

*Ridgewood Trails  
Community Development District*

*January 8, 2025*

# *AGENDA*

# *AGENDA*

# Ridgewood Trails Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

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

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January 1, 2025

Board of Supervisors  
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, January 8, 2025 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. Organizational Matters
  - A. Oath of Office for Newly Elected Supervisors
  - B. General Information for New Supervisors
  - C. Election of Officers, Resolution 2025-02
- IV. Consideration of Parking & Towing Policies (*will be sent under separate cover*)
- V. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
  - 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 November 6, 2024 Meeting
- B. Balance Sheet & Income Statement
- C. Assessment Receipt Schedule
- D. Approval of Check Register

VIII. Next Meeting Scheduled for: March 5, 2025 @ 6:00 p.m. at the Azalea Ridge Amenity Center

IX. Adjournment

**Board Oversight**

*Supervisor Edson – Landscape*

*Supervisor \_\_\_\_\_ – Security & Technology*

*Supervisor \_\_\_\_\_ – Maintenance*

*Supervisor Miller – Athletics*

*Supervisor Wetherbee - Aquatics*

*THIRD ORDER OF BUSINESS*

*C.*

**RESOLUTION 2025-02**

**A RESOLUTION DESIGNATING OFFICERS OF THE  
RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT  
DISTRICT**

**WHEREAS**, the Board of Supervisors of the Ridgewood Trails Community Development District at a regular business held on January 8, 2025 desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice Chairman
<u>Marilee Giles</u>	Secretary
<u>Marilee Giles</u>	Treasurer
<u>James Oliver</u>	Assistant Treasurer (s)
<u>Daniel Laughlin</u>	
<u>Darrin Mossing</u>	
<u>Matthew Biagetti</u>	
<u>James Oliver</u>	Assistant Secretary
<u>Daniel Laughlin</u>	
<u>Darrin Mossing</u>	
<u>Matthew Biagetti</u>	
_____	
_____	
_____	

**PASSED AND ADOPTED THIS 8TH DAY OF JANUARY, 2025.**

\_\_\_\_\_  
Chairman / Vice Chairman

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



*FIFTH ORDER OF BUSINESS*

*E.*

*1.*

1/8/2025

# *Azalea Ridge at Ridgewood Trails*

Community Development District  
Amenity Management Report



**Rob Alba**

AMENITY MANAGER  
RIVERSIDE MANAGEMENT SERVICES, INC.

Ridgewood Trails  
Community Development District

*Amenity Management Report*

January 8<sup>th</sup>, 2025

To: Board of Supervisors

From: Rob Alba  
Amenity Manager

RE: Azalea Ridge Amenity Management Report – January 8<sup>th</sup>, 2025

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



## *Community Updates*

### **MAINTENANCE**

- Shed installation and permit inspection complete
- Pool deck umbrellas on order
- Permanent outdoor lighting installed
- Janitorial closet splash guard installed
- Replaced ballast bulbs in men's gym bathroom
- Installed taller kitchen faucet in club house
- New outdoor book library ordered

### **UPCOMING MAINTENANCE PROJECTS**

- Playground and permit process
- Pergola removal and umbrella install
- Bollard light install
- Shed insulation and electrical
- Pool pack mulch removal and gravel replacement
- Powerline Fence pressure washing
- Umbrella stand painting
- Touchup paint for amenity center small pool overhang

### **EVENTS**

- Winter Festival upcoming on December 14<sup>th</sup>
  - Combined HOA/CDD
  - 11am – 3pm
  - Food Trucks
  - Blood Donation bus
  - Bounce house, Christmas crafts, cocoa bar, local vendors
  - Pictures w/ Mr. and Mrs. Claus

### **UPCOMING EVENTS**

- Spring Fling April 5<sup>th</sup>
  - Vendor Village
  - Food Trucks

### **ROOM RENTALS**

- Total number of rentals for November and December (1).
- (1) rental tentatively scheduled for January and February

## *Conclusion*

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

Respectfully,

*Rob Alba*



2.





# Quality Site Assessment

Prepared for: Ridgewood Trails CDD

## General Information

- DATE:** Friday, Dec 20, 2024
- NEXT QSA DATE:** Friday, Mar 21, 2025
- CLIENT ATTENDEES:** Karen Fisher
- BRIGHTVIEW ATTENDEES:** Karen Fisher

## Customer Focus Areas

Entrances, Pool area

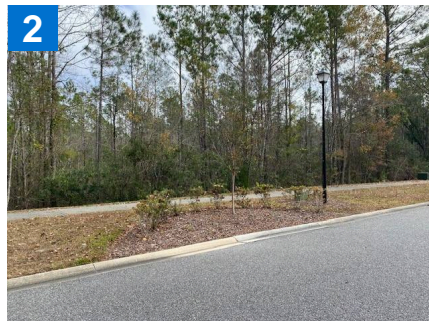
### Quality you can count on.

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

# QUALITY SITE ASSESSMENT

## Ridgewood Trails CDD

### Maintenance Items



- 1** The fall annuals were unfortunately effected by the cold weather, the next rotation will be in January. We will pull them out the week of 1/6/25.
- 2** Main entrance is looking good, trash picked up and beds are weed free.
- 3** Seasonal grass cut backs have begun and are looking good.
- 4** Property is neatly blown off.

### Maintenance Items



**5** Seasonal grass cut backs have begun and are looking good. Turf is mostly dormant throughout.

**6** Entrance signs are looking sharp.

**7** Proposal has been submitted to drop a hazardous dead Pine Tree behind a home in the Freedom neighborhood, dropping into the preserve.

**8** Proposal has been submitted to Bush Hog underneath the power lines ahead of pressure washing the fence.

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

Present and constituting a quorum were:

Dennis 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
Jay Soriano	GMS
Matt Biagetti	GMS
Rob Alba	RMS
Karen Fisher	Brightview

The following is a summary of the actions taken at the November 6, 2024 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 6:00 p.m. called the roll and stated this is Marty's and Dennis' last meeting. Thank you for your time on the board.

**SECOND ORDER OF BUSINESS**

**Public Comments**

A resident stated I want an answer about having a 50/50 raffle at our events. We were told we are not allowed to have them, but I go to other communities, and they have them. I don't understand why we can't.

Mr. Schroyer stated I know it's the law for HOAs where they can't have a 50/50.



Mr. Edson stated we had talked about electricity for it. Where is that?

Mr. Soriano stated we have to finalize the building first then go through another permit process to have electricity. That will be separate; we are not done with this part. We would have to work with a GC for the permit and an electrician to do the job.

On MOTION by Ms. Miller seconded by Mr. Wetherbee with all in favor the agreement with Coastal Sheds, LLC was ratified.

**SIXTH ORDER OF BUSINESS**

**Discussion of Suspension Letter**

Ms. Giles stated this does involve minors and we will be respectful of that. This incident was about kids using the slide while it was closed and the mom received the suspension letter and wrote a letter to the board in response.

After discussion the board determined that the suspension will be six months from the date of the incident, which was September 7, 2024.

**SEVENTH ORDER OF BUSINESS**

**Discussion of Parking & Towing Policy**

Ms. Giles stated staff visited this policy recently and included it in the agenda for board discussion tonight. The policy is dated November 1, 2017 and the tow away zone exhibit is a little outdated. The policy is still pretty good and authorizes parking at the amenity center, it talks about parking passes. We want to see if this is something you want to update and then discuss the procedure to update it.

Ms. Buchanan stated I suggest you identify the areas that you want to include and then publicly notice and have a hearing. If we do tow a car we want a record where we tried to make it as public as possible that we were going to start towing in these areas.

Mr. Soriano stated once we come up with something here that you like we create the map and get ready for the public meeting, we can send this out in an email blast to the residents so they can come to a meeting with any concerns.

Mr. Edson asked can you bring the exact locations to the next meeting that we can approve?

Mr. Soriano stated yes.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**



Ms. Buchanan stated I want to remind you that if you haven't done your ethics training you need to get that done by the end of the year.

**B. Engineer**

Mr. Soriano stated we went out and looked at the erosion that was not much of a concern. It was caused from runoff from the houses and we will keep an eye on it.

**C. Manager**

There being none, the next item followed.

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

Mr. Soriano stated since the last meeting all the lights are finished and it is very bright in the parking lot and we were able to get one pointed towards the pool. We will pressure wash the green vinyl fences before we get the bushhogging done.

**E. Amenity Manager**

**1. Report**

Mr. Alba gave an overview of the amenity center report, copy of which was included in the agenda package.

On MOTION by Mr. Genska seconded by Mr. Wetherbee with all in favor staff was authorized to purchase four shade structures with a seven-year warranty in an amount not to exceed \$3,300 and remove the pergola from the pool deck.
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**2. Landscape Inspection Report**

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

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests and Public Comments**

Mr. Edson stated I want to give a special thanks to both Dennis and Marty for their leadership.

Ms. Miller stated I would like to know where we are on the lights going down Azalea Ridge Boulevard towards Green River.

Mr. Soriano stated I haven't moved on that one. It will be about \$12,000 for that with the trenching and you need to let me know whether or not to move forward and I can bring a quote for those four bollards and the electrician.

Mr. Edson asked did we contact the county? Didn't we talk to the county about the complaints?

Mr. Soriano stated that is different, it is not really us, it has to come from the residents. It is a county road and you are making a decision to light a county road. It is not a CDD road.

Mr. Edson asked can you get some options? The lighting you were talking about, the cheaper lighting if there is anything Clay Electric can do. Is there any other alternatives?

Mr. Soriano stated we got quotes from Clay Electric. They are going to hook up the lights to the meter and they can provide poles. We have to do the trenching and that is where the \$12,000 came from for three poles. Those are three regular poles that you see already. I can save a little bit if we bought the poles directly. If I buy direct from them they will fall into the normal meter charge where they maintain them so if a bulb goes out we call them. If we do a bollard they won't do that. Staff can do the trenching.

Mr. Edson stated I have a little problem with spending \$12,000.

Ms. Miller stated but we did put it in the budget.

Mr. Genska stated we have talked about this for a couple years it is time to do it.

On MOTION by Mr. Wetherbee seconded by Mr. Shroyer with all in favor staff was authorized to go with bollards in an amount not to exceed \$12,000 on Azalea Ridge Parkway to Green River.
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Mr. Genska asked what is the status of the light pole at the entranceway?

Mr. Alba stated I will call them again. They have come by because the box was damaged and they rebolted the cover.

Mr. Shroyer stated I want to welcome the two new board members and I wish you all the luck.

Mr. Wetherbee stated we have talked about the pumps in the ground for the swimming pool. What can we do about that?

Mr. Soriano stated we put in a French drain and so far rainwater hasn't been an issue. We had an issue from a broken pipe. There is not a way to pull those up out of the ground. The design is for them to be below the level of water. I can bring back some numbers if you want to redesign that area.

**TENTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the September 4, 2024 Meeting**

On MOTION by Mr. Wetherbee seconded by Mr. Genska with all in favor the minutes of the September 4, 2024 meeting were approved as presented.

**B. Balance Sheet & Income Statement**

**C. Assessment Receipt Schedule**

**D. Approval of Check Register**

On MOTION by Ms. Miller seconded by Mr. Edson with all in favor the balance of the consent agenda items was approved.

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, January 8, 2025 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 Wednesday, January 8, 2025 at 6:00 p.m. in the same location.

On MOTION by Mr. Shroyer seconded by Mr. Genska with all in favor the meeting adjourned at 7:17 p.m.

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

\_\_\_\_\_  
Chairman/Vice Chairman

*B.*

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

***Unaudited Financial Reporting***  
***November 30, 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**  
**November 30, 2024**

	General Fund	Capital Reserve Fund	Debt Service Fund	Capital Project Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 37,808	\$ 18,609	\$ -	\$ -	\$ 56,417
Assessments Receivable	-	-	-	-	-
Due from General Fund	-	-	-	-	-
<b>Investments:</b>					
State Board of Administration (SBA)	107,066	172,033	-	-	279,099
US Bank - Custody Account	53,021	-	-	-	53,021
<b>Series 2007</b>					
Reserve A	-	-	10,627	-	10,627
Interest A	-	-	-	-	-
Revenue A	-	-	3,777	-	3,777
Prepayment A	-	-	-	-	-
Deferred Costs	-	-	-	1,216	1,216
Prepaid Expenses	-	-	-	-	-
Deposits	2,803	-	-	-	2,803
<b>Total Assets</b>	<b>\$ 200,698</b>	<b>\$ 190,642</b>	<b>\$ 14,404</b>	<b>\$ 1,216</b>	<b>\$ 406,960</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 3,881	\$ -	\$ -	\$ -	\$ 3,881
Accrued Expenses	2,835	-	-	-	2,835
Due to Other	-	-	-	-	-
<b>Total Liabilities</b>	<b>\$ 6,716</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,716</b>
<b>Fund Balance:</b>					
Nonspendable:					
Prepaid Items	\$ -	\$ -	\$ -	\$ -	\$ -
Deposits	2,803	-	-	-	2,803
Restricted for:					
Debt Service	-	-	14,404	-	14,404
Capital Project	-	-	-	1,216	1,216
Assigned for:					
Capital Reserve Fund	-	190,642	-	-	190,642
Unassigned	191,179	-	-	-	191,179
<b>Total Fund Balances</b>	<b>\$ 193,981</b>	<b>\$ 190,642</b>	<b>\$ 14,404</b>	<b>\$ 1,216</b>	<b>\$ 400,244</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 200,698</b>	<b>\$ 190,642</b>	<b>\$ 14,404</b>	<b>\$ 1,216</b>	<b>\$ 406,960</b>

**Ridgewood Trails**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 11/30/24	Thru 11/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 612,477	\$ 42,595	\$ 42,595	\$ -
Interest Earned/Misc. Income	12,000	2,000	1,110	(890)
Rental Revenue	3,675	613	550	(63)
<b>Total Revenues</b>	<b>\$ 628,152</b>	<b>\$ 45,208</b>	<b>\$ 44,255</b>	<b>\$ (953)</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisor Fees	\$ 8,000	\$ 1,333	\$ 1,000	\$ 333
PR-FICA	612	102	77	26
Engineering	3,200	533	-	533
Attorney	20,000	3,333	336	2,997
Annual Audit	3,270	-	-	-
Assessment Administration	5,576	5,576	5,576	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	1,124	187	187	-
Trustee Fees	4,600	1,129	1,129	-
Management Fees	51,320	8,553	8,553	-
Information Technology	1,908	318	318	-
Website Maintenance	1,272	212	212	-
Telephone	350	58	45	14
Postage & Delivery	800	133	89	44
Insurance General Liability	8,498	8,498	8,267	231
Printing & Binding	1,500	250	39	211
Legal Advertising	1,800	300	46	254
Other Current Charges	907	151	-	151
Office Supplies	100	17	1	16
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 115,612</b>	<b>\$ 30,860</b>	<b>\$ 26,051</b>	<b>\$ 4,810</b>



**Ridgewood Trails**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2024**

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
<b><i>Operations &amp; Maintenance</i></b>				
<b>Amenity Center Expenditures</b>				
Insurance	\$ 17,029	\$ 17,029	\$ 15,866	\$ 1,163
Amenity Manager	42,876	7,146	7,146	-
Facility Assistant	7,500	1,250	-	1,250
General Facility Maintenance	12,190	2,032	422	1,609
Repairs & Replacements	30,000	5,000	3,912	1,088
Lifeguards	19,488	3,248	-	3,248
Pool Maintenance	18,950	3,158	3,158	-
Pool Chemicals	17,798	2,966	142	2,825
Water & Sewer	13,000	2,167	1,736	430
Electric	16,100	2,683	2,096	588
Internet/Cable	6,840	1,140	1,157	(17)
Janitorial	11,891	1,982	1,982	-
Janitorial Supplies	2,500	417	-	417
Security System	8,467	1,411	2,736	(1,325)
Refuse Service	3,012	502	515	(13)
Special Events	5,000	800	800	-
Pool Permit	475	-	-	-
Pest Control	1,200	200	180	20
Access Cards	1,000	167	-	167
<b>Subtotal Amenity Center Expenditures</b>	<b>\$ 235,316</b>	<b>\$ 53,298</b>	<b>\$ 41,849</b>	<b>\$ 11,449</b>
<b>Grounds Maintenance Expenditures</b>				
Operations Management	\$ 25,785	\$ 4,298	\$ 4,298	\$ -
Electric	3,000	500	393	107
Water	8,300	1,383	1,171	213
Repairs & Maintenance	18,200	3,033	1,579	1,454
Landscape Maintenance	143,582	23,930	22,657	1,273
Lake Maintenance	8,802	1,467	1,384	83
Irrigation Repairs	5,000	-	-	-
<b>Subtotal Grounds Maintenance Expenditures</b>	<b>\$ 212,669</b>	<b>\$ 34,612</b>	<b>\$ 31,482</b>	<b>\$ 3,130</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 447,984</b>	<b>\$ 87,909</b>	<b>\$ 73,331</b>	<b>\$ 14,579</b>
<b>Reserves</b>				
Capital Reserve Transfer out	\$ 65,976	\$ -	-	-
<b>Total Reserves</b>	<b>\$ 65,976</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>	<b>\$ 629,572</b>	<b>\$ 118,770</b>	<b>\$ 99,382</b>	<b>\$ 19,388</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (1,420)</b>		<b>\$ (55,127)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 1,420</b>		<b>\$ 249,108</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 193,981</b>	

**Ridgewood Trails**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2024**

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
<b>Revenues</b>				
Capital Reserve Transfer In	\$ 65,976	\$ -	\$ -	\$ -
Interest	2,000	333	1,416	1,082
<b>Total Revenues</b>	<b>\$ 67,976</b>	<b>\$ 333</b>	<b>\$ 1,416</b>	<b>\$ 1,082</b>
<b>Expenditures:</b>				
Capital Reserves	\$ 60,000	\$ 10,000	\$ -	\$ 10,000
Other Curent Charges	600	100	-	100
<b>Total Expenditures</b>	<b>\$ 60,600</b>	<b>\$ 10,100</b>	<b>\$ 400</b>	<b>\$ 9,700</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 7,376</b>		<b>\$ 1,016</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 208,426</b>		<b>\$ 189,627</b>	
<b>Fund Balance - Ending</b>	<b>\$ 215,802</b>		<b>\$ 190,642</b>	

# Ridgewood Trails

## Community Development District

### Debt Service Fund Series - 2007A

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 13,359	\$ 929	\$ 929	\$ -
Interest Income	500	83	129	46
<b>Total Revenues</b>	<b>\$ 13,859</b>	<b>\$ 1,012</b>	<b>\$ 1,058</b>	<b>\$ 46</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 3,531	\$ 3,531	\$ 3,531	\$ -
Interest - 5/1	3,531	-	-	-
Principal - 5/1	5,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 12,063</b>	<b>\$ 3,531</b>	<b>\$ 3,531</b>	<b>\$ -</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 1,796</b>		<b>\$ (2,473)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 6,471</b>		<b>\$ 16,877</b>	
<b>Fund Balance - Ending</b>	<b>\$ 8,267</b>		<b>\$ 14,404</b>	

**Ridgewood Trails**  
**Community Development District**  
**Capital Projects Fund Series - 2007A**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2024**

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
<b>Revenues</b>				
Interest Income	\$ -	\$ -	\$ 9	\$ 9
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9</b>	<b>\$ 9</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9</b>	<b>\$ 9</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 1,207</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 1,216</b>	

**Ridgewood Trails**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Special Assessments - Tax Roll	\$ -	\$ 42,595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,595
Interest Earned/Misc. Income	641	469	-	-	-	-	-	-	-	-	-	-	1,110
Rental Revenue	-	550	-	-	-	-	-	-	-	-	-	-	550
<b>Total Revenues</b>	<b>\$ 641</b>	<b>\$ 43,614</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,255</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
PR-FICA	-	77	-	-	-	-	-	-	-	-	-	-	77
Engineering	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	336	-	-	-	-	-	-	-	-	-	-	-	336
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,576	-	-	-	-	-	-	-	-	-	-	-	5,576
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	94	94	-	-	-	-	-	-	-	-	-	-	187
Trustee Fees	1,129	-	-	-	-	-	-	-	-	-	-	-	1,129
Management Fees	4,277	4,277	-	-	-	-	-	-	-	-	-	-	8,553
Information Technology	159	159	-	-	-	-	-	-	-	-	-	-	318
Website Maintenance	106	106	-	-	-	-	-	-	-	-	-	-	212
Telephone	-	45	-	-	-	-	-	-	-	-	-	-	45
Postage & Delivery	60	29	-	-	-	-	-	-	-	-	-	-	89
Insurance General Liability	8,267	-	-	-	-	-	-	-	-	-	-	-	8,267
Printing & Binding	39	0	-	-	-	-	-	-	-	-	-	-	39
Legal Advertising	46	-	-	-	-	-	-	-	-	-	-	-	46
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	1	0	-	-	-	-	-	-	-	-	-	-	1
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 20,265</b>	<b>\$ 5,786</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,051</b>

**Ridgewood Trails**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b><i>Operations &amp; Maintenance</i></b>													
<b>Amenity Center Expenditures</b>													
Insurance	\$ 15,866	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	15,866
Amenity Manager	3,573	3,573	-	-	-	-	-	-	-	-	-	-	7,146
Facility Assistant	-	-	-	-	-	-	-	-	-	-	-	-	-
General Facility Maintenance	422	-	-	-	-	-	-	-	-	-	-	-	422
Repairs & Replacements	2,591	1,321	-	-	-	-	-	-	-	-	-	-	3,912
Lifeguards	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Maintenance	1,579	1,579	-	-	-	-	-	-	-	-	-	-	3,158
Pool Chemicals	142	-	-	-	-	-	-	-	-	-	-	-	142
Water & Sewer	789	948	-	-	-	-	-	-	-	-	-	-	1,736
Electric	1,087	1,009	-	-	-	-	-	-	-	-	-	-	2,096
Internet/Cable	563	594	-	-	-	-	-	-	-	-	-	-	1,157
Janitorial	991	991	-	-	-	-	-	-	-	-	-	-	1,982
Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Security System	701	2,035	-	-	-	-	-	-	-	-	-	-	2,736
Refuse Service	257	258	-	-	-	-	-	-	-	-	-	-	515
Special Events	-	800	-	-	-	-	-	-	-	-	-	-	800
Pool Permit	-	-	-	-	-	-	-	-	-	-	-	-	-
Pest Control	90	90	-	-	-	-	-	-	-	-	-	-	180
Access Cards	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal Amenity Center Expenditures</b>	<b>\$ 28,652</b>	<b>\$ 13,197</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>41,849</b>
<b>Grounds Maintenance Expenditures</b>													
Operations Management	\$ 2,149	\$ 2,149	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4,298
Electric	193	201	-	-	-	-	-	-	-	-	-	-	393
Water	493	678	-	-	-	-	-	-	-	-	-	-	1,171
Repairs & Maintenance	1,579	-	-	-	-	-	-	-	-	-	-	-	1,579
Landscape Maintenance	11,953	10,704	-	-	-	-	-	-	-	-	-	-	22,657
Lake Maintenance	692	692	-	-	-	-	-	-	-	-	-	-	1,384
Irrigation Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal Grounds Maintenance Expenditures</b>	<b>\$ 17,058</b>	<b>\$ 14,423</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>31,482</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 45,710</b>	<b>\$ 27,621</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>73,331</b>
<b>Reserves</b>													
Capital Reserve Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total Reserves</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 65,975</b>	<b>\$ 33,407</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>99,382</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (65,333)</b>	<b>\$ 10,207</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(55,127)</b>

**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	\$10,627
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)
<b>Current Bonds Outstanding</b>	<b>\$125,000</b>

*C.*





*D.*

# Ridgewood Trails

## COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025

### Check Register

<i>Fund</i>	<i>Date</i>	<i>Check Numbers</i>	<i>Amount</i>	
<b><u>General Fund</u></b>				
	10/1/2024 - 10/31/24	2714-2730	\$29,032.39	
	11/1/24 - 11/30/24	2731-2745	41,992.14	
				\$71,024.53
<b><u>Capital Reserve</u></b>				
	11/18/24	39	\$400.00	
				\$400.00
<b><u>Autopayments</u></b>				
	10/4/24	Waste Pro	257.20	
	10/7/24	Comcast	\$240.75	
	10/15/24	Comcast	322.60	
	10/23/24	Florida Commerce	175.00	
	10/25/24	Newlane Finance	395.12	
	10/28/24	CCUA	1,281.29	
	10/31/24	Clay Electric	1,279.54	
	11/6/24	Comcast	240.75	
	11/7/24	EFTPS	153.00	
	11/12/24	Waste Pro	257.94	
	11/12/24	Comcast	352.78	
	11/25/24	Newlane Finance	395.12	
				\$5,351.09
<b>TOTAL</b>				<b>\$76,775.62</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
10/03/24	00003	9/15/24 262	202410 310-51300-31400	FY25 ROLL ASSESSMENT CERT	*	5,576.00	
				GOVERNMENTAL MANAGEMENT SERVICES			5,576.00 002714
10/03/24	00039	9/23/24 399	202408 320-57200-52200	JANITORIAL SUPPLIES	*	134.32	
		9/23/24 399	202408 330-53800-46000	FIELD REPAIRS & MAINT.	*	1,198.51	
				RIVERSIDE MANAGEMENT SERVICES, INC.			1,332.83 002715
10/03/24	00118	9/21/24 74766263	202410 320-57200-34510	OCT SECURITY SERVICES	*	142.95	
				VECTOR SECURITY INC			142.95 002716
10/15/24	00147	9/14/24 78437	202407 310-51300-31100	JUL ENGINEERING SERVICES	*	395.00	
				ALLIANT ENGINEERING, INC.			395.00 002717
10/15/24	00003	10/01/24 263	202410 310-51300-34000	OCT MANAGEMENT FEES	*	4,276.67	
		10/01/24 263	202410 310-51300-35200	OCT WEBSITE ADMIN	*	106.00	
		10/01/24 263	202410 310-51300-35100	OCT INFORMATION TECH	*	159.00	
		10/01/24 263	202410 310-51300-31300	OCT DISSEMINATION	*	93.67	
		10/01/24 263	202410 310-51300-51000	OFFICE SUPPLIES	*	.57	
		10/01/24 263	202410 310-51300-42000	POSTAGE	*	60.18	
		10/01/24 263	202410 310-51300-42500	COPIES	*	39.15	
				GOVERNMENTAL MANAGEMENT SERVICES			4,735.24 002718
10/15/24	00126	10/01/24 412042	202410 320-57200-34510	ACCESS CONTROL - OCT	*	20.00	
				HI-TECH SYSTEM ASSOCIATES			20.00 002719
10/15/24	00042	10/01/24 217232B	202410 330-53800-46400	OCT LAKE MAINTENANCE	*	692.00	
				THE LAKE DOCTORS, INC.			692.00 002720
10/15/24	00039	10/01/24 400	202410 320-57200-34200	OCT JANITORIAL SERVICES	*	990.92	
		10/01/24 400	202410 320-57200-46500	OCT POOL MAINTENANCE SVCS	*	1,579.17	

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
10/01/24	400		202410	330	53800	34000	OCT FIELD MGMT/ADMIN	*	2,148.75		
10/01/24	400		202410	320	57200	46200	OCT FACILITY MANAGEMENT	*	3,573.00		
										8,291.84	002721
10/17/24	00119	9/30/24	6070250	202409	330	53800-46301	REPLACED VALVE	*	325.00		
										325.00	002722
10/17/24	00121	9/25/24	82741002	202409	320	57200-52200	JANITORIAL SUPPLIES	*	61.10		
										61.10	002723
10/17/24	00121	9/25/24	82741003	202409	320	57200-52200	JANITORIAL SUPPLIES	*	110.28		
10/17/24		9/25/24	82741003	202409	320	57200-46000	AMENITY CENTER - REPR&RPL	*	77.36		
										187.64	002724
10/17/24	00130	10/14/24	61967742	202410	320	57200-43200	OCT PEST CONTROL	*	90.00		
										90.00	002725
10/31/24	00031	10/13/24	369335	202409	310	51300-32200	AUDIT FYE 9/30/23	*	3,270.00		
										3,270.00	002726
10/31/24	00039	10/18/24	402	202410	320	57200-52100	POOL CHEMICALS-LIQ BLEACH	*	76.73		
10/31/24		10/18/24	402	202410	320	57200-52100	POOL CHEMS-CYANURIC ACID	*	65.01		
10/31/24		10/18/24	402	202410	320	57200-46000	POOL REPAIR-TORO VALVE	*	167.66		
										309.40	002727
10/31/24	00039	10/17/24	401	202409	320	57200-46000	AMENITY REPAIRS & REPLC	*	625.46		
10/31/24		10/17/24	401	202409	320	57200-46100	AMENITY GENERAL MAINT	*	834.40		
10/31/24		10/17/24	401	202409	330	53800-46000	FIELD MAINTANCE & REPAIR	*	1,120.58		
										2,580.44	002728
10/31/24	00139	10/24/24	100004	202410	320	57200-46000	RESTRAPPING POOL CHAIRS	*	880.00		
										880.00	002729

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
10/31/24	00118	10/22/24 74927401	202410 320-57200-34510	NOV SECURITY SERVICES VECTOR SECURITY INC	*	142.95	142.95 002730
11/06/24	00015	10/24/24 2024-287	202410 310-51300-48000	NOTICE OF MEETING- 11/6 OSTEEN MEDIA GROUP-CLAY TODAY	*	46.20	46.20 002731
11/06/24	00126	11/01/24 413670	202411 320-57200-34510	ACCESS CONTROL - NOV HI-TECH SYSTEM ASSOCIATES	*	20.00	20.00 002732
11/06/24	00126	11/04/24 74813	202411 320-57200-46000	CARD READER REPR/REPLACE	*	169.99	
		11/04/24 74813	202411 320-57200-46000	SERVICE CALL CHARGE	*	95.00	
		11/04/24 74813	202411 320-57200-46000	SERVIVCE LABOR	*	356.25	
				HI-TECH SYSTEM ASSOCIATES			621.24 002733
11/06/24	00117	10/31/24 3469774	202409 310-51300-31500	SEP GENERAL COUNSEL	*	1,160.50	
		10/31/24 3469774.	202408 310-51300-31500	AUG GENERAL COUNSEL	*	34.00	
				KUTAK ROCK LLP			1,194.50 002734
11/06/24	00042	11/01/24 225358B	202411 330-53800-46400	NOV LAKE MAINTENANCE	*	692.00	
				THE LAKE DOCTORS, INC.			692.00 002735
11/13/24	00125	11/12/24 112024	202411 320-57200-49500	FALL FESTIVAL 2024	*	800.00	
				AZALEA RIDGE HOMEOWNERS ASSOC INC			800.00 002736
11/13/24	00119	10/01/24 9143028	202410 330-53800-46200	OCT LANDSCAPE MAINTENANCE	*	10,703.68	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			10,703.68 002737
11/13/24	00119	10/30/24 9133823	202410 330-53800-46200	REMOVE DEAD TREE	*	180.00	
		10/30/24 9133823	202410 330-53800-46200	REPLACEMENT TREE	*	779.64	
		10/30/24 9133823	202410 330-53800-46200	REMOVE FALLEN TREE	*	290.00	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			1,249.64 002738

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/13/24	00003	11/01/24	264	202411	310-51300-34000			NOV MANAGEMENT FEES	*	4,276.67		
11/01/24	264	202411	310-51300-35200					NOV WEBSITE ADMIN	*	106.00		
11/01/24	264	202411	310-51300-35100					NOV INFORMATION TECH	*	159.00		
11/01/24	264	202411	310-51300-31300					NOV DISSEMINATION SVCS	*	93.67		
11/01/24	264	202411	310-51300-51000					OFFICE SUPPLIES	*	.33		
11/01/24	264	202411	310-51300-42000					POSTAGE	*	29.20		
11/01/24	264	202411	310-51300-42500					COPIES	*	.30		
11/01/24	264	202411	310-51300-41000					TELEPHONE	*	44.52		
GOVERNMENTAL MANAGEMENT SERVICES											4,709.69	002739
11/13/24	00126	11/01/24	413671	202411	320-57200-34510			SVCS PLAN 11/24 TO 10/25	*	1,620.00		
HI-TECH SYSTEM ASSOCIATES											1,620.00	002740
11/13/24	00146	11/12/24	11122024	202411	300-20700-10100			CCUA AUGUST PAYMENT	*	549.67		
PINE RIDGE PLANTATION CDD											549.67	002741
11/13/24	00039	11/01/24	403	202411	320-57200-34200			NOV JANITORIAL SERVICES	*	990.92		
11/01/24	403	202411	320-57200-46500					NOV POOL MAINTENANCE SVCS	*	1,579.17		
11/01/24	403	202411	330-53800-34000					NOV CONTRACT ADMIN	*	2,148.75		
11/01/24	403	202411	320-57200-46200					NOV FACILITY MANAGEMENT	*	3,573.00		
RIVERSIDE MANAGEMENT SERVICES, INC.											8,291.84	002742
11/26/24	00119	11/01/24	9143033	202411	330-53800-46200			NOV LANDSCAPE MAINTENANCE	*	10,703.68		
BRIGHTVIEW LANDSCAPE SERVICES, INC											10,703.68	002743
11/26/24	00126	11/21/24	415223	202411	320-57200-46000			INSTALLATION ACCESS CABLE	*	700.00		
HI-TECH SYSTEM ASSOCIATES											700.00	002744
11/26/24	00130	11/13/24	61979493	202411	320-57200-43200			NOV PEST CONTROL	*	90.00		
TURNER PEST CONTROL LLC											90.00	002745
TOTAL FOR BANK A										71,024.53		
RDGE --RIDGEWOOD-- BPEREGRINO												

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 262  
**Invoice Date:** 9/15/24  
**Due Date:** 9/15/24  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2025		5,576.00	5,576.00
<b>Total</b>			<b>\$5,576.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,576.00</b>



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

# Invoice

Invoice #: 399  
 Invoice Date: 9/23/2024  
 Due Date: 9/23/2024  
 Case:  
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2024 Maintenance Supplies		1,103.60 229.23	1,103.60 229.23
Approved Ridgewood Trails CDD <i>Rob Alba</i> 9.25.24			
Janitorial Supplies 1.320.57200.52200 \$134.32			
Field Repairs and Replacement 1.330.53800.46000 \$1198.51			
<i>Jerry Lambert</i> 9-27-24			
<b>Total</b>			<b>\$1,332.83</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,332.83</b>

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/6/24	1.8	R.A.	Checked property for Post Tropical storm repairs, found some downed branches in main entry near sidewalks, collect repair checklist from manager, will set up pool furniture tomorrow morning
8/7/24	1.75	R.A.	post in position, allowed to dry and returned pavers to position Put pool furniture and trash receptacles out on pool deck after storm prep, removed debris around amenity center, playground, pool area and parking lot, emptied and changed all dog waste receptacles, checked checked and changed all trash receptacles
8/7/24	4	J.S.	Cleaned up after storm, straightened and organized pool deck furniture, removed debris around amenity center, playground, pool area and parking lot, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/14/24	3.22	R.A.	Picked up pool deck furniture, blew leaves and debris off pool deck, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, emptied and restocked dog waste receptacles
8/16/24	1	R.A.	Straightened and organized pool deck furniture, removed debris around pool deck and amenity center
8/20/24	1.32	R.A.	Straightened and organized pool deck furniture, blew leaves and debris off pool deck, checked and changed trash receptacles
8/21/24	3.9	R.A.	Blew leaves and debris off pool deck, checked back pond on Green River and Fishing Creek from resident report mattress in pond, straightened and organized pool deck furniture, checked pool chemicals and cleaned pool deck, removed debris from amenity center, common areas, playground, parking lot and roadways, changed trash receptacles, emptied and restocked dog waste receptacles, picked up supplies
8/25/24	1.7	R.A.	Skimmed and vacuumed big pool, tested pool chemicals and balanced from super chlorination due to fecal incident, documented fecal incident, performed backflush of pool filters and precoated with new filter material
8/27/24	4.9	R.A.	Gazebo delivery, unloaded ten foot pallet and unpacked parts in maintenance area, cut up pallet into small pieces and loaded in truck bed for disposal, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, emptied and restocked dog waste receptacles
8/28/24	1.25	R.A.	Disposed of cut up pallet, documented damaged light pole and reported, removed debris from street
8/28/24	1.75	J.S.	Straightened and organized pool deck furniture, removed debris around pool deck and amenity center
8/29/24	1	R.A.	Put up umbrellas, removed debris from pool deck, changed trash receptacles
<b>TOTAL</b>	<u>27.59</u>		
<b>MILES</b>	<u>0</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 9/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT RIDGEWOOD TRAILS				
	8/9/24	6 3/4 Security Envelopes 100pk	7.96	T.L.
	8/9/24	4-1/8 x 9-1/2 Security Envelopes 100ct	12.35	T.L.
	8/21/24	Mr Clean Magic Erasers 6ct	6.52	R.A.
	8/21/24	Swiffer Wetjet Pads 24ct	18.37	R.A.
	8/21/24	Nitrile Gloves 100ct (2)	41.33	R.A.
	8/21/24	7 Gallon Trash Cans (2)	22.93	R.A.
	8/21/24	Paper Towels 6pk	22.98	R.A.
	9/3/24	Nitrile Gloves 100ct	20.67	R.A.
	9/3/24	13 Gallon Trash Bags 140ct	22.97	R.A.
	9/3/24	55 Gallon Trash Bags 40ct	28.72	R.A.
	9/4/24	Bleach	10.90	R.A.
	9/4/24	Disinfectant Wipes 3pk	13.55	R.A.
		<b>TOTAL</b>	<u><u>\$229.23</u></u>	



9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

### Account Information

Invoice Number: 74766263  
 Invoice Date: 09/21/2024  
 Branch: 72  
 Account Number: 6433093  
 Due Date: 10/21/2024

### Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 10/01/2024 To: 10/31/2024 RECURRING SERVICES			142.95	0.00	142.95

Approved  
 Ridgewood Trails CDD  
 Security  
 1.320.57200.34510  
*Rob Alba*  
 9.24.24

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](http://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 Philips Highway, Suite 1  
Jacksonville, FL 32256

Address Service Requested

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

### Invoice

Customer Name: RIDGEWOOD TRAILS DEVELOPMENT D  
 Invoice Number: 74766263  
 Invoice Date: 09/21/2024  
 Account Number: 6433093  
 Due Date: 10/21/2024  
 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.

0000000072000000064330939007476626300000000142953

10475 Fortune Pkwy Ste 101  
Jacksonville, FL 32256  
904.240.1351 MAIN  
www.alliant-inc.com



Remit to:  
733 Marquette Ave Ste 700  
Minneapolis, MN 55402  
612.758.3080 MAIN  
www.alliant-inc.com

Marilee Giles  
Ridgewood Trails Community Development District  
475 West Town Place, Suite 114  
Augustine, FL

August 15, 2024  
Invoice No: 78437  
Due Date: September 14, 2024

**Project Contact** Marilee Giles  
Project 4000230-00 Ridgewood Trails CDD  
Email invoice to: mgiles@gmsnf.com

**Professional Services through July 31, 2024**

Task 001 General and Coordination

**Professional Personnel**

	Hours	Rate	Amount	
Employee				
Landing, David	1.50	230.00	345.00	
site visit to observe erosion around pond, review and make recommendations to address				
Lopez, Ryan	.50	100.00	50.00	
Looking at SJRWMD for existing drainage plans				
Totals	2.00		395.00	
<b>Total Labor</b>				<b>395.00</b>
		<b>Total this Task</b>		<b>\$395.00</b>
		<b>Total this Invoice</b>		<b><u>\$395.00</u></b>

**Governmental Management Services, LLC**

1001 Bradford Way  
 Kingston, TN 37763

**Invoice****Invoice #:** 263**Invoice Date:** 10/1/24**Due Date:** 10/1/24**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 -October 2024		4,276.67	4,276.67
Website Administration -October 2024		106.00	106.00
Information Technology - October 2024		159.00	159.00
Dissemination Agent Services -October 2024		93.67	93.67
Office Supplies		0.57	0.57
Postage		60.18	60.18
Copies		39.15	39.15
<b>Total</b>			<b>\$4,735.24</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,735.24</b>



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

**Invoice #:** 412042  
**Invoice Date:** 10/01/2024  
**Completed:** 10/01/2024  
**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  
Security  
1.320.57200.34510  
*Rob Alba*  
10.2.24

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**

<b>Total</b>	\$20.00
<b>Payments</b>	\$0.00
<b>Balance Due</b>	\$20.00





**Riverside Management Services, Inc**


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

**Invoice**

Invoice #: 400  
Invoice Date: 10/1/2024  
Due Date: 10/1/2024  
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 - October 2024		990.92	990.92
1.320.57200.46500 - Pool Maintenance Services - October 2024		1,579.17	1,579.17
1.330.53800.34000 - Contract Administration - October 2024		2,148.75	2,148.75
1.320.57200.46200 - Facility Management - Ridgewood Trails - October 2024		3,573.00	3,573.00
 10-3-24			

<b>Total</b>	<b>\$8,291.84</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$8,291.84</b>

**INVOICE**



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

Customer #: 24319930  
Invoice #: 6070250  
Invoice Date: 9/30/2024  
Cust PO #:

JobNumber	Description	Amount
346100568	Ridgewood Trails CDD SO 8503811 - Replace Valve at Pocket Park on Bronco Rd Node 100 Battery Valve  Approved Ridgewood Trails CDD Irrigation Repairs 1.330.53800.46301 <i>Rob Alba</i> 10.15.24	325.00
	<b>Total invoice amount</b>	325.00
	<b>Taxable amount</b>	
	<b>Tax amount</b>	
	<b>Balance due</b>	325.00

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 #: 6070250  
Invoice Date: 9/30/2024

**Amount Due: \$325.00**

*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



9000 Southside Blvd.  
Bldg. 100 Suite 1102

**INVOICE**

Page 1 of 1

INVOICE DATE	09/25/2024
INVOICE NUMBER	827410028
ACCOUNT NUMBER	1762195
ORDER NO.	58660381

FOR INQUIRIES CALL: (866) 412-6726  
 FAX: (877) 712-6726  
[www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)  
[customer@supplyworks.com](mailto:customer@supplyworks.com)

Please mail payments to the remit address at the bottom of this bill

SOLD TO:  
 2287 1 MB 0.622 E0267X I0367 D13417152240 S2 P10499316 0001:0002

ENROLLMENT ACCOUNT #:	ENROLLMENT TOKEN
AMS1762195	KBS VZP QWM



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

SHIPPED TO:  
 AZALEA RIDGE AMENITY CENTER  
 1667 AZALEA RIDGE BOULEVARD  
 ATTN: JAY SORIANO  
 MIDDLEBURG FL 32068

ORDER NO.	CONTROL NO.	CUSTOMER P.O.	SHIPPED VIA				TERMS	CASH DISCOUNT AMT				
58660381			JAX89				NET 30 DAYS	0.00				
LN	ITEM NO.	CAT	DESCRIPTION	ORDER	SHIP	B/O	UOM	LIST PRICE	PRICE	EXT. AMT.	TAX	CODE
1	REN15747003	8	RENOWN GYM FACLT Y WIPE 800CT - CENT	1	1	0	CA		59.06	59.06		
									HANDLING 7.95			
									DISCOUNT -5.91			

\$7.95 Handling Charge  
 Delivery Information for this invoice may be found at: [www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)

Approved  
 Ridgewood Trails CDD  
 Janitorial Supplies  
 1.320.57200.52200  
 Rob Alba  
 10.15.24

NET MERCHANDISE TOTAL	TAX TOTAL	SPECIAL CHARGES	INVOICE TOTAL
53.15	0.00	7.95	61.10

TERMS AND CONDITIONS FROM CURRENT CATALOG & ONLINE APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE IMMEDIATELY UPON RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE TO THE REMIT ADDRESS BELOW



ACCOUNT NUMBER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT DUE
1762195	827410028	09/25/2024	61.10
			NET DUE DATE 10/25/24
			NET AMOUNT PAID

SOLD TO:  
 RIDGEWOOD TRAILS COMMUNITY CDD  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-3649

REMIT TO:  
 HD SUPPLY FORMERLY HOME DEPOT PRO  
 PO Box 404468  
 Atlanta GA 30384-4468



9000 Southside Blvd.  
Bldg. 100 Suite 1102

**INVOICE**

Page 1 of 1

INVOICE DATE	09/25/2024
INVOICE NUMBER	827410036
ACCOUNT NUMBER	1762195
ORDER NO.	58660382

FOR INQUIRIES CALL: (866) 412-6726  
 FAX: (877) 712-6726  
[www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)  
[customer@supplyworks.com](mailto:customer@supplyworks.com)

Please mail payments to the remit address at the bottom of this bill

SOLD TO:  
 2287 1 MB 0.622 E0267 I0368 D13417152242 S2 P10499316 0002:0002

ENROLLMENT ACCOUNT #:	ENROLLMENT TOKEN
AMS1762195	KBS VZP QWM



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

SHIPPED TO:

AZALEA RIDGE AMENITY CENTER  
 1667 AZALEA RIDGE BOULEVARD  
 ATTN: JAY SORIANO  
 MIDDLEBURG FL 32068

ORDER NO.	CONTROL NO.	CUSTOMER P.O.	SHIPPED VIA				TERMS	CASH DISCOUNT AMT				
58660382			JAX89				NET 30 DAYS	0.00				
LN	ITEM NO.	CAT	DESCRIPTION	ORDER	SHIP	B/O	UOM	LIST PRICE	PRICE	EXT. AMT.	TAX	CODE
1	REN15747003	8	RENOWN GYM FACLT Y WIPE 800CT - CENT	2	2	0	CA		59.06			118.12
2	193017	1	ZURN CLOSET REPAIR KIT-1.6GPF	3	3	0	EA		27.18			81.54
							HANDLING	7.95				
							DISCOUNT	-19.97				

Old Item Number: 190470  
 \$7.95 Handling Charge  
 Delivery information for this invoice may be found at: [www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)

\$110.28  
 Janitorial Supplies  
 1.320.57200.52200 07 2024

Approved  
 Ridgewood Trails CDD  
*Rob Alba*  
 10.15.24

\$77.36  
 Amenity Center  
 Repairs and Replacement  
 1.320.57200.46000

NET MERCHANDISE TOTAL	TAX TOTAL	SPECIAL CHARGES	INVOICE TOTAL
179.69	0.00	7.95	187.64

TERMS AND CONDITIONS FROM CURRENT CATALOG & ONLINE APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE IMMEDIATELY UPON RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE TO THE REMIT ADDRESS BELOW



ACCOUNT NUMBER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT DUE
1762195	827410036	09/25/2024	187.64
			NET DUE DATE 10/25/24
			NET AMOUNT PAID

SOLD TO:  
 RIDGEWOOD TRAILS COMMUNITY CDD  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-3649

REMIT TO:  
 HD SUPPLY FORMERLY HOME DEPOT PRO  
 PO Box 404468  
 Atlanta GA 30384-4468

# Service Slip/Invoice



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

**INVOICE:** 619677429  
**DATE:** 10/14/2024  
**ORDER:** 619677429

**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5300 • Fax: 904-353-4499 • Toll Free: 800-225-5305 • turnerpest.com

**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
10/14/2024	01:29 PM			01:29 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	10/14/2024		01:56 PM

Service	Description	Price
CPCSMART	SMART Rodent Control Program	\$90.00
		<b>SUBTOTAL</b> \$90.00
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$90.00
Approved Ridgewood Trails CDD Pest Control 1.320.57200.43200 <i>Rob Alba</i> 10.15.24		<b>AMOUNT DUE</b> \$90.00
		<i>[Signature]</i>
		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.



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

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

*RIDGEWOOD TRAILS COMM. DEV. DIST.  
475 WEST TOWN PLACE, STE 114  
ST. AUGUSTINE, FL 32092*

*Invoice No. 369335  
Date 10/13/2024  
Client No. 19692*

Services rendered in connection with the audit of the Basic Financial Statements  
as of and for the year ended September 30, 2023.

**RECEIVED**

**By Tara Lee at 9:48 am, Oct 30, 2024**

Total Invoice Amount \$ 3,270.00

You can pay online at: <https://treasurecoastcpas.com> or

### Scan to Pay

Berger, Toombs, Elam, Gaines, Frank,  
McGulre & Gonano CPAs PL

### Invoice Payment



POWERED BY  
CPACHARGE

We accept major credit cards.

A 3% fee will be applied.

Please enter client number on your check.

Finance charges are calculated on balances over 30 days old at an annual percentage rate of 18%.

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

# Invoice

Invoice #: 401  
 Invoice Date: 10/17/2024  
 Due Date: 10/17/2024  
 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 September 1 - September 30, 2024		1,648.77	1,648.77
Maintenance Supplies		931.67	931.67
1.320.57200.46000 Amenity Repair and Replacement \$625.46			
1.320.57200.46100 Amenity General Maintenance \$834.40			
1.330.53800.46000 Field Maintenance and Repair \$1,120.58			
Approved Ridgewood Trails CDD <i>Rob Alba</i> 10.21.2024			
<i>Jerry Lambert</i> 10-22-24			

**Total** \$2,580.44

**Payments/Credits** \$0.00

**Balance Due** \$2,580.44

**RECEIVED**  
 By Tara Lee at 1:06 pm, Oct 28, 2024

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/3/24	2.3	R.A.	Straightened and organized pool deck furniture, picked up supplies, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, emptied and restocked dog waste receptacles
9/4/24	5.8	R.A.	Set up for CDD meeting, updated entry signs for upcoming meetings, picked up supplies, assisted with assembly and installing parking lot lights
9/5/24	1	R.A.	Checked pool gate and found not operating properly, straightened and organized pool deck furniture
9/9/24	4.76	R.A.	Playground shipment arrived, unloaded truck, unpacked equipment and stored on site at the amenity center, off loaded pallet, cut up pallet and disposed of pallet
9/9/24	2	T.C.	Unloading playground equipment off truck
9/11/24	2.42	J.S.	Straightened and organized pool deck furniture, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles
9/12/24	1.55	R.A.	Checked and changed trash receptacles, straightened and organized pool deck furniture
9/17/24	1.4	R.A.	Removed debris from amenity center, common areas, pool, playground and roadways, checked and changed trash receptacles, emptied and restocked dog waste receptacles
9/17/24	4	J.S.	Straightened and organized pool deck furniture, removed debris from amenity center, common areas, pool, playground and roadways, changed trash receptacles, emptied and restocked dog waste receptacles
9/18/24	2.75	J.S.	Removed debris around pool area, playground area, amenity center and parking lot, straightened and organized pool deck furniture, checked and changed trash receptacles
9/23/24	1	R.A.	Straightened and organized pool deck furniture, removed debris from amenity center and common areas
9/23/24	2.75	J.M.	Emptied and restocked all dog waste receptacles, removed debris around community, checked and changed all trash receptacles, straightened and organized all pool deck furniture
9/27/24	1.5	J.M.	Put all pool deck furniture back in place, installed new flush valves in restroom, removed debris around amenity center, pool deck and parking lot, checked and changed trash receptacles
9/30/24	2.8	R.A.	Straightened and organized pool deck furniture, removed debris from amenity center and common areas, Emptied and restocked all dog waste receptacles
9/30/24	5	J.M.	Installed new flush valves in restrooms, removed debris from amenity center, common areas, pool, playground, roadways and parking lot, checked and changed trash receptacles, emptied and restocked dog waste receptacles, straightened and organized pool deck furniture
<b>TOTAL</b>	<u><u>41.03</u></u>		
<b>MILES</b>	<u><u>17</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445





**Riverside Management Services, Inc**

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

**Invoice**

**Invoice #:** 402  
**Invoice Date:** 10/18/2024  
**Due Date:** 10/18/2024  
**Case:**  
**P.O. Number:** C BUSS 2364

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Liquid Bleach		76.73	76.73
Pool Chemicals - Cyanuric Acid		65.01	65.01
Pool Repair- Toro Valve Install		167.66	167.66
Approved Ridgewood Trails CDD Pool Chemicals 1.320.57200.52100 <i>Rob Alba</i> 10.23.2024			

**RECEIVED**

By Tara Lee at 2:28 pm, Oct 28, 2024

<b>Total</b>	<b>\$309.40</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$309.40</b>

THE POOLand Patio Shop  
1408 Griflet Rd  
Jacksonville, FL 32211

# Invoice

Number 100004

Date 10/24/2024

Bill To  
Ridgewood Trails  
Middleburg, FL

Ship To  
Rob Alba

PO Number      Terms      Project

Date	Description	Hours	Rate	Amount
	Replace straps on pool chair	16	\$55.00	\$880.00

Approved  
Ridgewood Trails CDD  
Amenity Repairs and Replacement  
1.320.57200.46000  
*Rob Alba*  
10.25.2024

**RECEIVED**  
By Tara Lee at 3:03 pm, Oct 28, 2024

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$880.00	Shipping Cost	\$0.00
		Sub Total	\$880.00
		<b>Total</b>	<b>\$880.00</b>

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$880.00	\$0.00	\$0.00	\$0.00	\$880.00



9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

### Account Information

Invoice Number: 74927401  
 Invoice Date: 10/22/2024  
 Branch: 72  
 Account Number: 6433093  
 Due Date: 11/21/2024

### Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 11/01/2024 To: 11/30/2024 RECURRING SERVICES			142.95	0.00	142.95

Approved  
 Ridgewood Trails CDD  
 Security  
 1.320.57200.34510  
*Rob Alba*  
 10.25.2024

**RECEIVED**  
 By Tara Lee at 2:59 pm, Oct 28, 2024

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](http://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 Philips Highway, Suite 1  
Jacksonville, FL 32256

Address Service Requested

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

### Invoice

Customer Name: RIDGEWOOD TRAILS DEVELOPMENT D  
 Invoice Number: 74927401  
 Invoice Date: 10/22/2024  
 Account Number: 6433093  
 Due Date: 11/21/2024  
 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.

00000000720000000643309390074927401000000000142954



# INVOICE

Invoice Number: 2024-287285  
Invoice Date: 10/24/2024  
Due Date: 11/23/2024

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

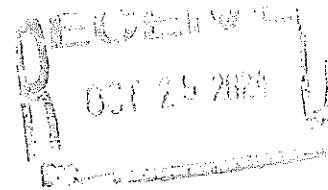
**BILL TO**  
Sarah Sweeting  
Ridgewood Trails C.D.D.  
475 W TOWN PL  
#114  
SAINT AUGUSTINE, FL 32092

Advertiser  
Ridgewood Trails C.D.D.

Customer ID  
21794

Invoice Notes	PO #	Pub.	Issue	Year	Ad Title	Ad Size	Color	Ad Inch	Net
Legal # 127783	Notice of Meeting November 6, 2024	CT - Clay Today	Oct 24	2024		Column Inch	Black & White	4.4000	\$46.20
<b>Total:</b>									\$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](mailto:legal@claytodayonline.com). Thank you for your business.

**RECEIVED**  
By Tara Lee at 2:05 pm, Nov 05, 2024

# 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 Meeting

In the matter of November 6, 2024

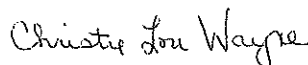
LEGAL: 127783

Was published in said newspaper in the issues:  
10/24/2024

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 10/24/2024



NOTARY PUBLIC, STATE OF FLORIDA

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

## Notice of Meeting Ridgewood Trails Community Development District

The meeting of the Board of Supervisors of the Ridgewood Trails Community Development District will be held on Wednesday, November 6, 2024 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for the meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). The meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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

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

Marilee Giles  
District Manager  
Legal 127783 Published 10/24/2024 in Clay County's Clay Today newspaper



Tallahassee, FL 32308  
 2498 Centerville Rd.

**Invoice**

**Invoice #:** 413670  
**Invoice Date:** 11/01/2024  
**Completed:** 11/01/2024  
**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  
*Rob Alba*  
 11.4.2024

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**

<b>Total</b>	\$20.00
<b>Payments</b>	\$0.00
<b>Balance Due</b>	\$20.00



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

Invoice #: 74813  
 Invoice Date: 11/04/2024  
 Completed: 11/04/2024  
 Terms: Due On Receipt  
 Bid#:   
 Service Ticket: 74813  
 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			
HID Prox Point Plus Reader Black	1.00	\$169.99	169.99
Minimum Service Call Charge	1.00	\$95.00	95.00
Service Labor	3.75	\$95.00	356.25
Sales Tax			0.00

Approved  
 Ridgewood Trails CDD  
 Amenity Repairs and Replacement  
 1.320.57200.46000  
*Rob Alba*  
 11.4.2024

**RECEIVED**  
 By Tara Lee at 1:30 pm, Nov 05, 2024

Tech Resolution Note:

WCT Arrived on site, was let know that homeowners could not get into access location. Power cycled unit and was able to fix the issue they were having with that. Went the side pool gate, pulled the reader oof off of the pool gate. Tried to unplug wire but couldn't reach connection, had to go to junction to see if there was any slack. Pull all the slack. Tried the

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

<b>Total</b>	\$621.24
<b>Payments</b>	\$0.00
<b>Balance Due</b>	\$621.24

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



**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

October 31, 2024

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



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

Invoice No. 3469774  
17623-1

Re: General

For Professional Legal Services Rendered

08/03/24	T. Mackie	0.10	34.00	Research application of s. 787.06, prepare anti-human trafficking affidavit and transmit same to district managers
09/03/24	K. Haber	0.50	127.50	Prepare draft agreement for storage unit delivery and build; correspond with Soriano regarding same
09/04/24	K. Buchanan	1.30	416.00	Prepare for and attend board meeting
09/05/24	K. Haber	0.60	153.00	Revise draft agreement for storage unit delivery and build; correspond with Soriano regarding same
09/06/24	K. Haber	0.50	127.50	Revise storage unit installation agreement; confer and correspond with Soriano regarding same
09/10/24	K. Buchanan	0.50	160.00	Perform meeting follow up; confer with district manager
09/18/24	S. Sandy	0.10	31.50	Coordinate response to the Florida Office of Economic and Demographic Research's Water and Land Survey

**KUTAK ROCK LLP**

Ridgewood Trails CDD

October 31, 2024

Client Matter No. 17623-1

Invoice No. 3469774

Page 2


09/20/24	H. Hurley	0.10	17.50	Confer with District staff regarding the Florida Office of Economic and Demographic Research's Water and Land Survey
09/30/24	K. Haber	0.50	127.50	Research property records pertaining to parking access; correspond with Giles and Soriano regarding parking policy

TOTAL HOURS 4.20



TOTAL FOR SERVICES RENDERED \$1,194.50

TOTAL CURRENT AMOUNT DUE \$1,194.50

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	11/1/2024	\$692.00

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

000000006621300100000002253580000006920045

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

<b>RIDGEWOOD TRAILS CDD</b>	<b>3813 Great Falls Loop</b>	<b>Middleburg, FL 32068</b>
<b>Invoice Due Date 11/11/2024</b>	<b>Invoice 225358B</b>	<b>PO #</b>

Invoice Date	Description	Quantity	Amount	Tax	Total
11/1/2024	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  
*Rob Alba*  
11.4.2024

**RECEIVED**  
**By Tara Lee at 1:09 pm, Nov 05, 2024**

Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.	<b>Credits</b>	\$0.00
	<b>Adjustment</b>	\$0.00
		<b>AMOUNT DUE</b>

<b>Total Account Balance including this invoice:</b>	\$692.00	<b>This Invoice Total:</b>	\$692.00
--	----------	----------------------------	----------

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

<b>Customer #:</b> 718416	<b>Corporate Address</b>
<b>Portal Registration #:</b> 98B142AF	4651 Salisbury Rd, Suite 155
<b>Customer E-mail(s):</b> RIDGEWOODTRAILSMGR@RMSNF.COM	Jacksonville, FL 32256
<b>Customer Portal Link:</b> www.lakedoctors.com/contact-us/	

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

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

INVOICE NO.	DATE
-------------	------

BILL TO NOVEMBER 2024 FALL FESTIVAL  
Ridgewood Trails CDD  
475 West Town Place  
Suite 114  
St Augustine Florida

DESCRIPTION	UNIT PRICE	TOTAL
Fall Festival 2024	\$800.00	\$800.00

Approved  
Ridgewood Trails CDD  
Special Events  
1.320.57200.49500  
*Rob Alba*  
11.12.2024

TOTAL DUE BY DATE \$800.00

Azalea Ridge  
HOA

## Fall Festival Reimbursement

Nikki

188.13 signs

5.38 tables clothes

76.20 snow cones for volunteers

314.94 food for volunteers

584.73 TOTAL REIMBURSEMENT

Claudia

16.93 dt candy

56.72 Walmart

23.00 Sam's club

55.47 Amazon

99.79 Amazon\*\*

29.48 dt candy and prizes

108.50 Walmart

16.99 Amazon

406.88 TOTAL

\*\*\*2 items circled were returned. \$19.99 and  
\$12.99 total plus tax= \$35.45 for returned items.

$$\$406.88 - \$35.45 = \$371.43^{***}$$

\$371.43 TOTAL REIMBURSEMENT

Inflatables

793.50 PAID via check

1,751.66 EVENT TOTAL



# INVOICE

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

**Customer #:** 24319930  
**Invoice #:** 9143028  
**Invoice Date:** 10/1/2024  
**Cust PO #:**

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For October  Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Rob Alba</i> 11.12.2024	10,703.68
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p><b>RECEIVED</b> By Tara Lee at 9:32 am, Nov 13, 2024</p> </div>		
<b>Total invoice amount</b>		<b>10,703.68</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>10,703.68</b>

Terms: Net 15 Days

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

*Please detach stub and remit with your payment*

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](mailto: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 #: 9143028  
 Invoice Date: 10/1/2024

<b>Amount Due: \$10,703.68</b>
--------------------------------

*Thank you for allowing us to serve you*

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

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

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



# INVOICE

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

**Customer #:** 24319930  
**Invoice #:** 9133823  
**Invoice Date:** 10/30/2024  
**Sales Order:** 8538700  
**Cust PO #:**

**Project Name:** Dead/Fallen Tree Removal/Replace  
**Project Description:** Dead/Fallen Tree Removal/Replace at the Bronco Rd Pocket Park

Job Number	Description	Qty	UM	Unit Price	Amount
346100568	Ridgewood Trails CDD				
	Remove Dead Tree in Bronco RdPocket Park	1.000	EA	180.00	180.00
	Replacement Tree in Bronco RdPocket Park	1.000	EA	779.64	779.64
	Remove Fallen Pine Tree in Bronco Rd Pocket Park	1.000	EA	290.00	290.00
	Approved Ridgewood Trails CDD Field Repairs and Maintenance 1.330.53800.46000 <i>Rob Alba</i> 11.6.2024				
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>RECEIVED</b>            By Tara Lee at 2:59 pm, Nov 06, 2024         </div>					
				<b>Total Invoice Amount</b>	1,249.64
				<b>Taxable Amount</b>	
				<b>Tax Amount</b>	
				<b>Balance Due</b>	1,249.64

**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 #: 9133823  
 Invoice Date: 10/30/2024

<b>Amount Due: \$ 1,249.64</b>
--------------------------------

*Thank you for allowing us to serve you*

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

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

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



## 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      Dead/Fallen Tree Removal/Replace  
Project Description      Dead/Fallen Tree Removal/Replace at the Bronco Rd Pocket Park

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Subtotal	Total
<b>Remove Dead Tree in Bronco Rd Pocket Park</b>				<b>Subtotal</b>	<b>\$180.00</b>
1.00	LUMP SUM	Flush cut and stump grind to remove trip hazard or prepare for new tree install and debris removal.	\$180.00		\$180.00
<b>Replacement Tree in Bronco Rd Pocket Park</b>				<b>Subtotal</b>	<b>\$779.64</b>
1.00	EACH	30g Red Maple Tree - Installed	\$549.60		\$549.60
3.00	HOUR	Irrigation - Confirm proper coverage and adjust schedule.	\$76.68		\$230.04
<b>Remove Fallen Pine Tree in Bronco Rd Pocket Park</b>				<b>Subtotal</b>	<b>\$290.00</b>
1.00	LUMP SUM	Remove the fallen Pine Tree toward the back of the park along the fence.	\$290.00		\$290.00

For internal use only

SO#                    8538700  
JOB#                 346100568  
Service Line        300

**Total Price            \$1,249.64**

**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

- 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.
- 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.
- 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.
- Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- 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.
- 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.
- 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.
- Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- 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.
- 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.
- 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.
- 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.
- 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 the Agreement to any company which controls or 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.
- 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.

- 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:

- 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 for 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.
- 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  
Printed Name

Date

October 21, 2024

BrightView Landscape Services, Inc. "Contractor"

Associate Account Manager

Signature

Title

Karen E Fisher  
Printed Name

Date

October 21, 2024

Job #: 346100568

SO #: 8538700

Proposed Price: \$1,249.64

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 264  
**Invoice Date:** 11/1/24  
**Due Date:** 11/1/24  
**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 -November 2024		4,276.67	4,276.67
Website Administration -November 2024		106.00	106.00
Information Technology - November 2024		159.00	159.00
Dissemination Agent Services -November 2024		93.67	93.67
Office Supplies		0.33	0.33
Postage		29.20	29.20
Copies		0.30	0.30
Telephone		44.52	44.52

**Total** \$4,709.69

**Payments/Credits** \$0.00

**Balance Due** \$4,709.69

**RECEIVED**

*By Tara Lee at 4:31 pm, Nov 07, 2024*

**Hi-Tech System Associates, Inc.**

2498 Centerville Road  
 Tallahassee, FL 32308  
 Tel: (850) 385-7649

<i>Invoice</i>	
Invoice Number 413671	Date 11/1/2024
Customer Number 11885-2	Due Date 11/1/2024

To: Ridgewood Trails CDD  
 1667 Azalea Ridge Blvd  
 Middleburg, FL 32068

Remit To: Hi-Tech System Associates, Inc.  
 2498 Centerville Road  
 Tallahassee, FL 32308

**Net Due: \$1,620.00**

Customer Name	Customer Number	PO Number	Invoice Date	Due Date
Ridgewood Trails CDD	11885-2		11/1/2024	11/1/2024

Quantity	Description	Rate	Amount
12.00	Ridgewood Trails CDD 1667 Azalea Ridge Blvd, Middleburg, FL Alarm.com Cloud Access Control 11/01/2024-10/31/2025	20.00	240.00
12.00	Cloud Access Control Service up to 16 doors 11/01/2024-10/31/2025	90.00	1,080.00
12.00	Service Plan 11/01/2024-10/31/2025	25.00	300.00
	Tax	Approved Ridgewood Trails CDD Security 1.320.57200.34510 <i>Rob Alba</i> 11.12.2024	\$ 0.00

**RECEIVED**  
 By Tara Lee at 9:47 am, Nov 13, 2024

Thank you for choosing Hi-Tech!

Date	Invoice #	Description	Amount	Balance Due
11/1/2024	413671	Security Services	1,620.00	1,620.00

Return Stub Below

Customer: Ridgewood Trails CDD

Invoice Number: 413671  
 Bill Payer ID: 11885-2

Due This Inv. 1,620.00 Amount Remitted

Payment Method: Check  Check Number  Date Remitted

Charge\*  Card Number  Exp Date   
 Name On Card  Card ID

Signature

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

*General Fund*

**Check Request**

Date	Amount	Authorized By
November 12, 2024	\$549.67	Marilee Giles

Payable to:

Pine Ridge Plantation CDD #146
--------------------------------

Date Check Needed:

Budget Category:

ASAP	1.300.20700.10100
------	-------------------

Intended Use of Funds Requested:

CCUA August Payment	\$ 549.67
<i>(Attach supporting documentation for request.)</i>	



999-99-99-99 40386 23 C 001 30 S 66 002  
 PINE RIDGE PLANTATION CDD  
 5385 N NOB HILL RD  
 SUNRISE FL 33351-4761

# Your account statement

For 09/30/2024

## Contact us



Truist.com



(844) 4TRUIST or  
 (844) 487-8478

### ■ BUSINESS VALUE 200 CHECKING [REDACTED]

#### Account summary

Your previous balance as of 08/30/2024	\$83,113.16
Checks	- 85,079.30
Other withdrawals, debits and service charges	- 4,876.13
Deposits, credits and interest	+ 152,135.38
Your new balance as of 09/30/2024	= \$145,293.11

#### Checks

DATE	CHECK #	AMOUNT(\$)
09/03	3422	1,600.00
09/04	*3438	750.79
09/04	3439	2,200.19
09/11	3440	12,853.00
09/06	3441	36,400.00
09/09	*3443	800.00
09/11	3444	1,000.00
09/09	3445	850.00

DATE	CHECK #	AMOUNT(\$)
09/16	3446	3,175.00
09/11	3447	5,035.10
09/19	3448	1,592.54
09/11	3449	2,454.96
09/11	3450	3,433.40
09/11	3451	9,722.49
09/24	3452	50.00
09/26	3453	419.24

DATE	CHECK #	AMOUNT(\$)
09/25	3454	1,034.73
09/26	3455	415.20
09/25	3456	553.86
09/16	*50397	184.70
09/24	*50402	184.70
09/23	*50404	184.70
09/24	50405	184.70

Total checks = \$85,079.30

\* Indicates a skip in sequential check numbers above this item

#### Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595222	^ 18.58
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595157	19.60
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2584658	* 27.91
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595139	* 27.91
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595194	* 27.91
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595219	* 27.91
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595347	27.91
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595175	* 46.45
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595377	* 46.45
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595318	* 47.01
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2584658	148.64
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595254	148.64
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595362	148.64
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595307	153.02
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595265	259.52
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595224	* 279.54

continued

■ BUSINESS VALUE 200 CHECKING [REDACTED] (continued)

DATE	DESCRIPTION	AMOUNT(\$)
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595160	361.33
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595166	637.63
09/03	TELEPHONE PAYMENT UTILITY CLAY COUNTY 2595206	675.62
09/17	ACH CORP DEBIT PURCHASE SAFETOUCHJAX PINE RIDGE PLANTATIONCUSTOMER ID PINE RIDGE PLA	87.10
09/17	PAYMENT WASTE MANAGEMENT 2373 PINE RIDGE PLANTATION	916.97
09/23	SERVICE CHARGES - PRIOR PERIOD	39.20
09/25	441828708 COMCAST 8495741 1157 PINE *CDD	549.64
09/27	ACH CORP DEBIT USATAXPYMT IRS PINE RIDGE PLANTATION CUSTOMER ID 270467174772108	153.00
Total other withdrawals, debits and service charges		= \$4,876.13

**Deposits, credits and interest**

DATE	DESCRIPTION	AMOUNT(\$)
09/10	INCOMING WIRE TRANSFER WIRE REF# 20240910-00005213	150,000.00
09/27	DEPOSIT	2,135.38
Total deposits, credits and interest		= \$152,135.38

Beginning November 18, 2024, if the immediate availability service is offered and accepted, *fees will apply for all mobile check deposits utilizing the immediate availability service including checks issued by a Truist accountholder.* Refer to the Business Deposit Accounts Fee Schedule for additional information at [www.truist.com/business-fee-schedule](http://www.truist.com/business-fee-schedule).

**Checks less than \$100:** \$1 fee will apply

**Checks greater than or equal to \$100:** A fee of 2% of the check amount will apply

**Please Note:** Single check deposits less than \$5 are not eligible for the immediate availability service

**Changes will be effective November 1, 2024** to the Commercial Bank Services Agreement ("CBSA") that governs your account, including revisions under Section B (Arbitration Agreement), Section F (Account Types), Section G (Account Rules), Section I (Certificate of Deposits), and Section J (Availability of Funds). Continued use of your account constitutes your acceptance of the changes. The most current version of the CBSA can be obtained at any Truist branch or online at [www.truist.com/CBSA](http://www.truist.com/CBSA). All future transactions on your account will be governed by the amended CBSA. If you have questions about these changes, contact your local Truist branch or call 844-4TRUIST (844-487-8478).

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

# Invoice

**Invoice #:** 403  
**Invoice Date:** 11/1/2024  
**Due Date:** 11/1/2024  
**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 - November 2024		990.92	990.92
1.320.57200.46500 - Pool Maintenance Services - November 2024		1,579.17	1,579.17
1.330.53800.34000 - Contract Administration - November 2024		2,148.75	2,148.75
1.320.57200.46200 - Facility Management - Ridgewood Trails - November 2024		3,573.00	3,573.00

*Jerry Lambert*  
 11-7-24

<b>Total</b>	<b>\$8,291.84</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$8,291.84</b>

**RECEIVED**  
 By Tara Lee at 9:05 am, Nov 12, 2024



# INVOICE

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

Customer #: 24319930  
Invoice #: 9143033  
Invoice Date: 11/1/2024  
Cust PO #:

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For November  Approved Ridgewood Trails CDD Landscape Maintenance 1.330.353800.46200 <i>Rob Alba</i> 11.12.2024	10,703.68
<b>Total invoice amount</b>		<b>10,703.68</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>10,703.68</b>

**RECEIVED**  
By Tara Lee at 9:43 am, Nov 13, 2024

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](mailto: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 #: 9143033  
Invoice Date: 11/1/2024

**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





Tallahassee, FL 32308  
 2498 Centerville Rd.

**Invoice**

**Invoice #:** 415223  
**Invoice Date:** 11/21/2024  
**Completed:** 11/21/2024  
**Terms:** Due On Receipt  
**Bid#:** 0  
**Job:** 8852-1  
 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
Ridgewood Trails CDD - 1667 Azalea Ridge Blvd, Middleburg, FL			
Installation	8.00	\$75.00	600.00
Banana Access Control Cable	100.00	\$1.00	100.00
Sales Tax			0.00

Tech Resolution Note:  
 Replacing faulty access reader wire

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

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

<b>Total</b>	\$700.00
<b>Payments</b>	\$0.00
<b>Balance Due</b>	\$700.00

# Service Slip/Invoice



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

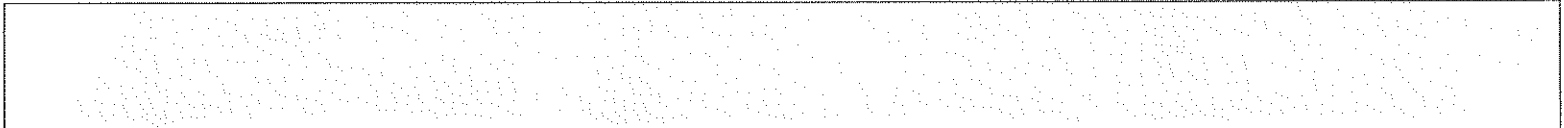
Turner Pest Control LLC  
 P.O. Box 952503  
 Atlanta, GA 31192-2503  
 904-355-5300

<b>INVOICE:</b>	619794932
<b>DATE:</b>	11/13/2024
<b>ORDER:</b>	619794932

**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
11/13/2024	11:27 AM			11:27 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	11/13/2024		12:54 PM



Service	Description	Price
CPCSMART	SMART Rodent Control Program	\$90.00
		<b>SUBTOTAL</b> \$90.00
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$90.00
Approved Ridgewood Trails CDD Pest Control 1.320.57200.43200 <i>Rob Alba</i> 11.14.2024		<b>AMOUNT DUE</b> \$90.00
_____ TECHNICIAN SIGNATURE		
_____ CUSTOMER SIGNATURE		

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

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

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
11/18/24	00038	11/07/24	WO#79-1 202411 600-53800-60100 PERMIT/INSPECTION - SHED	HOFFMAN COMMERCIAL CONSTRUCTION LLC	*	400.00	400.00 000039
TOTAL FOR BANK D						400.00	
TOTAL FOR REGISTER						400.00	



Hoffman Commercial Construction , LLC

CGC 1514994  
 6919 Distribution Ave. S, Suite 5  
 Jacksonville, FL 32256

**Invoice**

Date	Invoice #
11/7/2024	WO#79-1

Commercial Construction LLC

<b>Bill To</b>
Ridgewood Trails CDD 475 West Town Place St. Augustine, FL 32092

<b>Ship To</b>

S. O. No.	P. O. No.	Terms	Project
			WO #79 RidgeWood...

Item	Description	Ordered	Prev. Invoi...	Invoiced	Rate	Amount
Const Draw	Permitting and Inspection services for Ridgewood Trail Shed project. Total \$550 Invoice \$400 for permit services and balance on closing out permit.				400.00	400.00
<i>Jay is the Permitting part. Here is the Balance of Inspection. \$150 upon final. Thank you</i>						
<b>Total</b>						\$400.00
<b>Payments/Credits</b>						\$0.00
<b>Balance Due</b>						\$400.00

Phone #	Web Site
(904) 271-2350	www.hoffmancommercial.com