

*Ridgewood Trails
Community Development District*

July 10, 2024

AGENDA

Ridgewood Trails Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.ridgewoodtrailsccd.com

July 3, 2024

Board of Supervisors
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, July 10, 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. Discussion of Suspension Letter
- IV. Public Hearing Adopting the Budget for Fiscal Year 2025
 - A. Consideration of Resolution 2024-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025
 - B. Consideration of Resolution 2024-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025
- V. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager – Discussion of Fiscal Year 2025 Meeting Schedule
 - D. Operation Manager
 - E. Amenity Manager

1. Report
 2. Landscape Inspection Report
- VI. Supervisor's Requests and Public Comments
- VII. Approval of Consent Agenda
- A. Approval of the Minutes of the May 1, 2024 Meeting
 - B. Balance Sheet & Income Statement
 - C. Assessment Receipt Schedule
 - D. Approval of Check Register
- VIII. Next Meeting Scheduled for: September 4, 2024 @ 6:00 p.m. at the Azalea Ridge Amenity Center
- IX. Adjournment

Board Oversight

Supervisor Edson – Landscape

Supervisor Genska – Security & Technology

Supervisor Shroyer – Maintenance

Supervisor Miller – Athletics

Supervisor Wetherbee - Aquatics

FOURTH ORDER OF BUSINESS

Ridgewood Trails
Community Development District

Approved Budget
FY 2025
July 10, 2024



Table of Contents

1-2 General Fund

3-6 Narratives

7-8 Debt Service Fund Series 2007

9 Capital Reserve Fund

10 Assessment Schedule

Ridgewood Trails
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY2024	Actuals Thru 5/31/24	Projected Next 4 Months	Projected Thru 9/30/24	Approved Budget FY 2025
REVENUES:					
Special Assessments - On Roll	\$612,477	\$611,911	\$577	\$612,488	\$612,477
Interest/Miscellaneous Income	2,200	13,452	7,700	21,152	12,000
Rental Revenue	2,000	2,000	1,675	3,675	3,675
Carry Forward Surplus	-	-	-	-	1,420
TOTAL REVENUES	\$616,677	\$627,363	\$9,952	\$637,315	\$629,572
EXPENDITURES:					
Administrative:					
Supervisor Fees	\$8,000	\$3,600	\$2,000	\$5,600	\$8,000
FICA Taxes	612	275	153	428	612
Engineer	3,000	-	200	200	3,200
Attorney	20,000	8,159	7,085	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	707	353	1,060	1,124
Trustee Fees	5,650	4,517	-	4,517	4,600
District Management Fees	48,416	32,277	16,138	48,416	51,320
Information Technology	1,908	1,272	636	1,908	1,908
Website Maintenance	1,272	848	424	1,272	1,272
Telephone	350	132	218	350	350
Postage & Delivery	800	301	499	800	800
General Liability and Public Officials Insurance	8,094	7,726	-	7,726	8,498
Printing & Binding	1,500	368	1,132	1,500	1,500
Legal Advertising	1,800	238	700	938	1,800
Other Current Charges	907	8	100	108	907
Office Supplies	100	4	96	100	100
Dues, Licenses & Subscriptions	175	175	-	175	175
TOTAL ADMINISTRATIVE	\$113,089	\$66,185	\$33,604	\$99,788	\$115,612

Ridgewood Trails
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY2024	Actuals Thru 5/31/24	Projected Next 4 Months	Projected Thru 9/30/24	Approved Budget FY 2025
Operations & Maintenance					
Amenity Center					
Property Insurance	\$29,198	\$15,070	\$-	\$15,070	\$17,029
Amenity Manager	67,416	44,944	22,472	67,416	42,876
Facility Assistant	5,000	3,192	1,808	5,000	7,500
General Facility Maintenance	12,190	7,390	4,800	12,190	12,190
Repair and Replacements	25,000	22,250	8,000	30,250	30,000
Lifeguards	18,385	3,561	14,824	18,385	19,488
Pool Maintenance	17,876	11,917	5,959	17,876	18,950
Pool Chemicals	17,798	10,386	7,490	17,876	17,798
Water & Sewer	15,525	5,656	6,244	11,900	13,000
Electric	16,100	6,952	6,116	13,068	16,100
Internet/Cable	6,451	4,364	2,256	6,620	6,840
Janitorial	11,218	7,479	3,739	11,218	11,891
Janitorial Supplies	2,500	1,195	1,305	2,500	2,500
Security System	8,797	6,435	2,232	8,667	8,467
Refuse Service	2,709	1,964	1,004	2,968	3,012
Special Events	5,000	1,878	3,122	5,000	5,000
Pool Permit	475	-	475	475	475
Pest Control	1,000	720	360	1,080	1,200
Access Cards	1,000	-	1,000	1,000	1,000
Total Amenity Center	\$263,639	\$155,353	\$93,206	\$248,559	\$235,316
Grounds Maintenance					
Operations Management	\$24,325	\$16,217	\$8,108	\$24,325	\$25,785
Electric	5,000	1,494	900	2,394	3,000
Water	8,300	4,322	3,900	8,222	8,300
Repairs & Maintenance	18,200	7,502	10,698	18,200	46,785
Landscape Maintenance	128,444	89,378	42,815	132,193	143,582
Lake Maintenance	12,000	5,536	2,768	8,304	8,802
Irrigation Repairs	5,000	299	4,701	5,000	5,000
Total Grounds Maintenance	\$201,269	\$124,748	\$73,890	\$198,638	\$241,254
Other Sources and (Uses)					
Capital Reserve Transfer Out	\$ 38,680	\$-	\$38,680	\$38,680	\$ 37,391
Total Other Sources and (Uses)	\$38,680	\$-	\$38,680	\$38,680	\$37,391
TOTAL EXPENDITURES	\$616,677	\$346,286	\$239,379	\$585,665	\$629,572
EXCESS REVENUES (EXPENDITURES)	\$-	\$281,077	\$(229,428)	\$51,650	\$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 with additional meetings if needed.

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.

Assessment Roll Administration

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

Arbitrage Rebate

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

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)

General Liability and Public Officials Insurance

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 Scurity	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

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

Approved Budget

Debt Service Series 2007 Capital Improvement Revenue Bonds

Description	Adopted Budget FY2024	Actuals Thru 5/31/24	Projected Next 4 Months	Projected Thru 9/30/24	Approved Budget FY 2025
REVENUES:					
Special Assessments-On Roll	\$13,359	\$13,346	\$13	\$13,359	\$13,359
Interest Earnings	250	660	268	928	500
Carry Forward Surplus ⁽¹⁾	5,052	\$4,529	-	4,529	6,471
TOTAL REVENUES	\$18,661	\$18,535	\$281	\$18,816	\$20,329
EXPENDITURES:					
Interest 11/1	\$3,673	\$3,673	\$-	\$3,673	\$3,531
Interest 5/1	3,673	3,673	-	3,673	3,531
Principal 5/1	5,000	5,000	-	5,000	5,000
TOTAL EXPENDITURES	\$12,345	\$12,345	\$-	\$12,345	\$12,063
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
TOTAL OTHER SOURCES/(USES)	\$-	\$-	\$-	\$-	\$-
TOTAL EXPENDITURES	\$12,345	\$12,345	\$-	\$12,345	\$12,063
EXCESS REVENUES (EXPENDITURES)	\$6,316	\$6,190	\$281	\$6,471	\$8,267

⁽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
Approved Budget
Capital Reserve Fund

Description	Adopted Budget FY2024	Actuals Thru 5/31/24	Projected Next 4 Months	Projected Thru 9/30/24	Approved Budget FY 2025
REVENUES:					
Interest Income	\$1,300	2,403	\$1,000	3,403	2,000
Carry Forward Balance	180,691	208,521	-	208,521	208,426
TOTAL REVENUES	\$181,991	\$210,924	\$1,000	\$211,924	\$210,426
EXPENDITURES:					
Capital Outlay	\$60,000	\$-	\$-	\$-	\$60,000
Other Current Charges	600	-	600	600	600
Repair & Maintenance	10,000	3,275	8,405	11,680	-
Pool Fence Project	-	29,898	-	29,898	-
TOTAL EXPENDITURES	\$70,600	\$33,173	\$9,005	\$42,178	\$60,600
Other Sources/(Uses)					
Transfer in/(Out)	\$38,680	\$38,680	\$-	\$38,680	\$37,391
TOTAL OTHER SOURCES/(USES)	\$38,680	\$38,680	\$-	\$38,680	\$37,391
EXCESS REVENUES (EXPENDITURES)	\$150,071	\$216,431	\$(8,005)	\$208,426	\$187,217

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									

A.

RESOLUTION 2024-04

THE ANNUAL APPROPRIATION RESOLUTION OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN 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, proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

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

WHEREAS, the District Manager posted the Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*; and

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

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the RIDGEWOOD TRAILS Community Development District for the Fiscal Year Ending September 30, 2025.”
- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2025, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2025 or within 60 days following the end of the FY 2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

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

PASSED AND ADOPTED THIS 10th DAY OF JULY 2024.

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2025 Budget

B.

RESOLUTION 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2025 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

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

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("**FY 2025**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance (“**O&M Assessment(s)**”) is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District’s Board hereby certifies for collection the FY 2025 installment of the District’s previously levied debt service special assessments (“**Debt Assessments,**” and together with the O&M Assessments, the “**Assessments**”) in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
- a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the “**Tax Roll Property**” identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (“**Uniform Method**”). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
- b. **Future Collection Methods.** The District’s decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.
6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.
7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 10th day of July 2024.

ATTEST:

**RIDGEWOOD TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget
Exhibit B: Assessment Roll

FIFTH ORDER OF BUSINESS

C.

NOTICE OF MEETINGS
RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Ridgewood Trails Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2025 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068 on the first Wednesday of each month as follows or otherwise noted:

November 6, 2024
January 8, 2025 (2nd Wednesday)
March 5, 2025
May 7, 2025
July 9, 2025 (2nd Wednesday)
September 3, 2025

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

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

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

Marilee Giles
Manager

E.

1.

7/10/2024

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

July 10, 2024

To: Board of Supervisors

From: Tara Lee
Amenity Manager

RE: Azalea Ridge Amenity Management Report – July 10, 2024

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



Community Updates

MAINTENANCE

- Tito's Painting company completed painting the slide.
- The change over the board requested from Poolsure to Hawkins is completed.
- All new Hawkins operating equipment has been installed.
- Installed key locks on chlorine tanks.
- Installed new pool deck tables to go over umbrella stands.
- Repaired broken weld on playground gate.
- Upgraded refrigerator in the Amenity Center per boards direction.
- Picked up another batch of pool furniture that was repaired. Dropped off another batch.
 - Remaining pool furniture that needs to be repaired:
 - (8) loungers
 - (14) dining chairs
 - (10) low chairs

EVENTS

- Mother's Day Event
 - Friday, May 17th from 6pm - 9pm.
 - Sign up was required. All (25) slots were filled.
 - Activity included a door sign craft and mock tails were served.
- HOA Book Club
 - Wednesday, May 29th from 6pm - 7pm.
 - Wednesday, June 25th from 6pm - 7pm.
- Father's Day Event
 - Friday, June 21st from 6pm - 9pm.
 - Sign up was required. All (25) slots were filled.
 - Activity included a build your own truck. Root beer floats were served.
- Summer Event "Freedom Festival"
 - Combined HOA/CDD.
 - Saturday, June 29th from 11am - 3pm.
 - Top-Down Shave ice was onsite from 11am - 3pm

ROOM RENTALS

- Total number of rentals for May and June (4).
- Total number of rentals tentatively scheduled for July and August (1).



Slide: Before



Slide: After



New umbrella tables at pool deck.



Re-straped pool loungers. New umbrella table.

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:** Monday, Jul 01, 2024
- NEXT QSA DATE:** Monday, Sep 30, 2024
- CLIENT ATTENDEES:** Karen Fisher
- BRIGHTVIEW ATTENDEES:** Karen Fisher

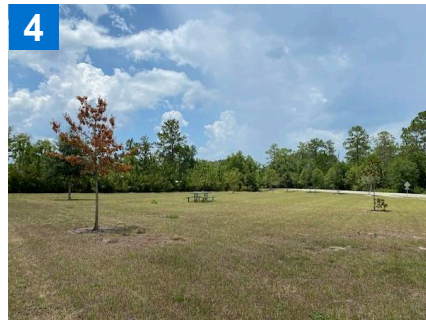
Customer Focus Areas

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>

Maintenance Items

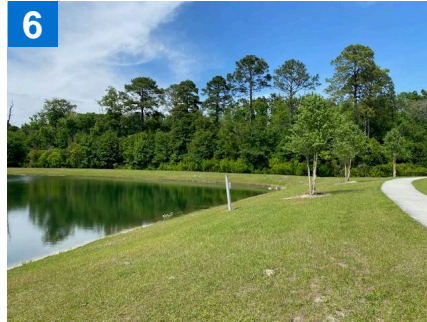


- 1** Secondary community entrance sign is neatly detailed, beds are weed free.
- 2** Mail area at the secondary entrance is in neat order, blown off and trash picked up.
- 3** Pond maintenance is in rotation.
- 4** Dead Tree in the Pocket Park next to Bronco Rd. entrance, may want to go ahead and remove the damaged Magnolia Tree at the same time. Will provide a proposal.

QUALITY SITE ASSESSMENT

Ridgewood Trails CDD

Maintenance Items



- 5** Hard edging throughout is well defined.
- 6** Pond maintenance throughout is in rotation. The crew is working on sucker removal through each section.
- 7** Common areas throughout are in rotation. Turf quality is improving throughout following a 6-8 week period of no rain.
- 8** Common area beds are weed free and looking sharp.

Maintenance Items



- 9** Would line push back is needed in a few areas throughout the community. Will work on a proposal.
- 10** Soccer field is in rotation.
- 11** New mulch was installed at both Playgrounds.
- 12** Heavy focus on the Amenity Center area ahead of the 4th of July Holiday. Turf is looking green, healthy and turf weed free.

SEVENTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
RIDGEWOOD TRAILS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridgewood Trails Community Development District was held Wednesday, May 1, 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 Shroyer	Chairman
Jacqui Proctor Miller	Vice Chairperson
Marty Genska	Supervisor
Michael Wetherbee	Supervisor
Scott Edson	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Brice Nelson	Alliant Engineers by telephone
Jay Soriano	GMS
Tara Lee	RMS
Rob Alba	RMS
Karen Fisher	Brightview
Roy Peaden	Brightview
Several Residents	

The following is a summary of the actions taken at the May 1, 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

Ms. Motts' question was: can I place tables, tents & chairs around the small pool deck for a graduation party.

Mr. Soriano stated if she rents the pool out it is hers as long as the tables don't have glass tops, if she doesn't pay for it then she can't do that.

Mr. Alba's comment: several residents have asked for a larger fridge to accommodate rentals and after discussion staff was authorized to purchase a larger fridge within their spending limit and to find a spot for the old one.

Ms. Alba's question: can the book club use the amenity center for a monthly book club meeting on a weeknight and there was no objection as long as it met on a weeknight, everyone was a resident and they use the card swipe when entering.

THIRD ORDER OF BUSINESS

Consideration of Agreement with Alliant Engineering, Inc. for Professional Engineering Services

On MOTION by Ms. Miller seconded by Mr. Shroyer with all in favor the agreement with Alliant Engineering, Inc. was approved.

Mr. Nelson left the telephone conference at this time.

Ms. Giles stated I would like to ask the Board to amend the Agenda to discuss a suspension letter that went out and three events that happened over the weekend that you received an email about.

The first incident happened at 1:30 in the morning when four people attempted to use the key card on the gate, it didn't work and one of the teens jumped the gate and let the others in. Three of the four were carrying alcoholic beverages. When Tara saw that on the camera she tried to contact Mr. Hanna by the email on file and the phone number on file and didn't get a response.

After discussion of the access card being lost the board revoked the suspension.

Ms. Giles stated there are three more incidents that happened over the weekend and Tara sent out emails and Ms. Booker is here to address one of those. Sunday at 4:10 p.m. the family came to the big pool area and two little kids were playing on the slide where the chain is across and they are all up and down the slide. The male child falls and almost hit his head.

Ms. Booker stated they were with a caretaker when it happened and I was unaware of it. After discussion the board determines that there is no suspension and that the caregiver and resident need to understand the policies.

Ms. Giles stated there are two more that Tara sent you, the next one is the dog in the pool. Sunday at 11:00 a.m. the resident scanned their card and had a dog. The dog is on the pool deck,

in the pool and not on a leash. I have not contacted the residents because this just happened. This family didn't know to come tonight.

After discussion the board directed staff to suspend the adult for three months.

Ms. Giles stated on Sunday at 5:30 p.m. a resident scanned their badge and brought alcohol with them. Rob spoke to them, they were polite and removed themselves and the alcohol from the pool.

After discussion staff was directed to give them a warning with a reminder of the rules.

FOURTH ORDER OF BUSINESS

Consideration of Proposal from Riverside Management Services for Fiscal Year 2025 Services

Ms. Giles stated there is no increase in the budget this year. In past years the board was able to take advantage of the carry forward surplus, so you had three years in a row with no increase, a big increase in 2023 and last year a more reasonable increase.

Mr. Soriano reviewed the proposal for fiscal year 2025 services.

On MOTION by Mr. Genska seconded by Mr. Wetherbee with all in favor the proposal from Riverside Management Services for fiscal year 2025 services was approved in substantial form.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-03 Approving the Proposed Budget for Fiscal Year 2025 and Setting a Public Hearing

Ms. Giles stated tonight we will approve a proposed budget and set a public hearing no sooner than 60-days and that will be at your July 10th meeting, we will provide a copy to Clay County. The exhibit to the resolution is the proposed budget.

On MOTION by Mr. Shroyer seconded by Mr. Wetherbee with all in favor Resolution 2024-03 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager – Report on the Number of Registered Voters 1,232

Ms. Giles stated as of April 15th this year there was 1,232 registered voters residing in the district.

On the agenda are the board oversight positions. This gives a supervisor a lead on an item, things that need to be voted on will still come before the board. I don't have a supervisor appointed to landscape or aquatics. I have Marty for security and technology, Dennis for maintenance, Jacqui for athletics.

Mr. Edson stated I would be happy with landscape if you got me started on it.

Mr. Soriano stated we can set up a drive through with you.

Mr. Wetherbee I'm good with aquatics.

Ms. Giles stated the 2024 elections are coming up. Seat 1, seat 3 and seat 5 are up for election. Scott has prequalified for his seat. As a reminder we have the ethics training online that you must complete by December 31st. Just send me an email and let me know when you have completed that, also the form 1 is due online.

D. Operation Manager's Report –Report

Mr. Soriano gave an overview of the Operation Manager's monthly report, copy of which was included as part of the agenda package.

E. Amenity Manager

1. Report

Ms. Lee gave an overview of the amenity manager's report, copy of which was included in the agenda package.

2. Landscape Inspection Report

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

SEVENTH ORDER OF BUSINESS Supervisor’s Requests and Public Comments

Mr. Shroyer stated I’m getting requests to have the vinyl fence by Great Falls Loop pressure washed and have the area mowed.

Mr. Soriano stated the fence is the responsibility of the homeowners’ association, we mow that once every six months and we can have Brightview go in and to that.

Mr. Shroyer stated I’m getting requests to put in a small parking lot by the playground.

Mr. Soriano stated there are always requests for parking but then the parking gets used by somebody else for overflow parking. We would have to work with the county to put in a parking lot.

Mr. Edson stated the access cards are the responsibility of the residents and if they don’t know where they are they should be locked out.

Ms. Giles stated Tara suspended that card as soon as the incident was reported.

Mr. Soriano stated I will bring back to the next meeting a process for updating the card information.

Mr. Wetherbee stated I had a couple requests about the community yard sale. Some people were disappointed because it was held at the same time as the county fair. The request was for a couple of banner signs to put at the entrances.

Mr. Soriano stated as long as you are okay with it, we can do that.

EIGHTH ORDER OF BUSINESS Approval of Consent Agenda

A. Approval of the Minutes of the March 6, 2024 Meeting

On MOTION by Mr. Shroyer seconded by Mr. Genska with all in favor the minutes of the March 6, 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. Shroyer with all in favor the balance of the consent agenda items was approved.

NINTH ORDER OF BUSINESS

Next Meeting Scheduled for Wednesday, July 10, 2024 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida

Ms. Giles stated the next meeting is scheduled for July 10, 2024 at 6:00 p.m. in the same location.

On MOTION by Mr. Wetherbee seconded by Mr. Genska with all in favor the meeting adjourned at 7:31 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Ridgewood Trails
Community Development District

Unaudited Financial Reporting
May 31, 2024



Table of Contents

1	<hr/>	<u>Balance Sheet</u>
2-3	<hr/>	<u>General Fund</u>
4	<hr/>	<u>Capital Reserve</u>
5	<hr/>	<u>Debt Service Fund Series 2007A</u>
6	<hr/>	<u>Capital Project Fund Series 2007A</u>
7-8	<hr/>	<u>Month to Month</u>
9	<hr/>	<u>Long Term Debt Report</u>
10	<hr/>	<u>Assessment Receipt Schedule</u>
11	<hr/>	<u>Check Register</u>

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

	General Fund	Capital Reserve Fund	Debt Service Fund	Capital Project Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 95,968	\$ 48,886	\$ -	\$ -	\$ 144,855
Assessments Receivable	-	-	-	-	-
Due from General Fund	-	-	-	-	-
Investments:					
State Board of Administration (SBA)	227,547	167,544	-	-	395,092
US Bank - Custody Account	87,214	-	-	-	87,214
Series 2007					
Reserve A	-	-	10,374	-	10,374
Interest A	-	-	-	-	-
Revenue A	-	-	6,190	-	6,190
Prepayment A	-	-	-	-	-
Deferred Costs	-	-	-	1,187	1,187
Prepaid Expenses	1,129	-	-	-	1,129
Deposits	2,803	-	-	-	2,803
Total Assets	\$ 414,661	\$ 216,431	\$ 16,564	\$ 1,187	\$ 648,843
Liabilities:					
Accounts Payable	\$ 7,520	\$ -	\$ -	\$ -	\$ 7,520
Accrued Expenses	1,316	-	-	-	1,316
Due to Debt Service	-	-	-	-	-
Total Liabilities	\$ 8,836	\$ -	\$ -	\$ -	\$ 8,836
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 1,129	\$ -	\$ -	\$ -	\$ 1,129
Deposits	2,803	-	-	-	2,803
Restricted for:					
Debt Service	-	-	16,564	-	16,564
Capital Project	-	-	-	1,187	1,187
Assigned for:					
Capital Reserve Fund	-	216,431	-	-	216,431
Unassigned	401,893	-	-	-	401,893
Total Fund Balances	\$ 405,825	\$ 216,431	\$ 16,564	\$ 1,187	\$ 640,007
Total Liabilities & Fund Balance	\$ 414,661	\$ 216,431	\$ 16,564	\$ 1,187	\$ 648,843

Ridgewood Trails
Community Development District
General Fund

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

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/24	Thru 05/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 612,477	\$ 612,477	\$ 611,911	\$ (566)
Interest Earned/Misc. Income	2,000	1,333	13,452	12,118
Rental Revenue	2,200	1,467	2,000	533
Total Revenues	\$ 616,677	\$ 615,277	\$ 627,363	\$ 12,086
Expenditures:				
General & Administrative:				
Supervisor Fees	\$ 8,000	\$ 5,333	\$ 3,600	\$ 1,733
PR-FICA	612	408	275	133
Engineering	3,000	2,000	-	2,000
Attorney	20,000	13,333	8,159	5,174
Annual Audit	3,270	-	-	-
Assessment Administration	5,576	5,576	5,576	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	1,060	707	707	-
Trustee Fees	5,650	5,650	4,517	1,133
Management Fees	48,416	32,277	32,277	-
Information Technology	1,908	1,272	1,272	-
Website Maintenance	1,272	848	848	-
Telephone	350	233	132	101
Postage & Delivery	800	533	301	232
Insurance General Liability	8,094	8,094	7,726	368
Printing & Binding	1,500	1,000	368	632
Legal Advertising	1,800	1,200	238	962
Other Current Charges	907	605	8	597
Office Supplies	100	67	4	63
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 113,090	\$ 79,312	\$ 66,185	\$ 13,127

Ridgewood Trails
Community Development District
General Fund

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

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/24	Thru 05/31/24	Variance
<i>Operations & Maintenance</i>				
Amenity Center Expenditures				
Insurance	\$ 29,198	\$ 29,198	\$ 15,070	\$ 14,128
Amenity Manager	67,416	44,944	44,944	-
Facility Assistant	5,000	3,333	3,192	141
General Facility Maintenance	12,190	8,127	7,390	737
Repairs & Replacements	25,000	16,667	22,250	(5,583)
Lifeguards	18,385	12,257	3,561	8,695
Pool Maintenance	17,876	11,917	11,917	-
Pool Chemicals	17,798	11,865	10,386	1,480
Water & Sewer	15,525	10,350	5,656	4,694
Electric	16,100	10,733	6,952	3,781
Internet/Cable	6,451	4,301	4,364	(64)
Janitorial	11,218	7,479	7,479	-
Janitorial Supplies	2,500	1,667	1,195	471
Security System	8,797	5,865	6,435	(570)
Refuse Service	2,709	1,806	1,964	(158)
Special Events	5,000	3,333	1,878	1,455
Pool Permit	475	-	-	-
Pest Control	1,000	667	720	(53)
Access Cards	1,000	667	-	667
Subtotal Amenity Center Expenditures	\$ 263,638	\$ 185,175	\$ 155,353	\$ 29,822
Grounds Maintenance Expenditures				
Operations Management	\$ 24,325	\$ 16,217	\$ 16,217	\$ -
Electric	5,000	3,333	1,494	1,839
Water	8,300	5,533	4,322	1,212
Repairs & Maintenance	18,200	12,133	7,502	4,631
Landscape Maintenance	128,444	85,629	89,378	(3,749)
Lake Maintenance	12,000	8,000	5,536	2,464
Irrigation Repairs	5,000	3,333	299	3,034
Subtotal Grounds Maintenance Expenditures	\$ 201,269	\$ 134,179	\$ 124,748	\$ 9,431
Total Operations & Maintenance	\$ 464,907	\$ 319,354	\$ 280,101	\$ 39,253
Total Expenditures	\$ 577,997	\$ 398,666	\$ 346,286	\$ 52,380
Excess (Deficiency) of Revenues over Expenditures	\$ 38,680	\$ 216,611	\$ 281,077	\$ 64,466
<i>Other Financing Sources/(Uses):</i>				
Transfer In/(Out)	\$ (38,680)	\$ -	(38,680)	\$ (38,680)
Total Other Financing Sources/(Uses)	\$ (38,680)	\$ -	\$ (38,680)	\$ (38,680)
Net Change in Fund Balance	\$ -	\$ 216,611	\$ 242,397	\$ 25,786
Fund Balance - Beginning	\$ -		\$ 160,625	
Fund Balance - Ending	\$ -		\$ 403,022	

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

	Adopted Budget	Prorated Budget Thru 05/31/24	Actual Thru 05/31/24	Variance
Revenues				
Capital Reserve Transfer In	\$ 38,680	\$ 38,680	\$ 38,680	-
Interest	1,300	867	2,403	1,536
Total Revenues	\$ 39,980	\$ 39,547	\$ 41,083	\$ 1,536
Expenditures:				
Capital Reserves	\$ 60,000	\$ 40,000	-	\$ 40,000
Amenity Improvement Project	-	-	-	-
Other Current Charges	600	400	-	400
Repair & Replacement	10,000	6,667	3,275	3,392
Pool Fence Project	-	-	29,898	(29,898)
Total Expenditures	\$ 70,600	\$ 47,067	\$ 33,173	\$ 13,894
Excess (Deficiency) of Revenues over Expenditures	\$ (30,620)		\$ 7,910	
Net Change in Fund Balance	\$ (30,620)		\$ 7,910	
Fund Balance - Beginning	\$ 180,691		\$ 208,521	
Fund Balance - Ending	\$ 150,071		\$ 216,431	

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

	Adopted Budget	Prorated Budget Thru 05/31/24	Actual Thru 05/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 13,359	\$ 13,359	\$ 13,346	\$ (13)
Interest Income	250	167	660	493
Total Revenues	\$ 13,609	\$ 13,526	\$ 14,006	\$ 480
Expenditures:				
Interest - 11/1	\$ 3,673	\$ 3,673	\$ 3,673	\$ -
Interest - 5/1	3,673	3,673	3,673	-
Principal - 5/1	5,000	5,000	5,000	-
Total Expenditures	\$ 12,345	\$ 12,345	\$ 12,345	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 1,264	\$ 1,181	\$ 1,661	\$ 480
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 1,264	\$ 1,181	\$ 1,661	\$ 480
Fund Balance - Beginning	\$ 5,052		\$ 14,903	
Fund Balance - Ending	\$ 6,316		\$ 16,564	

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

	Adopted Budget	Prorated Budget Thru 05/31/24	Actual Thru 05/31/24	Variance
Revenues				
Interest Income	\$ -	\$ -	\$ 38	\$ 38
Total Revenues	\$ -	\$ -	\$ 38	\$ 38
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 38	\$ 38
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ -	\$ 38	
Fund Balance - Beginning	\$ -		\$ 1,149	
Fund Balance - Ending	\$ -		\$ 1,187	

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	\$ 5,699	\$ 1,057	\$ -	\$ -	\$ -	\$ -	\$ 611,911
Interest Earned/Misc. Income	553	276	193	1,944	2,293	2,161	3,894	2,136	-	-	-	-	13,452
Rental Revenue	1,000	250	-	150	-	150	300	150	-	-	-	-	2,000
Total Revenues	\$ 1,553	\$ 68,669	\$ 525,822	\$ 4,966	\$ 7,061	\$ 6,055	\$ 9,894	\$ 3,343	\$ -	\$ -	\$ -	\$ -	\$ 627,363
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ 1,000	\$ -	\$ 600	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 3,600
PR-FICA	-	77	-	46	-	77	-	77	-	-	-	-	275
Engineering	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	3,689	854	106	1,056	464	1,168	823	-	-	-	-	-	8,159
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,576	-	-	-	-	-	-	-	-	-	-	-	5,576
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	88	88	88	88	88	88	88	88	-	-	-	-	707
Trustee Fees	1,129	-	-	3,388	-	-	-	-	-	-	-	-	4,517
Management Fees	4,035	4,035	4,035	4,035	4,035	4,035	4,035	4,035	-	-	-	-	32,277
Information Technology	159	159	159	159	159	159	159	159	-	-	-	-	1,272
Website Maintenance	106	106	106	106	106	106	106	106	-	-	-	-	848
Telephone	-	29	-	31	-	36	-	35	-	-	-	-	132
Postage & Delivery	72	6	95	14	54	28	18	14	-	-	-	-	301
Insurance General Liability	7,726	-	-	-	-	-	-	-	-	-	-	-	7,726
Printing & Binding	78	53	45	8	62	19	48	55	-	-	-	-	368
Legal Advertising	46	-	46	100	-	-	-	46	-	-	-	-	238
Other Current Charges	-	-	-	-	-	-	8	-	-	-	-	-	8
Office Supplies	1	0	0	1	1	0	0	0	-	-	-	-	4
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 22,880	\$ 6,408	\$ 4,681	\$ 9,632	\$ 4,968	\$ 6,716	\$ 5,284	\$ 5,616	\$ -	\$ -	\$ -	\$ -	\$ 66,185

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	5,618	5,618	-	-	-	-	44,944
Facility Assistant	594	80	595	-	-	530	-	1,394	-	-	-	-	3,192
General Facility Maintenance	1,064	1,214	1,322	841	961	1,228	760	-	-	-	-	-	7,390
Repairs & Replacements	1,775	2,681	1,786	5,171	3,125	2,469	2,310	2,933	-	-	-	-	22,250
Lifeguards	-	-	-	-	-	1,023	-	2,538	-	-	-	-	3,561
Pool Maintenance	1,490	1,490	1,490	1,490	1,490	1,490	1,490	1,490	-	-	-	-	11,917
Pool Chemicals	1,244	1,326	1,518	1,393	1,380	1,393	818	1,314	-	-	-	-	10,386
Water & Sewer	827	877	789	679	754	729	195	805	-	-	-	-	5,656
Electric	858	840	821	852	895	853	895	938	-	-	-	-	6,952
Internet/Cable	508	529	529	547	563	563	563	563	-	-	-	-	4,364
Janitorial	935	935	935	935	935	935	935	935	-	-	-	-	7,479
Janitorial Supplies	68	209	305	171	69	373	-	-	-	-	-	-	1,195
Security System	558	2,671	415	558	558	558	558	558	-	-	-	-	6,435
Refuse Service	227	251	247	246	247	250	248	248	-	-	-	-	1,964
Special Events	-	1,265	613	-	-	-	-	-	-	-	-	-	1,878
Pool Permit	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	90	90	90	90	90	90	90	90	-	-	-	-	720
Access Cards	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Amenity Center Expenditures	\$ 30,925	\$ 20,075	\$ 17,072	\$ 18,591	\$ 16,684	\$ 18,102	\$ 14,480	\$ 19,424	\$ -	\$ -	\$ -	\$ -	155,353
Grounds Maintenance Expenditures													
Operations Management	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ 2,027	\$ -	\$ -	\$ -	\$ -	16,217
Electric	189	190	192	194	194	194	151	191	-	-	-	-	1,494
Water	660	787	612	476	683	456	95	553	-	-	-	-	4,322
Repairs & Maintenance	1,059	412	311	1,248	135	2,605	1,732	-	-	-	-	-	7,502
Landscape Maintenance	13,737	10,704	10,704	10,704	10,704	11,419	10,704	10,704	-	-	-	-	89,378
Lake Maintenance	692	692	692	692	692	692	692	692	-	-	-	-	5,536
Irrigation Repairs	-	-	-	-	-	-	299	-	-	-	-	-	299
Subtotal Grounds Maintenance Expenditures	\$ 18,365	\$ 14,812	\$ 14,538	\$ 15,341	\$ 14,435	\$ 17,392	\$ 15,699	\$ 14,167	\$ -	\$ -	\$ -	\$ -	124,748
Total Operations & Maintenance	\$ 49,290	\$ 34,887	\$ 31,610	\$ 33,931	\$ 31,119	\$ 35,494	\$ 30,179	\$ 33,591	\$ -	\$ -	\$ -	\$ -	280,101
Total Expenditures	\$ 72,170	\$ 41,294	\$ 36,291	\$ 43,563	\$ 36,087	\$ 42,209	\$ 35,463	\$ 39,207	\$ -	\$ -	\$ -	\$ -	346,286
Excess (Deficiency) of Revenues over Expenditures	\$ (70,618)	\$ 27,375	\$ 489,531	\$ (38,597)	\$ (29,027)	\$ (36,154)	\$ (25,569)	\$ (35,863)	\$ -	\$ -	\$ -	\$ -	281,077
Other Financing Sources/Uses:													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (38,680)	\$ -	\$ -	\$ -	\$ -	\$ -	(38,680)
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (38,680)	\$ -	\$ -	\$ -	\$ -	\$ -	(38,680)
Net Change in Fund Balance	\$ (70,618)	\$ 27,375	\$ 489,531	\$ (38,597)	\$ (29,027)	\$ (36,154)	\$ (64,249)	\$ (35,863)	\$ -	\$ -	\$ -	\$ -	242,397

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	\$8,686
Reserve Fund Balance	\$10,374
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)
Less: May 1, 2024 (Mandatory)	(5,000)
Current Bonds Outstanding	\$125,000

C.

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2024 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2007A DEBT ASMT ASSESSED	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
9	4/11/24	5,823.59	124.31	5,699.28
10	5/8/24	1,079.92	23.05	1,056.87
			-	-
			-	-
TOTAL TAX ROLL RECEIPTS		625,257.24	13,346.19	611,911.05

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	99.91%	99.91%	99.91%

D.

Ridgewood Trails

COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2024

Check Register

Fund	Date	Check Numbers	Amount	
<u>General Fund</u>				
	4/1/2024 - 4/31/24	2620-2637	\$50,912.88	
	5/1/24 - 5/31/24	2638-2652	22,946.92	
				\$73,859.80
<u>Capital Reserve</u>				
	5/1/2024 - 5/31/24	33-34	\$18,224.00	
				\$18,224.00
<u>Autopayments</u>				
	4/1/24	CCUA	\$1,185.20	
	4/1/24	Clay Electric	\$1,045.64	
	4/8/24	Comcast	\$240.74	
	4/4/24	Waste Pro	248.41	
	4/8/24	Comcast	322.33	
	4/25/24	Newlane Finance	395.12	
	4/30/24	Clay Electric	1,045.54	
	4/29/24	CCUA	290.16	
	5/3/24	Waste Pro	247.57	
	5/6/24	Comcast	240.74	
	5/13/24	Comcast	322.15	
	5/23/24	EFTPS	153.00	
	5/28/24	Newlane Finance	395.12	
	5/29/24	Clay Electric	1,129.19	
				\$7,260.91
TOTAL				\$99,344.71

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/05/24	00119	3/26/24	8855274	202403	330	53800	46200		FLUSH CUT/GRIND DECLINE Q	*	715.00		
									BRIGHTVIEW LANDSCAPE SERVICES, INC			715.00	002620
4/05/24	00119	4/01/24	8841105	202404	330	53800	46200		APR LANDSCAPE MAINTENANCE	*	10,703.68		
									BRIGHTVIEW LANDSCAPE SERVICES, INC			10,703.68	002621
4/05/24	00003	4/01/24	255	202404	310	51300	34000		APR. MANAGEMENT FEES	*	4,034.67		
		4/01/24	255	202404	310	51300	35200		APR. WEBSITE ADMIN.	*	106.00		
		4/01/24	255	202404	310	51300	35100		APR. INFORMATION TECH.	*	159.00		
		4/01/24	255	202404	310	51300	31300		APR. DISSEMINATION SRVCS.	*	88.33		
		4/01/24	255	202404	310	51300	51000		OFFICE SUPPLIES	*	.33		
		4/01/24	255	202404	310	51300	42000		POSTAGE	*	17.50		
		4/01/24	255	202404	310	51300	42500		COPIES	*	47.70		
									GOVERNMENTAL MANAGEMENT SERVICES			4,453.53	002622
4/05/24	00126	4/01/24	402312	202404	320	57200	34510		ACCESS CONTROL - APRIL	*	20.00		
									HI-TECH SYSTEM ASSOCIATES			20.00	002623
4/05/24	00117	3/30/24	3368907	202402	310	51300	31500		APR. GENERAL SERVICES	*	464.00		
									KUTAK ROCK LLP			464.00	002624
4/05/24	00042	4/01/24	171206B	202404	330	53800	46400		APRIL LAKE MAINTENANCE	*	692.00		
									THE LAKE DOCTORS, INC.			692.00	002625
4/05/24	00095	4/01/24	13129562	202404	320	57200	52100		APR. POOL CHEMICALS	*	659.41		
									POOLSURE			659.41	002626
4/05/24	00039	3/26/24	370	202403	320	57200	46100		GENERAL FACILITY MAINT	*	961.00		
		3/26/24	370	202403	330	53800	46000		FIELD - REPAIRS & REPLC	*	2,544.65		
		3/26/24	370	202403	320	57200	46000		AMENITY - REPAIRS & REPLC	*	3,124.75		

RDGE --RIDGEWOOD-- BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		3/26/24 370	202403 320-57200-52200	JANITORIAL SUPPLIES	*	68.66	
				RIVERSIDE MANAGEMENT SERVICES, INC.			6,699.06 002627
4/05/24 00039		4/01/24 369	202404 320-57200-34200	APR. JANITORIAL SERVICES	*	934.83	
		4/01/24 369	202404 320-57200-46500	APR. POOL MAINTENANCE	*	1,489.67	
		4/01/24 369	202404 330-53800-34000	APR. FIELD MGMT/ADMIN	*	2,027.08	
		4/01/24 369	202404 320-57200-46200	APR. FACILITY MANAGEMENT	*	5,618.00	
				RIVERSIDE MANAGEMENT SERVICES, INC.			10,069.58 002628
4/05/24 00118		3/22/24 73797703	202404 320-57200-34510	APRIL SECURITY SERVICES	*	142.95	
				VECTOR SECURITY INC			142.95 002629
4/16/24 00039		3/31/24 371	202403 320-57200-45200	MAR FACILITY ASSISTANT	*	530.00	
				RIVERSIDE MANAGEMENT SERVICES, INC.			530.00 002630
4/16/24 00039		3/31/24 372	202403 320-57200-45100	MARCH LIFEGUARDS	*	1,023.36	
				RIVERSIDE MANAGEMENT SERVICES, INC.			1,023.36 002631
4/16/24 00039		4/10/24 373	202404 320-57200-52100	POOL CHEMICALS - TRICHLOR	*	26.24	
		4/10/24 373	202404 320-57200-52100	POOL CHEMS. - LIQ BLEACH	*	24.70	
		4/10/24 373	202404 320-57200-52100	POOL CHEMICALS - BICARB	*	107.25	
				RIVERSIDE MANAGEMENT SERVICES, INC.			158.19 002632
4/16/24 00130		4/08/24 61896336	202404 320-57200-43200	APR RODENT CONTROL	*	90.00	
				TURNER PEST CONTROL LLC			90.00 002633
4/30/24 00119		4/23/24 8875622	202404 330-53800-46000	NUTRIENT SOIL REFRESH	*	215.08	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			215.08 002634
4/30/24 00119		5/01/24 8879140	202405 330-53800-46200	MAY LANDSCAPE MAINTENANCE	*	10,703.68	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			10,703.68 002635

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/30/24	00039	4/16/24	374	202403	320	57200	52200		JANITORIAL SUPPLIES	*	373.13		
		4/16/24	374	202403	330	53800	46000		FIELD - REPAIRS & MAINT.	*	60.00		
		4/16/24	374	202403	320	57200	46000		AMENITY - REPAIRS & REPLC	*	1,769.31		
		4/16/24	374	202403	320	57200	46100		GENERAL FACILITY MAINT.	*	1,227.97		
RIVERSIDE MANAGEMENT SERVICES, INC.												3,430.41	002636
4/30/24	00118	4/21/24	73957857	202405	320	57200	34510		MAY SECURITY SERVICES	*	142.95		
VECTOR SECURITY INC												142.95	002637
5/07/24	00003	5/01/24	256	202405	310	51300	34000		MAY MANAGEMENT FEES	*	4,034.67		
		5/01/24	256	202405	310	51300	35200		MAY WEBSITE ADMIN.	*	106.00		
		5/01/24	256	202405	310	51300	35100		MAY INFROMATION TECH.	*	159.00		
		5/01/24	256	202405	310	51300	31300		MAY DISSEMINATION SRVCS	*	88.33		
		5/01/24	256	202405	310	51300	51000		OFFICE SUPPLIES	*	.18		
		5/01/24	256	202405	310	51300	42000		POSTAGE	*	14.30		
		5/01/24	256	202405	310	51300	42500		COPIES	*	55.35		
		5/01/24	256	202405	310	51300	41000		TELEPHONE	*	35.29		
GOVERNMENTAL MANAGEMENT SERVICES												4,493.12	002638
5/07/24	00126	5/01/24	403910	202405	320	57200	34510		ACCESS CONTROL - MAY	*	20.00		
HI-TECH SYSTEM ASSOCIATES												20.00	002639
5/07/24	00126	5/02/24	73222	202405	320	57200	46000		AMENITY POOL GATE REPAIR	*	95.00		
HI-TECH SYSTEM ASSOCIATES												95.00	002640
5/07/24	00042	5/01/24	178400B	202405	330	53800	46400		MAY LAKE MAINTENANCE	*	692.00		
THE LAKE DOCTORS, INC.												692.00	002641
5/07/24	00039	4/29/24	376	202404	320	57200	46000		PRESSURE WASHING SERVICES	*	761.80		
RIVERSIDE MANAGEMENT SERVICES, INC.												761.80	002642

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
5/07/24	00039	5/01/24	375	202405	320	57200	34200		MAY JANITORIAL SERVICES	*	934.83		
5/01/24		375		202405	320	57200	46500		MAY POOL MAINTENANCE	*	1,489.67		
5/01/24		375		202405	330	53800	34000		MAY FIELD MGMT/ADMIN.	*	2,027.08		
5/01/24		375		202405	320	57200	46200		MAY FACILITY MGMT	*	5,618.00		
5/01/24		375		202405	320	57200	52100		POOL CHEMCIALS TRICHLOR	*	157.41		
5/01/24		375		202405	320	57200	52100		POOL CHEMCIALS LIQ BLEACH	*	49.39		
5/01/24		375		202405	320	57200	52100		POOL CHEMCIALS BICARD	*	107.25		
RIVERSIDE MANAGEMENT SERVICES, INC.											10,383.63	002643	
5/14/24	00119	4/30/24	8897096	202404	330	53800	46301		(2) 6" SPRAY HEAD	*	83.32		
4/30/24		8897096		202404	330	53800	46301		(3) NOZZLE	*	30.00		
4/30/24		8897096		202404	330	53800	46301		(3) ROTOR	*	186.00		
BRIGHTVIEW LANDSCAPE SERVICES, INC											299.32	002644	
5/14/24	00142	4/12/24	24214	202404	320	57200	46000		TIE EXHAUST FANS IN RR	*	375.00		
DOBSON ELECTRIC, INC.											375.00	002645	
5/14/24	00133	5/07/24	CS187285	202405	320	57200	46000		(2) 1-HEAD CLASSIC PUMP	*	791.14		
SCP DISTRIBUTORS LLC											791.14	002646	
5/14/24	00139	5/08/24	1012	202405	320	57200	46000		RE STRAPPING POOL CHARIS	*	1,080.00		
THE POOL AND PATIO SHOP LLC											1,080.00	002647	
5/29/24	00015	5/16/24	2024-276	202405	310	51300	48000		NTC CCD CANDIDATES	*	46.20		
OSTEEN MEDIA GROUP-CLAY TODAY											46.20	002648	
5/29/24	00039	5/14/24	377	202404	320	57200	46100		GEN FACILITY MAINTENANCE	*	760.01		
5/14/24		377		202404	330	53800	46000		FIELD - REPAIRS & REPLC	*	1,516.76		
5/14/24		377		202404	320	57200	46000		AMENITY - REPAIRS & REPLC	*	1,172.99		
RIVERSIDE MANAGEMENT SERVICES, INC.											3,449.76	002649	
RDGE --RIDGEWOOD-- BPEREGRINO													

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/29/24	00039	5/23/24 379	202405 320-57200-46000	PRESSURE WASHING SERVICES RIVERSIDE MANAGEMENT SERVICES, INC.	*	227.00	227.00 002650
5/29/24	00130	5/22/24 61908110	202405 320-57200-43200	MAY RODENT CONTROL TURNER PEST CONTROL LLC	*	90.00	90.00 002651
5/29/24	00118	5/22/24 74118324	202406 320-57200-34510	JUNE SECURITY SERVICES VECTOR SECURITY INC	*	142.95	142.95 002652
TOTAL FOR BANK A						73,859.80	
TOTAL FOR REGISTER						73,859.80	

INVOICE



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

Customer #: 24319930
Invoice #: 8855274
Invoice Date: 3/26/2024
Sales Order: 8353512
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 Queen Palm; remove debris Approved Ridgewood Trails CDD Field - Repairs & Maintenance 1.330.53800.46000 <i>Tara Lee</i> 4.1.24	1.000	LS	715.00	715.00
				Total Invoice Amount	715.00
				Taxable Amount	
				Tax Amount	
				Balance Due	715.00

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 #: 8855274
Invoice Date: 3/26/2024

Amount Due: \$ 715.00

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

TERMS & CONDITIONS

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

15. **Cancellation.** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$160.00 and billed to Customer.

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

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

Acceptance of this Contract

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

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

Contractor

Signature _____ Title **Amenity Manager**

Tara Lee _____ Date **March 05, 2024**
Printed Name

BrightView Landscape Services, Inc. "Contractor"
Associate Account Manager

Signature _____ Title

Karen E Fisher _____ Date **March 05, 2024**
Printed Name

Job #: 346100568

SO #: 8353512 **Proposed Price:** \$715.00

Karen Fisher

From: Tara Lee <ridgewoodtrailsmgr@rmsnf.com>
Sent: Tuesday, March 5, 2024 9:01 AM
To: Karen Fisher
Subject: Re: Queen Palm Removal Proposal

EXTERNAL E-MAIL

This has been approved. Thanks Karen!

On Tue, Mar 5, 2024 at 8:40 AM Karen Fisher <Karen.Fisher@brightview.com> wrote:

Hi Tara,

The Ganoderma has spread to this Palm on the other side of the street. The second photo shows the Mushroom starting to come up. I have attached a quote to remove.

Please let me know if you have any questions.

INVOICE



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

Customer #: 24319930
Invoice #: 8841105
Invoice Date: 4/1/2024
Cust PO #:

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For April Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Tara Lee</i> 4.1.24	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 #: 8841105
Invoice Date: 4/1/2024

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

Governmental Management Services, LLC

1001 Bradford Way
 Kingston, TN 37763

Invoice

Invoice #: 255
Invoice Date: 4/1/24
Due Date: 4/1/24
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 -April 2024		4,034.67	4,034.67
Website Administration -April 2024		106.00	106.00
Information Technology - April 2024		159.00	159.00
Dissemination Agent Services -April 2024		88.33	88.33
Office Supplies		0.33	0.33
Postage		17.50	17.50
Copies		47.70	47.70
Total			\$4,453.53
Payments/Credits			\$0.00
Balance Due			\$4,453.53



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 402312
 Invoice Date: 04/01/2024
 Completed: 04/01/2024
 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
2-11885-AC-1 - Access Control System - Ridgewood Trails CDD - 1667 Azalea Ridge Blvd, Middleburg, FL			
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 1.320.57200.34510 <i>Tara Lee</i> 4.2.24			

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.

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

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

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 30, 2024

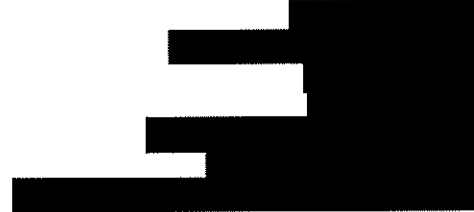
Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:



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

Invoice No. 3368907
17623-1

Re: General

For Professional Legal Services Rendered

02/02/24	K. Buchanan	0.50	160.00	Perform meeting follow up
02/05/24	K. Buchanan	0.30	96.00	Perform meeting follow up
02/06/24	K. Buchanan	0.30	96.00	Review pool repair contract
02/06/24	J. Gillis	0.70	112.00	Draft agreement for fence installation services with Sterling Specialties

TOTAL HOURS 1.80

TOTAL FOR SERVICES RENDERED \$464.00

TOTAL CURRENT AMOUNT DUE \$464.00



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

Invoice

Date 4/1/2024
Invoice # 131295620637

Terms	Net 20
Due Date	4/21/2024
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> 3.21.24	0.5	ea	659.41

Subtotal 659.41
Shipping Cost (FEDEX GROUND) 0.00
Total 659.41
Amount Due \$659.41

Remittance Slip

Customer
13AZA025
Invoice #
131295620637

Amount Due \$659.41
Amount Paid _____
Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



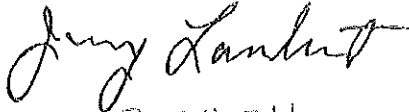
131295620637

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

Invoice

Invoice #: 370
Invoice Date: 3/26/2024
Due Date: 3/26/2024
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 February 1 - February 29, 2024		3,912.00	3,912.00
Maintenance Supplies		2,787.06	2,787.06
Gen Fac. Maint #961 ⁰⁰ 1.320.57200.46000			
Repairs/Replace Field #2,544.65 1.330.53800.46000			
Repairs/Replace Amenity #3,124 ⁷⁵ 1.320.51200.46000			
Sanitorial Supplies #68.66 1.320.51200.52200			
 3.28.24			

Total	\$6,699.06
Payments/Credits	\$0.00
Balance Due	\$6,699.06

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/2/24	3.18	R.A.	Worked on women's gym bathroom door not latching when closed, adjusted hydraulic door closer back check, swing speed and latching speed, adjusted spring tube tension to strongest setting, made adjustments to men's door, women's door sticking at latch before closing, filed and sanded lip on latch at door frame to allow for smoother surface, lubricated with lithium grease
2/3/24	5.67	R.A.	Installed both high bay lights in women's pool bathroom, started painting men's pool bathroom, picked up supplies
2/9/24	1	R.A.	Picked up supplies and delivered supplies
2/12/24	1	R.A.	Inspected property, removed debris around amenity center
2/13/24	6.38	R.A.	Finished painting men's pool bathroom walls, started painting trim, pressure washed bathroom floors, installed depth marker tiles for pool deck, order another tile, fixed treadmill in gym, inspected elliptical and found resistance level cannot be changed, submitted repair ticket, began painting women's pool bathroom
2/13/24	6.37	B.W.	Painted men's restroom pool side, hung one stall door with hinges and pins, pressure washed men's room floor to prep for paint
2/14/24	6.48	R.A.	Finished painting women's pool bathroom, picked up supplies, used cleaner and degreaser with wire brush to remove dirt, oils and loose paint in both bathrooms, rinsed and dried, cleaned up paint tools
2/14/24	5.57	B.W.	Floor prep for pool restrooms, completed painting walls in both restrooms
2/15/24	3.47	B.W.	Worked on men's room floor painting by the pool
2/16/24	3	B.W.	Painting men's restroom floor by the pool
2/19/24	6.63	R.A.	Rolled third coat in men's bathroom, taped and started rolling women's bathroom, picked up supplies
2/19/24	7.25	B.W.	Completed men's room floor paint, started women's restroom floor paint
2/20/24	2.1	R.A.	Finished laying first coat floor paint in women's pool bath, sealed bathrooms and installed close signs
2/20/24	6.55	B.W.	Completed first coat of floor paint in women's pool restroom
2/21/24	1.3	R.A.	Inspected bathroom, women's bathroom still curing, picked up supplies for door blinds
2/22/24	3.99	R.A.	Hung up four door blinds, tightened legs on all tables in the amenity club house, emptied and restocked dog waste receptacles, checked and changed all trash receptacles
2/23/24	6.77	R.A.	Cut large stall door support to proper length, mounted wall bracket to wall straps, mounted door support and hinge plate to wall brackets adjusted hinge points for proper door closing, picked up supplies, painted door support, removed damaged baseboard trim and replaced, painted stall divider support braces, cleaned area and locked doors
2/23/24	6.43	B.W.	Worked on pool restrooms
2/26/24	3.83	R.A.	Picked up supplies, used adhesive to secure door thresholds, installed vinyl baseboards in bathrooms, filled in holes in dividers with caulking for prep to paint, filled screw holes for support brackets in prep to paint
2/27/24	5.2	R.A.	Caulked men's urinals, counter top and sinks, touch up paint on filled in screw holes on divider support bracket and bathroom threshold trim, floor paint around new installed vinyl baseboard, touch up light floor paint spots, cleaned bathroom dividers, sinks, paper towel dispensers to remove dry wall dust, paint flecks, dirt and debris
2/28/24	4.45	R.A.	Removed old stubborn protective plastic from six French door thresholds at the amenity center, started second coat of floor paint in women's bathroom at large pool
2/29/24	1.18	R.A.	Worked on women's bathroom floor coating working on getting rid of splotching while applying floor paint, added more grain filler to adhesive to help prevent this issue, applied a small portion to floor and will check tomorrow after drying
TOTAL	<u>97.8</u>		
MILES	<u>0</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

Riverside Management Services, Inc

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

Invoice

Invoice #: 369

Invoice Date: 4/1/2024

Due Date: 4/1/2024

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 - April 2024		934.83	934.83
1.320.57200.46500 - Pool Maintenance Services - April 2024		1,489.67	1,489.67
1.330.53800.34000 - Contract Administration - April 2024		2,027.08	2,027.08
1.320.57200.46200 - Facility Management - Ridgewood Trails - April 2024		5,618.00	5,618.00

Jerry Lambert
4-2-24

Total \$10,069.58

Payments/Credits \$0.00

Balance Due \$10,069.58



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256

Account Information

Invoice Number: 73797703
 Invoice Date: 03/22/2024
 Branch: 72
 Account Number: 6433093
 Due Date: 04/21/2024

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 04/01/2024 To: 04/30/2024 RECURRING SERVICES			142.95	0.00	142.95

Approved
 Ridgewood Trails CDD
 Security
 1.320.57200.34510
Tara Lee
 4.1.24

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 Phillips 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: 73797703
 Invoice Date: 03/22/2024
 Account Number: 6433093
 Due Date: 04/21/2024
 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.

00000000720000000643309390073797703000000000142957

How to Reach Customer Care

- For inquiries or online payments: www.vectorsecurity.com
- By phone: 1-904-265-7890
- For inquiries by mail: 9456 Philips Highway, Suite 1, Jacksonville, FL 32256
- For payments by check: PO Box 89462, Cleveland, OH 44101-6462



KNOCK, KNOCK.

Sales scams may be happening in your area, but there are things you can do to protect yourself.

In these scams, people claiming to be with Vector Security knock on your door and try to gain access to your home. They'll tell you they need to inspect your system or offer you an upgrade. These people may even wear Vector Security apparel.

Unless you have a scheduled appointment, ask for ID from anyone claiming they are with Vector Security. If you encounter suspicious activity, here are some tips:

- Ask for identification; don't let anyone into your home.
- Contact us at protectme@vectorsecurity.com.
- Do not sign any contracts presented to you.

For more information:
vectorsecurity.com/sales-scam

vec-147614

Has your billing address or phone number changed?

Please provide your new billing address and/or telephone number and return this portion with your payment. Your records will be updated upon receipt.

Contact Name: _____	Old Phone Number: (____) _____ - _____
New Address: _____	New Phone Number: (____) _____ - _____
_____	Effective Date: _____
City: _____ State: _____ Zip: _____	Email Address: _____
Effective Date: _____	Signature: _____

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

Invoice

Invoice #: 371
Invoice Date: 3/31/2024
Due Date: 3/31/2024
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 Assistant through March 2024 1,320.57200.45200	20	26.50	530.00
<i>Jerry Lambert</i> 4-12-24			
Total			\$530.00
Payments/Credits			\$0.00
Balance Due			\$530.00

RIDGEWOOD TRAILS CDD

FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
20	Facility Assistant	\$ 26.50	\$ 530.00

Covers Period: March 2023

GL # 1.320.57200.45200

TOTAL DUE:

\$ 530.00

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF MARCH 2024

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/25/24	8	R.A.	Completed daily checklist, returned calls and emails
3/26/24	8	R.A.	Completed daily checklist, returned calls and emails
3/30/24	4	R.A.	Event - set up, assist and clean up
	<hr/>		
	<u>20</u>		

RIDGEWOOD TRAILS CDD
LIFEGUARD INVOICE DETAIL

Quantity	Description	Rate	Amount
52.48	Lifeguarding Services for Ridgewood Trails Covering March 2024	\$ 19.50	\$1,023.36
	LIFEGUARDS # 320-572-4510		
	TOTAL DUE:		<u>\$1,023.36</u>

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS MARCH 2024

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/9/24	6.15	R.A.	Lifeguarding
3/9/24	5.75	G.R.	Lifeguarding
3/10/24	5.87	R.A.	Lifeguarding
3/10/24	5.95	E.H.	Lifeguarding
3/10/24	5.58	A.R.	Lifeguarding
3/16/24	6.07	E.H.	Lifeguarding
3/16/24	5.53	B.W.	Lifeguarding
3/17/24	5.88	R.A.	Lifeguarding
3/17/24	5.7	A.R.	Lifeguarding
TOTAL	<u>52.48</u>		

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

Invoice

Invoice #: 373
Invoice Date: 4/10/2024
Due Date: 4/10/2024
Case:
P.O. Number: C BUSS 1626

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Trichlor		26.24	26.24
Pool Chemicals - Liquid Bleach		24.70	24.70
Pool Chemicals - Bicarb		107.25	107.25
Total			\$158.19
Payments/Credits			\$0.00
Balance Due			\$158.19



PAYMENT ADDRESS:
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
 904-365-6300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

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

Service Slip/Invoice

INVOICE: 618963362
DATE: 4/8/2024
ORDER: 618963362

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

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

Work Date	Time	Target Pest	Technician	Time In
4/8/2024	11:11 AM			11:11 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/8/2024		11:41 AM

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

Approved
 Ridgewood Trails CDD
 Pest Control
 1.320.57200.43200
Tara Lee
 4.8.24

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

INVOICE

BrightView

Landscape Services

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

Customer #: 24319930
Invoice #: 8875622
Invoice Date: 4/23/2024
Sales Order: 8349183
Cust PO #:

Project Name: Soil ahead of Spring annuals
Project Description: Soil ahead of Spring annuals

Job Number	Description	Qty	UM	Unit Price	Amount
346100568	Ridgewood Trails CDD Nutrient soil refresh for annual beds. Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Tara Lee</i> 4.25.24 1.330.53800.46000 Field - Repairs & Replacement	1.000	EA	215.08	215.08
				Total Invoice Amount	215.08
				Taxable Amount	
				Tax Amount	
				Balance Due	215.08

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 #: 8875622
Invoice Date: 4/23/2024

Amount Due: \$ 215.08

Thank you for allowing us to serve you

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

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

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



Proposal for Extra Work at Ridgewood Trails CDD

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

Project Name Soil ahead of Spring annuals
Project Description Soil ahead of Spring annuals

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Nutrient soil refresh for annual beds.	\$215.08	\$215.08

For internal use only

SO# 8349183
JOB# 346100568
Service Line 130

Total Price \$215.08

THIS IS NOT AN INVOICE

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

TERMS & CONDITIONS

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

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

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

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

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

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

Customer

Signature _____ Title **Amenity Manager**

Tara Lee _____ Date **February 28, 2024**
 Printed Name

BrightView Landscape Services, Inc. "Contractor"
Associate Account Manager

Signature _____ Title

Karen E Fisher _____ Date **February 28, 2024**
 Printed Name

Job #: 346100568
SO #: 8349183 **Proposed Price: \$215.08**

Karen Fisher

From: Tara Lee <ridgewoodtrailsmgr@rmsnf.com>
Sent: Thursday, February 29, 2024 10:53 AM
To: Karen Fisher
Subject: Re: Soil for Annual Beds Proposal

EXTERNAL E-MAIL

Good morning Karen,

This has been approved. Please keep me updated. Thanks!

On Wed, Feb 28, 2024 at 10:46 AM Tara Lee <ridgewoodtrailsmgr@rmsnf.com> wrote:
Thanks Karen! I will make sure Jay sees this and I will be in touch!

On Wed, Feb 28, 2024 at 10:15 AM Karen Fisher <Karen.Fisher@brightview.com> wrote:

Hi Tara,

Hope all is well!

I have attached a proposal to add a soil refresh to your annual beds in conjunction with your next annual rotation. The annual beds are currently very low, below the concrete curd line and do not have the best soil. Annuals beds look their best when they are mounded/raised 3-5 inches above grade. Its also good to refresh the soil 1-2x per year to provide increased aeration and annual production.

Please let me know if you have any questions.

Thank you,

Karen Fisher

Associate Account Manager

BrightView Landscapes, LLC

11530 Davis Creek Ct



INVOICE

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

Customer #: 24319930
Invoice #: 8879140
Invoice Date: 5/1/2024
Cust PO #:

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For May Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Tara Lee</i> 4.29.24	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 #: 8879140
 Invoice Date: 5/1/2024

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

Riverside Management Services, Inc

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

Invoice

Invoice #: 374

Invoice Date: 4/16/2024

Due Date: 4/16/2024

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 March 1 - March 31, 2024		1,959.20	1,959.20
Maintenance Supplies		1,471.21	1,471.21
Approved Ridgewood Trails CDD 4.18.24 <i>Tara Lee</i>			
Janitorial Supplies 1.320.57200.52200 \$373.13			
Field - Repairs & Maintenance 1.330.53800.46000 \$60			
Amenity - Repairs & Replacement 1.320.57200.46000 \$1,769.31			
General Facility - Maintenance 1.320.57200.46100 \$1,227.97			

Jerry Lambert
4-22-24

Total	\$3,430.41
Payments/Credits	\$0.00
Balance Due	\$3,430.41

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/1/24	4	R.A.	Applied final coat of floor paint in men's and women's pool bathroom, emptied and restocked dog waste receptacles
3/1/24	2.77	B.W.	Painted floor in men's and women's pool bathroom
3/4/24	2.67	R.A.	Cut and removed tape border from men's and women's bathroom used during floor painting to prevent it from getting on wall base and dividers, prepped entry area between bathroom doors by sweeping debris away, pouring an acid etch cleaner and scrubbing any loose paint and stubborn stains with a steel wire brush, rinsed concrete area and allowed to dry, cleaned up
3/5/24	3.92	R.A.	Set up tables and chairs for CDD meeting, moved unoccupied gym equipment to vacuum and mop then moved equipment back, removed debris around amenity center
3/6/24	2.13	R.A.	Removed debris around amenity center, pool deck and parking lot, checked and changed all trash receptacles, finished setting up for CDD meeting
3/7/24	5.48	R.A.	Rearranged amenity center maintenance closet and club house closet, cleaned under club house sink and purged broken items, empty cleaning agents and trash, moved extra chairs out of closet to allow access to utility wash basin, removed cleaning supplies from maintenance closet and consolidated to janitorial cart, picked up supplies
3/8/24	8.62	R.A.	Prepped to get pool ready for opening day for spring break, worked on men's commode that was not flushing, put up large community umbrellas and arranged pool furniture, checked water slide operation, cleaned slide in preparation for spring break, picked up supplies, installed air fresheners in large pool bathrooms, cleaned inside of water slide
3/11/24	1.53	R.A.	Called and ordered weight stack pins for weight machine in gym, updated entry boards
3/12/24	2.73	R.A.	Removed debris around amenity center, pool deck and parking lot, checked and changed all trash, empty and restocked dog waste receptacles
3/19/24	4.38	R.A.	Went and picked up patio furniture and took new furniture to be re-strapped, unloaded furniture on pool deck and returned trailer
3/26/24	3.5	R.A.	Fixed no parking on grass sign/post that was knocked over in amenity field, lubricated bathroom door latches to help with proper closing, removed debris around amenity center, pool, field and parking lot, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
3/27/24	1.6	R.A.	Picked up supplies, installed blinds on last remaining windows/doors, checked and changed trash receptacles, picked up event items
3/27/24	4.6	J.S.	Installed four sets of blinds over door windows
3/29/24	1.05	R.A.	Picked up weight stack pins, picked up supplies
TOTAL	<u><u>48.98</u></u>		
MILES	<u><u>0</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 4/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	2/16/24	Color Combo Pack Ink	48.20	T.L.
	2/27/24	Gym Weight Pin	18.53	T.L.
	2/29/24	Stapler	15.27	T.L.
	2/29/24	Copy Paper	26.48	T.L.
	2/29/24	2" Binder (2)	25.46	T.L.
	3/7/24	Toilet Brush and Plunger Set (2)	48.23	R.A.
	3/7/24	Finger Joint White Primed Base Board	16.35	R.A.
	3/7/24	Simple Green Lavender Cleaner	12.63	R.A.
	3/7/24	Lime Away Rust/Hard Water Remover	7.57	R.A.
	3/7/24	Lysol Toilet Bowl Cleaner	6.65	R.A.
	3/8/24	Combo Lock (2)	24.10	J.S.
	3/8/24	Mop Head Refill 2pk	20.09	R.A.
	3/8/24	Glade Air Freshener Refill 2pk Hawaiian Breeze	13.77	R.A.
	3/8/24	Glade Air Freshener Refill 2pk (2) Clean Linen	33.28	R.A.
	3/8/24	9oz Gorilla Glue Construction Adhesive	13.78	R.A.
	3/11/24	Diaphragm Kit (2)	77.26	R.A.
	3/20/24	Mop Bucket	91.97	R.A.
	3/22/24	Gloves 100ct (2)	41.33	R.A.
	3/22/24	13 Gallon Trash Bags 140ct	22.97	R.A.
	3/27/24	Door Blinds (4)	628.00	R.A.
	3/27/24	50' Hose	34.48	R.A.
	4/2/24	55 Gal Trash Liners 40ct	28.72	R.A.
	4/2/24	Toilet Paper 18 rolls (2)	45.95	R.A.
	4/2/24	Muriatic Acid (4)	91.91	J.S.
	4/3/24	Bar Aluminum 96"x1.5"x1/8"	33.27	R.A.
	4/3/24	Short Cut Paint Brush	7.44	R.A.
	4/3/24	32oz Touch Up Paint	22.98	R.A.
	4/3/24	1.5" Teks Screws 90pk	14.57	R.A.

TOTAL \$1,471.21



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256

Account Information

Invoice Number: 73957857
Invoice Date: 04/21/2024
Branch: 72
Account Number: 6433093
Due Date: 05/21/2024

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 05/01/2024 To: 05/31/2024 RECURRING SERVICES			142.95	0.00	142.95

Approved
Ridgewood Trails CDD
Security
1.320.57200.34510
Tara Lee
4.29.24

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

MS9GW7J



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256

Address Service Requested

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

Invoice

Customer Name: RIDGEWOOD TRAILS DEVELOPMENT D
Invoice Number: 73957857
Invoice Date: 04/21/2024
Account Number: 6433093
Due Date: 05/21/2024
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.

00000000720000000643309390073957857000000000142951

How to Reach Customer Care

- For inquiries or online payments: www.vectorsecurity.com
- By phone: 1-904-265-7890
- For inquiries by mail: 9456 Phillips Highway, Suite 1, Jacksonville, FL 32256
- For payments by check: PO Box 89462, Cleveland, OH 44101-6462



KNOCK, KNOCK.

Sales scams may be happening in your area, but there are things you can do to protect yourself.

In these scams, people claiming to be with Vector Security knock on your door and try to gain access to your home. They'll tell you they need to inspect your system or offer you an upgrade. These people may even wear Vector Security apparel.

Unless you have a scheduled appointment, ask for ID from anyone claiming they are with Vector Security. If you encounter suspicious activity, here are some tips:

- Ask for identification; don't let anyone into your home.
- Contact us at protectme@vectorsecurity.com.
- Do not sign any contracts presented to you.

For more information:
vectorsecurity.com/sales-scam

vec-147614

Has your billing address or phone number changed?

Please provide your new billing address and/or telephone number and return this portion with your payment. Your records will be updated upon receipt.

Contact Name: _____	Old Phone Number: (____) _____ - _____
New Address: _____	New Phone Number: (____) _____ - _____
City: _____ State: _____ Zip: _____	Effective Date: _____
Effective Date: _____	Email Address: _____
	Signature: _____

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Governmental Management Services, LLC
 1001 Bradford Way
 Kingston, TN 37763

Invoice

Invoice #: 256
Invoice Date: 5/1/24
Due Date: 5/1/24
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 -May 2024		4,034.67	4,034.67
Website Administration -May 2024		106.00	106.00
Information Technology - May 2024		159.00	159.00
Dissemination Agent Services -May 2024		88.33	88.33
Office Supplies		0.18	0.18
Postage		14.30	14.30
Copies		55.35	55.35
Telephone		35.29	35.29
Total			\$4,493.12
Payments/Credits			\$0.00
Balance Due			\$4,493.12



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 403910
 Invoice Date: 05/01/2024
 Completed: 05/01/2024
 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
 1.320.57200.34510
Tara Lee
 5.1.24

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



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 73222
 Invoice Date: 05/02/2024
 Completed: 05/02/2024
 Terms: Due On Receipt
 Bid#:
 Service Ticket: 73222
 475 West Town Place

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

HiTechFlorida.com

Description	Qty	Rate	Amount
2-11885-AC-1 - Access Control System - Ridgewood Trails CDD - 1667 Azalea Ridge Blvd, Middleburg, FL			
Minimum Service Call Charge	1.00	\$95.00	95.00
Sales Tax			0.00
<p>Approved Ridgewood Trails CDD Amdenity Center Repairs & Replacements 1.320.57200.46000 <i>Tara Lee</i> 5.2.24</p>			

Tech Resolution Note:



WCT Lock was already installed by maintenance when I arrived. Tested lock with the maintenance man. Push to exit and reader working fine. Let the maintenance man that the lock should swapped for one with a braided cord for protection

<p>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.</p> <p>Support@hitechflorida.com Office: 850-385-7649</p>	Total	\$95.00
	Payments	\$0.00
	Balance Due	\$95.00

MAKE CHECK PAYABLE TO:

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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

	
CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

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

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

ACCOUNT NUMBER	DATE	BALANCE
718416	5/1/2024	\$692.00

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

00000000662130010000001784000000006920049

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 5/11/2024	Invoice 178400B	PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
5/1/2024	Water Management - Monthly		\$692.00	\$0.00	\$692.00
Please remit payment for this month's invoice. Approved Ridgewood Trails CDD Lake Maintenance 1.330-53800-46400 <i>Tara Lee</i> 5.2.24					
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 #: 376
Invoice Date: 4/29/2024
Due Date: 4/29/2024
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - (3/6/24 - 4/2/24) Approved Ridgewood Trails CDD Amenity - Repair & Replacements 1.320.57200.46000 <i>Tara Lee</i> 5.6.24		761.80	761.80

Total \$761.80

Payments/Credits \$0.00

Balance Due \$761.80

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

Service Detail

Bill To: Ridgewood Trails CDD

Invoice Date: 4/2/24

Due Date: Upon Receipt

Amount Due: \$ 761.80

<u>Date</u>	<u>Description</u>	<u>Amount</u>
3/6/24	Pressure washed south side of pool deck from slide to fence line of amenity center	\$ 383.50
4/2/24	Pressure washed pool deck	\$ 378.30

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

TOTAL AMOUNT DUE: \$ 761.80

Should you have any questions, please contact Jerry Lambert @ (904) 288-7667
or jlambert@mnsnf.com

Remit Payment

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

Invoice

Invoice #: 375
 Invoice Date: 5/1/2024
 Due Date: 5/1/2024
 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 - May 2024		934.83	934.83
1.320.57200.46500 - Pool Maintenance Services - May 2024		1,489.67	1,489.67
1.330.53800.34000 - Contract Administration - May 2024		2,027.08	2,027.08
1.320.57200.46200 - Facility Management - Ridgewood Trails - May 2024		5,618.00	5,618.00
Pool Chemicals - Trichlor (PO#: 1734)		157.41	157.41
Pool Chemicals - Liquid Bleach (PO#: 1734)		49.39	49.39
Pool Chemicals - Bicarb (PO#: 1734)		107.25	107.25

Jerry Lambert
 5-3-24

Total	\$10,383.63
Payments/Credits	\$0.00
Balance Due	\$10,383.63



INVOICE

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

Customer #: 24319930
Invoice #: 8897096
Invoice Date: 4/30/2024
Sales Order: 8392194
Cust PO #:

Project Name: Ridgewood Trails (Azalea Ridge) - Irrigation inspection repair proposal
Project Description: Ridgewood Trails (Azalea Ridge) - Irrigation inspection repair proposal

Job Number	Description	Qty	UM	Unit Price	Amount
346100568	Ridgewood Trails CDD 6" Spray head	2.000	EA	41.66	83.32
	Nozzle	3.000	EA	10.00	30.00
	Rotor	3.000	EA	62.00	186.00
	Approved Ridgewood Trails CDD Irrigation Repairs 1.330.53800.46301 <i>Tara Lee</i> 5.9.24				
				Total Invoice Amount	299.32
				Taxable Amount	
				Tax Amount	
				Balance Due	299.32

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 #: 8897096
 Invoice Date: 4/30/2024

Amount Due: \$ 299.32

Thank you for allowing us to serve you

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

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

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

Proposal for Extra Work at Ridgewood Trails CDD

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

Project Name Ridgewood Trails (Azalea Ridge) - Irrigation inspection repair proposal
 Project Description Ridgewood Trails (Azalea Ridge) - Irrigation inspection repair proposal

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
2.00	EACH	6" Spray head	\$41.66	\$83.32
3.00	EACH	Nozzle	\$10.00	\$30.00
3.00	EACH	Rotor	\$62.00	\$186.00

For Internal use only

SO# 8392194
 JOB# 346100568
 Service Line 150

Total Price \$299.32

THIS IS NOT AN INVOICE

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

TERMS & CONDITIONS

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

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

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

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

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

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

Contractor

		Amenity Manager
Signature		Title
Tera Lea		April 25, 2024
Printed Name		Date
BrightView Landscape Services, Inc. "Contractor"		
		Branch Manager, Senior
Signature		Title
Rodney Y. Hicks		April 25, 2024
Printed Name		Date
Job #:	348100568	
SO #:	8392194	Proposed Price: \$299.32

Indra Dudley

From: Karen Fisher
Sent: Thursday, April 25, 2024 12:14 PM
To: Indra Dudley; Alan Wojciechowski; Rodney Hicks
Subject: Fwd: April Irrigation Inspect Report and Repair Proposal

Approved, see below.

Thank you,

Karen

Sent from my iPhone

Begin forwarded message:

From: Tara Lee <ridgewoodtrailsmgr@rmsnf.com>
Date: April 25, 2024 at 10:28:19 AM EDT
To: Karen Fisher <Karen.Fisher@brightview.com>
Subject: Re: April Irrigation Inspect Report and Repair Proposal

EXTERNAL E-MAIL

Good morning Karen,

This has been approved. Thanks!!

On Wed, Apr 24, 2024 at 11:01 AM Karen Fisher <Karen.Fisher@brightview.com> wrote:

Hi Tara,

Hope all is well!

Attached is this month's irrigation inspection report along with a repair proposal.

Please let me know if you have any questions.

Thank you,

Karen Fisher

Associate Account Manager

BrightView Landscapes, LLC

11530 Davis Creek Ct

Jacksonville, FL 32256

C. 904.510.2605

Karen.Fisher@brightview.com



Thank you,

Tara Lee

Amenity Manager

Ridgewood Trails CDD

3813 Great Falls Loop

Middleburg, FL 32068

Office: 904-214-3346

Email: ridgewoodtrailsmgr@rmsnf.com

Invoice

Remit To



Dobson Electric, Inc.
 9378 Arlington Expressway Suite #220
 Jacksonville, FL 32225

Date	Invoice #
4/12/2024	24214

PAST DUE

Bill To
Governmental Management Services LLC 475 West Town Place, Suite 114 World Golf Village St Augustine, FL 32092

Location
Azalea Ridge 3813 Great Falls Loop Middleburg, FL 32068

DEI No.	P.O. No.	Terms
24172		Net 30

Quantity	Description	Rate	Amount
	TASK: Tie exhaust fans into lighting circuit LABOR 04/03/24 Troubleshoot exhaust fans Proper power to exhaust fans Needs HVAC tech to replace blowers and seized motors	375.00	375.00

It's been a pleasure working with you!	Payments/Credits	\$0.00
	Balance Due	\$375.00

Past due balances are subject to late charge at 1.5% per month.



194-ORANGE PARK-SCP DIST.
8601 YOUNGERMAN CT UNIT 2
JACKSONVILLE, FL 32244-8927
Phone 904-739-3511
Fax 904-908-6983

INVOICE

EMERGENCY RESPONSE #
1-800-424-9300

INVOICE #	CS187285
ORDER #	CS188857
DATE	05/07/24
PAGE	1 of 1



BILL TO

277678
RIDGEWOOD TRAILS CDD
475 W TOWN PL
SAINT AUGUSTINE, FL 32092-3648

SHIP TO

194-ORANGE PARK-SCP DIST.
8601 YOUNGERMAN CT UNIT 2
JACKSONVILLE, FL 32244-8927

CUSTOMER P/O NUMBER AZALEA	SHIP VIA PRIORITY PICK	WRITTEN BY DEEJAY ADAMS(194)	ORDER DATE 05/07/24
CUSTOMER RELEASE NUMBER	FREIGHT TERMS 02 IN/OUTBOUND	PAYMENT TERMS NET 30 DAYS	DUE DATE 06/06/24
JOB / SHIP-TO NAME RIDGEWOOD TRAILS	PURCHASING AGENT	CONTACT JAY SORIANO	PHONE 904-239-5309

LN#	PRODUCT	HM	DESCRIPTION	U/M	OPEN	PCK-QTY	SHQ-QTY	B/O	PRICE	EXTENSION
1	GHS-45-805		45MJL5A1STAA 120V 50GPD 25PSI	EA	2	2	2	0	395.57	791.14
			.25" ADJ 1-HEAD CLASSIC PUMP	B-03-C						
			SER#021224FL0004193							
			,SER#030724FL0007143							



Approved
Ridgewood Trails CDD
Pool Chemicals—new feeder pumps
001.320.57200.52100
Tara R. Lee
5.9.24

Amenity Center Repairs & Replacements
001.320.57200.46000

___ PLACARDS SUPPLIED-YES ___ NO ___ REFUSED ___

MERCHANDISE TOTAL	DISCOUNTS	MISC CHARGES	SALES TAX	INBOUND FREIGHT	OUTBOUND FREIGHT	DEPOSIT AMOUNT	DEPOSIT APPLIED	INVOICE TOTAL
791.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	791.14

This is to certify that the herein named materials are properly classified, described, packaged, marked, and labeled, and are in proper condition for transportation according to the applicable regulations of the department of transportation.

SIGNATURE: DEEJAY ADAMS(ZK)

Subject to our terms at <http://www.poolcorp.com/dealer-terms-conditions>

SIGNATURE: _____

RECEIVED BY: _____

Cust#: 277678 Cust Name: RIDGEWOOD TRAILS CDD
Inv#: CS187285 Invoice Date: 05/07/24 Invoice Amount: \$791.14



WARNING: Cancer and Reproductive Harm - www.p65warnings.ca.gov

Remit To:
SCP DISTRIBUTORS LLC
DEPT 0594
PO BOX 850001
ORLANDO, FL 32885-0594

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

Invoice

Number 1012
 Date 5/8/2024

Bill To
 Tara Lee
 Ridgewood Trails

Ship To

PO Number	Terms	Project
	Due upon completion	Ridgewood Trails

Date	Description	Hours	Rate	Tax1	Amount
	Replace strap on chaise lounge	8.00	\$80.00		\$640.00
	replace straps on dining chair	4	\$55.00		\$220.00
	Replace straps on sand chair	4	\$55.00		\$220.00

Approved
 Ridgewood Trails CDD
 Amenity Center - Reparis and Replacements
 1.320.57200.46000
Tara Lee
 5.9.24

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$1,080.00	Shipping Cost	\$0.00
		Sub Total	\$1,080.00
		Sales Tax 7.50% on \$0.00	\$0.00
		Total	\$1,080.00

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$1,080.00	\$700.00	\$0.00	\$0.00	\$1,780.00

CLAY TODAY

A Division of Osteen Media Group

INVOICE

Invoice Number: 2024-276762
 Invoice Date: 5/16/2024
 Due Date: 6/15/2024

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

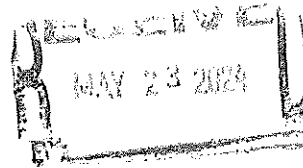
Advertiser
 Ridgewood Trails C.D.D.

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

Customer ID
 21794

Invoice Notes	PO #	Pub.	Issue	Year	Ad Title	Ad Size	Color	Ad Inch	Net
Legal # 109776	Ridgewood Trails CDD Notice of Qualifying Period for Candidates June 10-June 14, 2024	CT - Clay Today	May 16	2024		Column Inch	Black & White	4.4000	\$46.20
Total:									\$46.20

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.

CLAY TODAY

PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT
CLAY TODAY
Published Weekly
Fleming Island, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

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

In the matter of June 10 - June 14, 2024

LEGAL: 109776

Was published in said newspaper in the issues:

5/16/2024

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



Sworn to me and subscribed before me 05/16/2024

Christie Lou Wayne



NOTARY PUBLIC, STATE OF FLORIDA

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

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Ridgewood Trails Community Development District will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Clay County Supervisor of Elections located at 500 N. Orange Ave, Green Cove Springs, Florida 32043, Phone (904) 289-6350. All candidates shall qualify for individual seats in accordance with Section 99.061, Florida Statutes, and must also be a "qualified elector" of the District, as defined in Section 190.003, Florida Statutes. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Clay County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, Florida Statutes. The Ridgewood Trails Community Development District has three (3) seats up for election, specifically seats 1, 3 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 5, 2024, and in the manner prescribed by law for general elections. For additional information, please contact the Clay County Supervisor of Elections. Legal 109776 Published 5/16/2024 in Clay County's Clay Today newspaper

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

Invoice

Invoice #: 377
 Invoice Date: 5/14/2024
 Due Date: 5/14/2024
 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 April 1 - April 30, 2024		2,968.40	2,968.40
Maintenance Supplies		481.36	481.36
Gen. Facility Maint \$760 ⁰¹ 1.320.57200.46100			
Repairs/Replace Freta \$1,516.76 1.330.53800.46000			
Repairs/Replace Ament. \$1,172 ⁹⁹ 1.320.57200.46000			
<i>Jerry Lambert</i> 5-17-24			

Total \$3,449.76

Payments/Credits \$0.00

Balance Due \$3,449.76

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/1/24	4.9	R.A.	Removed level feet from treadmill in gym, replaced flush valves in men's and women's bathrooms, repaired S-hooks on baby swing at warm springs playground, prepped for pressure washing
4/1/24	5	J.S.	Straightened and organized pool deck furniture, removed debris around pool deck, amenity center and playground, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, replaced swing on playground, assisted installing two flush valves in pool men and women's bathrooms
4/3/24	3.81	R.A.	Met electrical company for pool bathroom exhaust fans, assisted to remove panel to access fans, checked fans and found voltage/power at fans, they are not typical bathroom exhaust fans and suggest replacement, tightened loose bolts on pool ladders, picked up supplies
4/3/24	5.05	J.S.	Assisted with fans in bathroom, worked on pool ladders, steps and bumpers in pool, tightened bolts on pool ladder, prep gym to be painted
4/4/24	1.15	R.A.	Went over pressure washing, inspected lighting around amenity center, filed trouble shooting and trouble tickets for High Tec
4/5/24	4.13	R.A.	Removed debris around amenity center, pool, parking lot and fields, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, cleaned yard sale sign and put them out, fixed door bling that came out of track, magnet for big pool gate loose and interfering in gate closure, tightened and secured magnet, picked up supplies
4/6/24	1.42	R.A.	Cleaned area between bathroom and large pool, used etching solution and scrubbed loose dirt, debris and paint, rinsed with fresh water and allowed to dry, blocked off with tape and chairs, prepped for floor paint
4/8/24	2.75	J.S.	Straightened and organized pool deck furniture, removed debris around pool deck, amenity center and playground, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, Cleaned area between bathroom and large pool, used etching solution and scrubbed loose dirt, debris and paint, rinsed with fresh water and allowed to dry, blocked off with tape and chairs, prepped for floor paint
4/9/24	1.13	R.A.	Painted floor between large pool bathrooms
4/10/24	7.47	R.A.	Fabricated, painted and installed window locks in gym, picked up supplies, applied second coat to floor paint to pool bathroom entry way, emptied and restocked dog waste receptacles, checked and changed all trash receptacles, removed debris from entryways and common areas
4/10/24	6.5	J.S.	Removed debris around amenity center, pool, parking lot and fields, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, assisted with fabrication, paint and install locks for all gym windows, applied second coat of paint to outside bathrooms entryway, picked up supplies
4/12/24	1	R.A.	Straightened and organized pool deck furniture, discussed with Ops Manager chemical storage tanks and Hawkings
4/15/24	1.5	R.A.	Straightened and organized pool deck furniture, picked up supplies
4/15/24	1.5	J.S.	Removed debris around amenity center, pool, parking lot and fields, checked and changed all trash receptacles, straightened furniture on pool deck, picked up supplies
4/17/24	4	J.S.	Straightened and organized pool deck furniture, removed debris around pool deck, amenity center and playground, checked and changed all trash receptacles, emptied and restocked all dog waste receptacles
4/18/24	1.55	R.A.	Straightened and organized pool deck furniture, checked pool chemicals, removed debris around amenity center and pool deck
4/22/24	6.55	R.A.	Removed card readers and magnet latches from pool gates, removed and stowed all pool signs, shepherds hooks and life savers attached to fence, new fencing being installed by Sterling, assisted collect chlorine tank and controllers, emptied and restocked waste receptacles, checked and changed trash receptacles, removed debris at entrances, reviewed and saved security footage for two separate trespass incidents over the weekend
4/23/24	1.33	R.A.	Checked pool chemicals, straightened and organized pool deck furniture, spoke to and scheduled initial inspection with Hawkins
4/24/24	2.5	J.S.	Touch up paint through out the gym area, straightened and organized pool deck furniture, removed debris around pool deck and amenity center, checked and changed all trash receptacles
4/25/24	5.22	R.A.	Worked on putting lock back on pool gate, aligned magnets side by side and adjusted to not interfere with gate operations, precut holes for wiring, picked up supplies
4/26/24	1.75	R.A.	Fabricated gate stops, changed position of magnets so they were in line on the interior of the fence and gate, spliced in additional Cat 5e wire to extend the reach for electronics, ran wiring and installed gate stops, cable locked small pool gate
4/30/24	4	R.A.	Installing new pool gate latches, assisted with violation reports, removed debris around amenity center and pool deck, checked and changed all trash receptacles, straightened and organized all pool deck furniture
TOTAL	<u>74.21</u>		
MILES	<u>0</u>		


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

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 379
Invoice Date: 5/23/2024
Due Date: 5/23/2024
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - May 2024		227.00	227.00
 5-28-24			

Total	\$227.00
Payments/Credits	\$0.00
Balance Due	\$227.00

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

Service Detail

Bill To: Ridgewood Trails CDD

Invoice Date: 5/21/24

Due Date: Upon Receipt

Amount Due: \$ 227.00

<u>Date</u>	<u>Description</u>	<u>Amount</u>
5/9/24	Pressure washed curbs in pool parking lot	\$ 227.00

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

TOTAL AMOUNT DUE: \$ 227.00

Should you have any questions, please contact Jerry Lambert @ (904) 288-7667
or jlambert@rmsnf.com

Remit Payment



PAYMENT ADDRESS:
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-226-5305 • turnerpest.com

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

Service Slip/Invoice

INVOICE: 619081101
DATE: 5/22/2024
ORDER: 619081101

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
5/22/2024	10:27 AM			10:27 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	5/22/2024		11:05 AM

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

20240522 10:27 AM [761826] 904-214-3346



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256

Account Information

Invoice Number: 74118324
 Invoice Date: 05/22/2024
 Branch: 72
 Account Number: 6433093
 Due Date: 06/21/2024

Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 06/01/2024 To: 06/30/2024 RECURRING SERVICES			142.95	0.00	142.95

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

Important Messages

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

www.vectorsecurity.com/sales-scam

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

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

MS9GW7JF



9456 Phillips Highway, Suite 1
Jacksonville, FL 32256

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: 74118324
 Invoice Date: 05/22/2024
 Account Number: 6433093
 Due Date: 06/21/2024
 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.

0000000072000000064330939007411832400000000142954

How to Reach Customer Care

- For inquiries or online payments: www.vectorsecurity.com
- By phone: 1-904-265-7890
- For inquiries by mail: 9456 Phillips Highway, Suite 1, Jacksonville, FL 32256
- For payments by check: PO Box 89462, Cleveland, OH 44101-6462



KNOCK, KNOCK.

Sales scams may be happening in your area, but there are things you can do to protect yourself.

In these scams, people claiming to be with Vector Security knock on your door and try to gain access to your home. They'll tell you they need to inspect your system or offer you an upgrade. These people may even wear Vector Security apparel.

Unless you have a scheduled appointment, ask for ID from anyone claiming they are with Vector Security. If you encounter suspicious activity, here are some tips:

- Ask for identification; don't let anyone into your home.
- Contact us at protectme@vectorsecurity.com.
- Do not sign any contracts presented to you.

For more information:
vectorsecurity.com/sales-scam

vec-147614

Has your billing address or phone number changed?

Please provide your new billing address and/or telephone number and return this portion with your payment. Your records will be updated upon receipt.

Contact Name: _____	Old Phone Number: (____) _____ - _____
New Address: _____	New Phone Number: (____) _____ - _____
_____	Effective Date: _____
City: _____ State: _____ Zip: _____	Email Address: _____
Effective Date: _____	Signature: _____

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/02/24	00141	4/26/24 15953	202404 600-53800-60200	COMPLETION OF POOL FENCE STERLING SPECIALTIES, INC.	*	14,949.00	14,949.00 000033
5/14/24	00034	1/16/24 24-00238	202405 600-53800-60100	REPAINTING OF POOL SLIDE TITO'S PAINTING COMPANY LLC	*	3,275.00	3,275.00 000034
TOTAL FOR BANK D						18,224.00	
TOTAL FOR REGISTER						18,224.00	

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 #
	4/26/2024	15953

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

Project Location
Ridgewood Trails Pool Fence BALANCE DUE INVOICE

Description	Amount
TOTAL FOR PROPOSAL # 2401098	\$ 29,898.00
LESS DEPOSIT PAID 3/15/24	
Check # 000032	\$ 14,949.00
BALANCE DUE	\$ 14,949.00
Approved Ridgewood Trails CDD 001.330.53800.60100 <i>Tara Loo</i> 5.2.24	

E-mail
terri@sterlingspecialtiesinc.com

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

INVOICE

TITO'S PAINTING COMPANY LLC
10309 Scott Mill Rd
Jacksonville, FL 32257-6226

Titopaintingco@gmail.com
904-343-9992
<https://www.facebook.com/Titopaint>
ingco



Ridgewood Trails CDD

Bill to

Ridgewood Trails CDD
3800 Great Falls Loop
Middleburg FL 32068

Approved
Ridgewood Trails CDD
Capital Reserve - Repairs & Replacement
032.600.53800.60100
Tara Lee
5.8.24

Invoice details

Invoice no.: 24-002389
Invoice date: 01/16/2024

#	Date	Product or service	Description	SKU	Qty	Rate	Amount
1.		Services - Ext	Painting of Slide under belly. Prep - Pressure washing prior to application.			\$3,275.00	\$3,275.00
2.		Materiales	Includes labor, materials & Paint - Paint Brand: Paint brand PPG-2part			\$0.00	\$0.00
3.		Acceptable payment options	Payment accepted: CashApp, Venmo, Cashier check, Cash & Credit cards (Fee associated). NO PERSONAL CHECKS!			\$0.00	\$0.00
Total							\$3,275.00

Ways to pay



Note to customer

Thank you for your business.