

*Ridgewood Trails
Community Development District*

May 1, 2024

AGENDA

Ridgewood Trails Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.ridgewoodtrailscdd.com

April 24, 2024

Board of Supervisors
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, May 1, 2024 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. Consideration of Agreement with Alliant Engineering, Inc. for Professional Engineering Services
- IV. Consideration of Proposal from Riverside Management Services for Fiscal Year 2025 Services
- V. Consideration of Resolution 2024-03, Approving the Proposed Budget for Fiscal Year 2025 and Setting a Public Hearing Date to Adopt
- VI. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager – Report on the Number of Registered Voters (1,232)
 - D. Operation Manager
 - E. Amenity Manager

1. Report
 2. Landscape Inspection Report
- VII. Supervisor's Requests and Public Comments
- VIII. Approval of Consent Agenda
- A. Approval of the Minutes of the March 6, 2024 Meeting
 - B. Balance Sheet & Income Statement
 - C. Assessment Receipt Schedule
 - D. Approval of Check Register
- IX. Next Meeting Scheduled for: July 10, 2024 @ 6:00 p.m. at the Azalea Ridge Amenity Center
- X. Adjournment

Board Oversight

Supervisor ----- – Landscape

Supervisor Genska – Security & Technology

Supervisor Shroyer – Maintenance

Supervisor Miller – Athletics

Supervisor ----- - Aquatics

THIRD ORDER OF BUSINESS

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES (the “**Agreement**”) is made and entered into this 19th day of April, 2024, by and between:

Ridgewood Trails Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in the Clay County, Florida, with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “**District**”); and

Alliant Engineering, Inc., a Minnesota corporation, with a mailing address of 10475 Fortune Parkway, Suite 101, Jacksonville, Florida 32256 (the “**Engineer**”).

RECITALS

WHEREAS, the District is a local unit of special purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, by ordinance of the Board of County Commissioners of Clay County, Florida; and

WHEREAS, the District is authorized to plan, acquire and/or maintain improvements, facilities and services in conjunction with the development and maintenance of the lands within the District; and

WHEREAS, pursuant to Sections 190.033 and 287.055, *Florida Statutes*, the District solicited qualifications from qualified firms and individuals to provide professional engineering services to the District on a continuing basis; and

WHEREAS, Engineer submitted a proposal to serve in this capacity; and

WHEREAS, on March 6, 2024, the District's Board of Supervisors (the “**Board**”) ranked Engineer as the most qualified firm to provide professional engineering services for the District and authorized the negotiation of a contract pursuant to Section 287.055, *Florida Statutes*; and

WHEREAS, the District intends to employ Engineer to perform engineering, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization or work authorizations; and

WHEREAS, the Engineer shall serve as District’s professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of these services.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties hereto and the payments by the District to the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

ARTICLE 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated by reference herein as a material part of this Agreement.

ARTICLE 2. SCOPE OF SERVICES.

- A. The Engineer will provide general engineering services for the District, including:
1. Preparation of any necessary reports and attendance at meetings of the Board.
 2. Assisting in meeting with necessary parties involving bond issues, special reports, feasibility studies or other tasks.
 3. Providing professional engineering services, including but not limited to, review and execution of documents under the District's Trust Indentures and monitoring of District projects.
 4. Any other items requested by the Board.
- B. Engineer shall, when authorized by the Board, provide general services related to construction of any District projects, including but not limited to:
1. Periodic visits to the site, or full time construction management of District projects, as directed by District.
 2. Processing of contractors' pay estimates.
 3. Preparation of, and/or assistance with, the preparation of work authorizations, requisitions, change orders and acquisitions for review by the District Manager, District Counsel, and the Board.
 4. Final inspection and requested certificates for construction, including the final certificate of construction.
 5. Consultation and advice during construction, including performing all roles and actions required of any construction contract between District and any contractor(s) in which Engineer is named as owner's representative or "Engineer."
 6. Any other activity related to construction as authorized by the Board.
- C. With respect to maintenance of the facilities, Engineer shall render such services as authorized by the Board.

ARTICLE 3. METHOD OF AUTHORIZATION. Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a work authorization which shall include the scope of services, compensation, project schedule, and special provisions or conditions specific to the service or project being authorized and shall be in a form similar to the form set for in **Exhibit A** hereto (“**Work Authorization**”). Authorization of services or projects under this Agreement shall be at the sole option of the District.

ARTICLE 4. COMPENSATION. It is understood and agreed that the payment of compensation for services under this Agreement shall be stipulated in each Work Authorization. One of the following methods will be utilized:

- A. Lump Sum Amount** – The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work accomplished. For any lump-sum or cost-plus-a-fixed-fee professional service contract over the threshold amount provided in Section 287.017 of the Florida Statutes for CATEGORY FOUR, the District shall require the Engineer to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The price for any lump sum Work Authorization, and any additions thereto, will be adjusted to exclude any significant sums by which the District determines the Work Authorization was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments must be made within one (1) year following the completion of the work contemplated by the lump sum Work Authorization.
- B. Hourly Personnel Rates** – For services or projects where the scope of services is not clearly defined or recurring services or other projects where the District desires the use of the hourly compensation rates, the rates outlined in **Exhibit B**, attached hereto and incorporated by this reference, shall apply. The District and Engineer may agree to a “not to exceed” amount when utilizing hourly personnel rates for a specific work authorization.

ARTICLE 5. REIMBURSABLE EXPENSES. Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the services for the incidental expenses as listed as follows:

- A.** Expenses of transportation and living when traveling in connection with a project and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District’s travel policy.
- B.** Expense of reproduction, postage and handling of drawings and specifications.

ARTICLE 6. TERM OF AGREEMENT. It is understood and agreed that the term of this Agreement will be from the time of execution of this Agreement by the parties hereto until terminated in accordance with its terms.

ARTICLE 7. SPECIAL CONSULTANTS. When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

ARTICLE 8. BOOKS AND RECORDS. Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder, or such further time as required under Florida law. The District, or its authorized representative, shall have the right to audit such books and records at all reasonable times upon prior notice to Engineer.

ARTICLE 9. OWNERSHIP OF DOCUMENTS.

- A.** Upon payment of all applicable compensation as properly invoiced and paid pursuant to Article 4, all rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other tangible work product originally developed by Engineer pursuant to this Agreement (the “**Work Product**”) shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.
- B.** Upon payment of all applicable compensation as properly invoiced and paid pursuant to Article 4, the Engineer shall deliver all Work Product to the District upon completion thereof, unless it is necessary for the Engineer in the District’s sole discretion to retain possession for a longer period of time. Notwithstanding the foregoing, the Engineer agrees that delivery of any Work Product necessary to proceed with the ongoing work of the District shall not be withheld or unreasonably delayed solely based upon the timing of the invoicing or payment. Upon early termination of the Engineer’s services hereunder, the Engineer shall deliver to the District all such Work Product, whether complete or not. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District’s prior express written consent. The Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the District.
- C.** The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with

respect to such work. The Engineer hereby assigns to the District any and all rights the Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise, the preparation of such copyrightable or patentable materials or designs.

ARTICLE 10. REUSE OF DOCUMENTS. All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. Such documents are not intended or represented to be suitable for reuse by District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer. All documents including drawings, plans and specifications furnished by Engineer to District are subject to reuse in accordance with Section 287.055(10), *Florida Statutes*.

ARTICLE 11. ESTIMATE OF COST. Since Engineer has no control over the cost of labor, materials, or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, Engineer's opinions of probable cost provided as a service hereunder are to be made on the basis of its experience and qualifications and represent Engineer's best judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable cost prepared by Engineer. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

ARTICLE 12. INSURANCE.

A. Subject to the provisions of this Article, the Engineer shall, at a minimum, maintain throughout the term of this Agreement the following insurance:

1. Workers' Compensation Insurance in accordance with the laws of the State of Florida.
2. Commercial General Liability Insurance, including but not limited to, bodily injury (including contractual), property damage (including contractual), products and completed operations, and personal injury with limits of not less than One Million Dollars and No Cents (\$1,000,000.00) per occurrence, and not less than Two Million Dollars and No Cents (\$2,000,000.00) in the aggregate covering all work performed under this Agreement.
3. Automobile Liability Insurance, including without limitation bodily injury and property damage, including all vehicles owned, leased, hired, and non-owned vehicles with limits of not less than One Million Dollars

and No Cents (\$1,000,000.00) each policy year aggregate combined single limit covering all work performed under this Agreement.

4. Professional Liability Insurance for Errors and Omissions, with limits of not less than One Million Dollars and No Cents (\$1,000,000.00).
- B. All insurance policies, except for the Professional Liability Insurance, secured by Engineer pursuant to the terms of this Agreement shall be written on an “occurrence” basis to the extent permitted by law.
 - C. The District and the District’s officers, supervisors, agents, staff, and representatives shall be named as additional insured parties, except with respect to the Worker’s Compensation Insurance and Professional Liability Insurance for which only proof of insurance shall be provided. The Engineer shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Section. No certificate shall be acceptable to the District, unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida.
 - D. If the Engineer fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Engineer shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District’s obtaining the required insurance.

ARTICLE 13. CONTINGENT FEE. The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

ARTICLE 14. AUDIT. Records of the Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times. The Engineer agrees that the District or any of its duly authorized representatives shall have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement for a period of four (4) years or longer as required by law. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until either (a) the completion of an audit and resolution of all questions arising therefrom, or (b) three years after the expenditure

of all funds under this Agreement, or (c) the public record retention period established by the District's records retention policy, whichever comes later.

ARTICLE 15. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by the Engineer, shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public or governmental authority having appropriate jurisdiction. If the Engineer fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Engineer or any of its agents, servants, or employees, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

ARTICLE 16. COMPLIANCE WITH PROFESSIONAL STANDARDS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by Engineer, shall maintain the generally accepted professional standard of care, skill, diligence, and professional competency for such work and/or services consistent with industry standards used by members of the Engineer's profession practicing under similar circumstances. Any designs, drawings, reports, or specifications prepared or furnished by Engineer that contain errors, conflicts, or omissions will be promptly corrected by Engineer at no cost to the District.

ARTICLE 17. INDEMNIFICATION.

- A. The Engineer agrees, to the fullest extent permitted by law (except against professional liability claims), to indemnify, defend, and hold harmless the District and the District's officers, supervisors, agents, staff, and representatives (together, the "**Indemnitees**"), from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Engineer and other persons employed or utilized by the Engineer in the performance of this Agreement, including without limitation the Engineer's contractors, subcontractors, and sub-subcontractors. For avoidance of doubt, indemnification obligation of the Contractor herein requires the Contractor to indemnify the District for any and all percentage of fault attributable to Contractor for in any claims arising hereunder (whether such claim is against the District, the Contractor or the District and Contractor as jointly liable parties) regardless of whether the District is adjudged to be more or less than 50% at fault. To the extent a limitation on liability is required by Section 725.06 of the Florida Statutes or other applicable law, liability under this section shall in no event exceed the sum of One Million Dollars and No Cents (\$1,000,000.00) and Engineer shall carry, at his own expense, insurance in a company satisfactory to District to cover the aforementioned liability. Engineer

agrees such limitation bears a reasonable commercial relationship to the Agreement and was part of the project specifications or bid documents.

- B.** The Engineer agrees and covenants that nothing in this Agreement shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to Section 768.28, *Florida Statutes*, or other law, and nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.
- C.** In the event that any indemnification, defense, or hold harmless provision of this Agreement is determined to be unenforceable, the provision shall be reformed in accordance with the mutual intent of the Engineer and the District to provide indemnification, defense, and hold harmless provisions to the maximum effect allowed by Florida law and for the benefit of the Indemnitees.
- D.** Neither District nor Engineer shall be liable to the other party in any circumstances for any indirect, economic, special or consequential loss or damage, including but not limited to, loss of revenue, loss of production or loss of profit.

ARTICLE 18. EMPLOYMENT VERIFICATION. The Engineer agrees that it shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons it employs in the performance of this Agreement.

ARTICLE 19. INDEPENDENT CONTRACTOR. In all matters relating to this Agreement, the District and the Engineer agree and acknowledge that the Engineer shall serve as an independent contractor of the District. Neither the Engineer nor employees of the Engineer, if any, are employees of the District under the meaning or application of any Federal or State unemployment, insurance laws, or any other potentially applicable laws. The Engineer agrees to assume all liabilities or obligations by any one or more of such laws with respect to employees of the Engineer, if any, in the performance of this Agreement. The Engineer shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Engineer shall have no authority to represent as agent, employee, or in any other capacity the District, unless set forth differently herein or authorized by vote of the Board.

ARTICLE 20. CONTROLLING LAW. The Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida. Venue for all proceedings with respect to this Agreement shall be Clay County, Florida.

ARTICLE 21. NOTICE. All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. If to Engineer: Alliant Engineering, Inc.
10475 Fortune Parkway, Suite 101
Jacksonville, Florida 32256
Attn: Brice A. Nelson

B. If to District: Ridgewood Trails Community
Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Engineer may deliver Notice on behalf of the District and the Engineer. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

ARTICLE 22. PUBLIC RECORDS. Engineer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Engineer agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Engineer acknowledges that the designated public records custodian for the District is Marilee Giles (“**Public Records Custodian**”). Among other requirements and to the extent applicable by law, the Engineer shall 1) keep and maintain public records required by the District to perform the Services; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the Agreement term and following the Agreement term if the Engineer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the Agreement, transfer to the District, at no cost, all public records in Engineer’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Engineer, the Engineer shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ENGINEERS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, MGILES@GMSNF.COM, OR 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

ARTICLE 23. NO THIRD PARTY BENEFITS. Nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred by operation of law.

ARTICLE 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

ARTICLE 25. ASSIGNMENT. Except as provided otherwise in this Agreement, neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Any purported assignment without such written consent is void. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate and consistent with this Agreement.

ARTICLE 26. CONSTRUCTION DEFECTS. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, *FLORIDA STATUTES*.

ARTICLE 27. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both the District and the Engineer.

ARTICLE 28. ARM'S LENGTH TRANSACTION. This Agreement reflects the negotiated agreement of the District and the Engineer, each represented by competent legal counsel. Accordingly, this Agreement shall be construed as if both parties jointly prepared it, and no presumption against one party or the other shall govern the interpretation or construction of any of the provisions of this Agreement.

ARTICLE 29. INDIVIDUAL LIABILITY. UNDER THIS AGREEMENT, AND PURSUANT TO THE REQUIREMENTS OF SECTION 558.0035, *FLORIDA STATUTES*, THE REQUIREMENTS OF WHICH ARE EXPRESSLY INCORPORATED HEREIN, AN INDIVIDUAL EMPLOYEE OR AGENT OF THE ENGINEER MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

ARTICLE 30. TERMINATION. The District may terminate this Agreement for cause immediately upon notice to Engineer. The District or the Engineer may terminate this Agreement

without cause upon thirty (30) days' written notice. At such time as the Engineer receives notification of the intent of the District to terminate the Agreement, the Engineer shall not perform any further services, unless directed to do so in writing by the District. In the event of any termination or breach of any kind, the Engineer shall not be entitled to consequential damages of any kind (including but not limited to lost profits), but instead the Engineer's sole remedy will be to recover payment for services rendered to the date of the notice of termination, subject to any offsets.

ARTICLE 31. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

ARTICLE 32. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Engineer is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorney's fees, paralegal fees, expert witness fees, and costs at all judicial levels.

ARTICLE 33. ACCEPTANCE. Acceptance of this Agreement is indicated by the signatures of the authorized representatives of the District and the Engineer in the spaces provided below.

ARTICLE 34. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

ARTICLE 35. E-VERIFY. The Engineer shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Engineer shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Engineer has knowingly violated Section 448.09(1), *Florida Statutes*. By entering into this Agreement, the Engineer represents that no public employer has terminated a contract with the Engineer under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

ARTICLE 36. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Engineer agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

ARTICLE 37. SCRUTINIZED COMPANIES STATEMENT. Engineer certifies it: (i) is not in violation of Section 287.135, *Florida Statutes*; (ii) is not on the Scrutinized Companies with Activities in Sudan List; (iii) is not on the Scrutinized Companies with Activities in the Iran

Petroleum Energy Sector List; (iv) does not have business operations in Cuba or Syria; (v) is not on the Scrutinized Companies that Boycott Israel List; and (vi) is not participating in a boycott of Israel. If the Engineer is found to have submitted a false statement with regards to the prior sentence, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, has engaged in business operations in Cuba or Syria, and/or has engaged in a boycott of Israel, the District may immediately terminate the Contract.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

Attest:

**RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson / Vice Chairperson,
Board of Supervisors

ALLIANT ENGINEERING, INC.

Brice A. Nelson

Witness

By: Brice A. Nelson
Its: Senior Civil Engineer

EXHIBIT A: Form of Work Authorization

EXHIBIT B: Rate Schedule

Exhibit A
Form of Work Authorization
April 19, 2024

Ridgewood Trails Community Development District
Clay County, Florida

Subject: **Work Authorization Number 01**
Ridgewood Trails Community Development District

Dear Chairperson, Board of Supervisors:

Alliant Engineering, Inc. (“Engineer”), is pleased to submit this work authorization to provide engineering services for the Ridgewood Trails Community Development District (the “District”). We will provide these services pursuant to our current agreement dated April 19, 2024 (“Engineering Agreement”) as follows:

I. Scope of Work

The District will engage Engineer to perform those services [INSERT SERVICES TO BE PROVIDED].

II. Fees

The District will compensate Engineer pursuant to the hourly rate schedule contained in the Engineering Agreement.

This proposal, together with the Engineering Agreement, represents the entire understanding between the District and Engineer with regard to the referenced work authorization. If you wish to accept this work authorization, please sign both copies where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Alliant Engineering, Inc.. We look forward to helping you create a quality project.

APPROVED AND ACCEPTED

Sincerely,

By: Authorized Representative of
Ridgewood Trails Community
Development District



Date: April 19, 2024

Exhibit B
Rate Schedule



Billing Rate Table by Classification - 2024

Classification	Billing Rate
Principal	\$255
Associate	\$210
Senior Professional Engineer	\$190
Senior Environmental Compliance Specialist	\$165
Construction Manager	\$155
Senior Construction Inspector	\$145
Professional Engineer	\$140
Environmental Compliance Specialist	\$135
Survey Field Manager	\$130
Senior CADD Technician	\$120
Professional Landscape Architect	\$120
Graduate Engineer	\$120
Survey Office Tech	\$110
Construction Inspector	\$105
Senior Survey Crew Chief	\$105
CADD Technician	\$105
Graduate Landscape Architect	\$100
Survey Crew Chief	\$90
Survey Field Tech	\$70
Two Person Survey Crew	\$170

FOURTH ORDER OF BUSINESS

RIVERSIDE MANAGEMENT SERVICES, INC.

9655 Florida Mining Boulevard West – Building 300 – Suite 305 – Jacksonville, Florida - 32257

April 25, 2024

Marilee Giles
Ridgewood Trails Community Development District
475 West Town Place, Suite 114
World Golf Village
St. Augustine, Florida 32092

Re: FY2025 Facility Manager, Field Operations Management, Pool Service, Janitorial,
Facility Assistant and Lifeguards.

Dear Marilee:

Please consider this proposal for Riverside Management Services, Inc. to continue providing the following services for the Ridgewood Trails Community Development District:

<u>Services</u>	<u>FY2024 Budget</u>	<u>FY2024 Fees</u>	<u>FY2025 Proposed Fees</u>
Facility Manager	\$67,416	\$67,416	\$71,460
Operations Manager	\$24,325	\$24,325	\$25,785
Pool Service (Pools-2)	\$17,876	\$17,876	\$18,950
Janitorial Service (Facilities - 2)	\$11,218	\$11,218	\$11,891
Lifeguard Services (943 hrs)	\$18,385	\$18,385	\$19,488
Facility Assistant	\$5,000	\$5,000	\$7,500

The proposed fees for Facility Manager, Operations Manager, Pool Service and Janitorial Service reflect a cost-of-living increase. The amount for Lifeguard Services reflects a \$1.00 per hour increase to offset the impact of the mandated minimum wage increase of \$1.00, taxes, insurance and cost of living increase. The ownership and management at Riverside Management Services, Inc. would like to thank the Board of Supervisors in advance for your consideration of our request to help offset the continued rise in cost to operate in these unprecedented times. Should you have any questions or comments, please feel free to give me a call.

Sincerely,

Darrin Mossing

Darrin Mossing
President

FIFTH ORDER OF BUSINESS

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FY 2025; SETTING A PUBLIC HEARING THEREON AND DIRECTING PUBLICATION; ADDRESSING TRANSMITTAL AND POSTING REQUIREMENTS; ADDRESSING SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**FY 2025**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Ridgewood Trails Community Development District (“**District**”) prior to June 15, 2024, the proposed budget(s) attached hereto as **Exhibit A (“Proposed Budget”)**; and

WHEREAS, the Board now desires to set the required public hearing on the Proposed Budget.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget attached hereto as **Exhibit A** is hereby approved preliminarily.

2. **SETTING A PUBLIC HEARING; DIRECTING PUBLICATION.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, time, and location, and District staff is directed to provide notice of the same in accordance with Florida law:

DATE: _____, 2024
TIME: 6:00 p.m.
LOCATION: Azalea Ridge Amenity Center
1667 Azalea Ridge Boulevard
Middleburg, Florida 32068

3. **TRANSMITTAL TO LOCAL GENERAL PURPOSE GOVERNMENT; POSTING OF PROPOSED BUDGET.** The District Manager is hereby directed to (i) submit a copy of the Proposed Budget to the applicable local general-purpose government(s) at least 60 days prior to its adoption, and (ii) post the approved Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*.

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

PASSED AND ADOPTED THIS 1ST DAY OF MAY, 2024.

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Exhibit A
Proposed Budget

Ridgewood Trails
Community Development District

Proposed Budget
FY 2025



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Ridgewood Trails
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
REVENUES:					
Special Assessments - On Roll	\$612,477	\$605,155	\$7,333	\$612,488	\$612,477
Interest/Miscellaneous Income	2,200	7,421	8,000	15,421	12,000
Rental Revenue	2,000	1,550	2,125	3,675	3,675
Carry Forward Surplus	-	-	-	-	1,420
TOTAL REVENUES	\$616,677	\$614,126	\$17,458	\$631,584	\$629,572

EXPENDITURES:

Administrative:

Supervisor Fees	\$8,000	\$2,600	\$3,000	\$5,600	\$8,000
FICA Taxes	612	199	230	428	612
Engineer	3,000	-	3,000	3,000	3,200
Attorney	20,000	6,169	9,075	15,244	20,000
Annual Audit	3,270	-	3,270	3,270	3,270
Assessment Administration	5,576	5,576	-	5,576	5,576
Arbitrage Rebate	600	-	600	600	600
Dissemination Agent	1,060	530	530	1,060	1,124
Trustee Fees	5,650	4,517	-	4,517	4,600
District Management Fees	48,416	24,208	24,207	48,416	51,320
Information Technology	1,908	954	954	1,908	1,908
Website Maintenance	1,272	636	636	1,272	1,272
Telephone	350	97	253	350	350
Postage & Delivery	800	269	531	800	800
General Liability and Public Officials Insurance	8,094	7,726	-	7,726	8,498
Printing & Binding	1,500	265	1,235	1,500	1,500
Legal Advertising	1,800	192	1,608	1,800	1,800
Other Current Charges	907	-	907	907	907
Office Supplies	100	3	97	100	100
Dues, Licenses & Subscriptions	175	175	-	175	175
TOTAL ADMINISTRATIVE	\$113,089	\$54,117	\$50,132	\$104,249	\$115,612

Ridgewood Trails
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
Operations & Maintenance					
Amenity Center					
Property Insurance	\$29,198	\$15,070	\$-	\$15,070	\$17,029
Amenity Manager	67,416	33,708	33,708	67,416	71,461
Facility Assistant	5,000	1,798	3,202	5,000	7,500
General Facility Maintenance	12,190	5,402	6,788	12,190	12,190
Repair and Replacements	25,000	15,238	9,762	25,000	30,000
Lifeguards	18,385	1,023	17,362	18,385	19,488
Pool Maintenance	17,876	8,938	8,938	17,876	18,950
Pool Chemicals	17,798	8,254	8,254	16,508	17,798
Water & Sewer	15,525	4,656	7,244	11,900	13,000
Electric	16,100	5,119	7,949	13,068	16,100
Internet/Cable	6,451	3,238	3,384	6,622	6,840
Janitorial	11,218	5,609	5,609	11,218	11,891
Janitorial Supplies	2,500	822	976	1,799	2,500
Security System	8,797	5,318	3,348	8,667	8,467
Refuse Service	2,709	1,468	1,506	2,974	3,012
Special Events	5,000	1,878	3,122	5,000	5,000
Pool Permit	475	-	475	475	475
Pest Control	1,000	540	540	1,080	1,200
Access Cards	1,000	-	1,000	1,000	1,000
Capital Reserve Transfer	38,680	-	38,680	38,680	37,391
Total Amenity Center	\$302,318	\$118,079	\$161,849	\$279,928	\$301,292
Grounds Maintenance					
Operations Management	\$24,325	\$12,162	\$12,162	\$24,325	\$25,785
Electric	5,000	1,152	1,300	2,452	3,000
Water	8,300	3,674	3,900	7,574	8,300
Repairs & Maintenance	18,200	5,710	12,490	18,200	18,200
Landscape Maintenance	128,444	67,971	64,222	132,193	143,582
Lake Maintenance	12,000	4,152	4,152	8,304	8,802
Irrigation Repairs	5,000	-	5,000	5,000	5,000
Total Grounds Maintenance	\$201,269	\$94,822	\$103,226	\$198,048	\$212,669
TOTAL EXPENDITURES	\$616,677	\$267,017	\$315,207	\$582,225	\$629,572
EXCESS REVENUES (EXPENDITURES)	\$-	\$347,108	\$(297,749)	\$49,359	\$0

Ridgewood Trails
Community Development District
Budget Narrative
Fiscal Year 2025

REVENUES

Special Assessments-Tax Roll

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

Interest/Miscellaneous Income

The District earns interest on the monthly average collected balance for each of their investment accounts.

Rentals Revenues

Income received from residents for rental of clubroom or patio.

Expenditures - Administrative

Supervisors Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 6 meetings.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

District Engineering Fees

The District's engineer, Alliant Engineering, Inc., will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, Kutak Rock LLP, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

Assessment Roll Administration

GMS, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Dissemination Agent

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

Trustee Fees

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee.

District Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Information Technology

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by GMS, LLC.

Website Maintenance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS, LLC and updated monthly.

Telephone

New internet and Wi-Fi service for Office.

Postage and Delivery

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Ridgewood Trails
Community Development District
Budget Narrative
Fiscal Year 2025

Expenditures - Administrative (continued)

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Bank Fees and Other Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

Expenditures - Amenity Center

Property 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	Annual
RMS	Pool Maintenance	\$1,579	\$18,950

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	Annual
Hawkins	Pool Chemicals	\$1,244	\$14,928
RMS	Pool Chemicals	\$104	\$1,248
Contingency		\$135	\$1,622
	Total	\$1,483	\$17,798

Ridgewood Trails
Community Development District
Budget Narrative
Fiscal Year 2025

Expenditures – Amenity Center (continued)
--

Water and Sewer

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

Account#	Address	Monthly	Annual
00564735	1667 Azalea Ridge Blvd Amenity Center	\$550	\$6,600
00517174	1667 Azalea Ridge Blvd Amenity Center	\$140	\$1,680
00517175	1667 Azalea Ridge Blvd Irrigation	\$100	\$1,200
00517176	1667 Azalea Ridge Blvd Recl Irrigation	\$50	\$600
	Contingency	\$243	\$2,920
	Total	\$1,083	\$13,000

Electric

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

Account#	Address	Monthly	Annual
8874493	1667 Azalea Ridge Blvd	\$1,200	\$14,400
	Contingency	\$142	\$1,700
	Total	\$1,342	\$16,100

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	Annual
RMS	Janitorial	\$991	\$11,891

Janitorial Supplies

All supplies needed for janitorial services of the Amenity Center.

Security System

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

Vendor	Description	Monthly	Annual
Newlane Finance	Security Cammeras	\$395	\$4,741
Vector Security	Cameras	\$143	\$1,715
Hi-Tech System	Access Control+Cloud	\$20	\$240
Hi-Tech System	Cloud Access	\$0	\$1,620
FUSUS	Real Time Crime Ctr	\$0	\$150
	Total	\$558	\$8,467

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.

Access Cards

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

Capital Reserve

Funding for new recreation projects.

Ridgewood Trails
Community Development District
Budget Narrative
Fiscal Year 2025

Expenditures - Ground Maintenance
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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.

Electric

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

Account#	Address	Monthly	Annual
9065441	1799 Azalea Ridge Blvd Ne Corner Sign	\$43	\$516
9011950	4214 Warm Springs Way Sign Lights Irrig	\$42	\$504
9047502	4226 Warm Springs Way Entrance Sign	\$41	\$492
9047503	1595 Azalea Ridge Blvd Pond Fountain	\$35	\$420
	Contingency	\$89	\$1,068
	Total	\$250	\$3,000

Water

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

Account#	Address	Monthly	Annual
00569294	1799-2 Azalea Ridge Blvd Irrigation	\$275	\$3,300
00560605	4214 Warm Springs Way	\$48	\$576
00579216	4458 Warm Springs Way	\$48	\$576
00579217	4355 Warm Springs Way	\$48	\$576
00579219	4268 Warm Springs Way	\$55	\$656
00567767	4164 Fishing Creek Lane Reclaimed	\$30	\$360
00567766	4166 Green River Place Reclaimed	\$30	\$360
00567764	1610 Azalea Ridge Blvd Reclaimed	\$30	\$360
00567762	1601 Azalea Ridge Road reclaimed	\$30	\$360
00567760	3891 Bronco Road Reclaimed	\$30	\$360
00567759	4217 Packer Meadow Way Reclaimed	\$30	\$360
	Contingency	\$38	\$456
	Total	\$692	\$8,300

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. Contingency amount for cost such as sod replacement and tree maintenance.

Vendor	Description	Monthly	Annual
Brightview	Landscape service	\$11,132	\$133,582
Brightview	Contingency	\$833	\$10,000
	Total	\$11,965	\$143,582

Lake Maintenance

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

Vendor	Description	Monthly	Annual
The Lake Doctor Inc		\$692	\$8,304
Contingency		\$42	\$498
	Total	\$734	\$8,802

Irrigation Repairs

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

Ridgewood Trails

Community Development District

Proposed Budget Debt Service Series 2007 Capital Improvement Revenue Bonds

Description	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
REVENUES:					
Special Assessments-On Roll	\$13,359	\$13,199	\$160	\$13,359	\$13,359
Interest Earnings	250	455	245	700	500
Carry Forward Surplus ⁽¹⁾	5,052	\$4,613	-	4,613	6,327
TOTAL REVENUES	\$18,661	\$18,268	\$405	\$18,672	\$20,186
EXPENDITURES:					
Interest 11/1	\$3,673	\$3,673	\$-	\$3,673	\$3,531
Interest 51	3,673	-	3,673	3,673	3,531
Principal 5/1	5,000	-	5,000	5,000	5,000
TOTAL EXPENDITURES	\$12,345	\$3,673	\$8,673	\$12,345	\$12,063
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
TOTAL EXPENDITURES	\$12,345	\$3,673	\$8,673	\$12,345	\$12,063
EXCESS REVENUES (EXPENDITURES)	\$6,316	\$14,595	\$(8,268)	\$6,327	\$8,124
⁽¹⁾ Carry Forward is Net of Reserve Requirement			Interest Due 11/1/25		\$3,390

Ridgewood Trails

Community Development District

AMORTIZATION SCHEDULE

Debt Service Series 2007 Capital Improvement Revenue Bonds

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/24	125,000	5.650%	-	3,531	3,531.25
05/01/25	125,000	5.650%	5,000	3,531	
11/01/25	120,000	5.650%	-	3,390	11,921.25
05/01/26	120,000	5.650%	5,000	3,390	
11/01/26	115,000	5.650%	-	3,249	11,638.75
05/01/27	115,000	5.650%	5,000	3,249	
11/01/27	110,000	5.650%	-	3,108	11,356.25
05/01/28	110,000	5.650%	5,000	3,108	
11/01/28	105,000	5.650%	-	2,966	11,073.75
05/01/29	105,000	5.650%	10,000	2,966	
11/01/29	95,000	5.650%	-	2,684	15,650.00
05/01/30	95,000	5.650%	10,000	2,684	
11/01/30	85,000	5.650%	-	2,401	15,085.00
05/01/31	85,000	5.650%	10,000	2,401	
11/01/31	75,000	5.650%	-	2,119	14,520.00
05/01/32	75,000	5.650%	10,000	2,119	
11/01/32	65,000	5.650%	-	1,836	13,955.00
05/01/33	65,000	5.650%	10,000	1,836	
11/01/33	55,000	5.650%	-	1,554	13,390.00
05/01/34	55,000	5.650%	10,000	1,554	
11/01/34	45,000	5.650%	-	1,271	12,825.00
05/01/35	45,000	5.650%	10,000	1,271	
11/01/35	35,000	5.650%	-	989	12,260.00
05/01/36	35,000	5.650%	10,000	989	
11/01/36	25,000	5.650%	-	706	11,695.00
05/01/37	25,000	5.650%	10,000	706	
11/01/37	15,000	5.650%	-	424	11,130.00
05/01/38	15,000	5.650%	15,000	424	15,423.75
Total			\$125,000	\$60,455	\$185,455

Ridgewood Trails
Community Development District
Proposed Budget
Capital Reserve Fund

Description	Adopted Budget FY2024	Actuals Thru 3/31/24	Projected Next 6 Months	Projected Thru 9/30/24	Proposed Budget FY 2025
REVENUES:					
Capital Reserve-Transfer In	38,680	\$-	38,680	38,680	\$37,391
Interest Income	\$1,300	1,136	\$1,000	2,136	2,000
Carry Forward Balance	180,691	-	180,691	180,691	182,604
TOTAL REVENUES	\$220,671	\$1,136	\$220,371	\$221,507	\$221,995
EXPENDITURES:					
Capital Outlay	\$60,000	\$-	\$-	\$-	\$60,000
Other Current Charges	600	-	600	600	600
Repair & Maintenance	10,000	-	8,405	8,405	-
Pool Fence Project	-	14,949	14,949	29,898	-
TOTAL EXPENDITURES	\$70,600	\$14,949	\$23,954	\$38,903	\$60,600
Other Sources/(Uses)					
Transfer in/(Out)	\$-	\$-	\$-	\$-	\$-
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
TOTAL EXPENDITURES	\$70,600	\$14,949	\$23,954	\$38,903	\$60,600
EXCESS REVENUES (EXPENDITURES)	\$150,071	\$(13,813)	\$196,417	\$182,604	\$161,395

Ridgewood Trails
Community Development District
Non-Ad Valorem Assessments Comparison
2024-2025

Neighborhood	O&M Units	Bonds 2007 Units	Annual Maintenance Assessments			Annual Debt Assessments			Total Assessed Per Unit		
			FY 2025	FY2024	Increase/ (decrease)	FY 2025	FY2024	Increase/ (decrease)	FY 2025	FY2024	Increase/ (decrease)
50	470	9	\$883.26	\$883.26	\$0.00	\$761.14	\$761.14	\$0.00	\$1,644.40	\$1,644.40	\$0.00
60	221	8	\$1,069.86	\$1,069.86	\$0.00	\$920.15	\$920.15	\$0.00	\$1,990.01	\$1,990.01	\$0.00
Total	691	17									

SIXTH ORDER OF BUSINESS

C.



Chris H. Chambless

Supervisor of Elections
Clay County, Florida

April 15, 2024

Ridgewood Trails Community Development District
Attn.: Katie S. Buchanan
107 West College Avenue
Tallahassee, Florida 32301

Dear Ms. Buchanan:

I have queried the number of eligible voters residing within the Ridgewood Trails Community Development District as of April 15, 2024. At this time, there are 1,232 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at Lynn.Gaver@ClayElections.gov.

In an effort to keep our records updated please notify us of any changes to the Board due to resignations or appointments.

Thank you,

Lynn Gaver, MFCEP

Clay County Supervisor of Elections Office
P.O. Box 337 | 500 North Orange Ave.
Green Cove Springs, FL 32043
(904) 269-6350 Fax (904) 284-0935

E.

1.

5/1/2024

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

May 1, 2024

To: Board of Supervisors

From: Tara Lee
Amenity Manager

RE: Azalea Ridge Amenity Management Report – May 1, 2024

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



Community Updates

MAINTENANCE

- Replaced weight stack pins in gym. Extras are on hand.
- Pressure washed the pool decks, entrance, and breezeway.
- Replaced the “S” hooks on the swings at playground.
- Re-painted the big pool bathroom threshold to a non-slip paint.
- Installed permanent window locks in the gym.
- Replaced flush valves in pool bathrooms.

EVENTS

- Adult Bingo Night
 - Friday, March 8th from 6pm to 9pm.
- Spring Festival (combined CDD/HOA) Event
 - Saturday, March 23rd from 11am to 3pm.
 - Two food trucks were onsite during the event.
 - The event included Inflatables, yard games, age-appropriate egg hunts, and pictures with the Easter bunny.
- Community Spring Yard Sale
 - Saturday, April 6th from 8am to 2pm.
 - Food trucks (coffee & donuts) were onsite during the yard sale.

UPCOMING EVENTS

- Summer Festival (combined CDD/HOA) Event
 - Saturday, June 29th from 11am to 3pm.
 - Working out details with the HOA Events community.

ROOM RENTALS

- Total number of rentals for March and April (3).
- Total number of rentals tentatively scheduled for May and June (2).
- Non – resident paid yearly CDD fee (\$950) for pool access.

Conclusion

For any questions or comments regarding the above information please contact Tara Lee, Amenity Manager, at Ridgewoodtrailsmgr@rmsnf.com.

Respectfully,

Tara Lee



2.



Quality Site Assessment

Prepared for: Ridgewood Trails CDD

General Information

- DATE:** Thursday, Apr 18, 2024
- NEXT QSA DATE:** Monday, Jul 22, 2024
- CLIENT ATTENDEES:** Karen Fisher
- BRIGHTVIEW ATTENDEES:** Karen Fisher

Customer Focus Areas

Entrances, Pool area

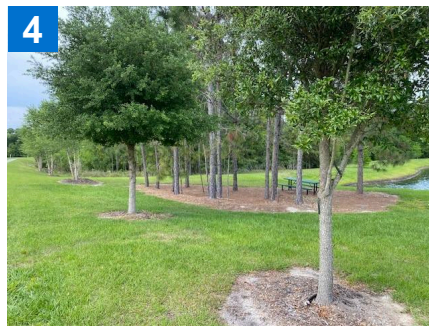
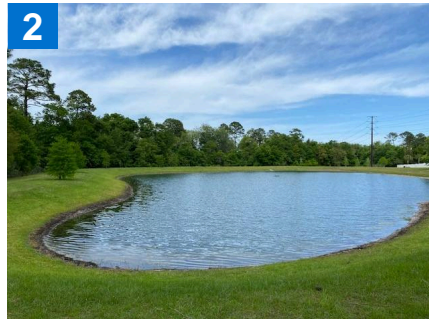
Quality you can count on.

<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

Ridgewood Trails CDD

Maintenance Items



1 Amenity Center is looking sharp, African Iris have flushed back out after the winter cut backs.

2 Pond maintenance is in rotation.

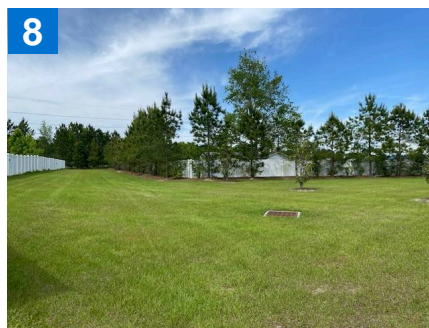
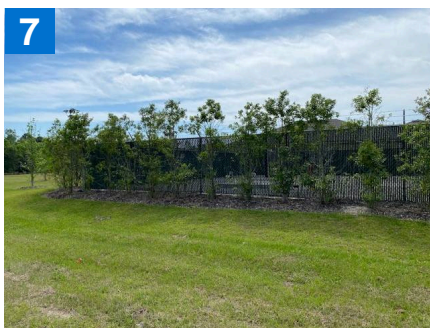
3 The crew is making sure to maintenance underneath the picnic tables throughout.

4 Detail is in rotation. Trash is picked up on every visit.

QUALITY SITE ASSESSMENT

Ridgewood Trails CDD

Maintenance Items



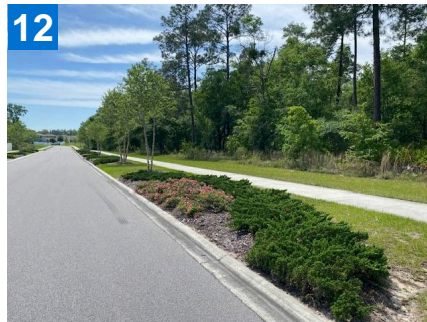
5 Base maintenance is in rotation.

6 The crew will clean up tree suckers on their next detail rotation.

7 JEA Station is weed free and well maintained.

8 Base maintenance is in rotation.

Maintenance Items



- 9** Pocket park next to the Bronco Rd. entrance - Magnolia Tree looks like someone/something ran into it. Multiple limbs are broken off/hanging. The crew cleaned it up nicely but the tree is very bare now.
- 10** Pocket Park next to the Bronco Rd. entrance - tree rings are clean and weed free.
- 11** Hard edging throughout is in rotation and caught up following a home owner and management complaint.
- 12** Weed control is caught up toward the back of the community.

EIGHTH 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, March 6, 2024 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present and constituting a quorum were:

Dennis Schroyer	Chairman
Jacqui Proctor Miller	Vice Chairperson
Marty Genska	Supervisor
Michael Weatherbee	Supervisor
Scott Edson	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS
Tara Lee	RMS
Terry Glynn	GMS by telephone
Karen Fisher	Brightview
Roy Peaden	Brightview

The following is a summary of the actions taken at the March 6, 2024 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

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of New Supervisor to Fill Expired Terms of Office (11/2024)

On MOTION by Mr. Schroyer seconded by Mr. Genska with all in favor Scott Edson was appointed to fill the unexpired term of office.
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B. Oath of Office for Newly Elected Supervisors and Appointed Supervisor

Ms. Giles being a notary public of the State of Florida administered the oath of office to Mr. Edson.

Ms. Giles gave an overview of the sunshine law, public records law, and documents contained in the new supervisor packet of information.

C. Election of Officers, Resolution 2024-02

Ms. Giles stated Marty has expressed a desire to step down as chairman. This is your opportunity to talk about that and nominate a new chair. After discussion the board took the following action.

On MOTION by Mr. Genska seconded by Mr. Weatherbee with all in favor Resolution 2024-02 was approved reflecting the following: Dennis Schroyer chair, Jacquie Proctor Miller vice chair, Marilee Giles secretary and treasurer, Marty Genska, Michael Weatherbee, Scott Edson, James Oliver, Daniel Laughlin, Darrin Mossing and Howard McGaffney assistant secretaries and Danial Laughlin, Darrin Mossing, and Howard McGaffney assistant treasurers.

FOURTH ORDER OF BUSINESS

Consideration of Proposals:

A. Wall Packs

Mr. Soriano stated if we want to light the parking lot the best is going to be move the decorative lights so I can put a wall pack or put in another pole. We can put in a couple poles and use LED lights, the total is \$980 before shipping, and an electrician \$2,500 to \$3,000 per pole.

After discussion staff was directed to install LED flood light fixtures on a bullhorn within their spending limits.

B. Pool Controller

On MOTION by Mr. Genska seconded by Mr. Schroyer with all in favor staff was directed to send termination letter to Pool Sure and to prepare an agreement with Hawkins for chlorine delivery.

C. Painting Pool Slide

On MOTION by Ms. Miller seconded by Mr. Genska with all in favor the proposal from Tito’s Painting, LLC in the amount of \$3,275 was approved.

FIFTH ORDER OF BUSINESS

Consideration of RFQ Responses for Engineer Services

Ms. Giles stated the RFQ was noticed in the local paper and was emailed to several known engineering companies. We received one response from Alliant. I have worked with them in another district and they are a very good engineering company. I contacted some of the firms we sent the email to and one of them had just picked up four new districts and couldn’t handle the extra workload. After your discussion we will look for a motion to accept Alliant Engineer. Since he is new to the district I will invite him to visit the site and meet the staff and maybe have him call into a meeting to hear how the board operates and not have him call in again until we need him. There are two reports that the district needs at different times of the year from the engineer, the 20-year stormwater analysis due every five years that we did two years ago and a report that is due every seven years and the last one we did was in 2021. If there is nothing on the agenda or anything for the engineer, we don’t have to have him at the meeting.

On MOTION by Mr. Schroyer seconded by Mr. Edson with all in favor Alliant was approved and staff authorized to negotiate rates and if successful to bring back an agreement for services to the next meeting for board consideration.

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 – Discussion of 2024 General Election

Ms. Giles stated the qualifying period for the 2024 election is the second week in June and seats 1, 3 and 5 are up for election this year. You will have to go to the supervisor of elections

office and fill out the paperwork. I think there is a small fee and they will talk you through your paperwork.

As a reminder you need to complete your ethics training before the end of the calendar year. You will receive emails from other companies that would love you to pay their fee to do their training, but if you just stick to the links in the memo in your agenda package they are free. When you complete your form 1 this year you don't have to check the box that you did the ethics training, you report the ethics training on next year's form 1.

We are looking for input from the board tonight as it pertains to the 2025 budget. You will approve the budget at your next meeting, which is May 1st and adopt it at the July 10th meeting.

We are working on the fence and playground and those things will come out of the 2024 budget. If there is something specific that you want to see increased, decreased, or changed on the budget, tonight is your opportunity to discuss that and let staff know. Without specific guidance we will prepare the budget with all the historical invoices we pay on each budget line, we will make those adjustments, those items that we know have increased we will increase accordingly on the budget. If there is a line item that we didn't spend any money on we will see if we can decrease that line item. We will look at each line and see if needs to be increased or decreased. Once you approve the proposed budget we can't go higher. We can reduce it when we adopt it, but we can't go higher.

D. Operation Manager

Mr. Soriano stated I wanted to update you, the HOA has already approved the amounts and this hasn't changed. We were able to get quotes and the HOA looked at what structures they wanted, they added a shade structure but they are paying for all of that. They would like to help with the mulch or border.

E. Amenity Manager

1. Report

Ms. Lee reviewed the amenity manager's report, copy of which was included as part of the agenda package.

2. Landscape Inspection Report

Ms. Fisher gave an overview of the landscape inspection report, copy of which was included in the agenda package.

SEVENTH ORDER OF BUSINESS Supervisor’s Requests and Public Comments

Ms. Miller stated it seems that the gym is not being cleaned very well. It is being cleaned around the machines but not under the machines or on top of the machines. There is a pin in one of the weight machines but it is not the right pin and sometimes it pops out and the weights drop. We need to get the appropriate pin for that piece of equipment.

Ms. Lee stated we ordered a pin and it was \$28 and it lasted two weeks due to people slamming the weights down.

Mr. Soriano stated we will order a couple more pins.

Ms. Miller stated we need a light at Azalea Ridge and Green River, it is very dark there. We put it off last year and I’m bringing it up again.

Mr. Soriano stated we can pay for the install, but we don’t own the area, that is a county road. We can have the new engineer help us to push the county but that is what the county approved for lighting.

Ms. Giles stated we can put a number in there.

Mr. Weatherbee asked do we need a number for a light at the playground?

Ms. Giles stated last year you designated \$60,000 for the playground that has now been donated by the HOA. Does \$15,000 give you enough for lighting, trenching, permits?

Mr. Soriano stated I feel comfortable with that. You are talking about three lights back there and possibly one up here by the playground.

EIGHTH ORDER OF BUSINESS Approval of Consent Agenda

A. Approval of the Minutes of the January 10, 2024 Meeting

On MOTION by Mr. Schroyer seconded by Mr. Genska with all in favor the minutes of the January 10, 2024 meeting were approved as presented.

B. Balance Sheet & Income Statement

C. Assessment Receipt Schedule

D. Approval of Check Register

On MOTION by Mr. Genska seconded by Mr. Weatherbee with all in favor the consent agenda items were approved.

NINTH ORDER OF BUSINESS

Next Meeting Scheduled for Wednesday, May 1, 2024 at 6:00 p.m. at the Azalea Ridge Amenity Center

Ms. Giles stated the next meeting is scheduled for May 1, 2024 at 6:00 p.m. in the same location at which time we will approve the proposed budget.

Mr. Edson stated back to the money we get from the county. I think they have until March or April to pay, but do we ever get someone who doesn't pay and we have to do something about it or the county does?

Ms. Buchanan stated because the CDD's special assessments is collected on the tax bill, it is essentially the same process that the county undertakes if someone doesn't pay their property taxes. Initially, a tax certificate is sold and that is based on the bid process where a buyer can propose an interest rate between 1% and 18% and then to get your property unencumbered you have to pay off the tax bill and the interest. If it is never sold then it goes to a tax deed sale, but because all this operates through the county, the district does not have to participate in the process.

Mr. Edson asked have we had in the last two or three years to do something like that?

Ms. Buchanan stated I don't know because assessments paid through tax certificates pays our annual special assessments.

Ms. Giles stated we are made whole.

Mr. Edson stated then it is not really a problem.

Mr. Soriano stated right.

On MOTION by Mr. Genska seconded by Mr. Edson with all in favor the meeting adjourned at 7:28 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Ridgewood Trails
Community Development District

Unaudited Financial Reporting
March 31, 2024



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Ridgewood Trails
Community Development District
Combined Balance Sheet
March 31, 2024

	General Fund	Capital Reserve Fund	Debt Service Fund	Capital Project Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 40,175	\$ 153,430	\$ -	\$ -	\$ 193,606
Assessments Receivable	-	-	-	-	-
Due from General Fund	-	-	-	-	-
Investments:					
State Board of Administration (SBA)	696	41,278	-	-	41,974
US Bank - Custody Account	477,353	-	-	-	477,353
Series 2007					
Reserve A	-	-	10,289	-	10,289
Interest A	-	-	-	-	-
Revenue A	-	-	14,595	-	14,595
Prepayment A	-	-	-	-	-
Deferred Costs	-	-	-	1,177	1,177
Prepaid Expenses	1,129	-	-	-	1,129
Deposits	2,803	-	-	-	2,803
Total Assets	\$ 522,157	\$ 194,708	\$ 24,884	\$ 1,177	\$ 742,927
Liabilities:					
Accounts Payable	\$ 9,431	\$ -	\$ -	\$ -	\$ 9,431
Accrued Expenses	2,189	-	-	-	2,189
Due to Debt Service	-	-	-	-	-
Total Liabilities	\$ 11,620	\$ -	\$ -	\$ -	\$ 11,620
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 1,129	\$ -	\$ -	\$ -	\$ 1,129
Deposits	2,803	-	-	-	2,803
Restricted for:					
Debt Service	-	-	24,884	-	24,884
Capital Project	-	-	-	1,177	1,177
Assigned for:					
Capital Reserve Fund	-	194,708	-	-	194,708
Unassigned	506,604	-	-	-	506,604
Total Fund Balances	\$ 510,536	\$ 194,708	\$ 24,884	\$ 1,177	\$ 731,307
Total Liabilities & Fund Balance	\$ 522,157	\$ 194,708	\$ 24,884	\$ 1,177	\$ 742,927

Ridgewood Trails
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 612,477	\$ 612,477	\$ 605,155	\$ (7,322)
Interest Earned/Misc. Income	2,000	1,000	7,421	6,421
Rental Revenue	2,200	1,100	1,550	450
Total Revenues	\$ 616,677	\$ 614,577	\$ 614,126	\$ (451)
Expenditures:				
General & Administrative:				
Supervisor Fees	\$ 8,000	\$ 4,000	\$ 2,600	\$ 1,400
PR-FICA	612	306	199	107
Engineering	3,000	1,500	-	1,500
Attorney	20,000	10,000	6,169	3,831
Annual Audit	3,270	-	-	-
Assessment Administration	5,576	5,576	5,576	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	1,060	530	530	-
Trustee Fees	5,650	5,650	4,517	1,133
Management Fees	48,416	24,208	24,208	-
Information Technology	1,908	954	954	-
Website Maintenance	1,272	636	636	-
Telephone	350	175	97	78
Postage & Delivery	800	400	269	131
Insurance General Liability	8,094	8,094	7,726	368
Printing & Binding	1,500	750	265	485
Legal Advertising	1,800	900	192	708
Other Current Charges	907	454	-	454
Office Supplies	100	50	3	47
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 113,090	\$ 64,358	\$ 54,117	\$ 10,241

Ridgewood Trails
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<i>Operations & Maintenance</i>				
Amenity Center Expenditures				
Insurance	\$ 29,198	\$ 29,198	\$ 15,070	\$ 14,128
Amenity Manager	67,416	33,708	33,708	-
Facility Assistant	5,000	2,500	1,798	702
General Facility Maintenance	12,190	6,095	5,402	693
Repairs & Replacements	25,000	12,500	15,238	(2,738)
Lifeguards	18,385	9,193	1,023	8,169
Pool Maintenance	17,876	8,938	8,938	-
Pool Chemicals	17,798	8,899	8,254	645
Water & Sewer	15,525	7,763	4,656	3,107
Electric	16,100	8,050	5,119	2,931
Internet/Cable	6,451	3,226	3,238	(13)
Janitorial	11,218	5,609	5,609	-
Janitorial Supplies	2,500	1,250	822	428
Security System	8,797	4,399	5,318	(920)
Refuse Service	2,709	1,355	1,468	(113)
Special Events	5,000	2,500	1,878	622
Pool Permit	475	-	-	-
Pest Control	1,000	500	540	(40)
Access Cards	1,000	500	-	500
Capital Reserve	38,680	-	-	-
Subtotal Amenity Center Expenditures	\$ 302,318	\$ 146,181	\$ 118,079	\$ 28,101
Grounds Maintenance Expenditures				
Operations Management	\$ 24,325	\$ 12,162	\$ 12,162	\$ -
Electric	5,000	2,500	1,152	1,348
Water	8,300	4,150	3,674	476
Repairs & Maintenance	18,200	9,100	5,710	3,390
Landscape Maintenance	128,444	64,222	67,971	(3,749)
Lake Maintenance	12,000	6,000	4,152	1,848
Irrigation Repairs	5,000	2,500	-	2,500
Subtotal Grounds Maintenance Expenditures	\$ 201,269	\$ 100,634	\$ 94,822	\$ 5,813
Total Operations & Maintenance	\$ 503,587	\$ 246,815	\$ 212,901	\$ 33,914
Total Expenditures	\$ 616,677	\$ 311,172	\$ 267,017	\$ 44,155
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 303,405	\$ 347,108	\$ 43,704
<i>Other Financing Sources/(Uses):</i>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ 303,405	\$ 347,108	\$ 43,704
Fund Balance - Beginning	\$ -		\$ 160,625	
Fund Balance - Ending	\$ -		\$ 507,734	

Ridgewood Trails
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Revenues				
Capital Reserve Transfer In	\$ 38,680	\$ -	\$ -	-
Interest	1,300	650	1,136	486
Total Revenues	\$ 39,980	\$ 650	\$ 1,136	\$ 486
Expenditures:				
Capital Reserves	\$ 60,000	\$ 30,000	\$ -	\$ 30,000
Amenity Improvement Project	-	-	-	-
Other Current Charges	600	300	-	300
Repair & Replacement	10,000	5,000	-	5,000
Pool Fence Project	-	-	14,949	(14,949)
Total Expenditures	\$ 70,600	\$ 35,300	\$ 14,949	\$ 20,351
Excess (Deficiency) of Revenues over Expenditures	\$ (30,620)		\$ (13,813)	
Net Change in Fund Balance	\$ (30,620)		\$ (13,813)	
Fund Balance - Beginning	\$ 180,691		\$ 208,521	
Fund Balance - Ending	\$ 150,071		\$ 194,708	

Ridgewood Trails
Community Development District
Debt Service Fund Series - 2007A
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 13,359	\$ 13,359	\$ 13,199	\$ (160)
Interest Income	250	125	455	330
Total Revenues	\$ 13,609	\$ 13,484	\$ 13,654	\$ 170
Expenditures:				
Interest - 11/1	\$ 3,673	\$ 3,673	\$ 3,673	\$ -
Interest - 5/1	3,673	-	-	-
Principal - 5/1	5,000	-	-	-
Total Expenditures	\$ 12,345	\$ 3,673	\$ 3,673	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 1,264	\$ 9,812	\$ 9,982	\$ 170
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 1,264	\$ 9,812	\$ 9,982	\$ 170
Fund Balance - Beginning	\$ 5,052		\$ 14,903	
Fund Balance - Ending	\$ 6,316		\$ 24,884	

Ridgewood Trails
Community Development District
Capital Projects Fund Series - 2007A
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
Revenues				
Interest Income	\$ -	\$ -	\$ 29	\$ 29
Total Revenues	\$ -	\$ -	\$ 29	\$ 29
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 29	\$ 29
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ -	\$ 29	
Fund Balance - Beginning	\$ -		\$ 1,149	
Fund Balance - Ending	\$ -		\$ 1,177	

Ridgewood Trails
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 68,143	\$ 525,629	\$ 2,872	\$ 4,767	\$ 3,744	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 605,155
Interest Earned/Misc. Income	553	276	193	1,944	2,293	2,161	-	-	-	-	-	-	7,421
Rental Revenue	1,000	250	-	150	-	150	-	-	-	-	-	-	1,550
Total Revenues	\$ 1,553	\$ 68,669	\$ 525,822	\$ 4,966	\$ 7,061	\$ 6,055	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 614,126
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ 1,000	\$ -	\$ 600	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600
PR-FICA	-	77	-	46	-	77	-	-	-	-	-	-	199
Engineering	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	3,689	854	106	1,056	464	-	-	-	-	-	-	-	6,169
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,576	-	-	-	-	-	-	-	-	-	-	-	5,576
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	88	88	88	88	88	88	-	-	-	-	-	-	530
Trustee Fees	1,129	-	-	3,388	-	-	-	-	-	-	-	-	4,517
Management Fees	4,035	4,035	4,035	4,035	4,035	4,035	-	-	-	-	-	-	24,208
Information Technology	159	159	159	159	159	159	-	-	-	-	-	-	954
Website Maintenance	106	106	106	106	106	106	-	-	-	-	-	-	636
Telephone	-	29	-	31	-	36	-	-	-	-	-	-	97
Postage & Delivery	72	6	95	14	54	28	-	-	-	-	-	-	269
Insurance General Liability	7,726	-	-	-	-	-	-	-	-	-	-	-	7,726
Printing & Binding	78	53	45	8	62	19	-	-	-	-	-	-	265
Legal Advertising	46	-	46	100	-	-	-	-	-	-	-	-	192
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	1	0	0	1	1	0	-	-	-	-	-	-	3
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 22,880	\$ 6,408	\$ 4,681	\$ 9,632	\$ 4,968	\$ 5,548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,117

Ridgewood Trails
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<i>Operations & Maintenance</i>													
Amenity Center Expenditures													
Insurance	\$ 15,070	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	15,070
Amenity Manager	5,618	5,618	5,618	5,618	5,618	5,618	-	-	-	-	-	-	33,708
Facility Assistant	594	80	595	-	-	530	-	-	-	-	-	-	1,798
General Facility Maintenance	1,064	1,214	1,322	841	961	-	-	-	-	-	-	-	5,402
Repairs & Replacements	1,775	2,681	1,786	5,171	3,825	-	-	-	-	-	-	-	15,238
Lifeguards	-	-	-	-	-	1,023	-	-	-	-	-	-	1,023
Pool Maintenance	1,490	1,490	1,490	1,490	1,490	1,490	-	-	-	-	-	-	8,938
Pool Chemicals	1,244	1,326	1,518	1,393	1,380	1,393	-	-	-	-	-	-	8,254
Water & Sewer	827	877	789	679	754	729	-	-	-	-	-	-	4,656
Electric	858	840	821	852	895	853	-	-	-	-	-	-	5,119
Internet/Cable	508	529	529	547	563	563	-	-	-	-	-	-	3,238
Janitorial	935	935	935	935	935	935	-	-	-	-	-	-	5,609
Janitorial Supplies	68	209	305	171	69	-	-	-	-	-	-	-	822
Security System	558	2,671	415	558	558	558	-	-	-	-	-	-	5,318
Refuse Service	227	251	247	246	247	250	-	-	-	-	-	-	1,468
Special Events	-	1,265	613	-	-	-	-	-	-	-	-	-	1,878
Pool Permit	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	90	90	90	90	90	90	-	-	-	-	-	-	540
Access Cards	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Amenity Center Expenditures	\$ 30,925	\$ 20,075	\$ 17,072	\$ 18,591	\$ 17,384	\$ 14,032	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	118,079
Grounds Maintenance Expenditures													
Operations Management	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	12,162
Electric	189	190	192	194	194	194	-	-	-	-	-	-	1,152
Water	660	787	612	476	683	456	-	-	-	-	-	-	3,674
Repairs & Maintenance	1,059	412	311	1,248	2,680	-	-	-	-	-	-	-	5,710
Landscape Maintenance	13,737	10,704	10,704	10,704	10,704	11,419	-	-	-	-	-	-	67,971
Lake Maintenance	692	692	692	692	692	692	-	-	-	-	-	-	4,152
Irrigation Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Grounds Maintenance Expenditures	\$ 18,365	\$ 14,812	\$ 14,538	\$ 15,341	\$ 16,980	\$ 14,787	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	94,822
Total Operations & Maintenance	\$ 49,290	\$ 34,887	\$ 31,610	\$ 33,931	\$ 34,364	\$ 28,819	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	212,901
Total Expenditures	\$ 72,170	\$ 41,294	\$ 36,291	\$ 43,563	\$ 39,332	\$ 34,366	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	267,017
Excess (Deficiency) of Revenues over Expenditures	\$ (70,618)	\$ 27,375	\$ 489,531	\$ (38,597)	\$ (32,271)	\$ (28,311)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	347,108
Other Financing Sources/Uses:													
Transfer In/(Out)													\$ -
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (70,618)	\$ 27,375	\$ 489,531	\$ (38,597)	\$ (32,271)	\$ (28,311)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	347,108

Ridgewood Trails
Community Development District
Long Term Debt Report

Series 2007A Capital Improvement Revenue Bonds	
Interest Rate:	5.65%
Maturity Date:	5/1/2038
Reserve Fund Definition	6.949% of Outstanding Bonds
Reserve Fund Requirement	\$9,034
Reserve Fund Balance	10,289
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)
Current Bonds Outstanding	\$130,000

C.

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2024 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2007A DEBT ASMT ASSESSED	FY23 O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED	691	13,358.77	612,487.98	625,846.75
TOTAL NET ASSESSMENTS	691	13,358.77	612,487.98	625,846.75

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2007A DEBT RECEIPTS	O&M RECEIPTS
1	11/6/23	1,545.88	33.00	1,512.88
2	11/14/23	21,347.74	455.67	20,892.07
3	11/28/23	46,735.45	997.57	45,737.88
4	12/12/23	525,337.73	11,213.39	514,124.34
5	12/22/24	11,755.51	250.92	11,504.59
6	1/10/24	2,934.49	62.64	2,871.85
7	2/7/24	4,871.30	103.98	4,767.32
8	3/15/24	3,825.63	81.66	3,743.97
			-	-
			-	-
			-	-
			-	-
TOTAL TAX ROLL RECEIPTS		618,353.73	13,198.83	605,154.90

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	98.80%	98.80%	98.80%

D.

Ridgewood Trails

COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2024

Check Register

Fund	Date	Check Numbers	Amount	
<u>General Fund</u>				
	2/1/24 - 2/29/24	2593-2610	\$40,554.01	
	3/1/24 - 3/31/24	2611-2619	27,876.23	
				\$68,430.24
<u>Capital Reserve</u>				
	3/1/24 - 3/31/24	32	\$14,949.00	
				\$14,949.00
<u>Autopayments</u>				
	2/6/24	Comcast	\$240.74	
	2/6/24	Waste Pro	247.14	
	2/12/24	Comcast	322.33	
	2/26/24	Newlane Finance	395.12	
	2/29/24	Clay Electric	43.00	
	3/1/24	CCUA	1,437.20	
	3/1/24	Clay Electric	1,045.75	
	3/7/24	Waste Pro	249.54	
	3/6/24	Comcast	224.67	
	3/12/24	Comcast	322.33	
	3/8/24	EFTPS	153.00	
	3/26/24	Newlane Finance	395.12	
	3/29/24	Clay Electric	43.00	
				\$5,118.94
TOTAL				\$88,498.18

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/02/24	00119	1/25/24	8764446	202401	330	53800	46000		FLUSH CUT GRIND DECLINE Q BRIGHTVIEW LANDSCAPE SERVICES, INC	*	705.00	705.00	002593
2/02/24	00119	2/01/24	8762495	202402	330	53800	46200		FEB LANDSCAPE MAINTENANCE BRIGHTVIEW LANDSCAPE SERVICES, INC	*	10,703.68	10,703.68	002594
2/02/24	00015	1/25/24	2024-271	202401	310	51300	48000		REQ FOR ENGINEEING SVCS OSTEEN MEDIA GROUP-CLAY TODAY	*	99.75	99.75	002595
2/02/24	00095	2/01/24	13129561	202402	320	57200	52100		FEB POOL CHEMICALS POOLSURE	*	1,318.81	1,318.81	002596
2/02/24	00118	2/21/24	73473847	202402	320	57200	34510		FEB SECURITY CAM MONITOR VECTOR SECURITY INC	*	142.95	142.95	002597
2/06/24	00003	2/01/24	253	202402	310	51300	34000		MANAGEMENT FEE - FEBRUARY	*	4,034.67		
		2/01/24	253	202402	310	51300	35200		WEBSITE ADMIN - FEBRUARY	*	106.00		
		2/01/24	253	202402	310	51300	35100		INFORMATION TECH - FEB	*	159.00		
		2/01/24	253	202402	310	51300	31300		DISSEMINATION SRV - FEB	*	88.33		
		2/01/24	253	202402	310	51300	51000		OFFICE SUPPLIES - FEB	*	.51		
		2/01/24	253	202402	310	51300	42000		POSTAGE - FEBRUARY	*	53.75		
		2/01/24	253	202402	310	51300	42500		COPIES - FEBRUARY	*	61.95		
									GOVERNMENTAL MANAGEMENT SERVICES			4,504.21	002598
2/06/24	00126	2/01/24	399066	202402	320	57200	34510		ACCESS CONTROL - FEBRUARY HI-TECH SYSTEM ASSOCIATES	*	20.00	20.00	002599
2/06/24	00117	1/31/24	3342390	202312	310	51300	31500		DEC GENERAL SERVICES KUTAK ROCK LLP	*	106.00	106.00	002600
2/06/24	00042	2/20/24	156453B	202402	330	53800	46400		LAKE MAINTENANCE - FEB THE LAKE DOCTORS, INC.	*	692.00	692.00	002601

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/06/24	00039	1/30/24	363	202401	320	57200	49000		LAPTOP - AMENITY CENTER RIVERSIDE MANAGEMENT SERVICES, INC.	*	2,412.29	2,412.29	002602
2/14/24	00055	2/09/24	10564	202402	330	53800	46000		BACKFLOW TEST BOB'S BACKFLOW & PLUMBING SERVICES	*	135.00	135.00	002603
2/14/24	00039	2/01/24	364	202402	320	57200	34200		JANITORIAL SERVICES - FEB	*	934.83		
		2/01/24	364	202402	320	57200	46500		POOL MAINTENANCE - FEB	*	1,489.67		
		2/01/24	364	202402	330	53800	34000		OPERATIONS MANAGEMENT	*	2,027.08		
		2/01/24	364	202402	320	57200	46200		AMENITY MANAGER RIVERSIDE MANAGEMENT SERVICES, INC.	*	5,618.00	10,069.58	002604
2/14/24	00039	2/07/24	365	202402	320	57200	52100		POOL CHEMICALS - BLEACH	*	37.05		
		2/07/24	365	202402	320	57200	52100		POOL CHEMICALS - ACID RIVERSIDE MANAGEMENT SERVICES, INC.	*	24.46	61.51	002605
2/14/24	00017	1/25/24	7196637	202401	310	51300	32300		FY24 TRUSTEE FEES 2007A&B	*	3,388.14		
		1/25/24	7196637	202401	300	15500	10000		FY25 TRUSTEE FEES 2007A&B US BANK	*	1,129.28	4,517.42	002606
2/27/24	00095	3/01/24	13129562	202403	320	57200	52100		MAR. POOL CHEMICALS POOLSURE	*	1,318.81	1,318.81	002607
2/27/24	00039	2/19/24	367	202401	320	57200	52200		JANITORIAL SUPPLIES	*	171.49		
		2/19/24	367	202401	330	53800	46000		FIELD - REPAIRS & MAINT.	*	543.15		
		2/19/24	367	202401	320	57200	46000		AMENITY - REPAIRS & REPLC	*	1,958.61		
		2/19/24	367	202401	320	57200	46100		GENERAL FACILITY MAINT. RIVERSIDE MANAGEMENT SERVICES, INC.	*	840.80	3,514.05	002608
2/27/24	00130	2/23/24	61874553	202402	320	57200	43200		FEB RODENT CONTROL TURNER PEST CONTROL LLC	*	90.00	90.00	002609

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/27/24	00118	2/20/24	73633268	202403	320-57200-34510		MAR. SECURITY MONITOR VECTOR SECURITY INC	*	142.95	142.95	002610
3/04/24	00119	3/01/24	8805459	202403	330-53800-46200		MAR. LANDSCAPE MAINTENANC BRIGHTVIEW LANDSCAPE SERVICES, INC	*	10,703.68	10,703.68	002611
3/04/24	00126	3/01/24	400714	202403	320-57200-34510		MARCH SECURITY HI-TECH SYSTEM ASSOCIATES	*	20.00	20.00	002612
3/04/24	00042	3/01/24	163234B	202403	330-53800-46400		MARCH LAKE MAINTENANCE THE LAKE DOCTORS, INC.	*	692.00	692.00	002613
3/07/24	00003	3/01/24	254	202403	310-51300-34000		MAR. MANAGEMENT FEES	*	4,034.67		
		3/01/24	254	202403	310-51300-35200		MAR. WEBSITE ADMIN.	*	106.00		
		3/01/24	254	202403	310-51300-35100		MAR INFORMATION TECH.	*	159.00		
		3/01/24	254	202403	310-51300-31300		MAR. DISSEMINATION SRVCS.	*	88.33		
		3/01/24	254	202403	310-51300-51000		OFFICE SUPPLIES	*	.33		
		3/01/24	254	202403	310-51300-42000		POSTAGE	*	27.90		
		3/01/24	254	202403	310-51300-42500		COPIES	*	18.60		
		3/01/24	254	202403	310-51300-41000		TELEPHONE	*	36.31		
							GOVERNMENTAL MANAGEMENT SERVICES			4,471.14	002614
3/07/24	00117	2/29/24	3355843	202401	310-51300-31500		JAN. GENERAL SERVICES KUTAK ROCK LLP	*	1,056.00	1,056.00	002615
3/07/24	00039	3/01/24	366	202403	320-57200-34200		MAR. JANITORIAL SERVICES	*	934.83		
		3/01/24	366	202403	320-57200-46500		MAR. POOL MAINTENANCE SRV	*	1,489.67		
		3/01/24	366	202403	330-53800-34000		FIELD MANAGEMENT	*	2,027.08		
		3/01/24	366	202403	320-57200-46200		FACILITY MANAGEMENT RIVERSIDE MANAGEMENT SERVICES, INC.	*	5,618.00	10,069.58	002616

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/13/24	00039	3/07/24	368	202403	320	57200	52100			*	49.39		
			LIQUID BLEACH										
		3/07/24	368	202403	320	57200	52100			*	12.23		
			MURIATIC ACID										
		3/07/24	368	202403	320	57200	52100			*	12.21		
			PHOSPHATE REMOVER										
RIVERSIDE MANAGEMENT SERVICES, INC.												73.83	002617
3/19/24	00139	3/18/24	1008	202403	320	57200	46000			*	700.00		
			RESTRAPING POOL FURNITURE										
THE POOL AND PATIO SHOP LLC												700.00	002618
3/19/24	00130	3/14/24	61884933	202403	320	57200	43200			*	90.00		
			MAR RODENT CONTROL										
TURNER PEST CONTROL LLC												90.00	002619
TOTAL FOR BANK A											68,430.24		
TOTAL FOR REGISTER											68,430.24		



INVOICE

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

Customer #: 24319930
Invoice #: 8764446
Invoice Date: 1/25/2024
Sales Order: 8317962
Cust PO #:

Project Name: Remove and grind declining Queen Palm at entrance
Project Description: Remove and grind Palm suspected to have Ganoderma

Job Number	Description	Qty	UM	Unit Price	Amount
346100568	Ridgewood Trails CDD Flush cut and grind declined Q	1.000	LS	705.00	705.00
	Approved Ridgewood Trails CDD Field - Repairs & Maintenance 001.330.53800.46000 <i>Tara Lee</i> 1.25.24				
				Total Invoice Amount	705.00
				Taxable Amount	
				Tax Amount	
				Balance Due	705.00

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 #: 8764446
 Invoice Date: 1/25/2024

Amount Due: \$ 705.00

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

INVOICE



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

Customer #: 24319930
Invoice #: 8762495
Invoice Date: 2/1/2024
Cust PO #:

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For February Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Tara Lee</i> 1.25.24	10,703.68
Total invoice amount		10,703.68
Tax amount		
Balance due		10,703.68

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

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 24319930
Invoice #: 8762495
Invoice Date: 2/1/2024

Amount Due: \$10,703.68

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

INVOICE

Invoice Number: 2024-271337
Invoice Date: 1/25/2024
Due Date: 2/24/2024

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

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

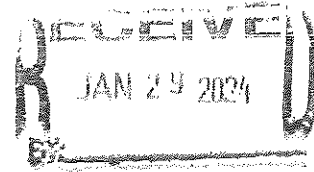
Advertiser
Ridgewood Trails C.D.D.

Customer ID
21794

Invoice Notes	PO #	Pub.	Issue	Year	Ad Title	Ad Size	Color	Ad Inch	Net
Legal # 97361	Request for Qualifications/Engineering Services	CT - Clay Today	Jan 25	2024		Column Inch	Black & White	9.5000	\$99.75
									\$99.75

Total:									\$99.75
---------------	--	--	--	--	--	--	--	--	----------------

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. Thank you for your business.



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

Invoice

Date 2/1/2024
Invoice # 131295619784

Terms	Net 20
Due Date	2/21/2024
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate Approved Ridgewood Trails CDD Pool Chemicals 1.320.57200.52100 <i>Tara Lee</i> 1.19.24	1	ea	1,318.81

Save in 2024 by prepaying your annual amount. Customers who prepay for 2024 by 12/31/2023 will receive a 5% discount on their annual rate. Contact ar@poolsure.com and request your 2024 annual invoice.

Subtotal	1,318.81
Shipping Cost (FEDEX GROUND)	0.00
Total	1,318.81
Amount Due	\$1,318.81

Remittance Slip

Customer
13AZA025
Invoice #
131295619784

Amount Due \$1,318.81

Amount Paid _____

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



131295619784



9456 Philips Highway, Suite 1
Jacksonville, FL 32256

Account Information

Invoice Number: 73473847
 Invoice Date: 01/22/2024
 Branch: 72
 Account Number: 6433093
 Due Date: 02/21/2024

Account Activity

Your account is past due. Please remit payment.

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
PRIOR BALANCE, INCLUDING PAYMENTS RECEIVED AS OF 01/22/2024. PLEASE DISREGARD IF PAID.					142.95
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 02/01/2024 To: 02/29/2024 RECURRING SERVICES			142.95	0.00	142.95

Approved
 Ridgewood Trails CDD
 Security - Febuary
 001.320.57200.34510
Tara Lee
 1.26.24

Extended Total	Tax Total	Invoice Total	Prior Balance	Total Due
\$142.95	\$0.00	\$142.95	\$142.95	\$285.90

0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 Days+
\$142.95	\$142.95	\$0.00	\$0.00	\$0.00

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 Philips 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: 73473847
 Invoice Date: 01/22/2024
 Account Number: 6433093
 Due Date: 02/21/2024
 Amount Due: \$285.90

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.

00000000720000000643309390073473847000000000285904

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 253

Invoice Date: 2/1/24

Due Date: 2/1/24

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 -February 2024		4,034.67	4,034.67
Website Administration -February 2024		106.00	106.00
Information Technology - February 2024		159.00	159.00
Dissemination Agent Services -February 2024		88.33	88.33
Office Supplies		0.51	0.51
Postage		53.75	53.75
Copies		61.95	61.95
Total			\$4,504.21
Payments/Credits			\$0.00
Balance Due			\$4,504.21



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 399066
 Invoice Date: 02/01/2024
 Completed: 02/01/2024
 Terms: Due on Aging Date
 Bid#:

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

475 West Town Place

HiTechFlorida.com

Description	Qty	Rate	Amount
<i>2-11885-AC-1 - Access Control System - Ridgewood Trails CDD - 1667 Azalea Ridge Blvd, Middleburg, FL</i>			
Hi-Tech Commercial Access 1	1.00	\$20.00	20.00
OvrC Pro Monitoring	1.00	\$15.00	15.00
Discount Monitoring Security	1.00	(\$15.00)	(15.00)
Sales Tax			0.00

Approved
 Ridgewood Trails CDD
 Security Cameras - February
 001.320.57200.34510
Tara Loo
 2.2.24

Tech Resolution Note:
 Thank you for choosing Hi-Tech!

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.	Total	\$20.00
	Payments	\$0.00
	Balance Due	\$20.00

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

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

January 31, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3342390

Client Matter No. 17623-1

Notification Email: 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. 3342390
17623-1

Re: General



For Professional Legal Services Rendered

12/18/23	J. Gillis	0.10	14.50	Review and revise board supervisor email list for Capitol Conversations
12/29/23	K. Buchanan	0.30	91.50	Review outstanding action items
TOTAL HOURS		0.40		
TOTAL FOR SERVICES RENDERED				\$106.00
TOTAL CURRENT AMOUNT DUE				<u>\$106.00</u>

MAKE CHECK PAYABLE TO:

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

 **The Lake Doctors, Inc.**
Pest Management Services
Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

			
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

ACCOUNT NUMBER	DATE	BALANCE
718416	2/1/2024	\$692.00

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

000000006621300100000001564530000006920042

Please Return this invoice with your payment and notify us of any changes to your contact information.

RIDGEWOOD TRAILS CDD	3813 Great Falls Loop	Middleburg, FL 32068
Invoice Due Date 2/11/2024	Invoice 156453B	PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
2/1/2024	Water Management - Monthly		\$692.00	\$0.00	\$692.00
Please remit payment for this month's invoice.		Approved Ridgewood Trials CDD Lake Maintenance - February 001.330.53800.46400 <i>Tara Lee</i> 2.2.24			
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				Credits	\$0.00
				Adjustment	\$0.00
					AMOUNT DUE

Total Account Balance including this invoice:

\$692.00

This Invoice Total:

\$692.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 718416
Portal Registration #: 98B142AF
Customer E-mail(s): RIDGEWOODTRAILSMGR@RMSNF.COM
Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

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

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

Invoice

Invoice #: 363
Invoice Date: 1/30/2024
Due Date: 1/30/2024
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Laptop for Amenity Center		2,412.29	2,412.29
Amenity Center - Other Current Charges 001.320.57200.49000			
Total			\$2,412.29
Payments/Credits			\$0.00
Balance Due			\$2,412.29

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

Invoice

10564
Invoice Date
 2/9/2024

Bill To
Riverside Management Services 9655 Florida Mining Blvd W Bldg 300 Ste 3 Jacksonville, FL 32257

Job Location
Ridgewood Trails CDD 1667 Azalea Ridge Blvd Middleburg, FL 32068

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

Phone # (904) 268-8009 Fax # (904) 292-4403

P.O. Number	Terms	Due Date
	Net 30	3/10/2024

Serviced	Description	Quantity	Price Each	Amount
2/7/2024	Irrigation: 1" Wilkins 975XL2 Serial# 3860138 Potable: 1" Wilkins 975XL2 Serial# 3860084 Potable: 2" Wilkins 975XL2 Serial# 4465599 Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider- PASSED Approved Ridgewood Trails CDD Field - Repairs & Maintenance 1.330.53800.46000 <i>Tara Lee</i> 2.12.24	3	45.00	135.00

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

Thank you for your business. We appreciate your prompt payment.
Please make checks payable to Bob's Backflow and include your invoice number.

Riverside Management Services, Inc

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

Invoice

Invoice #: 364

Invoice Date: 2/1/2024

Due Date: 2/1/2024

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 - February 2024		934.83	934.83
1.320.57200.46500 - Pool Maintenance Services - February 2024		1,489.67	1,489.67
1.330.53800.34000 - Contract Administration - February 2024		2,027.08	2,027.08
1.320.57200.46200 - Facility Management - Ridgewood Trails - February 2024		5,618.00	5,618.00
Total			\$10,069.58
Payments/Credits			\$0.00
Balance Due			\$10,069.58

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

Invoice

Invoice #: 365
Invoice Date: 2/7/2024
Due Date: 2/7/2024
Case:
P.O. Number: C BUSS 1473

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Liquid Bleach		37.05	37.05
Pool Chemicals - Muriatic Acid		24.46	24.46
 Approved Ridgdwood Trails CDD Pool Chemicals 001.320.57200.52100 <i>Tara Lee</i> 2.9.24			
Total			\$61.51
Payments/Credits			\$0.00
Balance Due			\$61.51



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

Invoice Number: 7196637
Account Number: 113261008
Invoice Date: 01/25/2024
Direct Inquiries To: Schuhle, Scott A
Phone: (954)-938-2476

Ridgewood Trails CDD
C/O Gms LLC
475 West Town Place
Suite 114
St Augustine, FL 32092
**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2007A & 2007B**

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

STATEMENT SUMMARY

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

TOTAL AMOUNT DUE \$4,517.42

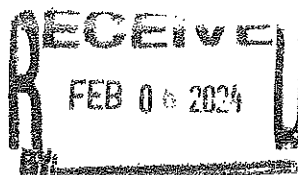
All invoices are due upon receipt.

Take the \$4,517.42 and divide by 12(months) = #376.46/mo

This is for 1/1 to 12/31/24 so it runs into FY25

FY24 covers 9 months = $\$376.46 \times 9 = \$3,388.14$
Code to Trustee Fees / FY24 Trustee Fees DS 2007A&B

FY25 covers 3 months = $\$4,517.42 - \$3,388.14 = \$1,129.28$
Code to Trustee Fees / FY25 Trustee Fees DS 2007A&B



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

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

Invoice Number: 7196637
Account Number: 113261008
Current Due: \$4,517.42
Direct Inquiries To: Schuhle, Scott A
Phone: (954)-938-2476

Wire Instructions:
U.S. Bank
ABA # 091000022
Acct # 1-801-5013-5135
Trust Acct # 113261008
Invoice # 7196637
Attn: Fee Dept St. Paul

Please mail payments to:
U.S. Bank
CM-9690
PO BOX 70870
St. Paul, MN 55170-9690





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

Invoice Number: 7196637
 Invoice Date: 01/25/2024
 Account Number: 113261008
 Direct Inquiries To: Schuhle, Scott A
 Phone: (954)-938-2476

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

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

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04280 Administration	1.00	4,192.50	100.00%	\$4,192.50
Subtotal Administration Fees - In Advance 01/01/2024 - 12/31/2024				\$4,192.50
Incidental Expenses 01/01/2024 to 12/31/2024	4,192.50	0.0775		\$324.92
Subtotal Incidental Expenses				\$324.92
TOTAL AMOUNT DUE				\$4,517.42





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

Invoice

Date 3/1/2024

Invoice # 131295620201

Terms	Net 20
Due Date	3/21/2024
PO #	

Bill To RMS Ridgewood Trails CDD 9655 Florida Mining Blvd Bldg 300 suite 305 Jacksonville FL 32257	Ship To Azalea Ridge by DR Horton 1667 Azalea Ridge Blvd Middleburg FL 32068
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Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate Approved Ridgewood Trails CDD Pool Chemicals 001.320.57200.52100 <i>Tara Lee</i> 2.19.24	1	ea	1,318.81

Subtotal 1,318.81
Shipping Cost (FEDEX GROUND) 0.00
Total 1,318.81
Amount Due \$1,318.81

Remittance Slip

Customer
13AZA025

Invoice #
131295620201

Amount Due \$1,318.81

Amount Paid _____

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



131295620201

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

Invoice

Invoice #: 367
 Invoice Date: 2/19/2024
 Due Date: 2/19/2024
 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 January 1 - January 31, 2024		2,370.80	2,370.80
Maintenance Supplies		1,143.25	1,143.25
<p>Approved Ridgewood Trails CDD <i>Tara Lee</i> 2.21.24</p> <p>Please code to the following:</p> <p>Janitorial Supplies: \$171.49 001.320.57200.52200</p> <p>Field - Repairs & Maintenance: \$543.15 001.330.53800.46000</p> <p>Amenity Center - Repairs & Replacement: \$1,825.39 001.320.57200.46000 \$1,958.61</p> <p>General Facility Maintenance: \$840.80 001.320.57200.46100</p> <p>Other Current Charges: \$133.22 001.320.57200.49900</p> <p><i>Jerry Lambert</i> 2-22-24</p>			
Total			\$3,514.05
Payments/Credits			\$0.00
Balance Due			\$3,514.05

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/1/24	2	F.S.	Removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, changed and restocked dog waste receptacles
1/3/24	2	F.S.	Changed and restocked dog waste receptacles, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
1/4/24	10.93	R.A.	Removed Christmas lights and packed away, picked up supplies, organized maintenance closet, prepped and painted amenity center, removed tape and cleaned paint supplies, installed face plates and door latch bottoms
1/5/24	3.13	R.A.	Touch up paint around amenity center, prep for trim paint, picked up supplies
1/8/24	1	R.A.	Hung decorations at amenity center, replaced damaged ceiling fan pulls, hung up blinds
1/9/24	8.75	R.A.	Painting trim and doors at amenity center, straightened and organized pool deck furniture, removed debris from amenity center, common area, pool, playground and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles
1/10/24	1	R.A.	Touch up paint around amenity center, set up for CDD meeting, straightened and organized pool deck furniture
1/11/24	3.95	R.A.	Assembled printer stand and installed, picked up supplies, checked and changed trash receptacles, removed debris around amenity center, common areas, pool, playground and roadways
1/12/24	1.1	R.A.	Inspected lights, bathrooms and property
1/17/24	2.92	R.A.	Removed debris from amenity center, pool area, common areas, field, playground, roadways and parking lot, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
1/22/24	7.1	R.A.	Picked up supplies, picked up trailer and collected pool furniture to take for re-strapping, dropped furniture off and brought newly re strapped furniture batch back
1/22/24	7.12	B.W.	Picked up and dropped off patio furniture that needed to be repaired, returned repaired patio furniture newly re strapped
1/23/24	1	R.A.	Repaired treadmill with broken leveler, moved patio furniture so newly strapped furniture us at small pool for rentals
1/23/24	1	B.W.	Repaired gym equipment, replaced pool furniture with new repaired furniture
1/29/24	6.27	R.A.	Removed damaged swing until parts are obtained, park gate at amenity center broken at bottom corner weld seems used L-brackets to secure and re-enforce, painted black to match fence, knocked down ant hills and laid ant killer, installed second bay light in men's restroom, finished sanding to prep for paint, emptied and restocked dog waste receptacles, checked and changed all trash receptacles

TOTAL 59.27

MILES 0

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 2/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	12/20/23	Epson Black Ink Cartridge	24.71	T.L.
	12/20/23	Desktop Document Holder	15.94	T.L.
	12/20/23	Black Pens 12ct	17.30	T.L.
	12/20/23	Red Pens 12ct	19.07	T.L.
	12/20/23	File Folders 100ct	19.77	T.L.
	12/20/23	Hanging File Folders 25ct	14.86	T.L.
	1/5/24	Paint Mixing Cup (2)	5.01	R.A.
	1/5/24	12" Fan Pull Chain (4)	28.75	R.A.
	1/5/24	Paint Cleanup Clothes	19.53	R.A.
	1/5/24	9'x12' Drop Cloth	3.43	R.A.
	1/5/24	Interior Trim Paint	67.83	R.A.
	1/8/24	8.5x11 Black Frame (2)	18.52	T.L.
	1/8/24	Magnetic Hooks Pack of 6	7.41	T.L.
	1/8/24	3 Tier Printer Stand Cart	56.76	T.L.
	1/8/24	ink Refill - Blue & Red Ink	9.75	T.L.
	1/8/24	Self Inking Rubber Date Stamp	21.63	T.L.
	1/11/24	Step Ladder	22.86	R.A.
	1/11/24	Maglc Eraser Extra 10ct	16.08	R.A.
	1/11/24	Maglc Eraser 6ct	6.52	R.A.
	1/11/24	Monkey Hooks	5.73	R.A.
	1/22/24	6 Outlet	5.73	R.A.
	1/22/24	Construction Adhesive	11.48	R.A.
	1/22/24	Disposable Gloves 120pk (2)	45.95	R.A.
	1/22/24	14" 750W Highbay Light (2)	227.70	R.A.
	1/25/24	15amp Weather Shield Outlet	27.07	J.S.
	1/25/24	20amp Weather Shield Outlet	30.10	J.S.
	1/25/24	Fire Ant Killer	13.77	R.A.
	1/25/24	3/4" Drill Point Screw 70pk	14.57	R.A.
	1/25/24	2" Corner Brace	4.91	R.A.
	1/25/24	2.5" Flat Corner Brace	3.99	R.A.
	1/25/24	55 Gallon Trash Bags 40ct	28.72	R.A.
	1/25/24	13 Gallon Trash Bags 150ct	22.97	R.A.
	1/25/24	1/4" Quicklink D-Ring	59.00	R.A.
	1/25/24	3 Wire Orange Triple Tap	4.58	R.A.
	1/31/24	Lysol Disinfect (2)	20.65	F.S.
	1/31/24	Micro Fiber Towels 24pk	14.93	F.S.
	1/31/24	Lysol Lemon Breeze	7.34	F.S.
	1/31/24	Clorox Clean Up with Bleach	6.88	F.S.
	1/31/24	Oxiclean Tub & Tile Disinfect	10.32	F.S.
	1/31/24	Lysol Cleaner 2pk	6.65	F.S.
	1/31/24	Glass Foam Cleaner 4pk	8.63	F.S.
	1/31/24	Clorox Germicidal Bleach (2)	21.80	F.S.
	2/3/24	3 Piece Brush	13.78	R.A.
	2/3/24	9"x1/2" Nap Roller for Power Paint	11.47	R.A.
	2/3/24	1 Qt Mixing Cup (2)	5.01	R.A.
	2/3/24	14" 750W Highbay Light	113.85	R.A.
		TOTAL	<u>\$1,143.25</u>	

Service Slip/Invoice



PAYMENT ADDRESS:
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
 904-355-5300 • Fax: 904-353-1489 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
 P.O. Box 952503
 Atlanta, GA 31192-2503
 904-355-5300

INVOICE:	618745534
DATE:	2/23/2024
ORDER:	618745534

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
2/23/2024	01:16 PM			01:16 PM

Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	2/23/2024		01:16 PM

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

CPCSMART	SMART Rodent Control Program	\$90.00
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SUBTOTAL	\$90.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$90.00

Approved
 Ridgewood Trails CDD
 Pest Control
 1.320.57200.43200
Tara Lee
 2.26.24

AMOUNT DUE \$90.00

 TECHNICIAN SIGNATURE

 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



9456 Philips Highway, Suite 1
Jacksonville, FL 32256

Account Information

Invoice Number: 73633268
Invoice Date: 02/20/2024
Branch: 72
Account Number: 6433093
Due Date: 03/21/2024

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 03/01/2024 To: 03/31/2024 RECURRING SERVICES			142.95	0.00	142.95

Approved
Ridgewood Trails CDD
Security - March Services
1.320.57200.34510
Tara Lee
2.26.24

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 Philips Highway, Suite 1
Jacksonville, FL 32256

VECTOR SECURITY.

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: 73633268
Invoice Date: 02/20/2024
Account Number: 6433093
Due Date: 03/21/2024
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.

00000000720000000643309390073633268000000000142951

Governmental Management Services, LLC

1001 Bradford Way
 Kingston, TN 37763

Invoice**Invoice #:** 254**Invoice Date:** 3/1/24**Due Date:** 3/1/24**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 -March 2024		4,034.67	4,034.67
Website Administration -March 2024		106.00	106.00
Information Technology - March 2024		159.00	159.00
Dissemination Agent Services -March 2024		88.33	88.33
Office Supplies		0.33	0.33
Postage		27.90	27.90
Copies		18.60	18.60
Telephone		36.31	36.31

Total	\$4,471.14
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Payments/Credits	\$0.00
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Balance Due	\$4,471.14
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KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

February 29, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



Reference: Invoice No. 3355843

Client Matter No. 17623-1

Notification Email: 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. 3355843
17623-1

Re: General

For Professional Legal Services Rendered

01/10/24	K. Buchanan	2.90	928.00	Prepare for and attend board meeting; perform meeting follow up
01/16/24	K. Buchanan	0.30	96.00	Review meeting minutes
01/24/24	J. Gillis	0.20	32.00	Review board supervisor terms and 2024 election dates and deadlines and update elections tracking chart

TOTAL HOURS 3.40

TOTAL FOR SERVICES RENDERED \$1,056.00

TOTAL CURRENT AMOUNT DUE \$1,056.00

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

Invoice

Invoice #: 366
Invoice Date: 3/1/2024
Due Date: 3/1/2024
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
1.320.57200.34200 - Janitorial Services - March 2024		934.83	934.83
1.320.57200.46500 - Pool Maintenance Services - March 2024		1,489.67	1,489.67
1.330.53800.34000 - Contract Administration - March 2024		2,027.08	2,027.08
1.320.57200.46200 - Facility Management - Ridgewood Trails - March 2024		5,618.00	5,618.00

Jerry Lambert
 3-5-24

Total	\$10,069.58
Payments/Credits	\$0.00
Balance Due	\$10,069.58

Riverside Management Services, Inc

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

Invoice

Invoice #: 368
Invoice Date: 3/7/2024
Due Date: 3/7/2024
Case:
P.O. Number: C BUSS 1538

Bill To:

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Liquid Bleach		49.39	49.39
Pool Chemicals - Muriatic Acid		12.23	12.23
Pool Chemicals - Phosphate Remover		12.21	12.21
Total			\$73.83
Payments/Credits			\$0.00
Balance Due			\$73.83

The Pool and Patio Shop
 1408 Grifflet Rd
 Jacksonville, FL 32211
 904-424-3593

Invoice

Number 1008

Date 3/18/2024

Bill To

Tara Lee
 Ridgewood Trails

Ship To

PO Number	Terms	Project
	Due upon completion	Ridgewood Trails

Date	Description	Hours	Rate	Tax1	Amount
	Replace straps on Chaise Lounge	6	\$80.00		\$480.00
	Replace straps on poolside chairs	4	\$55.00		\$220.00
	Tax exempt				

Approved
 Ridgewood Trails CDD
 Amenity Center - Reparis and Replacements
 1,320.57200.46000
Tara Lee
 3.18.24

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$700.00	Shipping Cost	\$0.00
		Sub Total	\$700.00
		Sales Tax 7.50% on \$0.00	\$0.00
		Total	\$700.00

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$700.00	\$0.00	\$0.00	\$0.00	\$700.00

Service Slip/Invoice



PAYMENT ADDRESS:
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
 904-355-5300 • Fax: 904-353-1489 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
 P.O. Box 952503
 Atlanta, GA 31192-2503
 904-355-5300

INVOICE:	618849331
DATE:	3/14/2024
ORDER:	618849331

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
3/14/2024	12:06 PM			12:06 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	3/14/2024		12:40 PM

Service	Description	Price
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CPCSMART	SMART Rodent Control Program	\$90.00
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SUBTOTAL	\$90.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$90.00

Approved
 Ridgewood Trails CDD
 Pest Control
 1.320.57200.43200
Tara Leo
 3.18.24

AMOUNT DUE \$90.00

TECHNICIAN SIGNATURE

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.

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

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/13/24	00141	3/11/24 15768	202403 600-53800-60200 50% DEPOSIT POOL FENCE	STERLING SPECIALTIES, INC.	*	14,949.00	14,949.00 000032
TOTAL FOR BANK D						14,949.00	
TOTAL FOR REGISTER						14,949.00	

Sterling Specialties, Inc

7000 US Highway 1 North, Ste 601
 St. Augustine, FL 32095
 Phone: 904-829-5006
 Fax: 904-829-5008

P.O. Number	Date	Invoice #
	3/11/2024	15768

Bill To
Ridgewood Trails CDD 3813 Great Falls Loop Middleburg, FL 32068

Project Location
Ridgewood Trails Pool Fence DEPOSIT INVOICE

Description	Amount
TOTAL FOR PROPOSAL # 2401098	\$ 29,898.00
50% DEPOSIT DUE	\$ 14,949.00
Approved Ridgewood Trails CDD Capital Reserve 001.330.53800.60100 <i>Tara Lee</i> 3.11.24	

E-mail
terri@sterlingspecialtiesinc.com

Total	\$14,949.00
Payments/Credits	\$0.00
Total Balance Due	\$14,949.00