97          |
| <del>Tax</del> | <del>1</del> | <del>Duval County Tax</del> | <del>105.52</del> | <del>\$105.52</del> |

Drains



Total ~~\$2,716.48~~

\$2610.96

To ensure proper credit to your account, indicate amount paid and check number on slip, then detach and mail slip with your payment.

Client Info:

Ridgewood Trails CDD  
 1667 Azalea ridge Blvd  
 Middleburg FL 32068

|                      |                      |            |
|----------------------|----------------------|------------|
| Invoice Date         | Client Code          | Amount Due |
| 03/27/23             | 2275                 | \$2,716.48 |
| Amount Paid          | Check #              |            |
| <input type="text"/> | <input type="text"/> |            |

Thank You! We Greatly Appreciate Your Business!!

Approved (minus tax) \$2,610.96

PINCH A PENNY #242  
 9715 Crosshill Boulevard, #105  
 Jacksonville, FL 32222

Approved  
 Ridgewood Trails CDD  
 Pool Drains/Drain Covers  
 000.330.53800.60100  
 Tara R. Lee  
 4.17.23

