

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.

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Ms. Buchanan stated if the district engages in these games for a monetary value in excess of \$10 we are prohibited by statute. It would be illegal gambling. We don't have that statutory authority.

THIRD ORDER OF BUSINESS **Consideration of Resolution 2025-01
Classifying Surplus Property and Disposition**

Ms. Giles stated Resolution 2025-01 classifies surplus property and disposition. It is going to be the sale of the treadmills. This resolution establishes the process to dispose of district property. The district has determined the estimated value of the treadmills to be less than \$5,000. The district desires to dispose of this property to any person for value without bids to any government unit or any political subdivision. On the last page of the resolution I need to include what you think the value is and the district can move forward with selling these treadmills.

Ms. Miller asked what is the process for selling the treadmills?

Mr. Soriano stated we will advertise it to the neighborhood first and if it doesn't sell in a couple weeks we can dispose of them.

On MOTION by Mr. Genska seconded by Ms. Miller with all in favor resolution 2025-01 was approved in substantial form.

FOURTH ORDER OF BUSINESS **Acceptance of Fiscal Year 2023 Audit Report**

Ms. Giles stated the report was completed by Berger Toombs Elam Gaines and Frank for fiscal year ending September 2023. During the audit they did not identify any deficiencies in internal control that they considered be to a material weakness. There were no prior year findings or recommendations. This is a clean audit.

On MOTION by Mr. Shroyer seconded by Ms. Miller with all in favor the fiscal year 2023 audit was accepted.

FIFTH ORDER OF BUSINESS **Ratification of Agreement with Coastal Sheds,
LLC**

Ms. Giles stated as a reminder this board authorized staff to purchase a shed and I think Rob is going to use that for storage and also for the lifeguards and himself when this room is occupied.

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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

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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.

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.

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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.

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?

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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.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
Michael Wetherbee
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Chairman/Vice Chairman

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