

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, July 9, 2025 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present and constituting a quorum were:

Michael Wetherbee	Chairman
Jacqui Proctor Miller	Vice Chairperson
Cassie Alba	Supervisor
Scott Edson	Supervisor
Tom Schumacher	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS
Rob Alba	RMS
Several Residents	

The following is a summary of the discussions and actions taken at the July 9, 2025 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Proposal from C Buss Enterprises for Pool Parts

Mr. Soriano stated this is a filter bracket that needs to be replaced every couple of years.

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On MOTION by Mr. Edson seconded by Ms. Miller with all in favor the proposal from C Buss Enterprises for pool parts in the amount of \$1,976.00 was approved.

FOURTH ORDER OF BUSINESS**Public Hearing Adopting the Budget for Fiscal Year 2026**

Ms. Buchanan stated the initial resolution adopts the budget, that is the appropriations resolution, and that identifies the line items and the full amount of the budget as well as the assessments to be collected. It does allow for line-item amendments so long as they are within certain limitations, \$15,00 or 15%.

The second resolution is the assessment resolution and that is put in place to provide for the operation and maintenance assessments necessary to fund the budget and all your assessments will be collected on the Clay County property tax bill. That means that once the taxes are paid by the homeowner, the tax collector will send it to the district in increments throughout winter into early spring. This gives the district's management office the ability to prepare and modify the assessment roll based on the information they have available.

Ms. Giles gave an overview of the proposed fiscal year 2026 general fund, debt service fund and capital reserve fund budgets.

On MOTION by Ms. Miller seconded by Mr. Wetherbee with all in favor the public hearing was opened.

Residents had the following comments/questions: reserve fund funding, HOA contribution for playground equipment, capital projects, and regulating sprinklers.

On MOTION by Ms. Miller seconded by Mr. Wetherbee with all in favor the public hearing was closed.

A. Consideration of Resolution 2025-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

Ms. Giles stated you have heard the comments from the public. Is there any guidance from the board to staff as it pertains to the FY26 budget? You can make changes tonight or adopt it as is.

Mr. Schumacher asked what would keep us from pulling stuff out of the capital reserve?

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Ms. Giles stated you can better earmark it. It is on there as capital outlay and one year we put a line at the very bottom we put as asterisk that said, playground equipment, it listed specifically what that was for. Keep in mind all the funds belong to the district; you don't have to box yourself into such tight rules that you can't make business decisions. I think we all agree with Dennis, I wouldn't box yourself in by making a resolution saying you can't ever use capital reserve funds for something not in the reserve study.

Mr. Edson stated last time we approved the budget with an increase of \$75 with the understanding that tonight we could adopt that or a number less than that. I would like it to be less than \$75, but if I'm only talking a few dollars I will go along with the \$75.

Ms. Giles stated right now it is a \$6 per month increase.

Mr. Schumacher stated I agree with Scott.

Ms. Alba asked is a \$50 increase going to cover all the stuff you have to do and be able to fund the capital reserve?

Ms. Giles stated the number is close to what Community Advisors recommended, you can lower the assessment amount, but you cannot go above it.

On MOTION Mr. Edson seconded by Mr. Schumacher with two in favor and Ms. Miller, Ms. Alba and Mr. Wetherbee opposed the motion to lower the increase to \$65 failed.

On MOTION by Ms. Miller seconded by Mr. Edson with all in favor Resolution 2025-05 was approved as presented.

B. Consideration of Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026

On MOTION by Mr. Wetherbee seconded by Ms. Alba with all in favor Resolution 2025-06 was approved.

FIFTH ORDER OF BUSINESS

Discussion of Suspension Letters

Ms. Giles gave an overview of the incidents and after discussion the board took the following action.

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Incident: Minor jumping fence and jumping gate to slide and allowing a non-registered guest to do same.

On MOTION by Ms. Miller seconded by Mr. Wetherbee with four in favor and Ms. Alba abstained from voting the minor Bennet child received 3 months suspension from all district amenities from the date of incident.

Incident: using someone's access card to enter the pool area and smoking at pool and allowing other non-registered guests to get into pool area.

On MOTION by Ms. Alba seconded by Ms. Miller with all in favor Mr. Nevarez's roommate was suspended for 3 months from all district amenities from date of incident.

Incident: Two minors were at the pool and used the slide when it was closed, one minor jumped the fence, a third minor was trespassed.

On MOTION by Ms. Alba seconded by Mr. Schumacher with all in favor the Rivera minor was suspended for 3 months from all district amenities from date of incident.

On MOTION by Ms. Alba seconded by Mr. Schumacker with all in favor the Cassels minor was suspended for 3 months from all district amenities from date of incident.

Incident: 4 minors were using the slide with the rope still attached, the person they rented from just handed them the access card, the age of the kids appeared to be under 16. The adult left the three minors at the pool.

On MOTION by Ms. Alba seconded by Mr. Schumacher with all in favor the access card for the owner and renter was suspended for 3 months from date of incident.

SIXTH ORDER OF BUSINESS

Staff Reports

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A. Attorney

There being none, the next item followed.

B. Engineer – Public Facilities Report

Ms. Giles gave an overview of the public facilities report, copy of which was included in the agenda package.

On MOTION by Mr. Wetherbee seconded by Mr. Edson with all in favor the public facilities report was accepted.

C. Manager – Discussion of Fiscal Year 2026 Meeting Schedule

Ms. Giles stated all the supervisors completed their form 1 by July 1st, but you still have your ethics training that is due by December 31st. One supervisor has completed that. If you want to send me an email when you complete that I will keep track of it.

On page 37 is the fiscal year 2026 meeting schedule, the first Wednesday of the month.

On MOTION by Ms. Alba seconded by Mr. Wetherbee with all in favor the fiscal year 2026 meeting schedule was approved.

D. Operation Manager's Report –Report

Mr. Soriano outlined the two proposals and the board took the following action.

On MOTION by Mr. Wetherbee seconded by Mr. Schumacher with all in favor the proposal from T&M in the amount of \$13,975 for the installation of eight bollards was approved.

On MOTION by Ms. Miller seconded by Ms. Alba with four in favor and Mr. Edson opposed the proposal from John Harward in the amount of \$29,951 to install the playground equipment was approved and staff was authorized to work with the chair on the playground mulch, border and installation of fencing.

E. Amenity Manager

1. Report

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Mr. Alba reviewed the amenity manager's report, copy of which was included in the agenda package and discussed a back-to-school event and replacement of table and chairs, and construction debris on CDD property.

2. Landscape Inspection Report

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

SEVENTH ORDER OF BUSINESS

Supervisor's Requests and Public Comments

Mr. Shroyer asked why not let the HOA use the amenity center without renting it for events such as poker night?

Ms. Alba stated if you want to open the event to all residents within the district there is no issue, but once you privatize it you have to rent it.

Ms. Giles stated HOAs use it for HOA meetings without renting it.

A resident stated we have a speeding issue.

Ms. Giles stated we attempted to do a traffic calming study in the district before and they have issues with speeders and near accidents and have talked to the neighbors involved in that and it doesn't get anywhere. To do a traffic calming survey we would conduct a petition and that petition would be presented to the properties along the street that is being considered for the traffic calming measures and 51% of the houses on the street would have to participate. The tricky part is where do you want the traffic calming survey to happen and will branch out to properties along streets where access is dependent upon this street. It is something the board can talk about again, but residents get more attention from their county commissioner and public works than Jay is going to get.

Mr. Soriano stated the more residents who call or email the commissioner, the more attention they will get. I will point out that this is not our road, it is the county's road to maintain.

Mr. Edson stated I was a little strong on the suspension but keep in mind it is a lot of children and you don't want to hurt the parents, but I don't know how else to get through to them. Sometimes we have to get through to the parents to supervisor their child.

Mr. Wetherbee stated I would like to commend Rob; he is doing an awesome job. We are having problems with the access cards as far as people letting other people in who don't have an access card. We have pool rules posted but does it say must have access card to enter?

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Mr. Soriano stated we have resident only signs and things like that but I don't think it says anything about access cards. When people jump the fence they know it is wrong.

Mr. Wetherbee stated when we moved here we were told that eventually this would become the adult pool. There is nothing that says we can't change that, right.

Mr. Soriano stated if you have an interest in going that route there is nothing that says you can't. But it is tough to change things, it has been open to everyone and to change it to adult only may be tough.

Ms. Miller stated my concern would be people bringing their children up here and dropping them off at that pool and expect the lifeguards to watch the kids while they come over here. We would need a policy that you can't drop your kid off and come to the adult pool.

Mr. Wetherbee stated if we don't do that can we think about the gate being moved to the front because if you go to this pool you have to go through the gate to go to the restroom and back through the gate.

Mr. Soriano stated I don't think that would be too hard. We will look at that.

EIGHTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the May 7, 2025 Meeting

On MOTION by Mr. Edson seconded by Mr. Wetherbee with all in favor the minutes of the May 7, 2025 meeting were approved as presented.

B. Balance Sheet & Income Statement

C. Assessment Receipt Schedule

D. Approval of Check Register

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

NINTH ORDER OF BUSINESS

**Next Meeting Scheduled for Wednesday,
September 3, 2025 at 6:00 p.m. at the Azalea
Ridge Amenity Center, 1667 Azalea Ridge
Boulevard, Middleburg, Florida**

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Ms. Giles stated the next meeting is scheduled for September 3, 2025 at 6:00 p.m. in the same location.

On MOTION by Ms. Miller seconded by Mr. Edson with all in favor the meeting adjourned at 8:53 p.m.

Signed by:

Marilee Giles

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Secretary/Assistant Secretary

Signed by:

Michael L. White

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Chairman/Vice Chairman