

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 5, 2025 at 6:02 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida.

Present and constituting a quorum were:

Michael Wetherbee	Chairman
Cassie Alba	Assistant Secretary
Scott Edson	Assistant Secretary by telephone
Tom Schumacher	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS
Rob Alba	RMS
Karen Fisher	Brightview by telephone
Richard Smith	Clay County
Caleb Risinger	Clay County
Bobby Jamieson	GAI Consultants

The following is a summary of the discussions and actions taken at the November 5, 2025 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 6:02 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

A resident stated on Halloween we were hammered with everyone from Middleburg, it was overwhelming. I would like to do something for Azalea Ridge only.

**THIRD ORDER OF BUSINESS**

**Consideration of Long Bay SUN Trail Conveyance Tract**

November 5, 2025

Ridgewood Trails CDD

Ms. Giles stated county representatives are here who will go over this and tell us what some of our options are. District counsel is on the line and at some point I will ask her to weigh in and the board will have a discussion.

Mr. Smith gave an overview of the location of the Long Bay SUN Trail and stated we hope to have design and permitting completed by late spring and construction will commence July/August/September.

Mr. Jamieson stated it will be 12 feet wide, mostly asphalt as far from the road as possible to maximize connectivity to existing neighborhoods.

On MOTION by Mr. Schumacher seconded by Mr. Wetherbee with all in favor district staff and the chair were authorized to negotiate with the county to determine a reasonable reimbursement for the conveyance of parcels to Clay County in support of the Long Bay SUN Trail.

Mr. Soriano stated Rich asked if he could pressure wash the sidewalks and he said okay in a public meeting and I have no issue if he wants to move forward with it. I can get proposals and bring them back for your consideration.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Fencing (Lot 380)**

Mr. Soriano stated it is 4171 Fishing Creek Lane and there are a couple concerns. They are asking to put up a fence around the property. Standing at their front door looking at the road, the left side of their property sits on an unlockable drainage easement. The pipe goes underground between them and their neighbor and goes to the pond behind their house. Those easements are meant to keep clear, not just for access for maintenance but for future issues if you have to deal with the pipe. That is the only true access to the pond for things like mowers and Lake Doctors. We are not supposed to block it and we already have a problem in the front of your neighborhood where there are a couple ponds that we have two easements that are completely blocked now and don't have good access and they didn't come to the CDD. They may have started the process through the HOA and the HOA gives their approval but the homeowner stops there and puts up a fence and block our access. Here we have the ability to get in another way and we have access to get to the pond but if you give permission to them to put up a fence you are blocking off your only true access. If you don't want to tell them no, we want them to be able to use their property, this

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Ridgewood Trails CDD

is an easement on their property, then we go through a variance we could say install a gate and give us permission or you could do a variation, they want 10-feet and we will give them five-feet.

Mr. Wetherbee stated we can send a letter and let them do what they are requesting but if we need access it would be their responsibility. We need to inform the ones who already has a fences in the easement to make them understand that in an emergency we would need access.

Mr. Soriano stated that is going to be a bigger discussion.

Mr. Edson stated we need to be clear that we are not breaking or creating a precedent on and on future applications we need to follow the same rules.

Ms. Giles asked do you have anything to add about some type of license agreement?

Ms. Buchanan stated we have them but the form we would use is incredibly favorable to the CDD. We try to protect the district. It would require removal upon the CDD's request if the homeowner doesn't do it the CDD has the option to remove it, bill the homeowner for it. The district can access the property when they need to, they are not liable for any damage to the property or the fence. We can draft it and record it in the official records so it runs with the property.

Mr. Wetherbee asked do you recommend allowing the fence?

Ms. Buchanan stated no because it increases complications for the CDD, but I understand that you as a neighbor and representative of your community are trying to find a compromise.

Ms. Giles stated this is not uncommon, it happens in districts when we do a license agreement.

Mr. Wetherbee stated if we have good access around the back of the pond then I say we draft a letter stating if she wants to put the fence up then the responsibility of repairing or replacing the fence or any damage to the property would be on her and the other homeowner and we have to notify the other homeowner as well.

Mr. Edson asked what if you added into it that if we need access and we were denied it that we would require them to return it back to the way it was before we allowed them to do anything.

Mr. Soriano stated we have heard that before even with homes with a gate and we find it locked.

Mr. Alba asked do you want to do the same for all the easements that are blocked?

Mr. Schumacher asked do we need to send out notices too?

Mr. Soriano stated we can do that next because that one has some issues.

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On MOTION by Mr. Wetherbee seconded by Mr. Schumacher with all in favor district counsel was directed to prepare a license agreement for the property at 4171 Fishing Creek Lane to allow the construction of a fence but in the event it has to be accessed it is their responsibility to repair or replace it and to also put the neighbor with the existing fence on notice.

**FIFTH ORDER OF BUSINESS****Acceptance of Fiscal Year 2024 Audit Report**

Ms. Giles stated the next item is acceptance of your fiscal year 2024 audit report. In the management letter there were no findings or recommendations, and this is a clean audit.

On MOTION by Ms. Alba seconded by Mr. Wetherbee with all in favor the fiscal year 2025 audit report was accepted.

**SIXTH ORDER OF BUSINESS****Discussion of Fiscal Year 2025 Audit Services and Appointment of Audit Committee**

Ms. Giles stated Berger Toombs did a great job on the audit, but they had an extremely difficult time in completing these audits by June 30<sup>th</sup>, the date the audits are supposed to be completed. We had numerous audits that did not meet that June 30<sup>th</sup> deadline.

Mr. Wetherbee stated I think we need to ask them why they were so late and that will help determine if we approach it in the future.

Ms. Giles stated my only concern in delaying action is October 1<sup>st</sup> is typically when these audit companies reach into our server and start the review process. We can email them and ask how they feel about being timely for the 2025 audit and I can bring that back to your January meeting. They did have a turnover in personnel and that was part of the reason they were late.

Ms. Alba stated let's find out their response why they were not completed in a timely manner so that when it comes time for us to start looking for next year's audit we can make an informed decision.

**SEVENTH ORDER OF BUSINESS****Consideration of Proposal from Sterling for Egress Gate**

Mr. Soriano stated this one was tabled from the last meeting because we have a district that is getting rid of one of their gates and I did mention their meeting was a week later and they were happy with the \$800. That is not your total cost because I still have to have Rob and someone

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from RMS help him install the gate. They are keeping the crash bars. The cost is going to come in well below the \$2,500.

On MOTION by Mr. Schumacher seconded by Mr. Wetherbee with all in favor staff was authorized a not to exceed amount of \$2,500 for the gate and installation.

**EIGHTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager – Review of Fiscal Year 2025 Goals and Objectives**

Ms. Giles stated each of these goals and objectives were met with the standards identified in the reporting form.

On MOTION by Mr. Wetherbee seconded by Mr. Schumacher with all in favor the fiscal year 2025 goals and objectives were approved.

Ms. Giles stated you still have the four hours of ethics training that needs to be completed by December 31<sup>st</sup>.

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

Mr. Soriano stated we are finishing the lighting at the back of Azalea Ridge Parkway. We had some complaints that they were too bright and Rob adjusted them and no one has complained since. We did get the permit for the playground. We had a structure installed for the gazebo and playground structure. The problem came in finalizing the permit, the county would not finalize the permit without going through all the other steps that are normal in opening a park. This park has been open for eight to ten years but they made us go through all the steps. The GC had to go through a landscape inspection and unfortunately some of your trees have died in the last decade

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and the county wouldn't finalize the permit until we replaced trees. They wanted two long leaf pine trees replaced at the back of the property and the price was higher than I liked but Brightview as able to get it done quickly. It was almost \$4,000 and will be in your packet at the next meeting to be ratified. Two more trees will be installed by the playground itself.

Mr. Wetherbee stated I took my granddaughter there and there was a young person on a motor bike in the playground area and we need to put a stop to that. It could be dangerous. Do we have signage saying no motorized vehicles?

Mr. Soriano stated not at that park. Since we just put in the playground it will be an added usage area with more people than before and we have those signs here and we can put some out there.

The last item is a discussion on the fountains and we are not getting cooperation from any of the owners for access to the easements.

Mr. Schumacher asked what are our options?

Mr. Soriano stated we would have to start by sending letters to the homeowners letting them know that they may have to remove those fences.

Ms. Giles stated or we just don't maintain the landscape back there.

Mr. Soriano stated you have that other option. Residents seem to think that we are required to do big maintenance on these ponds and you are not. St. Johns wants to make sure there is waterflow that the pond works the way it was designed. They don't care if they get mucky. They don't like people complaining about snakes and things like that, it is natural. We could have Lake Doctors go in a couple times a year with a backpack and spray and as to cutting the grass we could do just the main areas around the culverts with trimmers and the maintenance guys can walk through the trees. As to the maintenance that is expected we would not be able to do that.

Mr. Schumacher asked who owns the property behind these homes?

Mr. Soriano stated the pond bank sits behind their properties and we own the pond bank. On the other side of the pond are preserve areas.

Mr. Wetherbee stated just treat it twice a year and if we get complaints we will address the access.

## **E. Amenity Manager**

### **1. Report**

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Mr. Alba gave an overview of the amenity manager's report, copy of which was provided in the agenda package.

On MOTION by Mr. Wetherbee seconded by Mr. Schumacher with all in favor staff was authorized to obtain a sports streaming package for the clubhouse and amenity center.

**2. Brightview QSA**

A copy of the Brightview quality site assessment report was included in the agenda package.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests and Public Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the September 3, 2025 Meeting**

On MOTION by Ms. Alba seconded by Mr. Wetherbee with all in favor the minutes of the September 3, 2025 meeting were approved as presented.

- B. Balance Sheet & Income Statement**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, January 7, 2026 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida**

Ms. Giles stated the next meeting will be held January 7, 2026 at 6:00 p.m. in the same location.

November 5, 2025

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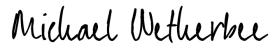
On MOTION by Ms. Alba seconded by Mr. Wetherbee with all in favor the meeting adjourned at 8:13 p.m.

Signed by:



Marilee Giles  
A38000D0EDC14F4...  
Secretary/Assistant Secretary

Signed by:



Michael Wetherbee  
4E6242AB5390433...  
Chairman/Vice Chairman

## *AGENDA*

# **Ridgewood Trails Community Development District**

475 West Town Place

Suite 114

St. Augustine, Florida 32092

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

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October 29, 2025

Board of Supervisors  
Ridgewood Trails Community Development District

Dear Board Members:

The Ridgewood Trails Community Development District Meeting is scheduled for **Wednesday, November 5, 2025, at 6:00 p.m.** at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068.

- I. Roll Call
- II. Public Comments (for agenda items listed below)
- III. Consideration of Long Bay SUN Trail Conveyance Tract
- IV. Consideration of Fencing (Lot 380)
- V. Acceptance of Fiscal Year 2024 Audit Report
- VI. Discussion of Fiscal Year 2025 Audit Services and Appointment of Audit Committee
- VII. Consideration of Proposal from Sterling for Egress Gate
- VIII. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager – Review of Fiscal Year 2025 Goals and Objectives
  - D. Operation Manager
  - E. Amenity Manager
    - 1. Report

2. Brightview QSA

IX. Supervisor's Requests and Public Comments

X. Approval of Consent Agenda

- A. Approval of the Minutes of the September 3, 2025 Meeting
- B. Balance Sheet & Income Statement
- C. Assessment Receipt Schedule
- D. Approval of Check Register

XI. Next Meeting Scheduled for: January 7, 2026 @ 6:00 p.m. at the Azalea Ridge Amenity Center

XII. Adjournment

**Board Oversight**

*Supervisor Edson – Landscape*

*Supervisor Alba – Security & Technology*

*Supervisor Schumacher – Maintenance*

*Supervisor Miller – Athletics*

*Supervisor Wetherbee - Aquatics*

*THIRD ORDER OF BUSINESS*



09/30/2025

Re: Long Bay SUN Trail

Ridgewood Trails Community Development District  
475 W Town Pl  
Ste 114  
Saint Augustine FL 32092

**Real Estate**

PO Box 1366  
Green Cove Springs, FL 32043

Physical Address:  
477 Houston Street  
Admin. Bldg., 4<sup>th</sup> Floor  
Green Cove Springs, FL  
32043

Phone: 904-827-3103  
904-529-3857

**County Manager**  
Howard Wanamaker

**Commissioners:**

John Sgromolo  
District 1

Alexandra Compere  
District 2

Jim Renninger  
District 3

Betsy Condon  
District 4

Kristen Burke  
District 5

[www.claycountygov.com](http://www.claycountygov.com)

Ridgewood Trails CDD,

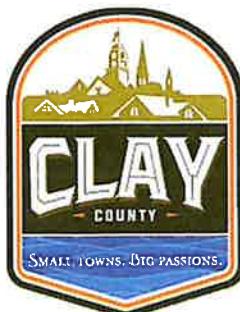
As part of a planned extension of the Florida Shared-Use Non-motorized (SUN) Trail Program, the County will be adding a 12-foot-wide multi-use trail along Long Bay Rd. The trail is planned to run along the West side of Long Bay Rd and connect to the existing sidewalk. The preferred route is to construct the trail over the existing utility easement that extends down the West side of Long Bay Rd. As a property owner with frontage on Long Bay Rd (**Clay County, FL parcels 02-05-24-005924-010-92 and 02-05-24-005924-010-67**), the County is looking for your support to the project by conveying the portion of your property that has the aforementioned utility easement.

Please contact the County via the information below to indicate your support to the project or for additional information.

Thanks for your support to Clay County!

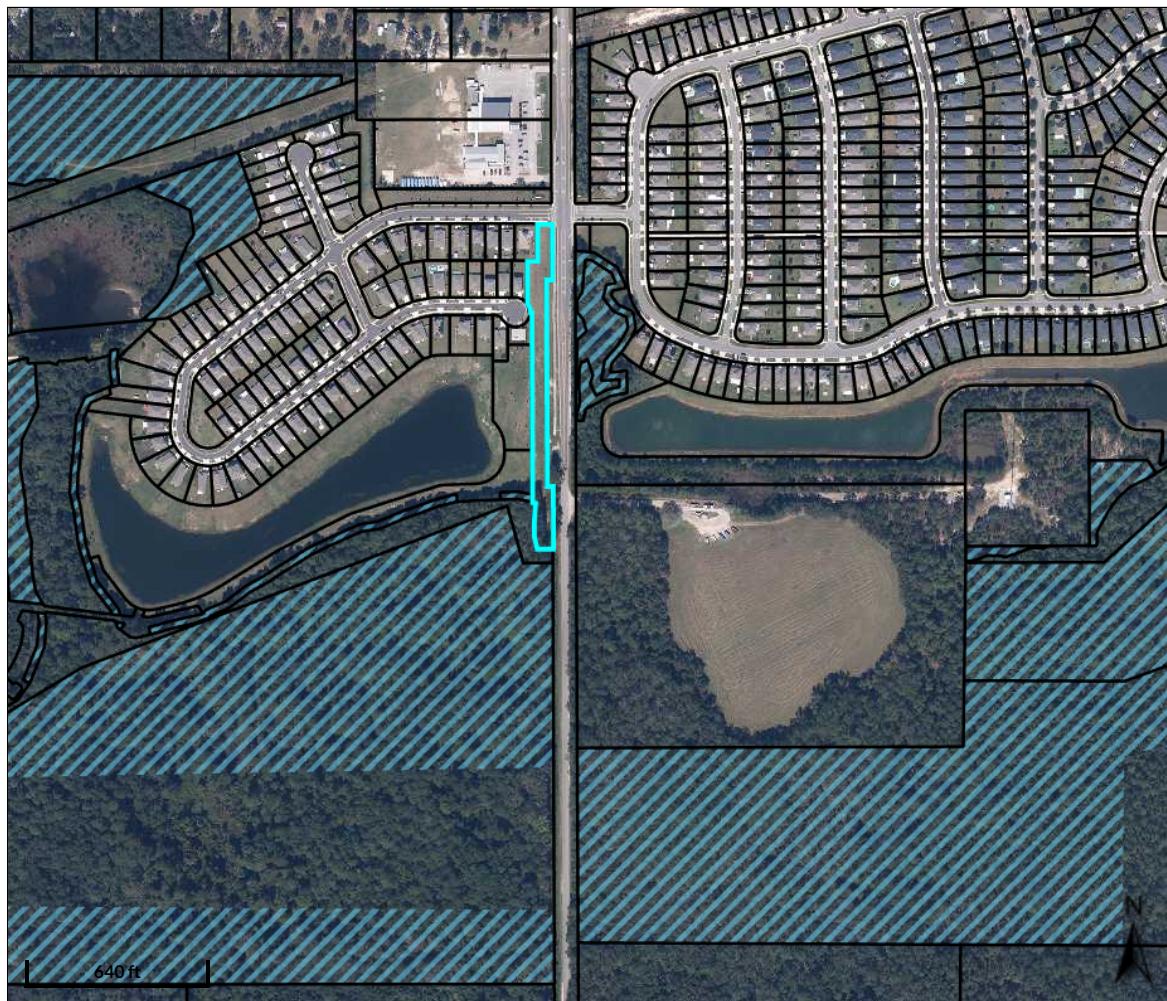
Sincerely,

Caleb Risinger  
Clay County Board of County Commissioners  
Real Estate and Land Conservation Manager  
(904) 529-3857  
(904) 827-3103  
[Caleb.Risinger@claycountygov.com](mailto:Caleb.Risinger@claycountygov.com)





# Clay County Property Appraiser's Office



## Overview



## Legend

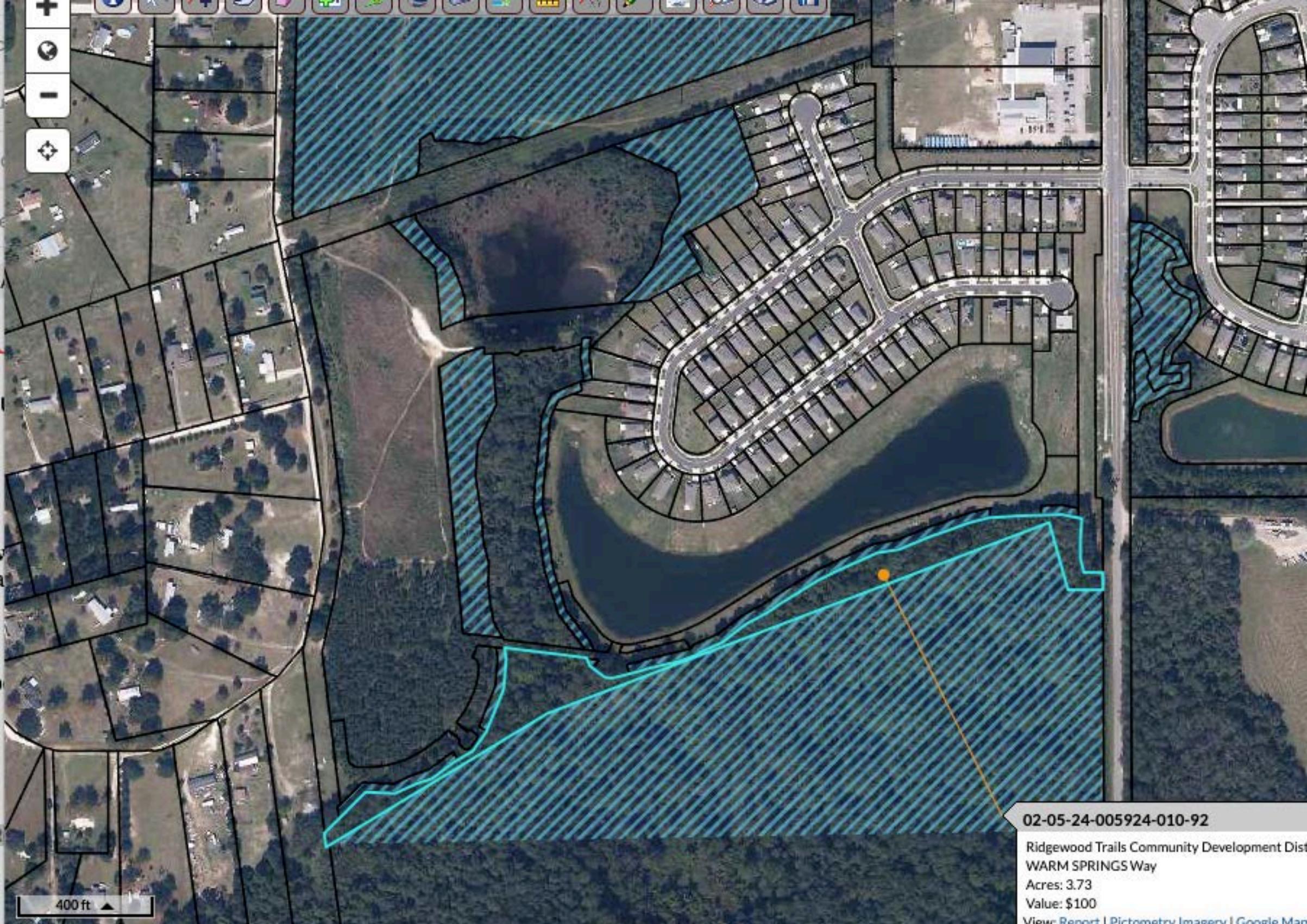
- Parcels
- Roads
- Conservation Easements

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Parcel ID	02-05-24-005924-010-67	Physical Address	LONG BAY Rd Middleburg	Land Value	\$100	Last 2 Sales			Qual
						Date	Price	Reason	
Acres	1.416	Mailing Address	Ridgewood Trails Community	Ag Land Value	\$0	5/14/2021	0	UNQUAL/CORRECTIVE/QCD,TD	U
Property	COMMON -	Address	Development District	Value	n/a		0	n/a	n/a
Class	VACANT		C/O Sheryl Fulks GMS LLC	Building	\$0				
Taxing District	001		475 W Town Pl	Value					
			Saint Augustine, FL 32092	Misc	\$0				
				Value					
				Just	\$100				
				Value					
				Assessed	\$100				
				Value					
				Exempt	\$100				
				Value					
				Taxable	\$0				
				Value					

Date created: 10/6/2025

Last Data Uploaded: 10/6/2025 4:32:19 AM



?

Parcel ID 02-05-24-005924-010-92  
Acres 3.73  
Property Class COMMON - VACANT  
Taxing District 001

Physical Address WARM SPRINGS Way  
Middleburg  
Mailing Address Ridgewood Trails Community Development District  
475 W Town Pl  
Saint Augustine, FL 32092

*FOURTH ORDER OF BUSINESS*

**From:** Rob Alba [ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)   
**Subject:** Re: 4171 Fishing Creek Ln. (Lot 380)  
**Date:** October 28, 2025 at 3:10 PM  
**To:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com)  
**Cc:** Jay Soriano [jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com), Joe Schofield [jschofield@alliant-inc.com](mailto:jschofield@alliant-inc.com), David Landing [dlanding@alliant-inc.com](mailto:dlanding@alliant-inc.com), Katelyn Beach [kbeach@gmsnf.com](mailto:kbeach@gmsnf.com)

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The HOA is still waiting for the Architectural Review Committee to finish its approval. I don't foresee any issues with them approving it. The fence type and heights are all within covenant specifications. It's just a matter of getting the committee members to finish reviewing and approving it.

There is another entry point that is primarily used for maintenance by landscape crews and pond maintenance. It is a CDD owned and controlled easement that is used as an access point. I have included a map of the area circling the entry point.

On Tue, Oct 28, 2025 at 12:58 PM Marilee Giles <[mgiles@gmsnf.com](mailto:mgiles@gmsnf.com)> wrote:

Gentlemen,

The resident provided more information today so forwarding to you again for your review and approval. Please let this group know if you have any concerns with this fence request.

Rob - Does landscape and Lake Maintenance crews have access to this pond by way of another access point? Do you know if the HOA approved the fence type?

Katelyn - Please update the Agenda packet with these new documents.

Marilee Giles  
District Manager  
GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092  
Office: (904) 940-5850 x412  
Email: [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com)

Begin forwarded message:

**From:** Emily Baldasso <[mrandmrsumps@gmail.com](mailto:mrandmrsumps@gmail.com)>  
**Subject:** Re: 4171 Fishing Creek Ln. (Lot 380)  
**Date:** October 28, 2025 at 12:53:45 PM EDT  
**To:** Marilee Giles <[mgiles@gmsnf.com](mailto:mgiles@gmsnf.com)>, "kbeach@gmsnf.com" <[kbeach@gmsnf.com](mailto:kbeach@gmsnf.com)>

Hello Marilee,

Thank you for your consideration. Robert Alba has asked me to send over all the documents that we submitted through the Azalea Ridge HOA so I have those attached to this email. The fencing company currently has a plan drawn up to include a 4 ft gate on the north side of the property (please see Diagram of Fence attached). However if needed we can add two large 5-6 ft swinging gates instead to be over the easement so they can be easily opened if needed. We can leave the gates unlocked at all times to allow anyone access or if possible I would like to add a lock and give whoever would need access a key to the lock. Either option would work for me. Thank you again for your consideration and I look forward to hearing from you soon.

Thanks,

Daniel Umpleby

On Thu, Oct 23, 2025 at 9:11 AM Marilee Giles <[mgiles@gmsnf.com](mailto:mgiles@gmsnf.com)> wrote:

Emily,

I am in receipt of your request and will add it to the Agenda for the November 5th meeting.

Katelyn - Please add this request (email and attachments) to the Agenda for Board consideration.

Marilee Giles  
District Manager  
GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092  
Office: (904) 940-5850 x412  
Email: [Mgiles@gmsnf.com](mailto:Mgiles@gmsnf.com)

On Oct 22, 2025, at 10:44 PM, Emily Baldasso <[mrandmrsumps@gmail.com](mailto:mrandmrsumps@gmail.com)> wrote:

Hello Marilee,

We recently purchased the 4171 Fishing Creek Ln. property in the Azalea Ridge neighborhood and are looking to fence in the backyard. We have contacted the HOA and they have advised that we reach out to yourself and the CDD to get approval to build a fence since a portion of the fence would be over a drainage easement on the north side of the property. I've attached a copy of the property survey and also a diagram of the survey showing our proposal for building the fence and where it will be located.

We have two dogs and two young kids so our goal when purchasing this home was to be able to fence in the backyard to give them a free space to roam and play. Of course we want to make sure we are going about it the right way and getting the correct permission for doing so. We are happy to cooperate with the fence however we need to in order to get it built and are happy to allow anyone from the city, water companies, etc. access to our backyard at anytime if that is needed.

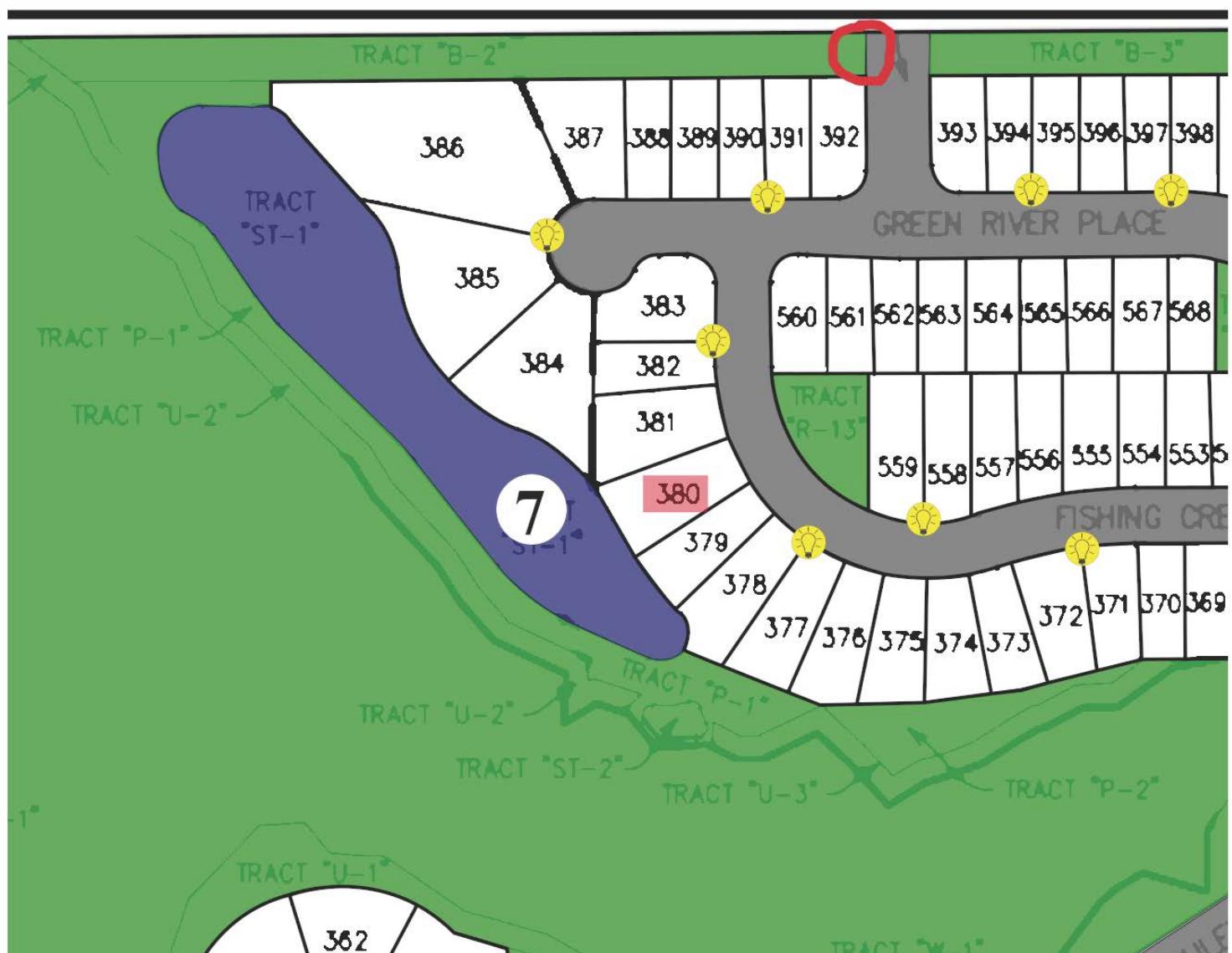
Please let me know if that would be possible to get permission and what steps we would need to take. Thank you for your time!

Sincerely,

Daniel and Emily Umpleby  
904-735-7138

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Thank you,

Rob Alba  
Amenity Manager  
Ridgewood Trails CDD  
3813 Great Falls Loop  
Middleburg, FL 32068  
Office: 904-214-3346



## S W I F E N C E E S T I M A T E

SWi Fence, LLC  
1020 SR- 16  
St Augustine, FL 32084  
(904) 502-4361

**Sales Representative**  
Clay Mason  
clay.swiflorida@gmail.com



**Daniel Umpleby**  
**Job #22-4449 - Daniel Umpleby**  
**4171 Fishing Creek Ln**  
**Middleburg, FL 32068**

**Estimate #** 22-6036

**Date** 9/25/2025

Item	Description	Unit of Measure	Qty
<b>Fence</b>			
6VPW	6' Tall white vinyl privacy section stick built onsite  Rail - 1 3/4" x 7" T&G picket - 7/8" x 6" ribbed	EACH	5.00
559VPW	5" X 5" white vinyl post (no dig hardware) SS20 galvanized steel post with (2) UNI-5 and a rail lock Post driven a min. depth of 3.5'	EACH	6.00
42A	4' tall 2 rail Aluminum style fence with flush top and flush bottom  Specifications: Rails: 1" Picket size: 5/8" Picket Spacing: 3 7/8"	Sect	15.00
42AP	2" two rail Aluminum fence post. no dig post with Aluminum I beam insert driven a min. depth of 3'	EACH	16.00
<b>Gates</b>			

Item	Description	Unit of Measure	Qty
65VPGW	6' tall x 5' wide White vinyl privacy gate w/hardware  Hinges - self closing stainless steel  Latch - paddle latch  Nylon Gate Handle W/Bumper - Black  Internal Square metal Gate Frame  Standard spacing between gate and posts is 1.5" for proper hinge spacing.	EACH	1.00
559VGPW	5" X 5" white vinyl Hinge gate post with  (no dig hardware) SS40 galvanized steel post with (1) UNI-5 (2) gate stiffener insert and welded flange	EACH	1.00
559VGPW	5" X 5" white vinyl latch gate post with  (no dig hardware) SS20 galvanized steel post with (1) UNI-5 (2) gate post stiffener and welded flange	EACH	1.00
442AG	4' wide 4' tall two rail Aluminum gate with flush top and flush bottom  Self closing hinge Standard gravity latch	EACH	1.00

**SWI Is Here To Help Every Step Of The Way**

**Warranty**

Warranty - SWI	SWI Fence lifetime workmanship guarantee - no charge  We want you to have confidence that you are buying a quality fence that is built to last. If ever there is a problem with our craftsmanship we will warranty it for the life of the fence.	LS
AW	Aluminum Warranty - Limited lifetime	Items
VW	Vinyl Warranty - Limited Lifetime	LS

**HOA**

HOA	Building permit and HOA application preparation. No charge for HOA assistance. Permitting fees are accessed when applicable.  We understand how daunting it can be to get all the approvals needed to build your new fence and we want you to know we are here to help. Send us your HOA Application or City Permit and we will help you prepare these application for you to submit.	LS
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**Financing**

Item	Description	Unit of Measure	Qty
Finance	<p>We understand that a fence is a major purchase and we're here to help. We have partnered with Marine Finance to offer several ways to fund your project.</p> <p>For qualifying customers, you can choose 90 days no interest with a 1% processing fee or 6 to 12 months no interest for 3-4.5% processing fee. If you are looking for longer terms Marine Finance also offers up to 120-month loans.</p> <p>Rates are subject to change.</p> <p>Applying is easy and takes only a few minutes! Use the link below to get started!</p> <p><a href="https://swiflorida.com/financing/">https://swiflorida.com/financing/</a></p>	Items	

#### What make SWI Fence different?

SWI Difference	<p>1 - Well trained professional tradesman. We pay more to ensure you get top quality installers on your project</p> <p>2 - Steel post option on all wood fences</p> <p>3 - Welded frame gates on wooden gates to prevent sagging</p> <p>4 - 1 year anti-sag warranty on gates. Your gate is guaranteed to latch correctly or we will service it for free!</p> <p>5 - Lifetime anti-settle guarantee on posts using our No-Dig install methods. Have you ever see a post that settled and now looks funny? You won't worry about that with us!</p> <p>6 - Proportional spacing. Have you ever seen that odd little 2' section of fence at the end of a long run? This is to avoid cutting every section so that they are approximately equal in space. We take the time to make all your sections roughly the same even if it means trimming every section.</p> <p>7 - We don't play games with uninsured subcontractors to avoid taxes and work comp. We don't want the liability nor should you.</p> <p>8 - We understand that the bitterness of low quality is remembered long after the sweetness of low price is forgotten. We strive to deliver the best value, not a cheap fence.</p>	Items	1.00
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Sub Total	\$4,973.74
Total	\$4,973.74

#### S P E C I A L   I N S T R U C T I O N S

All Estimates expire 3 days after the date of issuance.

Azalea Ridge HOA of Clay County  
Architectural Review Board  
Design Review Application

Two sets of plans required with each application.

TO: Azalea Ridge HOA of Clay County, 4213 County Road 218, Suite 1, Middleburg, Florida 32068 [Vina.Delcomyn@Awakeningsami.com](mailto:Vina.Delcomyn@Awakeningsami.com)  
Ph. (904) 291-9598 Fax (904) 291-3365

FROM: Property Owner: Daniel and Emily Umpleby  
Property Address: 4171 Fishing Creek Lane Middleburg FL 32068  
Phone Number: 904-735-7138

Mailing address (if different than property address) N/A

**Fence Plan and Detail**

(Submit 2 copies of survey with fence location sketched onto it; submit color sample denote type, height)

**Pool Plan and Detail**

(Attach 2 copies of survey with pool location sketched on it.) \*Note: All pools must be screened or fenced, landscaped and all plans must be submitted with pool. Only one fee is paid, whichever is higher.)

**Landscaping**

(Attach 2 copies of proposed landscape plan.)

**Other:**

**Exterior Color Selections**

(Attach color chip samples. denote body, trim and roof colors.)

**Screen Room or Addition**

(Attach 2 copies of survey showing footprint, color and material, all elevation drawings and landscape plan.)

**Play Equipment**

(Attach 2 copies of survey with location of equipment indicated, photo of play equipment and proposed landscape plan.)

**Basketball Backboards**

(Black pole with white backboard)

**REVIEW FEES: Check is made payable to Homeowners Association. Please note that review fees are not due at this time.**

Pools and Screens - \$0 Review Fee & \$0 Deposit

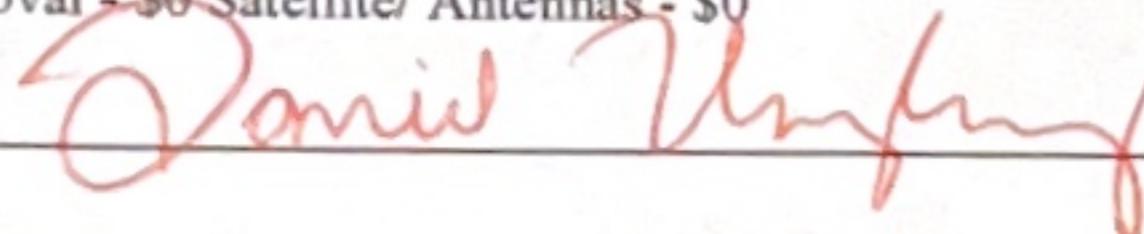
Room Additions - \$0 Review Fee & \$0 Deposit

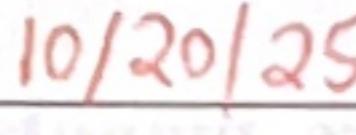
Fences Only & Screen/Glass existing covered patio or bump out - \$0

Basketball Backboards, Gas Tank/Shallow Well Pumps \$0

Play Structures - \$0

Tree Removal - \$0 Satellite/ Antennas - \$0

Signature: 

Date: 

Do Not Write Below This Line

TO: \_\_\_\_\_

Date Received by ARB: \_\_\_\_\_

From: Architectural Review Board

Your application is approved/disapproved subject to the following conditions, if any:

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Note: These plans have been reviewed for the limited purpose of determining the aesthetic compatibility of the plans within the community. These plans are approved on a limited basis. No review has been made with respect to functionality, safety, and compliance with governmental regulations or otherwise and any party with respect to such matters should make no reliance on this approval. The approving authority expressly disclaims liability of any kind with respect to these plans, the review hereof, or any structures built pursuant hereto, including, but not limited to, liability for negligence or breach of express or implied warranty.

**THE FOLLOWING APPLIES TO THE CONSTRUCTION OF POOLS, SCREENS AND ROOM ADDITIONS:**

This approval concerns only your architectural and/or landscape plans. You are still responsible to obtain whatever easements, permits, licenses and approvals, which may be necessary to improve the property in accordance with the approved plans. This approval must not be considered to be permission to encroach on another property owner's lights to use and enjoy all possible property lights. Approval of the plans does not constitute a warranty or representation by the Architectural Review Board or any developer or landowner that the proposed improvements will be consistent with the development plans of any other landowner.

In addition, this approval does not in any way grant variances to, exceptions, or deviations from any setbacks or use restrictions unless a specific letter of variance request is submitted and the party entitled to enforce such setbacks or restrictions issues a specific letter of "variance approval". This approval does not constitute approval of any typographical, clerical or interpretative errors on the submitted plans.

Compliance with all applicable building codes is the responsibility of the general contractor and the owner and not that of the Architectural Review Board or any developer. The Owner is responsible for positive drainage during and after the construction of the lot. No water drainage is to be diverted to adjoining lots common areas or wetlands. The Owner is responsible for informing the primary contractor.

Compliance with all approved architectural and landscaping is the responsibility of the Owner of legal record, and any change to the approved plans without prior Architectural Review Board approval subjects these changes to disapproval and enforced compliance to the approved plans may result.

**BOUNDARY SURVEY OF LANDS IN:  
SECTION 36, TOWNSHIP 04 SOUTH, RANGE 24 EAST *GREEN RIVER PLACE*  
CLAY COUNTY, FLORIDA**

BEARINGS BASED ON NORTH AMERICAN DATUM  
OF 1983 (NAD 1983) (2011) (EPOCH 2010.0000).

L-1

S 00°21' 06" E 151.17'(P)  
S 00°16' 44" E 151.17'(M)

C-1

R= 230.00' (P&M)

L=53.12'(P) 53.12'(M)

Δ=13°13'54"(P) 13°14'48"(M)

S 26°30' 44" E 53.00'(P)

S 26°27' 40" E 53.06'(M)

C-2

R= 380.00' (P&M)

L=47.76'(P) 47.73'(M)

Δ=07°12'03"(P) 07°11'48"(M)

S 29°31' 39" E 47.73'(P)

S 29°32' 35" E 47.70'(M)

C-3

R= 200.00' (P&M)

L=40.87'(P) 40.29'(M)

Δ=11°42'30"(P) 11°43'23"(M)

N 31°46' 56" W 40.80'(P)

N 31°39' 41" W 40.85'(M)

C-4

R=200.00'(P&C)

L=68.22'(C)

Δ=19°32'41"(C)

S 10°07'26" E 67.89'(C)

C-5

R=230.00'(P)

L=15.00'(C)

Δ=03°44'14"(C)

S 21°45'55" E 15.00'(P)

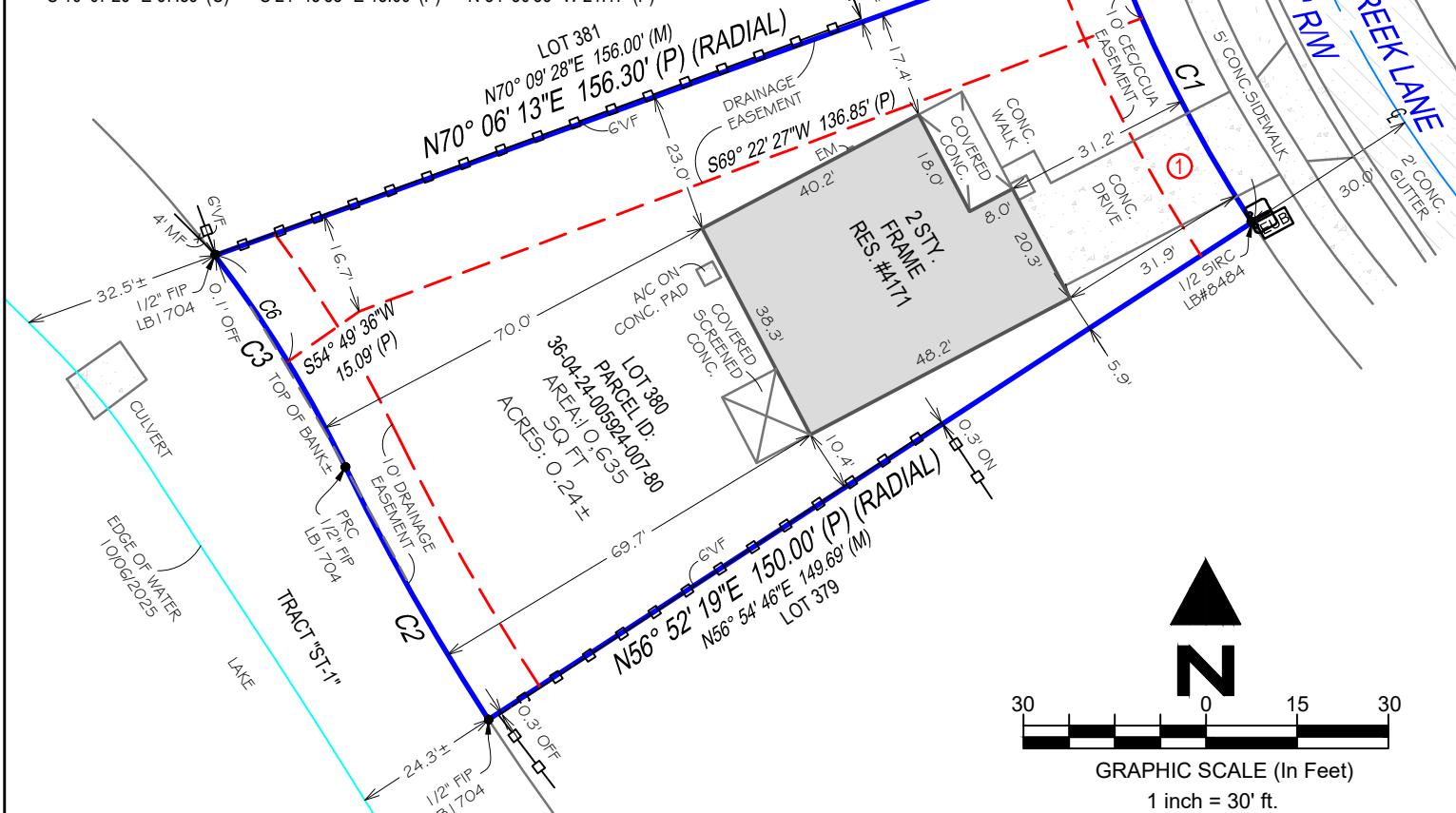
C-6

R=200.00'(P)

L=21.18'(P)

Δ=06°04'03"(P)

N 34°30'56" W 21.17'(P)



**LEGAL DESCRIPTION:**

LOT 380, AZALEA RIDGE UNIT 4, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 59, PAGE(S) 44 THROUGH 59, INCLUSIVE, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

**FIELD WORK DATE:**  
10/06/2025

**CAD DRAFTER:**  
D.C.

**SURVEY NUMBER:**  
092525.04

**REVISION DATE:**



Pablo Alvarez, PSM  
2025.10.08 11:37:16 -04'00'

**SURVEYOR'S CERTIFICATION**

REPRODUCTIONS OF THIS SKETCH OF SURVEY OR PLAN DEPICTED HEREON CONFORMS TO THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF SURVEYORS AND MAPPERS IN ACCORDANCE WITH CHAPTER 5J-17.050-17.053, PURSUANT TO CHAPTER 472, FLORIDA STATUTES, AND WAS DONE UNDER MY DIRECT SUPERVISION, AND WAS ELECTRONICALLY CERTIFIED BY THE PROFESSIONAL LAND SURVEYOR AND MAPPER LISTED HEREON, AS TIMESTAMPED ON BORDER.

**POINTS OF INTEREST:**

1. CONCRETE DRIVE OVER 10' CEC/CCUA EASEMENT



**RIVER CITY**  
**SURVEYING & MAPPING**  
LB#8484  
904.675.9300  
7220 FINANCIAL WAY  
JACKSONVILLE, FL 32256

**BOUNDARY SURVEY OF LANDS IN:  
SECTION 36, TOWNSHIP 04 SOUTH, RANGE 24 EAST** *GREEN RIVER PLACE*  
**CLAY COUNTY, FLORIDA** VARIABLE WIDTH R/W

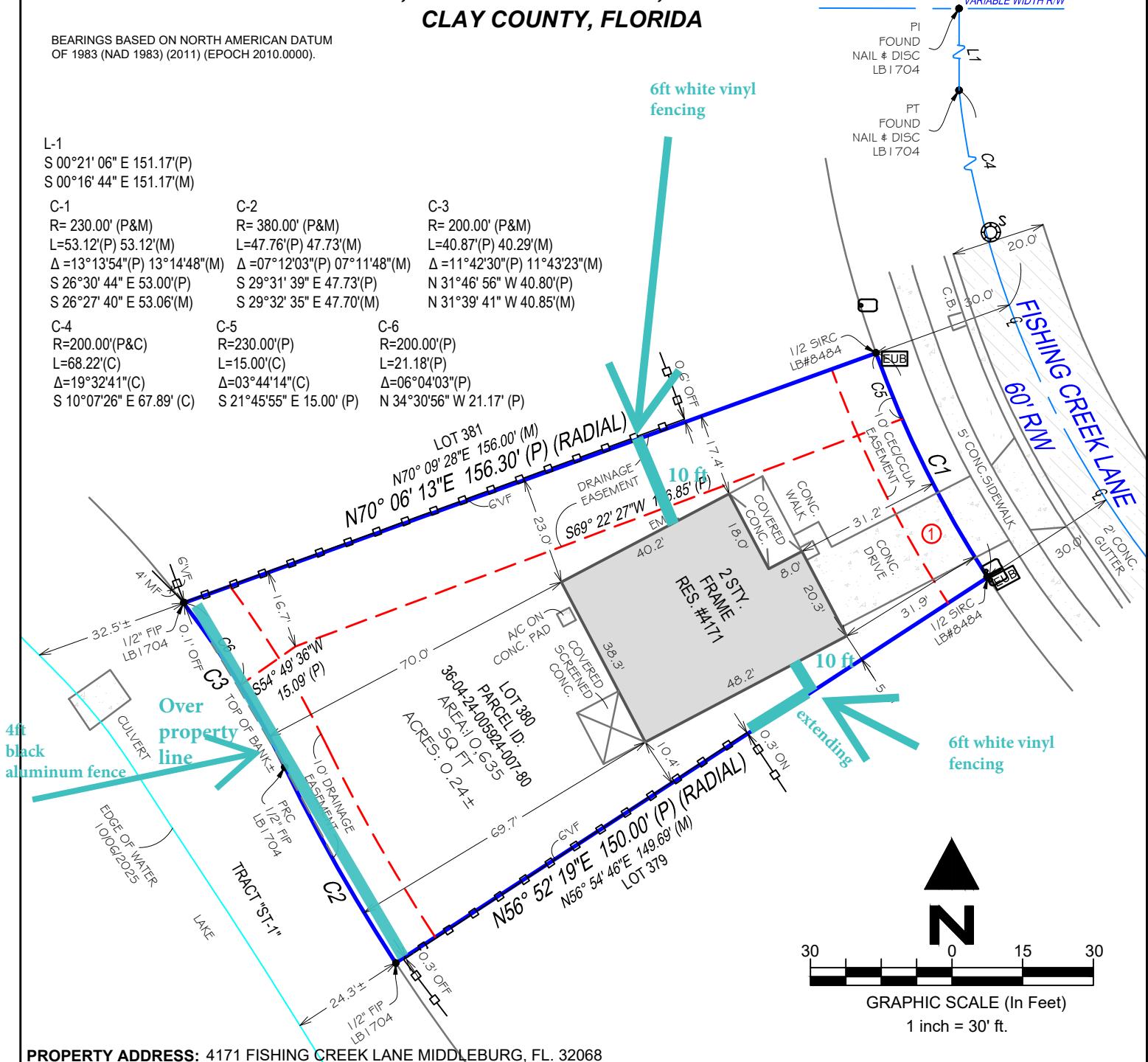
BEARINGS BASED ON NORTH AMERICAN DATUM OF 1983 (NAD 1983) (2011) (EPOCH 2010.0000).

L-1  
S 00°21' 06" E 151.17'(P)  
S 00°16' 44" E 151.17'(M)

C-1	C-2	C-3
R= 230.00' (P&M)	R= 380.00' (P&M)	R= 20
L=53.12'(P) 53.12'(M)	L=47.76'(P) 47.73'(M)	L=40.8
$\Delta = 13^{\circ}13'54''(P) 13^{\circ}14'48''(M)$	$\Delta = 07^{\circ}12'03''(P) 07^{\circ}11'48''(M)$	$\Delta = 11^{\circ}$
S 26°30' 44" E 53.00'(P)	S 29°31' 39" E 47.73'(P)	N 31°
S 26°27' 40" E 53.06'(M)	S 29°32' 35" E 47.70'(M)	N 31°
C-4	C-5	C-6
R=200.00'(P&C)	R=230.00'(P)	R=200.00'(P)
L=68.22'(C)	L=15.00'(C)	L=21.18'(P)
$\Delta = 19^{\circ}32'41''(C)$	$\Delta = 03^{\circ}44'14''(C)$	$\Delta = 06^{\circ}04'03''(P)$
S 10°07'26" E 67.89' (C)	S 21°45'55" E 15.00' (P)	N 34°30'56" W

C-3  
 R= 200.00' (P&M)  
 L=40.87'(P) 40.29'(M)  
 $\Delta = 11^{\circ}42'30''(P) \ 11^{\circ}43'23''(M)$   
 N 31°46' 56" W 40.80'(P)  
 N 31°39' 41" W 40.85'(M)

C-6  
R=200.00'(P)  
L=21.18'(P)  
 $\Delta=06^{\circ}04'03''(P)$   
N 34°30'56'' W 21.17' (P)



**PROPERTY ADDRESS:** 4171 FISHING CREEK LANE MIDDLEBURG, FL. 32068

**LEGAL DESCRIPTION:**

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**FIELD WORK DATE:**

# CAD DRAFTER

## D.C.

**SURVEY NUMBER:**

092525.04

PABLO A. ALVAREZ  
LICENSE  
No. PSM #7274  
STATE OF FLORIDA  
PROFESSIONAL LAND SURVEYOR

**SURVEYOR'S CERTIFICATION**

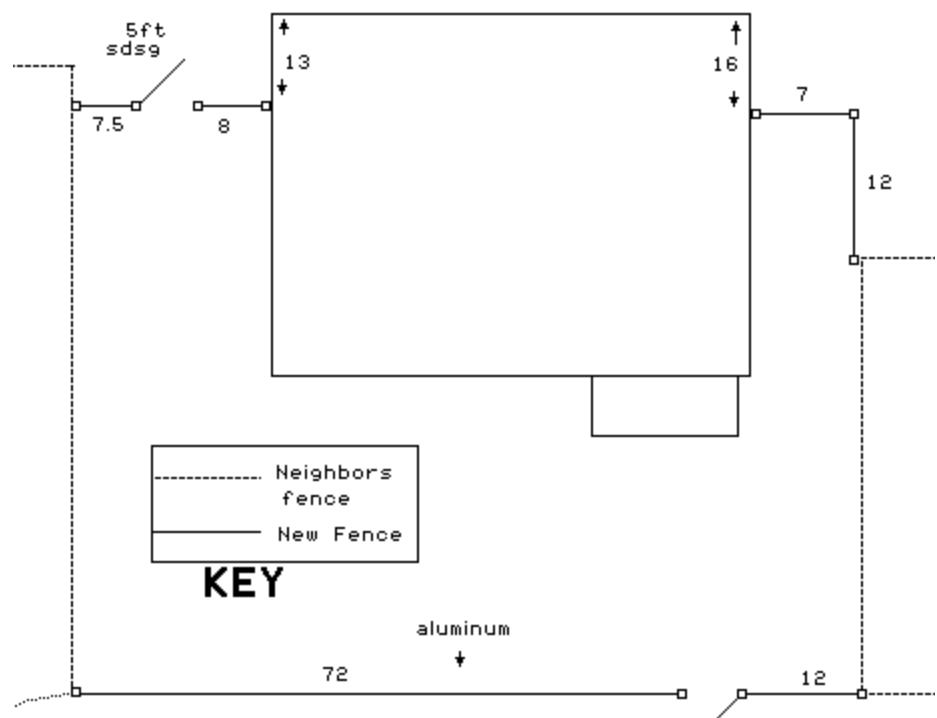
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## POINTS OF INTEREST:

- ## 1. CONCRETE DRIVE OVER 10' CEC/CCUA EASEMENT



**RIVER CITY  
SURVEYING & MAPPING  
LB#8484  
904.675.9300  
7220 FINANCIAL WAY  
JACKSONVILLE, FL 32256**



*FIFTH ORDER OF BUSINESS*

**Ridgewood Trails  
Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2024**

**Ridgewood Trails Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2024**

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## **REPORT OF INDEPENDENT AUDITORS**

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

### **Report on Audit of the Financial Statements**

#### ***Opinion***

We have audited the financial statements of the governmental activities and each major fund of Ridgewood Trails Community Development District (the "District"), as of and for the year ended September 30, 2024, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Ridgewood Trails Community Development District as of September 30, 2024, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Supervisors  
Ridgewood Trails Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts, and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

To the Board of Supervisors  
Ridgewood Trails Community Development District

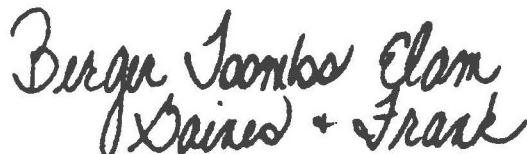
***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated October 14, 2025 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Ridgewood Trails Community Development District's internal control over financial reporting and compliance.



*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

October 14, 2025

**Ridgewood Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2024**

Management's discussion and analysis of Ridgewood Trails Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation and interest and other charges.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Ridgewood Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2024**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including capital assets, are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as capital improvement bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, a reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of the financial activity for the year ended September 30, 2024.

- ◆ The District's total assets exceeded total liabilities by \$2,535,904 (net position). Unrestricted net position for Governmental Activities was \$438,733. Restricted net position was \$4,595. Net investment in capital assets was \$2,092,576.
- ◆ Governmental activities revenues totaled \$656,086 while governmental activities expenses totaled \$678,742.

**Ridgewood Trails Community Development District**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended September 30, 2024**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

	<b>Net Position</b>		
	<b>Governmental Activities</b>	<b>2024</b>	<b>2023</b>
Current assets	\$ 451,148	\$ 390,719	
Restricted assets	18,084	16,051	
Capital assets	<u>2,216,432</u>	<u>2,315,050</u>	
 Total Assets	 <u>2,685,664</u>	 <u>2,721,820</u>	
 Current liabilities	 24,359	 28,876	
Non-current liabilities	<u>125,401</u>	<u>134,384</u>	
 Total Liabilities	 <u>149,760</u>	 <u>163,260</u>	
 investment			
in capital assets	2,092,576	2,181,892	
Net position - restricted	4,595	2,952	
Net position - unrestricted	<u>438,733</u>	<u>373,716</u>	
 Total Net Position	 <u>\$ 2,535,904</u>	 <u>\$ 2,558,560</u>	

The increase in current assets is primarily related to revenues exceeding expenditures at the fund level in the current year.

The decrease in capital assets is mainly related to current year depreciation.

**Ridgewood Trails Community Development District**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended September 30, 2024**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

**Change in Net Position**

	<b>Governmental Activities</b>	
	<b>2024</b>	<b>2023</b>
Program Revenues		
Charges for services	\$ 627,040	\$ 568,922
General Revenues		
Miscellaneous revenues	5,600	8,650
Investment earnings	23,446	10,945
Total Revenues	<u>656,086</u>	<u>588,517</u>
Expenses		
General government	97,394	96,814
Physical environment	320,985	304,853
Culture/recreation	252,550	244,747
Interest and other charges	7,813	8,275
Total Expenses	<u>678,742</u>	<u>654,689</u>
Change in Net Position	(22,656)	(66,172)
Net Position - Beginning of Year	<u>2,558,560</u>	<u>2,624,732</u>
Net Position - End of Year	<u>\$ 2,535,904</u>	<u>\$ 2,558,560</u>

The increase in charges for services is related to the increase in special assessments in the current year.

The increase in physical environment is related to the increase in landscape maintenance expenses in the current year.

**Ridgewood Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2024**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets activity as of September 30, 2024 and 2023:

<b>Description</b>	<b>Governmental Activities</b>	
	<b>2024</b>	<b>2023</b>
Buildings and improvements	\$ 571,641	\$ 571,641
Infrastructure	2,690,994	2,690,994
Equipment	140,222	124,011
Accumulated depreciation	(1,186,425)	(1,071,596)
Capital Assets, Net	<u>\$ 2,216,432</u>	<u>\$ 2,315,050</u>

Current year capital asset activity consisted of additions to equipment, \$16,211, and depreciation, \$114,829.

**General Fund Budgetary Highlights**

Budgeted expenditures exceeded actual expenditures primarily due to lower capital outlay and insurance expenditures than were anticipated.

The September 30, 2024 budget was not amended.

**Debt Management**

Governmental Activities debt includes the following:

- In June 2007, the District issued \$8,305,000 Series 2007A Capital Improvement Revenue Bonds. These bonds were issued to fund certain infrastructure facilities for the benefit of the District. As of September 30, 2024, the balance outstanding was \$125,000.
- In December 2021, the District entered into a financed purchase agreement of \$19,419, for security equipment. The balance outstanding at September 30, 2024 was \$9,646.

**Economic Factors and Next Year's Budget**

Ridgewood Trails Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in fiscal year 2025.

**Ridgewood Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2024**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Request for Information**

The financial report is designed to provide a general overview of Ridgewood Trails Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Ridgewood Trails Community Development District, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

**Ridgewood Trails Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2024**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Current Assets	
Cash and cash equivalents	\$ 61,084
Investments	361,999
Prepaid expenses	25,262
Deposits	2,803
Total Current Assets	<u>451,148</u>
Non-current Assets	
Restricted assets	
Investments	18,084
Capital assets, being depreciated	
Buildings and improvements	571,641
Infrastructure	2,690,994
Equipment	140,222
Accumulated depreciation	<u>(1,186,425)</u>
Total Non-current Assets	<u>2,234,516</u>
Total Assets	<u>2,685,664</u>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable	11,865
Due to other governments	550
Accrued interest payable	2,943
Financed purchase payable	4,001
Bonds payable	5,000
Total Current Liabilities	<u>24,359</u>
Non-current Liabilities	
Financed purchase payable	5,645
Bonds payable, net	<u>119,756</u>
Total Non-current liabilities	<u>125,401</u>
Total Liabilities	<u>149,760</u>
<b>NET POSITION</b>	
Net investment in capital assets	2,092,576
Restricted for debt service	3,388
Restricted for capital projects	1,207
Unrestricted	438,733
Total Net Position	<u>\$ 2,535,904</u>

*See accompanying notes to financial statements.*

**Ridgewood Trails Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2024**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Program Revenues</b>	<b>Net (Expense) Revenues and Changes in Net Position</b>
		<b>Charges for Services</b>	
<b>Primary government</b>			
Governmental Activities			
General government	\$ (97,394)	\$ 107,474	\$ 10,080
Physical environment	(320,985)	255,462	(65,523)
Culture/recreation	(252,550)	250,720	(1,830)
Interest and other charges	(7,813)	13,384	5,571
Total Governmental Activities	<u>\$ (678,742)</u>	<u>\$ 627,040</u>	<u>(51,702)</u>
<b>General revenues:</b>			
Miscellaneous revenues			5,600
Investment earnings			23,446
Total General Revenues			<u>29,046</u>
Change in Net Position			(22,656)
Net Position - October 1, 2023			2,558,560
Net Position - September 30, 2024			<u>\$ 2,535,904</u>

See accompanying notes to financial statements.

**Ridgewood Trails Community Development District**  
**BALANCE SHEET –**  
**GOVERNMENTAL FUNDS**  
**September 30, 2024**

<b>ASSETS</b>	<b>General</b>	<b>Debt</b>	<b>Capital</b>	<b>Total</b>
		<b>Service</b>	<b>Projects</b>	<b>Governmental</b>
Cash and cash equivalents	\$ 61,084	\$ -	\$ -	\$ 61,084
Investments	361,999	-	-	361,999
Prepaid expenses	25,262	-	-	25,262
Deposits	2,803	-	-	2,803
Restricted assets				
Investments	-	16,877	1,207	18,084
Total Assets	<b>\$ 451,148</b>	<b>\$ 16,877</b>	<b>\$ 1,207</b>	<b>\$ 469,232</b>

<b>LIABILITIES AND FUND BALANCES</b>					
<b>LIABILITIES</b>					
Accounts payable	\$ 11,865	\$ -	\$ -	\$ -	\$ 11,865
Due to other governments	550	-	-	-	550
Total Liabilities	<b>12,415</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,415</b>
<b>FUND BALANCES</b>					
Nonspendable					
Prepaid expenses	25,262	-	-	-	25,262
Deposits	2,803	-	-	-	2,803
Restricted					
Debt service	-	16,877	-	-	16,877
Capital projects	-	-	1,207	-	1,207
Assigned for capital reserves	189,626	-	-	-	189,626
Unassigned	221,042	-	-	-	221,042
Total Fund Balances	<b>438,733</b>	<b>16,877</b>	<b>1,207</b>	<b>-</b>	<b>456,817</b>
Total Liabilities and Fund Balances	<b>\$ 451,148</b>	<b>\$ 16,877</b>	<b>\$ 1,207</b>	<b>\$ -</b>	<b>\$ 469,232</b>

See accompanying notes to financial statements.

**Ridgewood Trails Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2024**

Total Governmental Fund Balances	\$ 456,817
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, infrastructure, \$2,690,994, buildings and improvements, \$571,641, and equipment, \$140,222, net of accumulated depreciation, \$(1,186,425), used in governmental activities are not current financial resources; and therefore, are not reported at the fund level.	2,216,432
Long-term liabilities, including bonds payable, \$(125,000), net of bond discount, net, \$244, and financed purchase payable, \$(9,646), are not due and payable in the current period; and therefore, are not reported at the fund level.	(134,402)
Accrued interest expense for long-term debt is not a current financial use; and therefore, it is not reported at the governmental fund level.	<u>(2,943)</u>
Net Position of Governmental Activities	<u>\$ 2,535,904</u>

See accompanying notes to financial statements.

**Ridgewood Trails Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES –**  
**GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2024**

	General	Debt Service	Capital Projects	Total Governmental Funds
<b>Revenues</b>				
Special assessments	\$ 613,656	\$ 13,384	\$ -	\$ 627,040
Miscellaneous revenues	5,600	-	-	5,600
Investment earnings	22,452	936	58	23,446
<b>Total Revenues</b>	<b>641,708</b>	<b>14,320</b>	<b>58</b>	<b>656,086</b>
<b>Expenditures</b>				
Current				
General government	97,394	-	-	97,394
Physical environment	231,501	-	-	231,501
Culture/recreation	227,205	-	-	227,205
Capital outlay	16,211	-	-	16,211
Debt service				
Principal	3,813	5,000	-	8,813
Interest	567	7,345	-	7,912
<b>Total Expenditures</b>	<b>576,691</b>	<b>12,345</b>	<b>-</b>	<b>589,036</b>
<b>Net Change in Fund Balances</b>	<b>65,017</b>	<b>1,975</b>	<b>58</b>	<b>67,050</b>
<b>Fund Balances - October 1, 2023</b>	<b>373,716</b>	<b>14,902</b>	<b>1,149</b>	<b>389,767</b>
<b>Fund Balances - September 30, 2024</b>	<b>\$ 438,733</b>	<b>\$ 16,877</b>	<b>\$ 1,207</b>	<b>\$ 456,817</b>

See accompanying notes to financial statements.

**Ridgewood Trails Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2024**

Net Change in Fund Balances - Total Governmental Funds	\$ 67,050
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, at the government-wide level, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount that depreciation, \$(114,829), exceeded capital outlay, \$16,211, in the current year.	(98,618)
Payment of long-term liabilities are reported as expenditures at the fund level but such repayments reduce long-term liabilities in the Statement of Net Position.	8,813
Amortization expense of bond discounts does not require the use of current financial resources and therefore, is not reported at the governmental fund level. This is the amount of amortization in the current period.	(18)
In the Statement of Activities, interest is accrued on outstanding bonds; whereas at the governmental fund level, interest expenditures are reported when due. This is the change in accrued interest from the prior year.	<u>117</u>
Change in Net Position of Governmental Activities	<u>\$ (22,656)</u>

See accompanying notes to financial statements.

**Ridgewood Trails Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –**  
**GENERAL FUND**  
**For the Year Ended September 30, 2024**

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance with Final Budget Positive (Negative)</b>
<b>Revenues</b>				
Special assessments	\$ 612,477	\$ 612,477	\$ 613,656	\$ 1,179
Miscellaneous revenues	4,200	4,200	5,600	1,400
Interest earnings	1,300	1,300	22,452	21,152
<b>Total Revenues</b>	<b>617,977</b>	<b>617,977</b>	<b>641,708</b>	<b>23,731</b>
<b>Expenditures</b>				
Current				
General government	113,690	113,690	97,394	16,296
Physical environment	211,269	211,269	231,501	(20,232)
Culture/recreation	263,638	263,638	227,205	36,433
Capital outlay	60,000	60,000	16,211	43,789
Debt Service				
Principal	-	-	3,813	(3,813)
Interest	-	-	567	(567)
<b>Total Expenditures</b>	<b>648,597</b>	<b>648,597</b>	<b>576,691</b>	<b>71,906</b>
<b>Net Change in Fund Balances</b>	<b>(30,620)</b>	<b>(30,620)</b>	<b>65,017</b>	<b>95,637</b>
<b>Fund Balances - October 1, 2023</b>	<b>180,691</b>	<b>180,691</b>	<b>373,716</b>	<b>193,025</b>
<b>Fund Balances - September 30, 2024</b>	<b>\$ 150,071</b>	<b>\$ 150,071</b>	<b>\$ 438,733</b>	<b>\$ 288,662</b>

See accompanying notes to financial statements.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on October 11, 2005, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes and Clay County, Florida Ordinance 2005-47. The District was established for the purpose of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, street lights and other basic infrastructure projects within or without the boundaries of the Ridgewood Trails Community Development District. The District is governed by a five-member Board of Supervisors. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Ridgewood Trails Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board, the District has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are primarily supported by special assessments. Program revenues include charges for services and payments made by parties outside of the reporting government's citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District classifies fund balance in accordance with Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

**Fund Balance Spending Hierarchy** – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter, to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Debt Service Fund – Accounts for debt service requirements to retire the capital improvement bonds which were used to finance the construction of District infrastructure improvements.

Capital Projects Fund – The Capital Projects Fund accounts for acquisition and construction of infrastructure improvements located within the boundaries of the District.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as capital assets, and non-current governmental liabilities, such as capital improvement bonds, be reported in the governmental activities column in the government-wide Statement of Net position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash equivalents include time deposits, certificates of deposit and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

**b. Restricted Assets**

Certain net position of the District will be classified as restricted assets on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted assets, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**c. Capital Assets**

Capital assets, which include buildings and improvements, infrastructure and equipment, are reported in governmental activities.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Infrastructure	30 years
Buildings and improvements	39 years
Equipment	3-10 years

**d. Bond Discounts**

Bond discounts are amortized over the life of the bonds using the straight-line method.

**e. Budgets**

Budgets are prepared and adopted after a public hearing for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. Formal budgets are adopted for the general fund. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

**f. Net Position**

Net position represents the difference between assets and liabilities and is reported in three categories. Net investment in capital assets, represents capital assets, net of accumulated depreciation and any outstanding debt related to those assets. Net position is reported as restricted when there are legal limitations imposed on their use by legislation, or external restrictions imposed by other governments, creditors, or grantors. Unrestricted net position is assets that do not meet definitions of the classifications previously described.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net position**

“Total fund balances” of the District’s governmental funds, \$456,817, differs from “net position” of governmental activities, \$2,535,904, reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net position versus the current financial resources focus of the Governmental Fund Balance Sheet. The effect of the differences is illustrated below.

**Capital related items**

When capital assets that are to be used in governmental activities are purchased or constructed, the cost of those assets is reported as expenditures at the fund level. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Buildings and improvements	\$ 571,641
Infrastructure	2,690,994
Equipment	140,222
Accumulated depreciation	<u>(1,186,425)</u>
Net Capital Assets	<u><u>\$ 2,216,432</u></u>

**Long-term debt transactions**

Long-term liabilities applicable to the District’s governmental activities are not current financial uses or resources and accordingly are not reported at the fund level. All uses and resources (both current and long-term) are reported in the Statement of Net Position. Balances at September 30, 2024 were:

Bonds payable	\$ (125,000)
Bond discount, net	244
Financed purchase payable	<u>(9,646)</u>
Total	<u><u>\$ (134,402)</u></u>

**Accrued interest**

Accrued liabilities in the Statement of Net Position differ from the amount reported at the fund level due to the accrued interest on bonds.

Accrued interest	<u><u>\$ (2,943)</u></u>
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**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities**

The “net change in fund balances” for government funds, \$67,050, differs from the “change in net position” for governmental activities, \$(22,656), reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

**Capital related items**

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures at the fund level. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decreases by the amount of depreciation charged for the period.

Depreciation	\$ (114,829)
Capital outlay	16,211
Total	<u><u>\$ (98,618)</u></u>

**Long-term debt transactions**

Repayment of long-term liabilities are reported as expenditures at the fund level, but such repayments reduce liabilities at the government-wide level.

Debt principal payments	\$ 8,813
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Amortization of the bond discount does not require the use of current resources and therefore is not reported at the fund level.

Bond discount amortization	\$ (18)
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Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures at the fund level.

Change in accrued interest payable	\$ 117
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**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE C – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

**Custodial Credit Risk – Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk; however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2024, the District's bank balance was \$81,909 and the carrying value was \$61,084. Exposure to custodial credit risk was as follows: the District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

**Investments**

As of September 30, 2024, the District had the following investments and maturities:

Investment	Maturities	Fair Value
Florida PRIME	39 Days*	\$ 351,657
First American Treasury Obligations Fund	31 Days*	18,084
U.S. Bank Money Market	N/A	10,342
<b>Total</b>		<b>\$ 380,083</b>

\* Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the District's investments in the U.S. Bank Money Market and First American Treasury Obligations Fund are Level 1 assets.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE C – CASH AND INVESTMENTS (CONTINUED)**

**Investments (Continued)**

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes. The investment in Florida PRIME is measured at amortized cost. Florida PRIME has established policies and guidelines regarding participant transactions and the authority to limit or restrict withdrawals or impose a penalty for an early withdrawal. As of September 30, 2024, there were no redemption fees, maximum transaction amounts, or any other requirement that would limit daily access to 100% of the account value.

**Interest Rate Risk**

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Credit Risk**

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2024, the District's investments in First American Treasury Obligations Fund and Florida PRIME were rated AAA by Standard & Poor's. The District's investment in U.S. Bank Money Market is not rated by Standard & Poor's.

**Concentration of Credit Risk**

The District places no limit on the amount it may invest in any one fund. The investments in U.S. Bank Money Market represent 3%, the investments in First American Treasury Obligations Fund represents 5% and the investments in Florida PRIME represents 92% of the District's total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2024 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE D – SPECIAL ASSESSMENT REVENUES**

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon adopted general fund budget and levied annually. Debt Service Assessments are levied when bonds are issued and collected annually. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by the Clay County Tax Collector on November 1 and due on or before March 31 of each year.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

**NOTE E – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2024 was as follows:

	Balance October 1, 2023			Balance September 30, 2024
	Additions	Deletions		
<b><u>Governmental Activities:</u></b>				
Capital assets, being depreciated:				
Infrastructure	\$ 2,690,994	\$ -	\$ -	\$ 2,690,994
Buildings and improvements	571,641	-	-	571,641
Equipment	124,011	16,211	-	140,222
Total Capital assets Depreciated	<u>3,386,646</u>	<u>16,211</u>	<u>-</u>	<u>3,402,857</u>
Less accumulated depreciation for:				
Infrastructure	(886,171)	(89,484)	-	(975,655)
Buildings and improvements	(135,585)	(14,658)	-	(150,243)
Equipment	(49,840)	(10,687)	-	(60,527)
Total Accumulated Depreciation	<u>(1,071,596)</u>	<u>(114,829)</u>	<u>-</u>	<u>(1,186,425)</u>
Total Capital Assets Depreciated, Net	<u>\$ 2,315,050</u>	<u>\$ (98,618)</u>	<u>\$ -</u>	<u>\$ 2,216,432</u>

Depreciation of \$114,829 was charged to physical environment, \$89,484, and culture/recreation, \$25,345.

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE F – LONG-TERM DEBT**

The following is a summary of bonded debt activity for the District for the year ended September 30, 2024:

Bonds payable debt at October 1, 2023	\$ 130,000
Principal payments	<u>(5,000)</u>
Bonds payable debt at September 30, 2024	\$ 125,000
Less: bond discount, net	<u>(244)</u>
Bonds Payable, Net at September 30, 2024	<u>\$ 124,756</u>

Long-term bonded debt for Governmental Activities is comprised of the following:

**Capital Improvement Revenue Bonds**

\$8,305,000 Series 2007A Capital Improvement Revenue Bonds are due in annual principal installments beginning May 2009 maturing May 2038. Interest at a rate of 5.65% is due May and November. Current portion is \$5,000.

\$ 125,000

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2024 are as follows:

Year Ending September 30,	Principal	Interest	Total
2025	\$ 5,000	\$ 7,063	\$ 12,063
2026	5,000	6,780	11,780
2027	5,000	6,498	11,498
2028	5,000	6,215	11,215
2029	10,000	5,933	15,933
2030-2034	50,000	21,188	71,188
2035-2038	45,000	6,778	51,778
Totals	<u>\$ 125,000</u>	<u>\$ 60,455</u>	<u>\$ 185,455</u>

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE F – LONG-TERM DEBT (CONTINUED)**

Summary of Significant Bond Resolution Terms and Covenants

Significant Bond Provisions

The Series 2007A Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at a redemption price set forth in the Trust Indenture. The Series 2007A are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

Depository Funds

The bond resolution establishes certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

Reserve Funds – The Series 2007A Reserve Account was funded from the proceeds of the Series 2007A Bonds. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

The following is a schedule of required reserve balances as of September 30, 2024:

	Reserve Balance	Reserve Requirement
Capital Improvement Revenue Bonds, Series 2007A	\$ 10,546	\$ 15,000

**Ridgewood Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2024**

**NOTE G – FINANCED PURCHASE**

During the year ended September 30, 2022, the District entered into a 60-month financed purchase agreement for security equipment in the amount of \$19,419. The agreement has an end of finance purchase option which qualifies it as a financed purchase; therefore, the asset has been recorded at the present value of future minimum payments.

The annual requirements to amortize principal and interest of the financed purchase as of September 30, 2024, were as follows:

<b>Year Ending</b> <b>September 30,</b>	<b>Amount</b>
2025	\$ 4,380
2026	4,380
2027	<u>1,460</u>
Total minimum lease payments	10,220
Less: amount representing interest	<u>(574)</u>
Present value of minimum lease payments	<u><u>\$ 9,646</u></u>

**NOTE H – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no claims or settled claims from these risks that exceeded commercial insurance coverage in the last three years.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Ridgewood Trails Community Development District, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated October 14, 2025.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Ridgewood Trails Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Ridgewood Trails Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Ridgewood Trails Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of Supervisors  
Ridgewood Trails Community Development District

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Ridgewood Trails Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger Toombs Elam  
Gaines & Frank

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

October 14, 2025



## **MANAGEMENT LETTER**

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

### **Report on the Financial Statements**

We have audited the financial statements of the Ridgewood Trails Community Development District as of and for the year ended September 30, 2024, and have issued our report thereon dated October 14, 2025.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reports and Schedule**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated October 14, 2025, should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding financial audit report.

To the Board of Supervisors  
Ridgewood Trails Community Development District

### **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Ridgewood Trails Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Ridgewood Trails Community Development District has not met one of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2024 for the Ridgewood Trails Community Development District. It is management's responsibility to monitor the Ridgewood Trails Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### **Specific Information**

The information below was provided by management and has not been audited by us; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, Ridgewood Trails Community Development District reported:

- 1) The total number of District employees compensated in the last pay period of the District's fiscal year: 5
- 2) The total number of independent contractors, defined as individuals or entities that receive 1099s, to whom nonemployee compensation was paid in the last month of the District's fiscal year: 14
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$5,171.60
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$534,013.77
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2023, together with the total expenditures for such project: No construction
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The Board did not amend the budget.

To the Board of Supervisors  
Ridgewood Trails Community Development District

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)9, Rules of the Auditor General, the Ridgewood Trails Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: \$883.26 – \$1,069.86 for the General Fund and \$761.14 – \$920.15 for the Debt Service Fund.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$627,040.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds are as follows: \$125,000 Series 2007A Bonds due on May 1, 2038 at a fixed interest rate of 5.65%.

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or fraud, waste, or abuse, that has occurred or is likely to have occurred, that has an effect on the financial statements that is less than material, but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.



Berger Toombs Elam  
Gaines + Frank

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

October 14, 2025



**Berger, Toombs, Elam,  
Gaines & Frank**

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950  
772/461-6120 // 461-1155  
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Ridgewood Trails Community Development District  
Clay County, Florida

We have examined Ridgewood Trails Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2024. Management is responsible for Ridgewood Trails Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Ridgewood Trails Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Ridgewood Trails Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Ridgewood Trails Community Development District's compliance with the specified requirements.

In our opinion, Ridgewood Trails Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2024.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

October 14, 2025

*SIXTH ORDER OF BUSINESS*



Proposal #181366

Date: 8/13/2025

**Customer**

Riverside Management Services

**Property:**

Ridgewood Trails  
3813 Great Falls Loop,  
Middleburg , FL 32068

**Ridgewood Trails Egress Gate**

**Add 1-48" walk gate with panic hardware and mesh panels existing pool fence, electronic access control by others.**

**SFN- Commercial Install**

Items	Quantity	Price
48" Egress Gate with Mesh/Panic Bar	1.00	
<b>SFN- Commercial Install:</b>		<b>\$2,500.00</b>
<b>PROJECT TOTAL:</b>		<b>\$2,500.00</b>

**Terms & Conditions**

By \_\_\_\_\_

**Lauren Baylis**

Date 8/13/2025

**United Land Services**

By \_\_\_\_\_

Date \_\_\_\_\_

*EIGHTH ORDER OF BUSINESS*

*C.*

# **Ridgewood Trails Community Development District Performance Measures/Standards & Annual Reporting Form**

**October 1, 2024 – September 30, 2025**

## **1. Community Communication and Engagement**

### **Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

**Measurement:** Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

**Standard:** A minimum of three board meetings were held during the Fiscal Year.

**Achieved:** Yes  No

### **Goal 1.2: Notice of Meetings Compliance**

**Objective:** Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

**Standard:** 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

**Achieved:** Yes  No

### **Goal 1.3: Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District Management.

**Achieved:** Yes  No

## **2. Infrastructure and Facilities Maintenance**

### **Goal 2.1: Field Management and/or District Management Site Inspections**

**Objective:** Field Manager and/or District Manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

**Measurement:** Field Manager and/or District Manager visits were successfully completed per management agreement as evidenced by Field Manager and/or District Manager's reports, notes or other record keeping method.

**Standard:** 100% of site visits were successfully completed as described within district management services agreement

**Achieved:** Yes  No

### **3. Financial Transparency and Accountability**

#### **Goal 3.1: Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

**Achieved:** Yes  No

#### **Goal 3.2: Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: Annual Audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

**Measurement:** Annual Audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

**Standard:** CDD website contains 100% of the following information: Most recent Annual Audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

**Achieved:** Yes  No

#### **Goal 3.3: Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board accepted and annual audit is available on the CDD's website and transmitted to the State of Florida.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

**Achieved:** Yes  No

Chair/Vice Chair:  Signed by: Michael Wetherbee  
Print Name: Michael Wetherbee

Date: 2025-11-07

Ridgewood Trails Community Development District

District Manager:  Signed by: Marilee Giles  
Print Name: Marilee Giles

Date: 2025-11-07

Ridgewood Trails Community Development District

*E.*

1.

11/5/2025

# 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

November 5<sup>th</sup>, 2025

To: Board of Supervisors

From: Rob Alba  
Amenity Manager

RE: Azalea Ridge Amenity Management Report – November 5<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

## **MANAGER**

- Comcast contracts renegotiated and lowered
- Light bollard project coordination complete
- Bronco playground project coordination complete

## **MAINTENANCE**

- Irrigation re-routes for light bollard project
- Adjusted light bollards for intensity and light color
- Installed mulch boarders and fencing for Bronco playground
- Installed Double Gates behind storage shed
- Pressure washed entry way sign
- Painted stained areas of sign and patched minor damages
- Large pool filters replaced
- Replaced cracked pool depth marker tiles
- Irrigation repair in large field
- Amenity TV centered and leveled
- Holiday Decorations

## **UP COMING MAINTENANCE**

- Landscaping around light bollard area

## **EVENTS**

- Co-Sponsor Fall Fest Event - October 11<sup>th</sup>
  - Pumpkin Patch and Movie Night
- Winter Event December 20<sup>th</sup> – Santa’s Workshop and Movie Night

## **ROOM RENTALS**

- Total number of rentals for September and August (1)
- (2) rental tentatively scheduled for November and December

**Happy Holidays!**





## 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:** Tuesday, Oct 28, 2025

**NEXT QSA DATE:** Monday, Jan 26, 2026

**CLIENT ATTENDEES:** Karen Fisher

**BRIGHTVIEW ATTENDEES:** Karen Fisher

## Customer Focus Areas

Entrances, Pool area

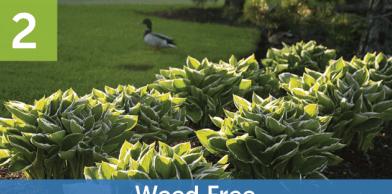
Quality you can count on.

**7** Seven Standards of Excellence



**1** Site Cleanliness

**5** Spectacular Flowers



**2** Weed Free

**6** Uniformly Mulched Beds



**3** Green Turf

**7** Neatly Pruned Trees & Shrubs

**4**

Crisp Edges

# QUALITY SITE ASSESSMENT

## Ridgewood Trails CDD

### Maintenance Items



**1** Newly installed annuals are looking healthy and showing great color. All Palms throughout have been pruned.

**2** Main entrance is neatly blown off. Trash is picked up every visit.

**3** Pond along the main entrance road is in rotation.

**4** Lots of ant piles developing throughout the community, the crew is baiting them during their detail section work.

# QUALITY SITE ASSESSMENT

## Ridgewood Trails CDD

### Maintenance Items



- 5** Hard edging throughout is in rotation.



- 6** Secondary entrance monument sign beds are weed and debris free.

- 7** Mail kiosk area is looking sharp.

- 8** Secondary entrance playground is well maintained. Fence lines are well defined.

# QUALITY SITE ASSESSMENT

## Ridgewood Trails CDD

### Maintenance Items



**9** Pond behind Warm Spring Way is in rotation.

**10** Dead Pine Tree was observed at the secondary entrance off Long Bay Rd.

**11** Two Long Leaf Pine Trees were installed at the Bronco Rd. Pocket Park.

**12** The crew has started maintaining the new playground at the Bronco Rd. Pocket Park.

# QUALITY SITE ASSESSMENT

## Ridgewood Trails CDD

### Maintenance Items



- 13 Bronco Rd. going toward the third entrance is in rotation. Trees are lifted.

*TENTH 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, September 3, 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	Assistant Secretary
Scott Edson	Assistant Secretary
Tom Schumacher	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS by telephone
Rob Alba	RMS
Karen Fisher	Brightview

The following is a summary of the discussions and actions taken at the September 4, 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**

**Ratification of Agreements**

**A. T&M Electric**

On MOTION by Ms. Alba seconded by Mr. Wetherbee with all in favor the agreement with T&M Electric was ratified.

**B. J.C. Harward**

On MOTION by Ms. Alba seconded by Ms. Miller with all in favor the agreement with J.C. Harward was ratified.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal from Sterling for Egress Gate**

This item tabled.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager – Goals and Objectives for Fiscal Year 2026**

On MOTION by Mr. Edson seconded by Mr. Schumacher with all in favor the fiscal year 2026 goals and objectives were approved.

**D. Operation Manager**

Mr. Soriano stated we are waiting on the permits from the county on the playground, the GC is updating us on a regular basis. We need a quick discussion on the pond issue. There is a fence issue blocking access.

Mr. Alba stated one homeowner has given us permission to use their yard as a passthrough to get to the pond but it is not big enough to put a boat through.

Mr. Soriano stated I want to make sure that Rob makes personal contact to have that conversation with them. They may not realize what they did by putting up the fence that blocks the easement. I want to send them a letter to see if they will work with us.

Mr. Alba stated there is a 30-foot easement and there are four homes. Each homeowner has built all the way to the halfway point so there is a 15-foot fence line on each side, no gates. There is no access. I can contact the homeowners and let them know that this is a drainage easement, we need access to the pond for maintenance. We can install a gate in the fence line in the front and rear and have access when we need it or we have to remove fences.

Mr. Edson stated but you are going to make personal contact with the four homeowners.

Mr. Alba stated that is what the operations manager would like me to do.

Mr. Edson stated then after we get feedback from you as to their responses, you can go to the next step, which may be something in writing agreeing to whatever.

Mr. Alba stated right, essentially informing them it is a drainage easement, the CDD has the responsibility to use it to maintain the pond and we need access.

Mr. Edson asked is this their property?

Mr. Alba stated it is their property but it is an easement they are required to allow us to access. This is a state level run program for maintenance of water systems.

Ms. Giles asked is this the pond behind Big Springs Point?

Mr. Alba stated yes.

Ms. Giles asked could lake maintenance and landscape go in through the wooded area just before the conservation easement at Azalea Ridge, then come on the backside of those houses?

Mr. Soriano stated that may be an option. I would have to look to see how overgrown the area is but that may be a possible solution.

Ms. Giles stated if there wasn't an agreement in place, it is never too late and that agreement helps the homeowner and the district and that agreement would be filed with the county.

## **E. Amenity Manager**

### **1. Report**

Mr. Alba reviewed the amenity manager's report, copy of which was included in the agenda package.

Mr. Schumacher asked can we make the yard sale one day rather than two days or say it is Saturday and Sunday if it rains on Saturday.

### **2. Brightview QSA**

Ms. Fisher gave an overview of the Brightview site assessment and stated for the last couple years we have done the mulch in the focal areas, entranceway, pool because you only have a certain amount of yardage in the contract, which leaves the pocket parks without mulch. We can propose to do those additional areas or next year we could just do those areas in places we haven't done the last couple of years. We can bring a proposal to the next meeting for the pocket parks.

**SIXTH ORDER OF BUSINESS****Supervisor's Requests and Public Comments**

Ms. Sinift stated I wish that someone would have knocked on my door if you have any questions about what I was doing in my backyard instead of having conversations here and thinking I did something inappropriate.

A resident stated we are talking about the powerlines. There was a big issue behind my house there was always bricks and stuff and evidently then somebody went down there because they saw that there were ruts.

Ms. Giles stated I think that was reported to a supervisor about the stuff on district property behind your house, but I'm not familiar with yours.

Ms. Sinift stated I had a big dumpster back there and I was told we were doing construction in my backyard and we had left big ruts in the back.

Mr. Schumacher stated that was reported to me and I went down and looked at it and there were ruts that should have been approved by us before they drove over it.

Ms. Sinift stated that was only there for a week and a half and the person that came back there fixed everything like he said he would, graded it all the way back to the road much better than it was beforehand. When I purchased the house they put 15 bundles of bamboo around my backyard, which grew to be 30+ feet tall and grew everywhere. I had to pay somebody to remove them and it took four dumpsters to get all that bamboo out of my backyard. The roots were incredibly large and had somebody just come out there and asked, I would have been more than happy to give you a complete tour of what has happening. I am the person out there every time they drove down our lines making sure they understand because there are turtles out there. I have videos of them driving over the turtle holes and I told the guy while he was doing it and he said this is my job. They were mowing under the powerlines.

Mr. Schumacher asked was it Brightview? Who are we talking about?

Ms. Sinift stated this is the county and part of it is owned by the county and part of it is owned by the district or something like that. It is supposed to be done every couple years.

Ms. Giles stated it sounds like two issues. If any property owner is going to be on district property the property owner is supposed to coordinate with the district. Typically, you would go through the HOA for any of those improvements or changes but if you are going to trespass on district property you would need to coordinate with the district, not the other way around. I think someone reported there were items behind that fence line on the district's property and that is what was discussed at the last meeting. We contacted Scott and he cleaned it up and it is no big deal.

### **Supervisors Comments**

Mr. Edson stated about three weeks there was a traffic fatality on Blanding Boulevard coming out of Azalea Ridge and we seldom go out and turn left, we go out the back way. As they build more on the back way it is going to be worse. I would love a traffic light there but there has to be enough home sites to warrant a light.

I mentioned it before, I walk a lot and since I became a supervisor on the board I walk part of the CDD area and I offer the opportunity to any of the three board members that are not involved with Freedom if you would like a tour of Freedom, we have a golf cart and I would be glad to take any of you through Freedom and show you what we have in Freedom.

Mr. Schumacher stated I still have a request to pressure wash the entrance sign.

Mr. Alba stated I will reach out to the pressure washing person.

Mr. Schumacher stated the residents still want to get the sidewalk and curbs at that entrance pressure washed so they look halfway decent. I talked to the engineering director at Green Cove and he said you can do it and you wanted something in writing.

Mr. Soriano stated unfortunately we can't go on their property and do that work because it is a liability for the district if we do something we have been told many times not to do.

### **SEVENTH ORDER OF BUSINESS**

### **Approval of Consent Agenda**

#### **A. Approval of the Minutes of the July 9, 2025 Meeting**

On MOTION by Ms. Alba seconded by Mr. Wetherbee with all in favor the minutes of the July 9, 2025 meeting were approved as presented.

- B. Balance Sheet & Income Statement**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

**EIGHTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Wednesday, November 5, 2025 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida**

Ms. Giles stated the next meeting will be held November 5, 2025 at 6:00 p.m. in the same location.

On MOTION by Mr. Wetherbee seconded by Ms. Miller with all in favor the meeting adjourned at 6:56 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

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

***Unaudited Financial Reporting***  
*September 30, 2025*



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**Ridgewood Trails**  
**Community Development District**  
**Combined Balance Sheet**  
**September 30, 2025**

	<i>General Fund</i>	<i>Capital Reserve Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 34,563	\$ 23,448	\$ -	\$ -	\$ 58,011
Assessments Receivable	-	-	-	-	-
Due from Other	-	-	-	-	-
Due from Capital Reserve	5,400	-	-	-	5,400
<b>Investments:</b>					
State Board of Administration (SBA)	216,233	190,565	-	-	406,797
US Bank - Custody Account	46,033	-	-	-	46,033
<b>Series 2007</b>					
Reserve A	-	-	10,985	-	10,985
Interest A	-	-	-	-	-
Revenue A	-	-	8,080	-	8,080
Prepayment A	-	-	-	-	-
Deferred Costs	-	-	-	1,257	1,257
Prepaid Expenses	25,175	-	-	-	25,175
Deposits	2,803	-	-	-	2,803
<b>Total Assets</b>	<b>\$ 330,207</b>	<b>\$ 214,012</b>	<b>\$ 19,065</b>	<b>\$ 1,257</b>	<b>\$ 564,542</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 9,768	\$ -	\$ -	\$ -	\$ 9,768
Accrued Expenses	10,771	-	-	-	10,771
Due to Other	-	-	-	-	-
Due to General Fund	-	5,400	-	-	5,400
<b>Total Liabilities</b>	<b>\$ 20,540</b>	<b>\$ 5,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,940</b>
<b>Fund Balance:</b>					
Nonspendable:					
Prepaid Items	\$ 25,175	\$ -	\$ -	\$ -	\$ 25,175
Deposits	-	-	-	-	-
Restricted for:					
Debt Service	-	-	19,065	-	19,065
Capital Project	-	-	-	1,257	1,257
Assigned for:					
Capital Reserve Fund	-	208,612	-	-	208,612
Unassigned	284,492	-	-	-	284,492
<b>Total Fund Balances</b>	<b>\$ 309,667</b>	<b>\$ 208,612</b>	<b>\$ 19,065</b>	<b>\$ 1,257</b>	<b>\$ 538,602</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 330,207</b>	<b>\$ 214,012</b>	<b>\$ 19,065</b>	<b>\$ 1,257</b>	<b>\$ 564,542</b>

**Ridgewood Trails**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending September 30, 2025**

	Adopted Budget	Prorated Budget Thru 09/30/25	Actual Thru 09/30/25	Variance
<b><u>Revenues:</u></b>				
Special Assessments - Tax Roll				
	\$ 612,477	\$ 612,477	\$ 613,960	\$ 1,483
Interest Earned/Misc. Income	12,000	12,000	19,574	7,574
Rental Revenue	3,675	3,675	4,875	1,200
<b>Total Revenues</b>	<b>\$ 628,152</b>	<b>\$ 628,152</b>	<b>\$ 638,409</b>	<b>\$ 10,257</b>
<b><u>Expenditures:</u></b>				
<i>General &amp; Administrative:</i>				
Supervisor Fees	\$ 8,000	\$ 8,000	\$ 6,000	\$ 2,000
PR-FICA	612	612	459	153
Engineering	3,200	3,200	2,200	1,000
Attorney	20,000	20,000	6,215	13,785
Annual Audit	3,270	3,270	3,270	-
Assessment Administration	5,576	5,576	5,576	-
Arbitrage Rebate	600	600	600	-
Dissemination Agent	1,124	1,124	1,124	-
Trustee Fees	4,600	4,600	4,517	83
Management Fees	51,320	51,320	51,320	-
Information Technology	1,908	1,908	1,908	-
Website Maintenance	1,272	1,272	1,272	-
Telephone	350	350	195	155
Postage & Delivery	800	800	1,258	(458)
Insurance General Liability	8,498	8,498	8,267	231
Printing & Binding	1,500	1,500	1,029	471
Legal Advertising	1,800	1,800	1,151	649
Other Current Charges	907	907	414	493
Office Supplies	100	100	5	95
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 115,612</b>	<b>\$ 115,612</b>	<b>\$ 96,955</b>	<b>\$ 18,657</b>

**Ridgewood Trails**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending September 30, 2025**

	Adopted Budget	Prorated Budget Thru 09/30/25	Actual Thru 09/30/25	Variance
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**Operations & Maintenance**

<b>Amenity Center Expenditures</b>	\$ 17,029	\$ 17,029	\$ 15,866	\$ 1,163
Insurance	\$ 42,876	\$ 42,876	\$ 42,876	-
Amenity Manager	7,500	7,500	-	7,500
Facility Assistant	12,190	12,190	8,727	3,463
General Facility Maintenance	30,000	30,000	36,209	(6,209)
Repairs & Replacements	19,488	19,488	16,888	2,600
Lifeguards	18,950	18,950	21,477	(2,528)
Pool Maintenance	17,798	17,798	5,655	12,143
Pool Chemicals	13,000	13,000	10,804	2,196
Water & Sewer	16,100	16,100	14,295	1,805
Electric	6,840	6,840	7,648	(808)
Internet/Cable	11,891	11,891	11,891	-
Janitorial	2,500	2,500	1,443	1,057
Janitorial Supplies	8,467	8,467	8,452	15
Security System	3,012	3,012	3,190	(178)
Refuse Service	5,000	5,000	4,904	96
Special Events	475	475	475	-
Pool Permit	1,200	1,200	1,104	96
Pest Control	1,000	1,000	883	117
<b>Subtotal Amenity Center Expenditures</b>	<b>\$ 235,316</b>	<b>\$ 235,316</b>	<b>\$ 212,788</b>	<b>\$ 22,528</b>
<b>Grounds Maintenance Expenditures</b>				
Operations Management	\$ 25,785	\$ 25,785	\$ 25,785	\$ (1)
Electric	3,000	3,000	2,489	511
Water	8,300	8,300	8,767	(467)
Repairs & Maintenance	18,200	18,200	24,655	(6,455)
Landscape Maintenance	143,582	143,582	131,169	12,413
Lake Maintenance	8,802	8,802	8,304	498
Irrigation Repairs	5,000	5,000	962	4,038
<b>Subtotal Grounds Maintenance Expenditures</b>	<b>\$ 212,669</b>	<b>\$ 212,669</b>	<b>\$ 202,131</b>	<b>\$ 10,537</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 447,984</b>	<b>\$ 447,984</b>	<b>\$ 414,919</b>	<b>\$ 33,065</b>
<b>Total Expenditures</b>	<b>\$ 563,596</b>	<b>\$ 563,596</b>	<b>\$ 511,874</b>	<b>\$ 51,722</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 64,556</b>	<b>\$ 64,556</b>	<b>\$ 126,535</b>	<b>\$ 61,979</b>

**Other Financing Sources/(Uses)**

Capital Reserve Transfer out	\$ (65,976)	\$ (65,976)	\$ (65,976)	\$ -
<b>Subtotal Other Financing Sources/(Uses)</b>	<b>\$ (65,976)</b>	<b>\$ (65,976)</b>	<b>\$ (65,976)</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (1,420)</b>	<b>\$ (1,420)</b>	<b>\$ 60,559</b>	<b>\$ 61,979</b>
<b>Fund Balance - Beginning</b>	<b>\$ 1,420</b>		<b>\$ 249,108</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 309,667</b>	

**Ridgewood Trails**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending September 30, 2025**

	Adopted Budget	Prorated Budget Thru 09/30/25	Actual Thru 09/30/25	Variance
<b>Revenues</b>				
Interest	\$ 2,000	\$ 2,000	\$ 8,971	6,971
<b>Total Revenues</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 8,971</b>	<b>\$ 6,971</b>
<b>Expenditures:</b>				
Capital Reserves	\$ 60,000	\$ 60,000	\$ 47,144	\$ 12,856
Other Current Charges	600	600	366	234
Repair & Replacement	-	-	8,453	(8,453)
<b>Total Expenditures</b>	<b>\$ 60,600</b>	<b>\$ 60,600</b>	<b>\$ 55,962</b>	<b>\$ 4,638</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (58,600)</b>	<b>\$ (58,600)</b>	<b>\$ (46,990)</b>	<b>\$ 11,610</b>
<b>Other Financing Sources/(Uses)</b>				
Capital Reserve Transfer In	\$ 65,976	\$ 65,976	\$ 65,976	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 65,976</b>	<b>\$ 65,976</b>	<b>\$ 65,976</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 7,376</b>	<b>\$ 7,376</b>	<b>\$ 18,986</b>	<b>\$ 11,610</b>
<b>Fund Balance - Beginning</b>	<b>\$ 208,426</b>		<b>\$ 189,627</b>	
<b>Fund Balance - Ending</b>	<b>\$ 215,802</b>		<b>\$ 208,612</b>	

**Ridgewood Trails**  
**Community Development District**  
**Debt Service Fund Series - 2007A**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending September 30, 2025**

	Adopted	Prorated Budget		Actual		Variance
	Budget	Thru 09/30/25	Thru 09/30/25			
<b>Revenues:</b>						
Special Assessments - Tax Roll	\$ 13,359	\$ 13,359	\$ 13,391	\$ 32		
Interest Income	500	500	860	360		
<b>Total Revenues</b>	<b>\$ 13,859</b>	<b>\$ 13,859</b>	<b>\$ 14,251</b>	<b>\$ 392</b>		
<b>Expenditures:</b>						
Interest - 11/1	\$ 3,531	\$ 3,531	\$ 3,531	\$ -		
Interest - 5/1	3,531	3,531	3,531			
Principal - 5/1	5,000	5,000	5,000			
<b>Total Expenditures</b>	<b>\$ 12,063</b>	<b>\$ 12,063</b>	<b>\$ 12,063</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>\$ 2,189</b>			
<b>Net Change in Fund Balance</b>	<b>\$ 1,796</b>	<b>\$ -</b>	<b>\$ 2,189</b>	<b>\$ -</b>		
<b>Fund Balance - Beginning</b>	<b>\$ 6,471</b>		<b>\$ 16,877</b>			
<b>Fund Balance - Ending</b>	<b>\$ 8,267</b>		<b>\$ 19,065</b>			

**Ridgewood Trails**  
**Community Development District**  
**Capital Projects Fund Series - 2007A**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending September 30, 2025**

	Adopted Budget	Prorated Budget Thru 09/30/25	Actual Thru 09/30/25	Variance
<b>Revenues</b>				
Interest Income	\$ -	\$ -	\$ 50	\$ 50
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ 50</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>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>Fund Balance - Beginning</b>			\$ 1,207	
<b>Fund Balance - Ending</b>			\$ 1,257	

**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	\$ 543,625	\$ 2,500	\$ 2,491	\$ 8,211	\$ 10,680	\$ 1,057	\$ 2,802	\$ -	\$ -	\$ -	\$ 613,960
Interest Earned/Misc. Income	641	469	1,460	3,010	1,985	2,147	2,909	1,682	1,470	1,497	1,312	993	19,574
Rental Revenue	-	550	150	-	-	1,000	150	150	1,125	950	800	-	4,875
<b>Total Revenues</b>	<b>\$ 641</b>	<b>\$ 43,614</b>	<b>\$ 545,236</b>	<b>\$ 5,510</b>	<b>\$ 4,475</b>	<b>\$ 11,357</b>	<b>\$ 13,738</b>	<b>\$ 2,889</b>	<b>\$ 5,397</b>	<b>\$ 2,447</b>	<b>\$ 2,112</b>	<b>\$ 993</b>	<b>\$ 638,409</b>
<b>Expenditures:</b>													
<i>General &amp; Administrative:</i>													
Supervisor Fees	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 6,000
PR-FICA	-	77	-	77	-	77	-	77	-	77	-	77	459
Engineering	-	-	-	110	-	370	1,720	-	-	-	-	-	2,200
Attorney	336	800	-	384	166	785	65	1,813	449	1,418	-	-	6,215
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	3,270	3,270
Assessment Administration	5,576	-	-	-	-	-	-	-	-	-	-	-	5,576
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	600	-	-	600
Dissemination Agent	94	94	94	94	94	94	94	94	94	94	94	94	1,124
Trustee Fees	1,129	-	-	3,388	-	-	-	-	-	-	-	-	4,517
Management Fees	4,277	4,277	4,277	4,277	4,277	4,277	4,277	4,277	4,277	4,277	4,277	4,277	51,320
Information Technology	159	159	159	159	159	159	159	159	159	159	159	159	1,908
Website Maintenance	106	106	106	106	106	106	106	106	106	106	106	106	1,272
Telephone	-	45	-	20	-	15	-	21	26	23	-	45	195
Postage & Delivery	60	29	81	28	79	8	12	7	516	122	285	31	1,258
Insurance General Liability	8,267	-	-	-	-	-	-	-	-	-	-	-	8,267
Printing & Binding	39	0	30	1	23	15	35	42	707	27	96	14	1,029
Legal Advertising	46	-	45	-	46	-	110	46	756	-	101	-	1,151
Other Current Charges	-	-	-	10	53	30	37	68	48	49	48	70	414
Office Supplies	1	0	0	0	1	0	1	0	1	0	1	0	5
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 20,265</b>	<b>\$ 6,586</b>	<b>\$ 4,792</b>	<b>\$ 9,654</b>	<b>\$ 5,003</b>	<b>\$ 6,934</b>	<b>\$ 6,615</b>	<b>\$ 7,709</b>	<b>\$ 7,138</b>	<b>\$ 7,950</b>	<b>\$ 5,166</b>	<b>\$ 9,142</b>	<b>\$ 96,955</b>

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

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Operations &amp; Maintenance</b>													
<b>Amenity Center Expenditures</b>													
Insurance	\$ 15,866	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,866
Amenity Manager	3,573	3,573	3,573	3,573	3,573	3,573	3,573	3,573	3,573	3,573	3,573	3,573	42,876
Facility Assistant	-	-	-	-	-	-	-	-	-	-	-	-	-
General Facility Maintenance	422	425	164	-	621	217	1,097	215	1,144	2,740	1,340	341	8,727
Repairs & Replacements	2,591	2,942	1,843	3,129	2,296	3,506	996	3,629	9,913	1,104	1,960	2,300	36,209
Lifeguards	-	-	-	-	907	-	3,000	4,577	4,047	4,358	-	-	16,888
Pool Maintenance	1,579	1,579	1,579	1,579	1,579	1,579	1,854	1,579	1,579	2,658	2,753	1,579	21,477
Pool Chemicals	142	-	1,036	76	64	1,252	201	-	1,390	562	769	164	5,655
Water & Sewer	789	948	890	965	810	858	825	999	960	1,124	868	769	10,804
Electric	1,087	1,009	1,155	1,091	1,029	874	965	1,007	1,451	1,495	1,661	1,471	14,295
Internet/Cable	563	594	594	623	659	659	659	659	659	659	659	659	7,648
Janitorial	991	991	991	991	991	991	991	991	991	991	991	991	11,891
Janitorial Supplies	-	-	69	-	103	119	123	212	165	52	135	464	1,443
Security System	701	2,035	558	573	573	573	573	716	430	573	573	573	8,452
Refuse Service	257	258	258	257	261	261	259	276	266	279	280	278	3,190
Special Events	-	1,457	571	-	319	-	800	-	-	506	-	1,252	4,904
Pool Permit	-	-	-	-	-	-	-	475	-	-	-	-	475
Pest Control	90	90	90	93	93	93	93	93	93	93	93	93	1,104
Access Cards	-	-	-	-	-	-	-	470	-	-	413	-	883
<b>Subtotal Amenity Center Expenditures</b>	<b>\$ 28,652</b>	<b>\$ 15,900</b>	<b>\$ 13,370</b>	<b>\$ 12,950</b>	<b>\$ 12,972</b>	<b>\$ 15,463</b>	<b>\$ 13,010</b>	<b>\$ 17,893</b>	<b>\$ 27,191</b>	<b>\$ 20,456</b>	<b>\$ 20,426</b>	<b>\$ 14,506</b>	<b>\$ 212,788</b>
<b>Grounds Maintenance Expenditures</b>													
Operations Management	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 25,785
Electric	193	201	199	203	204	204	203	201	219	219	221	223	2,489
Water	493	678	620	484	591	417	572	664	964	1,014	1,196	1,073	8,767
Repairs & Maintenance	1,579	1,413	2,440	1,768	3,347	5,249	520	340	360	-	4,035	3,603	24,655
Landscape Maintenance	11,953	10,704	11,429	11,454	10,704	10,704	10,704	10,704	10,704	10,704	10,704	10,704	131,169
Lake Maintenance	692	692	692	692	692	692	692	692	692	692	692	692	8,304
Irrigation Repairs	-	-	-	-	727	-	-	235	-	-	-	-	962
<b>Subtotal Grounds Maintenance Expenditures</b>	<b>\$ 17,058</b>	<b>\$ 15,837</b>	<b>\$ 17,529</b>	<b>\$ 16,749</b>	<b>\$ 18,414</b>	<b>\$ 19,415</b>	<b>\$ 14,839</b>	<b>\$ 14,985</b>	<b>\$ 15,088</b>	<b>\$ 14,777</b>	<b>\$ 18,997</b>	<b>\$ 18,443</b>	<b>\$ 202,131</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 45,710</b>	<b>\$ 31,736</b>	<b>\$ 30,899</b>	<b>\$ 29,699</b>	<b>\$ 31,385</b>	<b>\$ 34,877</b>	<b>\$ 27,849</b>	<b>\$ 32,878</b>	<b>\$ 42,279</b>	<b>\$ 35,233</b>	<b>\$ 39,423</b>	<b>\$ 32,949</b>	<b>\$ 414,919</b>
<b>Reserves</b>													
Capital Reserve Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (65,976)	\$ -	\$ -	\$ -	\$ -	\$ (65,976)
<b>Total Reserves</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (65,976)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (65,976)</b>
<b>Total Expenditures</b>	<b>\$ 65,975</b>	<b>\$ 38,323</b>	<b>\$ 35,691</b>	<b>\$ 39,353</b>	<b>\$ 36,388</b>	<b>\$ 41,812</b>	<b>\$ (31,512)</b>	<b>\$ 40,588</b>	<b>\$ 49,417</b>	<b>\$ 43,183</b>	<b>\$ 44,589</b>	<b>\$ 42,091</b>	<b>\$ 511,874</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (65,333)</b>	<b>\$ 5,291</b>	<b>\$ 509,545</b>	<b>\$ (33,844)</b>	<b>\$ (31,913)</b>	<b>\$ (30,454)</b>	<b>\$ 45,250</b>	<b>\$ (37,699)</b>	<b>\$ (44,020)</b>	<b>\$ (40,736)</b>	<b>\$ (42,477)</b>	<b>\$ (41,098)</b>	<b>\$ 126,535</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	\$8,339
Reserve Fund Balance	\$10,985
 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)
Less: May 1, 2025 (Mandatory)	(5,000)
 <b>Current Bonds Outstanding</b>	 <b>\$120,000</b>

*C.*

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

**Fiscal Year 2025 Assessments Receipts Summary**

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

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2007A DEBT RECEIPTS	O&M RECEIPTS	TOTAL RECEIVED
1	11/7/24	56.91	2,609.23	2,666.14
2	11/13/24	174.62	8,006.34	8,180.96
3	11/26/24	697.50	31,979.55	32,677.05
4	12/6/24	11,513.47	527,882.75	539,396.22
5	12/9/24	343.36	15,742.61	16,085.97
6	1/27/25	54.53	2,499.92	2,554.45
7	2/6/25	54.32	2,490.53	2,544.85
8	3/7/25	179.08	8,210.58	8,389.66
9	4/7/25	232.93	10,679.55	10,912.48
10	5/6/25	23.05	1,056.86	1,079.91
11	6/17/25	61.11	2,801.94	2,863.05
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>13,390.89</b>	<b>613,959.85</b>	<b>627,350.74</b>

PERCENT COLLECTED	DEBT	O&M	TOTAL
TOTAL PERCENT COLLECTED	100.24%	100.24%	100.24%

*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>			
	8/1/25 - 8/31/25	2853-2869	\$41,939.65
	9/1/2025 - 9/30/25	2870-2882	\$60,821.51
			\$102,761.16
<b><u>Capital Reserve</u></b>			
<b><u>Autopayments</u></b>			
	8/6/25	Comcast	276.81
	8/6/25	Waste Pro	279.72
	8/12/25	Comcast	382.50
	8/25/25	Newlane Finance	395.12
	8/29/25	Clay Electric	50.13
	9/2/25	CCUA	2,063.78
	9/2/25	Clay Electric	1,832.55
	9/5/25	Waste Pro	277.78
	9/5/25	IRS FICA tax payment	153.00
	9/8/25	Comcast	276.81
	9/8/25	Comcast	382.50
	9/25/25	Newlane Finance	395.12
	9/29/25	CCUA	1,841.68
	9/30/25	Clay Electric	50.24
			\$8,657.74
	<b>TOTAL</b>		<b>\$111,418.90</b>

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 10/27/25 PAGE 1  
\*\*\* CHECK DATES 08/01/2025 - 09/30/2025 \*\*\* RIDGEWOOD TRAILS CDD  
BANK A RIDGEWOOD TRAILS

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
8/01/25	00119	8/01/25	9437651	202508	330-53800-46200					*	10,703.68		
			AUG LANDSCAPE MAINTENANCE						BRIGHTVIEW LANDSCAPE SERVICES INC			10,703.68	002853
8/01/25	00018	7/25/25	28019	202507	310-51300-31200					*	600.00		
			ARB-SE2007AB FYE 5/31/25						GRAU & ASSOCIATES			600.00	002854
8/01/25	00152	7/24/25	07242025	202507	300-36900-10100					*	100.00		
			CK#699 DEPOSIT REFUND						RICHARD BELANGIA			100.00	002855
8/01/25	00039	7/18/25	427	202506	320-57200-46100					*	1,144.02		
			JUN AMENITY GENERAL MAINT										
			7/18/25 427 202506 320-57200-46000							*	3,689.70		
			JUN AMENITY RPR & RPLC										
			7/18/25 427 202506 320-57200-52200							*	164.70		
			JUN JANITORIAL SUPPLIES										
			7/18/25 427 202506 330-53800-46000							*	360.00		
			JUN REPAIR & MAINTENANCE						RIVERSIDE MANAGEMENT SERVICES INC			5,358.42	002856
8/01/25	00118	7/22/25	76371343	202508	320-57200-34510					*	142.95		
			AUG SECURITY SERVICES						VECTOR SECURITY INC			142.95	002857
8/11/25	00055	8/05/25	25274	202508	330-53800-46000					*	45.00		
			BACKFLOW TEST/CERTIFIED										
8/11/25	00003	8/01/25	279	202508	310-51300-34000					*	4,276.67		
			AUG MANAGEMENT FEES										
			8/01/25 279 202508 310-51300-35200							*	106.00		
			AUG WEBSITE ADMIN										
			8/01/25 279 202508 310-51300-35100							*	159.00		
			AUG INFO TECH										
			8/01/25 279 202508 310-51300-31300							*	93.67		
			AUG DISSEM AGENT SRVCS										
			8/01/25 279 202508 310-51300-51000							*	.75		
			OFFICE SUPPLIES										
			8/01/25 279 202508 310-51300-42000							*	285.27		
			POSTAGE										
			8/01/25 279 202508 310-51300-42500							*	96.00		
			COPIES						GOVERNMENTAL MANAGEMENT SERVICES			5,017.36	002859

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT #
8/11/25	00126	8/01/25	428039	202508	320-57200-34510				*	35.00	
			ACCESS CONTROL - AUG					HI-TECH SYSTEM ASSOCIATES		35.00	002860
8/11/25	00042	8/01/25	295448B	202508	330-53800-46400				*	692.00	
			AUG LAKE MAINTENANCE					THE LAKE DOCTORS, INC.		692.00	002861
8/11/25	00039	8/01/25	428	202508	320-57200-34200				*	990.92	
			AUG JANITORIAL SERVICES								
8/01/25	428	202508	320-57200-46500						*	1,579.17	
			AUG POOL MAINTENANCE SRVC								
8/01/25	428	202508	330-53800-34000						*	2,148.75	
			AUG CONTRACT ADMIN								
8/01/25	428	202508	320-57200-46200						*	3,573.00	
			AUG FACILITY MANAGEMENT								
8/01/25	428	202508	320-57200-52100						*	367.29	
			POOL CHEM-TRICHLOR								
8/01/25	428	202508	320-57200-52100						*	35.48	
			POOL CHEM-DE POWDER								
8/01/25	428	202508	320-57200-52100						*	235.13	
			POOL CHEM-LIQUID BLEACH								
8/01/25	428	202508	320-57200-52100						*	48.93	
			POOL CHEM-MURIATIC ACID								
8/01/25	428	202508	320-57200-46500						*	247.50	
			POOL SRVC-CODE BROWN SRVC								
8/01/25	428	202508	320-57200-52100						*	82.50	
			POOL CHEM-BICARB								
			RIVERSIDE MANAGEMENT SERVICES INC							9,308.67	002862
8/29/25	00055	8/14/25	25536	202508	330-53800-46000				*	368.05	
			BACKFLOW TEST/CERTIFIED								
			BOB'S BACKFLOW & PLUMBING SERVICES							368.05	002863
8/29/25	00015	8/07/25	2025-301	202508	310-51300-48000				*	54.60	
			8/7 NTC OF MTGS/FY26								
			OSTEEN MEDIA GROUP - CLAY TODAY							54.60	002864
8/29/25	00015	8/21/25	2025-301	202508	310-51300-48000				*	46.20	
			9/3 NTC OF MTG								
			OSTEEN MEDIA GROUP - CLAY TODAY							46.20	002865
8/29/25	00143	8/21/25	7175836	202508	320-57200-46500				*	926.50	
			POOL CHEMICALS - AUG								
			HAWKINS INC							926.50	002866

RDGE -- RIDGEWOOD -- BPEREGRINO

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 10/27/25 PAGE 4  
\*\*\* CHECK DATES 08/01/2025 - 09/30/2025 \*\*\* RIDGEWOOD TRAILS CDD  
BANK A RIDGEWOOD TRAILS

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	EXPENSED TO... DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
		9/01/25	280	202509	310-51300-41000			GOVERNMENTAL MANAGEMENT SERVICES	*	44.65		
			TELEPHONE								4,725.41	002873
9/05/25	00153	9/03/25	09032025	202508	300-36900-10100				*	100.00		
			RM&POOL	- POOL	REFUND						100.00	002874
9/05/25	00126	9/01/25	429535	202509	320-57200-34510			GREG UNTALAN	*	35.00		
			ACCESS	CONTROL	- SEP						35.00	002875
9/05/25	00042	9/01/25	303799B	202509	330-53800-46400			HI-TECH SYSTEM ASSOCIATES	*	692.00		
			SEP	LAKE	MAINTENANCE						692.00	002876
								THE LAKE DOCTORS, INC.				
9/05/25	00118	8/22/25	76530686	202509	320-57200-34510				*	142.95		
			SEP	SECURITY	SERVICES						142.95	002877
9/11/25	00039	8/31/25	433	202508	320-57200-45100			VECTOR SECURITY INC	*	4,357.65		
			AUG	LIFEGUARDS							4,357.65	002878
								RIVERSIDE MANAGEMENT SERVICES INC				
9/11/25	00039	9/01/25	432	202509	320-57200-34200				*	990.92		
			SEP	JANITORIAL	SRVCS						990.92	002879
			9/01/25	432	202509	320-57200-46500			*	1,579.17		
				SEP	POOL	MAINT	SRVCS				1,579.17	002880
			9/01/25	432	202509	330-53800-34000			*	2,148.75		
				SEP	CONTRACT	ADMIN				2,148.75	002881	
			9/01/25	432	202509	320-57200-46200			*	3,573.00		
				SEP	FACILITY	MANAGEMENT				3,573.00	002882	
			9/01/25	432	202509	320-57200-52100			*	122.43		
				POOL	CHEM-TRICHLOR					122.43	002883	
			9/01/25	432	202509	320-57200-52100			*	6.11		
				POOL	CHEM-PHOSPHATE	RMVR				6.11	002884	
			9/01/25	432	202509	320-57200-52100			*	35.48		
				POOL	CHEM-DE	POWDER				35.48	002885	
								RIVERSIDE MANAGEMENT SERVICES INC				
9/19/25	00130	9/08/25	62114260	202509	320-57200-43200				*	92.70		
			SEP	RODENT	CONTROL						92.70	002886
								TURNER PEST CONTROL LLC				
9/26/25	00029	9/19/25	29628	202509	300-15500-10000				*	24,046.00		
			FY26	INSURANCE	RENEWAL						24,046.00	002887
								EGIS INSURANCE ADVISORS, LLC				
											24,046.00	002888

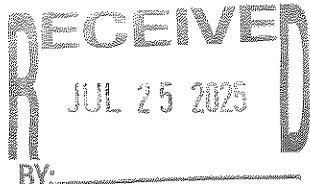
RIDGE --RIDGEWOOD-- BPEREGRINO

# INVOICE



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

Customer #: 24319930  
Invoice #: 9437651  
Invoice Date: 8/1/2025  
Cust PO #:

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For August	10,703.68
	Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Rob Alba</i> 7.25.2025	
	 A large, stylized "RECEIVED" stamp with "BY" written below it. The date "JUL 25 2025" is stamped in the center of the "RECEIVED" text.	
	<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 #: 9437651  
Invoice Date: 8/1/2025

**Amount Due: \$10,703.68**

*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 Pl Ste 114  
St Augustine FL 32092

## Grau and Associates

1001 W. Yamato Road, Suite 301  
Boca Raton, FL 33431  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Ridgewood Trails Community Development District  
1408 Hamlin Avenue, Unit E  
Saint Cloud, FL 34771

Invoice No. 28019  
Date 07/25/2025



SERVICE	AMOUNT
Project: Arbitrage - Series 2007AB FYE 5/31/2025	
Arbitrage Services	
Arbitrage	\$ 600.00
<b>Subtotal:</b>	<b>600.00</b>
Total	600.00
Current Amount Due	\$ 600.00

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

**From:** Bernadette Peregrino [bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)  
**Subject:** Fwd: Richard Belangia  
**Date:** July 24, 2025 at 12:59 PM  
**To:** Todd Polvere [Tpolvere@gmsnf.com](mailto:Tpolvere@gmsnf.com)  
**Cc:** Ridgewood Trails Amenity Manager [ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)

Todd,

Please see attached rental refund below.

Thank you,  
Bernadette Peregrino  
District Accountant  
475 West Town Place Ste 114  
Saint Augustine, FL 32092  
Tel and Fax: 904-239-5309  
[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)



Begin forwarded message:

**From:** Rob Alba <[ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)>  
**Subject: Re: Richard Belangia**  
**Date:** July 24, 2025 at 12:52:18 PM EDT  
**To:** Bernadette Peregrino <[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)>

Yes, that is correct. Due to weather they were unable to utilize the pool rental so they were only charged for renting the clubhouse.

On Thu, Jul 24, 2025 at 12:33 PM Bernadette Peregrino <[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)> wrote:  
Rob,

We received a deposit and there was a note to refund Richard Belangia \$100.00 is that correct?

Richard Belangia  
3074 Cold Leaf Way  
Green Cove Springs FL 32043-8673

If so please send email to refund rentals via email please but thanks for the note.

Thank you,  
Bernadette Peregrino  
District Accountant  
475 West Town Place Ste 114  
Saint Augustine, FL 32092  
Tel and Fax: 904-239-5309  
[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)

--

Thank you,

Rob Alba  
Amenity Manager  
Ridgewood Trails CDD  
3813 Great Falls Loop  
Middleburg, FL 32068  
Office: 904-214-3346

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

# Invoice

Invoice #: 427  
Invoice Date: 7/18/2025  
Due Date: 7/18/2025  
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 June 1 - June 30, 2025 Maintenance Supplies	89.38	40.00 1,783.22	3,575.20 1,783.22
Approved			
\$1144.02 Amenity General Maintenance 1.320.57200.46100			
\$3689.70 Amenity Repair and Replacement 1.320.57200.46000			
\$164.70 Janitorial Supplies 1.320.57200.52200			
\$360.00 Field Repair and Maintenance 1.330.53800.46000			
\$5358.42 Ridgewood Trails CDD Rob Alba 7.18.2025			
<i>Alison Moring</i> 7-21-25			
<b>Total</b>			<b>\$5,358.42</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,358.42</b>

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**MAINTENANCE BILLABLE HOURS**  
**FOR THE MONTH OF JUNE 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/2/25	8	R.A.	Removed dirt in large pool pack and installed cinder blocks for retaining wall, leveled and packed cinder blocks, removed seventy five percent of mulch in large pool pack, moved to exterior fence line of pool pack to increase drainage slope against retaining wall, showed pool maintenance water leak at Stenner line installation in sidewall of pool pack for them to reseal, conducted performance check of French drain system and no clogs, picked up supplies
6/3/25	2	R.A.	Removed mulch from pool pack area
6/4/25	6	R.A.	Trenched around pool pack fence line, leveled and installed cinder block for retaining wall, installed and filled cinder blocks for retaining wall, picked up supplies
6/4/25	1	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
6/4/25	1	C.W.	Checked and changed trash receptacles, emptied and restocked dog waste receptacles, removed debris around amenity center and roadways
6/8/25	2	R.A.	Straightened and organized pool deck furniture, blew mulch off pool deck, set up umbrellas, removed debris around amenity center, worked on retaining wall in the large pool pack
6/11/25	1	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
6/11/25	1	C.W.	Checked and changed trash receptacles, emptied and restocked dog waste receptacles, removed debris around amenity center and roadways
6/12/25	8	R.A.	Installed second mailbox for address 1667 Azalea Ridge Boulevard, removed 3813 Great Falls Loop mailbox and installed matching set with 1667, began removing excess dirt and grading large pool pack, used excess dirt to build up drainage slope on exterior of retaining wall, picked up supplies, order pool pack gravel
6/13/25	3.8	R.A.	Worked on building retaining wall, leveling large pool pack and sloping exterior drainage, picked up supplies
6/16/25	3.1	R.A.	Working on building retaining wall for large pool pack
6/17/25	5.5	R.A.	Laid heavy duty weed control fabric in large pool pack, began moving 3/4" limestone gravel to large pool pack
6/17/25	1	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
6/17/25	1	C.W.	Checked and changed trash receptacles, emptied and restocked dog waste receptacles, removed debris around amenity center and roadways
6/17/25	7.63	B.W.	Assisted with pool pack renovation
6/18/25	7.4	R.A.	Finished moving limestone gravel to large pool pack area, used remaining limestone gravel to create path from paver walkway to lifeguard shed, removed top layer of grass and used weed control fabric, covered with limestone gravel
6/18/25	6.95	B.W.	Assisted with pool pack renovation
6/22/25	1.5	R.A.	Blew mulch off pool deck and removed debris, set up pool furniture and umbrellas
6/23/25	3	R.A.	Set up pool furniture, picked up debris and blew mulch off pool deck
6/24/25	3	R.A.	Hauled off sod removed during rock installation for lifeguard shed, set up pool furniture, removed debris and blew mulch off pool deck
6/25/25	2.5	R.A.	Sprayed for wasps, inspected Stenner pump with pool maintenance, set up pool furniture, removed debris from pool deck
6/27/25	3	R.A.	Set up and installed new umbrellas and new bases, set up pool furniture and remaining umbrellas, picked up supplies
6/27/25	1.5	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
6/27/25	1.5	C.W.	Checked and changed trash receptacles, emptied and restocked dog waste receptacles, removed debris around amenity center and roadways
6/28/25	3	R.A.	Blew mulch off pool deck and removed debris, set up pool furniture, tables and umbrellas
6/29/25	4	R.A.	Assembled 90 gallon storage deck box for large pool pack, leveled installation area and installed deck box, transferred pool chemicals from older larger deck box to newer smaller deck box, removed construction debris from paneling shed interior and disposed in dumpster, transferred old pool deck box to maintenance area next to shed and installed, load deck box with maintenance tools, paints and other maintenance items, set up furniture and umbrellas, removed debris and blew mulch off pool deck

**TOTAL** 89.38

**MILES** 0

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 7/05/25

<b><u>DISTRICT</u></b>	<b><u>DATE</u></b>	<b><u>SUPPLIES</u></b>	<b><u>PRICE</u></b>	<b><u>EMPLOYEE</u></b>
RT				
<b>RIDGEWOOD TRAILS</b>				
	5/26/25	Paper Towels 6 Rolls	75.07	R.A.
	5/29/25	Flush Valve Kit (3)	96.39	R.A.
	6/6/25	Cinder Blocks 8x8x16 (15)	37.43	R.A.
	6/6/25	Cinder Blocks 8x8x8 (2)	7.18	R.A.
	6/6/25	Cinder Block 4x8x16	5.03	R.A.
	6/6/25	Cinder Blocks 8x8x16 (15)	37.43	R.A.
	6/11/25	Spine Board Head Immobilizer for Backboard	60.95	R.A.
	6/12/25	Bulk #57 Limestone 3/4" (4 Cu. Yds)	811.44	R.A.
	6/12/25	Black Mailbox and Post	91.97	R.A.
	6/12/25	4x4 6Ft Pressure Treated Post	11.71	R.A.
	6/12/25	2" Black and Gold Mailbox Numbers	11.34	R.A.
	6/12/25	Black Mailbox and Post	91.97	R.A.
	6/12/25	4x4 6Ft Pressure Treated Post	11.71	R.A.
	6/12/25	3" Black and Gold Mailbox Numbers (2)	3.99	R.A.
	6/13/25	8x8x16 Cinder Blocks (15)	37.43	R.A.
	6/13/25	4x8x16 Cinder Block	5.03	R.A.
	6/14/25	Spine Straps for Backboard	19.77	R.A.
	6/16/25	4x8x16 Solid Concrete Blocks (5)	17.14	R.A.
	6/16/25	8x8x16 Clnder Blocks (15)	37.43	R.A.
	6/16/25	4x8x16 Solid Concrete Blocks (5)	17.14	R.A.
	6/17/25	4x8x16 Solid Concrete Blocks (3)	10.28	R.A.
	6/18/25	6'x10' Woven Landscape Fabric	68.89	R.A.
	6/18/25	Dual Flex XConnect Y-Tap for Hose Bib	18.52	R.A.
	6/27/25	Combo Pad Lock	27.92	R.A.
	6/27/25	Toilet Paper 18pk (2)	32.20	R.A.
	6/27/25	Powerbolt Electric Door Lock	80.47	R.A.
	7/3/25	55 Gal Trash Bags 40ct (2)	57.43	R.A.
		<b>TOTAL</b>	<b><u>\$1,783.22</u></b>	



**VECTOR  
SECURITY.**

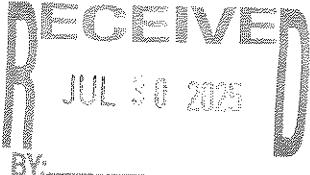
9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

page 1 of 2

**Account Information**

Invoice Number:	76371343
Invoice Date:	07/22/2025
Branch:	72
Account Number:	6433093
Due Date:	08/21/2025

**Account Activity**

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 08/01/2025 To: 08/31/2025 RECURRING SERVICES			142.95	0.00	142.95
<hr/>					
Approved Ridgewood Trails CDD Security 1.320.57200.34510 <i>Rob Alba</i> 07.30.25					
					
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*

MS9GW7JF



9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

**VECTOR  
SECURITY.**

Address Service Requested

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

**Invoice**

Customer Name: RIDGEWOOD TRAILS DEVELOPMENT D

Invoice Number:	76371343
Invoice Date:	07/22/2025
Account Number:	6433093
Due Date:	08/21/2025
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

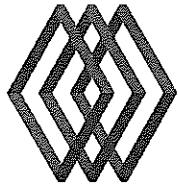


Check box and fill out reverse side to correct billing address.

00000000720000000643309390076371343000000000142954

## How to Reach Customer Care

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



**VECTOR  
SECURITY®**



## KNOCK, KNOCK.

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

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

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

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

For more information:

[vectorsecurity.com/sales-scam](http://vectorsecurity.com/sales-scam)

vec-147614

## Has your billing address or phone number changed?

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

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

Vector Security is a registered trademark of Vector Security, Inc. Licenses: AK 14-063, 904141; AL AESBL 817, 44814, A-0329, A-0805; AR CMPY.1495, 0179570423; AZ ROC218982, 18365-0; CA ACO6152, 914676; DC 65003740, ECS903143; DE FAL-0196, FAL-0253, 85-47, CSRSL-0043, 1989004898; FL EF20000395, EF20001159; GA LVA206059; HI CT-27082; IA AS-0107, C118764; IL 127-001300; LA F317, F2142, F2144, 54974; MA 1492 C, SS-001909; MD 21PLU-SS2089; MI 3601300475; MS 23481-SC; NC 25467-SP-LV, 1592-CSA, 528676-CSA; ND 37153; NJ Burglar Alarm Business Lic. 34BA00023500, NJ Fire Alarm Business Lic. 34FA00021100, NJ Locksmith Business Lic. 34LS00070600, NJ FBL Business Lic. 34AL00000400, 13VH00292300, 606936, 854 So. White Horse Pike Suite 1, Hammonton, NJ 08037; NM 411855, 17-0133; NV 0066031, F437; NY 12000234360; OH 53-50-1081; OK AC559; OR 194571; PA 004997; RI 4794, 2903, 30394, AFC-9185; SC BAC.5590, FAC.3419; TN 444, 1341, 1551, 1552; TX B11645, ACR-1768, APS-2023744; UT 4759383-6501; VA DCJS #11-2048, 2705020459A; VT T1-2348; WA VECTOSI957PE; WV WV043469; WY LV-A-18634. In Alabama, complaints may be forwarded to the license board at the following address and telephone number: Alabama Electronic Security Board of Licensure, 7956 Vaughn Road, Suite 392, Montgomery, AL 36116, (334) 264-9388. In Arkansas, licensing is regulated by the Arkansas Board of Private Investigators and Private Security Agencies, #1 State Police Plaza Drive, Little Rock, AR 72209, (501) 618-8600. In California, alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA 95834. In New York, licensed by the N.Y.S. Department of State. In North Carolina, licensing is regulated by the North Carolina Alarm Systems Licensing Board, 4901 Glenwood Ave, Suite 200, Raleigh, NC 27612, (919) 788-5320. In Texas, licensing is regulated by the Texas Department of Public Safety, Private Security Bureau, P.O. Box 4087, Austin, TX 78773, (512) 424-7710. License information additionally available at [www.vectorsecurity.com](http://www.vectorsecurity.com).

**Bob's Backflow & Plumbing Services**

4640 Subchaser Ct., Ste 113  
Jacksonville, FL 32244

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

# INVOICE

25274

Invoice Date

8/5/2025

**Bill To**

Ridgewood Trails CDD  
1667 Azalea Ridge Blvd  
Middleburg, FL 32068

**Job Location**

Ridgewood Trails CDD  
1667 Azalea Ridge Blvd  
Middleburg, FL 32068



P.O. Number	Terms	Due Date
	Net 30	9/4/2025

Serviced	Description	Quantity	Price Each	Amount
8/1/2025	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider 1-1/2" Wilkins 975XL Serial# 3004852 - FAILED Proposal will follow for repairs needed to be in compliance with water utility provider.	1	45.00	45.00
	As of 8/5 the repair has been approved. This invoice is for the original testing.		0.00	0.00
	Approved Ridgewood Trails CDD Field Repairs and Maintenance 1.330.53800.46000 Rob Alba 08.06.2025			
	<b>RECEIVED</b> AUG 06 2025 By:			

<b>Total</b>	\$45.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$45.00

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

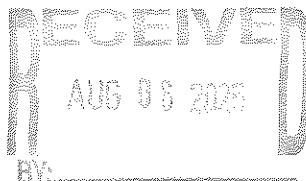
**Governmental Management Services, LLC**  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

**Invoice**

Invoice #: 279  
Invoice Date: 8/1/25  
Due Date: 8/1/25  
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 - August 2025		4,276.67	4,276.67
Website Administration - August 2025		106.00	106.00
Information Technology -August 2025		159.00	159.00
Dissemination Agent Services -August 2025		93.67	93.67
Office Supplies		0.75	0.75
Postage		285.27	285.27
Copies		96.00	96.00
<hr/>			
		Total	\$5,017.36
<hr/>		Payments/Credits	\$0.00
<hr/>		Balance Due	\$5,017.36



Tallahassee, FL 32308  
2498 Centerville Rd.

Invoice

Invoice #: 428039  
Invoice Date: 08/01/2025  
Completed: 08/01/2025  
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
Sales Tax			0.00

Approved  
Ridgewood Trails CDD  
Security  
1.320.57200.34510  
*Rob Alba*  
08.04.2025



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](mailto:Support@hitechflorida.com)  
Office: 850-385-7649

Total	\$35.00
Payments	\$0.00
Balance Due	\$35.00

MAKE CHECK PAYABLE TO:



Post Office Box 162134  
Altamonte Springs, FL 32716  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

**ADDRESSEE**

ACCOUNT NUMBER	DATE	BALANCE
718416	8/1/2025	\$692.00

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

The Lake Doctors  
Post Office Box 162134  
Altamonte Springs, FL 32716

0000000066213001000000029544800000006920048

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

## RIDGEWOOD TRAILS CDD

**3813 Great Falls Loop Middleburg, FL 32068**

**Invoice Due Date** 8/11/2025

Invoice 295448B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
8/1/2025	Water Management - Monthly		\$692.00	\$0.00	\$692.00
Please remit payment for this month's invoice.					
Approved Ridgewood Trails CDD Lake Maintenance 1.330.53800.46400 <i>Rob Alba</i> 08.04.2025					
					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.					
Credits \$0.00 Adjustment \$0.00 AMOUNT DUE					

Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.

RECEIVED  
APR 16 1924  
24 200  
BY

**Total Account Balance including this invoice:**

**\$692.00**

**This Invoice Total:**

**\$692.00**

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

**Customer #:** 718416

**Portal Registration #:** 98B142AF

**Customer E-mail(s):** RIDGEWOODTRAILSMGR@RMSNF.COM

**Customer Portal Link:** [www.lakedoctors.com/contact-us/](http://www.lakedoctors.com/contact-us/)

## Corporate Address

4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

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



**Bob's Backflow & Plumbing Services**

4640 Subchaser Ct., Ste 113  
Jacksonville, FL 32244

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

**INVOICE**

RECEIVED  
AUG 15 2025

25536

Invoice Date

8/14/2025

**Bill To**

Ridgewood Trails CDD  
1667 Azalea Ridge Blvd  
Middleburg, FL 32068

**Job Location**

Ridgewood Trails CDD  
1799-2 Azalea Ridge Blvd  
Middleburg, FL 32068



P.O. Number	Terms	Due Date
	Net 30	9/13/2025

Serviced	Description	Quantity	Price Each	Amount
8/6/2025	1-1/2" Wilkins 975XL S#:3004852 - Potable Labor to replace #1 & #2 check rubber, clean, flush, test, and certify. Re-insulate the backflow preventer and risers. Wilkins RK114-950XLR 950/975 Double Check Kit 1.25'-2' 2 Each Insulation to protect the device against future freeze damage. Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - PASSED	2	100.00	200.00
		1	98.05	98.05
		1	70.00	70.00
		1	0.00	0.00
	Approved Ridgewood Trails CDD Field Repairs and Maintenance 1.330.53800.46000 <i>Rob Alba</i> 8.15.2025			

<b>Total</b>	<b>\$368.05</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$368.05</b>

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

**INVOICE**

# CLAY TODAY

A Division of Osteen Media Group

Invoice Number: 2025-301136  
Invoice Date: 8/7/2025  
Due Date: 9/6/2025

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	AdTitle	Ad Size	Color	Ad Inch	Net
Legal # 158880	Notice of Meetings / FY 2025	CT - Clay Today	Aug 7	2025		Column Inch	Black & White	5.2000	\$54.60
<b>Total:</b>									<b>\$54.60</b>

Please mail payments to:  
Osteen Media Group  
3513 US Hwy 17  
Fleming Island Florida 32003

Please call the office at 904-264-3200 if you would like to pay by credit card.

Affidavit attached to this invoice.

Please pay from this invoice. Email for inquiries or questions - [legal@claytodayonline.com](mailto:legal@claytodayonline.com). Thank you for your business.

RECEIVED  
AUG 11 2025

# 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 Notice of Meetings

In the matter of FY 2026

LEGAL: 156890

Was published in said newspaper in the issues:

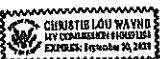
8/7/2025

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 preceding 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 08/07/2025

Christie Lou Wayne



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32003

Telephone (904) 264-3200

FAX (904) 264-3285

E-Mail: legal@claytodayonline.com

Christie Wayne christie@ossteenmediagroup.com

## NOTICE OF MEETINGS

### RIDGEWOOD TRAILS

### COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Ridgewood Trails Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2026 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1667 Azalea Ridge Boulevard, Middleburg, Florida 32068 on the first Wednesday of each month as follows or otherwise noted:

November 5, 2025

January 7, 2026

March 4, 2026

May 6, 2026

July 1, 2026

September 2, 2026

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

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

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

Marilee Giles

Manager  
Legal 156890 Published 8/7/2025 In Clay County's Clay Today newspaper

# CLAY TODAY

A Division of Osteen Media Group

## INVOICE

Invoice Number: 2025-301727  
Invoice Date: 8/21/2025  
Due Date: 9/20/2025

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	AdTitle	Ad Size	Color	Ad Inch	Net
Legal # 161121	Notice of Meeting September 3, 2025	CT - Clay Today	Aug 21	2025		Column Inch	Black & White	4.4000	\$46.20
<b>Total:</b>									<b>\$46.20</b>

Please mail payments to:  
Osteen Media Group  
3513 US Hwy 17  
Fleming Island Florida 32003

8/21/2025  
AUG 25 2025

Please call the office at 904-264-3200 if you would like to pay by credit card.

Affidavit attached to this invoice.

Please pay from this invoice. Email for inquiries or questions - [legal@claytodayonline.com](mailto:legal@claytodayonline.com). Thank you for your business.

# CLAY TODAY

## PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT  
CLAY TODAY  
Published Weekly  
Fleming Island, Florida

STATE OF FLORIDA  
COUNTY OF CLAY:

Before the undersigned authority personally appeared Hugh Osteen, who on oath says that he is the publisher of the "Clay Today", a newspaper published weekly at Fleming Island in Clay County, Florida; that the attached copy of advertisement

Being a Notice of Meeting

In the matter of September 3, 2025

LEGAL: 161121

Was published in said newspaper in the issues:

8/21/2025

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 preceding 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.



Swear to me and subscribed before me 08/21/2025

Christy Lee Wayne 

NOTARY PUBLIC, STATE OF FLORIDA

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

## Notice of Meeting

### Ridgewood Trails

### Community Development District

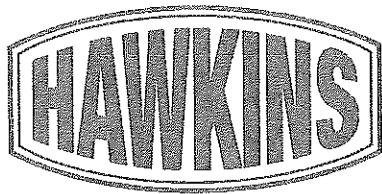
The meeting of the Board of Supervisors of the Ridgewood Trails Community Development District will be held on Wednesday, September 3, 2025 at 6:00 p.m. at the Azalea Ridge Amenity Center, 1867 Azalea Ridge Boulevard, Middleburg, Florida 32068. The meeting is open to the public and will be conducted 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 32082 (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 161121 Published 8/21/2025 in Clay County's Clay Today newspaper

Original



Hawkins, Inc.  
2381 Rosegate  
Roseville, MN 55113  
Phone: (612) 331-6910

## INVOICE

Total Invoice	\$926.50
Invoice Number	7175836
Invoice Date	8/21/25
Sales Order Number/Type	4916925 SL
Branch Plant	74
Shipment Number	5894699

Sold To: 531351  
Accounts Payable  
RIDGEWOOD TRAILS CDD  
475 W Town PI STE 114  
St Augustine FL 32092-3649

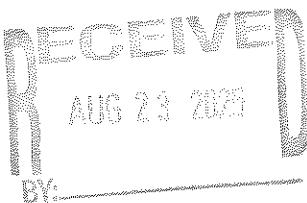
Ship To: 531352  
RIDGEWOOD TRAILS CDD  
1667 Azalea Ridge Blvd  
Middleburg FL 32068

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release	Sales Agent #
9/20/25	Net 30	PPD Origin	HWTG					387
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	310.0000	GA	\$2.9500	GA 2,997.7 LB	\$914.50
		1 LB BLK (Mini-Bulk)		310.0000	GA		2,997.7 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000		\$12.00

\*\*\*\*\* Receive Your Invoice Via Email \*\*\*\*\*

Please contact our Accounts Receivable Department via email at Credit.Dept@HawkinsInc.com or call 612-331-6910 to get it setup on your account.

Approved  
Ridgewood Trails CDD  
Pool Chemicals  
1.320.57200.46500  
Rob Alba  
8.23.2025



Page 1 of 1	Tax Rate	Sales Tax	Invoice Total	\$926.50
	0 %	\$0.00		

No Discounts on Freight

**IMPORTANT:** All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.

**NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.**

CHECK REMITTANCE: Hawkins, Inc. P.O. Box 860263 Minneapolis, MN 55486-0263	FINANCIAL INSTITUTION: US Bank 800 Nicollet Mall Minneapolis, MN 55402	ACH PAYMENTS: CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment. For other than CTX, the remit to information may be emailed to Credit.Dept@HawkinsInc.com
WIRING CONTACT INFORMATION: Email: Credit.Dept@HawkinsInc.com	Account Name: Hawkins, Inc. Account #: 180120759469 ABA/Routing #: 091000022	CASH IN ADVANCE/EFT PAYMENTS: Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.
Phone Number: (612) 331-6910 Fax Number: (612) 225-6702	Swift Code#: USBKUS441MT Type of Account: Corporate Checking	

This contractor and subcontractor shall abide by the requirements of 41 CFR §§80-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

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

# Invoice

Invoice #: 430  
Invoice Date: 7/31/2025  
Due Date: 7/31/2025  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Lifeguards - July 2025	195.77	20.67	4,046.57

RECEIVED  
AUG 12 2025  
BY \_\_\_\_\_

Alison Moring  
8-12-25

Total	\$4,046.57
Payments/Credits	\$0.00
Balance Due	\$4,046.57

RIDGEWOOD TRAILS CDD  
LIFEGUARD INVOICE DETAIL

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
195.77	Lifeguarding Services for Ridgewood Trails	\$ 20.67	\$4,046.57

Covering July 2025

LIFEGUARDS # 320-572-4510

TOTAL DUE: \$4,046.57

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
LIFEGUARD BILLABLE HOURS JULY 2025

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/4/25	5.07	L.D.	Lifeguarding
7/4/25	4.98	S.M.	Lifeguarding
7/4/25	4.97	Z.M.	Lifeguarding
7/4/25	4.98	E.P.	Lifeguarding
7/5/25	5.83	L.D.	Lifeguarding
7/5/25	5.85	Z.M.	Lifeguarding
7/5/25	5.73	E.P.	Lifeguarding
7/6/25	5.55	L.D.	Lifeguarding
7/6/25	5.58	S.M.	Lifeguarding
7/6/25	5.35	E.P.	Lifeguarding
7/11/25	5.02	L.D.	Lifeguarding
7/11/25	4.98	S.M.	Lifeguarding
7/11/25	5.2	E.P.	Lifeguarding
7/12/25	5.02	L.D.	Lifeguarding
7/12/25	5.05	Z.M.	Lifeguarding
7/12/25	5.07	E.P.	Lifeguarding
7/13/25	5.1	L.D.	Lifeguarding
7/13/25	5.08	Z.M.	Lifeguarding
7/13/25	5.25	E.P.	Lifeguarding
7/18/25	5.73	S.M.	Lifeguarding
7/18/25	5.75	Z.M.	Lifeguarding
7/18/25	5.87	E.P.	Lifeguarding
7/19/25	5.8	Z.M.	Lifeguarding
7/19/25	5.88	E.P.	Lifeguarding
7/20/25	5.82	L.D.	Lifeguarding
7/20/25	5.87	Z.M.	Lifeguarding
7/20/25	7.82	E.P.	Lifeguarding
7/25/25	5.73	L.D.	Lifeguarding
7/25/25	7.75	S.M.	Lifeguarding
7/25/25	5.85	Z.M.	Lifeguarding
7/26/25	5.82	L.D.	Lifeguarding
7/26/25	5.85	Z.M.	Lifeguarding
7/26/25	5.84	E.P.	Lifeguarding
7/27/25	5.83	L.D.	Lifeguarding
7/27/25	4.9	E.P.	Lifeguarding
<b>TOTAL</b>	<b><u>195.77</u></b>		

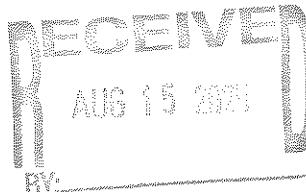
Riverside Management Services, Inc  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

# Invoice

Invoice #: 431  
 Invoice Date: 8/13/2025  
 Due Date: 8/13/2025  
 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 July 1 - July 31, 2025		71.5	40.00
Maintenance Supplies			1,541.95
 \$2,740.00			2,860.00
Amenity General Maintenance			
1.320.57200.46100			1,541.95
 \$641.60			
Amenity Repairs & Replacement			
1.320.57200.46000			
 \$51.70			
Janitorial Supplies			
1.320.57200.52200			
 \$462.65			
Field Repairs & Maintenance			
1.330.53800.46000			
 \$506.00			
Special Event			
1.320.57200.49500			
 \$4401.95			
Approved			
Ridgewood Trails CDD			
<i>Rob Alba</i>			
8.14.25			

Total	\$4,401.95
Payments/Credits	\$0.00
Balance Due	\$4,401.95

*Alison Morris*  
 8-15-25

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**MAINTENANCE BILLABLE HOURS**  
**FOR THE MONTH OF JULY 2025**

<b>Date</b>	<b>Hours</b>	<b>Employee</b>	<b>Description</b>
7/1/25	1	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
7/1/25	1	C.W.	Checked and changed trash receptacles, emptied and restocked dog waste receptacles, removed debris around amenity center and roadways
7/3/25	2	R.A.	Set up pool furniture, blew leaves and debris off pool deck, removed debris on pool deck, picked up supplies
7/5/25	3	R.A.	Set up pool furniture and umbrellas, removed debris from pool deck, around amenity center, field and playground, set up water slide and lifeguard equipment, blew mulch off pool deck
7/6/25	3	R.A.	Installed No Motor Vehicle sign on pond near power lines, worked on large pool gate exit button, new part on order, set up pool furniture and umbrellas, removed debris from pool deck, blew mulch off pool deck, set up slide and lifeguard equipment
7/9/25	3	R.A.	Straightened and organized pool deck furniture and set up umbrellas, blew off mulch on pool deck, removed debris around amenity center
7/9/25	2	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
7/10/25	5	R.A.	Set up pool furniture, removed debris from pool deck, blew mulch off pool deck, drove property marking locations of all Clay electric light poles, after dark drove community and made notes of all inoperable light poles to report
7/11/25	3	R.A.	Replaced push to exit button at large pool gate, set up furniture, blew off deck, removed debris around amenity center, sprayed for wasps around pool slide
7/12/25	2	R.A.	Set up umbrellas and pool furniture, blew mulch off pool deck, removed debris from pool deck, around amenity center and parking lot
7/13/25	2	R.A.	Blew leaves and debris off pool deck, removed debris from pool deck, around amenity center and parking lot, set up umbrellas and pool furniture
7/16/25	3	R.A.	Measured distance for block off chain at Azalea Ridge Blvd power line entrance, installed block off chain for power line entrance, installed new trespass/private property signs at power line entrance, picked up supplies
7/17/25	4.5	R.A.	Straightened and organized pool deck furniture and umbrellas, removed debris around amenity center and pool deck, blew mulch off pool deck, dug three foot post hole and installed four by four, poured concrete base for stability, installed metal hose reel bracket and retractable hose reel, installed vinyl label for amenity center Dropbox
7/18/25	3.5	R.A.	Blew mulch off pool deck and removed debris, removed and replaced small pool push to exit button, straightened and organized pool furniture and set up umbrellas, helped lifeguards set up slide opening
7/18/25	1.5	A.A.	Removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
7/19/25	3	R.A.	Straightened and organized pool deck furniture and umbrellas, set up morning and afternoon clubhouse rentals, helped lifeguards set up slide opening, blew mulch off pool deck and removed debris on pool deck and around amenity center
7/20/25	3	R.A.	Blew leaves and debris off pool deck and walkways, removed debris around amenity center, pool deck, field and parking lot, straightened and organized pool furniture and set up umbrellas
7/22/25	1	R.A.	Set up clubhouse furniture after Freedom HOA meeting, blew mulch off pool deck, straightened and organized pool furniture
7/23/25	3	R.A.	Replaced batteries in large pool gate open/close sensor, blew leaves and debris off pool deck and walkways, removed debris on pool deck and around amenity center, straightened and organized pool deck furniture and umbrellas
7/24/25	4	R.A.	Took measurements for facility gate at gym archway, unloaded and stored three more light bollards for lighting project, tested blow up movie screen and projector setup in prep for dive-in events, straightened and organized pool deck furniture and umbrellas, removed debris around amenity facilities
7/25/25	3	R.A.	Measured and ordered new signs for pool deck, blew mulch off pool deck, removed debris off pool deck, straightened and organized pool deck furniture and umbrellas, helped lifeguards set up and with checklist, checked and changed trash receptacles
7/26/25	2	R.A.	Removed debris around amenity center, straightened and organized pool deck furniture and umbrellas, prepared clubhouse and small pool for rentals
7/27/25	4	R.A.	Cleaned both men's and women's pool bathrooms due to fecal matter all over floor, sanitized and bleached everything, straightened and organized pool deck furniture, set up umbrellas, removed debris on pool deck and around amenity center
7/30/25	4	R.A.	Installed push to open signs on all bathroom doors, straightened and organized pool furniture and set up umbrellas, removed debris around amenity center, checked and changed trash receptacles, picked up supplies

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**MAINTENANCE BILLABLE HOURS**  
**FOR THE MONTH OF JULY 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/31/25	5	R.A.	Installed smart lock dead bolt on lifeguard shack, re-keyed to match lock on door handle, installed new Azalea Ridge Fitness center sign next to gym door, removed debris around facility and sprayed for wasps, straightened and organized pool furniture and set up umbrellas, picked up supplies
<b>TOTAL</b>	<u><u>71.5</u></u>		
<b>MILES</b>	<u><u>0</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 8/05/25

<b><u>DISTRICT</u></b>	<b><u>DATE</u></b>	<b><u>SUPPLIES</u></b>	<b><u>PRICE</u></b>	<b><u>EMPLOYEE</u></b>
RT				
<b>RIDGEWOOD TRAILS</b>				
	6/22/25	125lb Fillable Umbrella Base (2)	162.10	R.A.
	6/22/25	10ft 3 Tier Outdoor Umbrella (2)	137.75	R.A.
	6/22/25	90 Gal Storage Deck Box	94.17	R.A.
	7/6/25	Retractable 90FT Garden Hose with Reel	196.64	R.A.
	7/6/25	10ft 3 Tier Patio Umbrella (2)	163.16	R.A.
	7/6/25	Push to Exit Button (2)	42.01	R.A.
	7/6/25	Basic Refill Kit for Pool Test Chemicals	31.49	R.A.
	7/16/25	18' Double Loop Yellow Chain (18)	19.04	R.A.
	7/16/25	12x12 Aluminum No Trespassing Sign (2)	59.73	R.A.
	7/16/25	4x4 6' PT	11.71	R.A.
	7/16/25	S-Hook 1/4" 2pk	3.88	R.A.
	7/16/25	Combo Pad Lock	22.63	R.A.
	7/16/25	50lb Fast Set Concrete	7.89	R.A.
	7/18/25	Wasp Spray 2pk (4)	32.06	R.A.
	7/22/25	Luca Movie License - Dive-In Movie	253.00	R.A.
	7/22/25	Jaws Movie License - Dive-In Movie	253.00	R.A.
	7/30/25	Terry Towels 60pk	28.73	R.A.
	7/30/25	13 Gallon Trash Bags 150ct	22.97	R.A.
			<b>TOTAL</b>	<b><u>\$1,541.95</u></b>

## Service Slip/Invoice



**PAYMENT ADDRESS:**  
Turner Pest Control LLC • P.O. Box 600323 • Jacksonville, Florida 32260-0323  
904-355-5360 • Toll Free: 800-225-5365 • turnerpest.com

Turner Pest Control LLC  
PO Box 600323  
Jacksonville, FL 32260-0323  
904-355-5300

INVOICE:	621017958
DATE:	08/08/2025
ORDER:	621017958

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
08/08/2025	08:24 AM			08:24 AM
NET 30	08/08/2025			09:10 AM

Service	Description	Price
CPCSMART	SMART Rodent Control Program	\$92.70
		<hr/>
	SUBTOTAL	\$92.70
	TAX	\$0.00
	AMT. PAID	\$0.00
	<b>TOTAL</b>	<b>\$92.70</b>
	<hr/>	<hr/>
	AMOUNT DUE	\$92.70

Approved  
Ridgewood Trails CDD  
Pest Control  
1.320.57200.43200  
*Rob Alba*  
8.13.2025



TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

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

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

**PLEASE PAY FROM THIS INVOICE**

# INVOICE

**BrightView**

Landscape Services

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

Customer #: 24319930  
 Invoice #: 9471158  
 Invoice Date: 8/21/2025  
 Sales Order: 8679894  
 Cust PO #:

Project Name: Ridgewood Trails - Woodline Pushback  
 Project Description: Ridgewood Trails - Woodline Pushback

Job Number	Description	Qty	UM	Unit Price	Amount
346100568	Ridgewood Trails CDD Push back wood line encroaching into planted River Birch Tre	1.000	LS	1036.75	1,036.75
	Approved Ridgewood Trails CDD Field Repairs and Maintenance 1.330.53800.46000 <i>Rob Alba</i> 08.31.2025				
	<b>RECEIVED</b> AUG 31 2025 BY: _____				
				Total Invoice Amount Taxable Amount Tax Amount Balance Due	1,036.75 1,036.75

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 #: 9471158  
 Invoice Date: 8/21/2025

**Amount Due: \$ 1,036.75**

*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	Rob Alba
Property Address	1667 Azalea Ridge Blvd Middleburg, FL 32068	To	Ridgewood Trails CDD
		Billing Address	475 W Town Pl Ste 114 St Augustine, FL 32092

Project Name      Ridgewood Trails - Woodline Pushback 2

Project Description      Ridgewood Trails - Woodline Pushback 2

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Push back wood line encroaching into planted River Birch Trees along the main road.	\$1,036.75	\$1,036.75

For Internal use only

SO#                    8679894  
JOB#                346100568  
Service Line        300

Total Price        \$1,036.75

### THIS IS NOT AN INVOICE

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

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
  2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
  3. License and Permits: Contractor shall maintain a Landscape Contractor's license if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
  4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
  5. Insurance: Contractor agrees to provide General Liability Insurance, Auto/Utility 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 of liability.
  6. Utility: 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, natural 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 the Contract within sixty (60) days.
  7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
  8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
  9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
  10. Access to Jobsite: Customer shall provide all access to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
  11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise agreed to in writing.
  12. Termination: This Work Order may be terminated by the either party with or without cause upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demolishing.
  13. Assignment: The Customer and the Contractor respectively bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in the Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
  14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not detectable by said ground level visual inspection by ordinary means at the time and inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.
  15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and based to Customer.
- The following sections shall apply where Contractor provides Customer with tree care services:
16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unsafe hazards such as, but not limited to, concrete block filled trucks, 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 connecting 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.
  17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.
- Acceptance of this Contract: By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection including reasonable attorney's fees and it shall be released 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 balances 15 days after billing.
- NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANICS LIEN ON THE TITLE TO YOUR PROPERTY.
- Customer:
- |           |              |                        |
|-----------|--------------|------------------------|
| Signature | Title        | <b>Amenity Manager</b> |
| Rob Alba  | Printed Name | Date                   |
- BrightView Landscape Services, Inc. "Contractor"**
- |                |              |                        |
|----------------|--------------|------------------------|
| Signature      | Title        | <b>Account Manager</b> |
| Karen E Fisher | Printed Name | Date                   |
- Job #: **346100568**
- SO #: **8679894**
- Proposed Price: **\$1,036.75**

**Karen Fisher**

---

**From:** Rob Alba <ridgewoodtrailsmgr@rmsnf.com>  
**Sent:** Thursday, August 7, 2025 11:36 AM  
**To:** Karen Fisher  
**Subject:** Re: Treeline Proposal

**EXTERNAL EMAIL**

---

Hi Karen,

Thank you for splitting the proposals and for the update on the mulch install. Both proposals are approved.

I appreciate you letting me know about the potential delays due to the afternoon rains. Just let me know when it is complete and we will do the ride around.

Have a wonderful weekend!

Rob Alba

Amenity Manager

Ridgewood Trails CDD

3813 Great Falls Loop

Middleburg, FL 32068

Office: 904-214-3346

On Thu, Aug 7, 2025 at 11:30 AM Karen Fisher <[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)> wrote:

Hi Rob,

I've attached the split proposals.

Also, the community mulch install will begin next week and will likely be a 3 day project with all the afternoon rains we've been getting.

I'll let you know once completed and we can review it together like we did last year if you'd like.

Please let me know if you have any questions.

Thank you,

**Karen Fisher**

Account Manager

BrightView Landscapes, LLC

11530 Davis Creek Ct

Jacksonville, FL 32256

C. 904.510.2605

[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)

• • • • •

**From:** Karen Fisher  
**Sent:** Monday, August 4, 2025 5:20 PM  
**To:** Rob Alba <[ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)>  
**Subject:** RE: Treeline Proposal

Hi Rob,

Hop you had a good weekend!

Yes I should be able to do that let me check and if so ill re-send.

Thank you,

**Karen Fisher**

Account Manager

BrightView Landscapes, LLC

11530 Davis Creek Ct

Jacksonville, FL 32256

C. 904.510.2605

[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)



**From:** Rob Alba <[ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)>  
**Sent:** Saturday, August 2, 2025 1:19 PM  
**To:** Karen Fisher <[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)>  
**Subject:** Treeline Proposal

EXTERNAL E-MAIL

---

Good Afternoon Karen,

I have an ok to move forward but my approval limit is \$1500. Can we split this estimate into two separate jobs and I will approve each separately. The work does not need to be completed all at once if you would like to stagger it from week to week.

Thank you,

Rob Alba

Amenity Manager

# INVOICE

## BrightView

Landscape Services

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

Customer #: 24319930  
 Invoice #: 9471166  
 Invoice Date: 8/21/2025  
 Sales Order: 8730028  
 Cust PO #:

Project Name: Ridgewood Trails - Woodline Pushback I  
 Project Description: Ridgewood Trails - Woodline Pushback I

Job Number	Description	Qty	UM	Unit Price	Amount
346100568	Ridgewood Trails CDD Push back wood line encroaching into planted River Birch Tre	1.000	LS	1036.75	1,036.75
	Approved Ridgewood Trails CDD Field Repairs and Maintenance 1.330.53800.46000 Rob Alba 08.31.2025				
	<b>RECEIVED</b> R AUG 31 2025 BY				
				Total Invoice Amount Taxable Amount Tax Amount Balance Due	1,036.75 1,036.75

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 #: 9471166  
 Invoice Date: 8/21/2025

**Amount Due: \$ 1,036.75**

*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	Rob Alba
Property Address	1667 Azalea Ridge Blvd Middleburg, FL 32068	To	Ridgewood Trails CDD
		Billing Address	475 W Town Pl Ste 114 St Augustine, FL 32092

Project Name      Ridgewood Trails - Woodline Pushback 1

Project Description      Ridgewood Trails - Woodline Pushback 1

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Push back wood line encroaching into planted River Birch Trees along the main road.	\$1,036.75	\$1,036.75

For internal use only

SO#                    8730028  
JOB#                346100568  
Service Line        300

Total Price        \$1,036.75

### 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 32258 ph. (904) 292-0716 fax (904) 292-1014

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
  2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
  3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
  4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
  5. Insurance: Contractor agrees to provide General Liability Insurance, Automobile Liability Insurance, Workers' Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
  6. Utility: 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 thirty (30) days.
  7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
  8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
  9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
  10. Access to Jobsite: Customer shall provide all vehicles to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
  11. Payment Terms: Upon signing the Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise agreed to in writing.
  12. Termination: This Work Order may be terminated by the either party with or without cause upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in dismantling.
  13. Assignment: The Customer and the Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, 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.
  14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect, and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.
  15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.
- The following sections shall apply where Contractor provides Customer with tree care services:
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- 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           |
| Rob Alba        | Amenity Manager |
| Printed Name    | Date            |
| August 18, 2025 |                 |
- BrightView Landscape Services, Inc. "Contractor"**
- |                 |                 |
|-----------------|-----------------|
| Signature       | Title           |
| Karen E Fisher  | Account Manager |
| Printed Name    | Date            |
| August 18, 2025 |                 |
- Job #: 346100568
- SO #: 8730028
- Proposed Price: \$1,036.75

**Karen Fisher**

---

**From:** Rob Alba <ridgewoodtrailsmgr@rmsnf.com>  
**Sent:** Thursday, August 7, 2025 11:36 AM  
**To:** Karen Fisher  
**Subject:** Re: Treeline Proposal

**EXTERNAL EMAIL**

---

Hi Karen,

Thank you for splitting the proposals and for the update on the mulch install. Both proposals are approved.

I appreciate you letting me know about the potential delays due to the afternoon rains. Just let me know when it is complete and we will do the ride around.

Have a wonderful weekend!

Rob Alba

Amenity Manager

Ridgewood Trails CDD

3813 Great Falls Loop

Middleburg, FL 32068

Office: 904-214-3346

On Thu, Aug 7, 2025 at 11:30 AM Karen Fisher <[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)> wrote:

Hi Rob,

I've attached the split proposals.

Also, the community mulch install will begin next week and will likely be a 3 day project with all the afternoon rains we've been getting.

I'll let you know once completed and we can review it together like we did last year if you'd like.

Please let me know if you have any questions.

Thank you,

**Karen Fisher**

Account Manager

BrightView Landscapes, LLC

11530 Davis Creek Ct

Jacksonville, FL 32256

C. 904.510.2605

[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)

• • • • •

**From:** Karen Fisher

**Sent:** Monday, August 4, 2025 5:20 PM

**To:** Rob Alba <[ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)>

**Subject:** RE: Treeline Proposal

Hi Rob,

Hop you had a good weekend!

Yes I should be able to do that let me check and if so ill re-send.

Thank you,

**Karen Fisher**

Account Manager

BrightView Landscapes, LLC

11530 Davis Creek Ct

Jacksonville, FL 32266

C. 904.510.2605

Karen.Fisher@brightview.com

From: Rob Alba <[ridgewoodtrailsmgr@rmsnf.com](mailto:ridgewoodtrailsmgr@rmsnf.com)>  
Sent: Saturday, August 2, 2025 1:19 PM  
To: Karen Fisher <[Karen.Fisher@brightview.com](mailto:Karen.Fisher@brightview.com)>  
Subject: Treeline Proposal

## EXTERNAL E-MAIL

Good Afternoon Karen,

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Thank you,

Rob Alba

## Amenity Manager

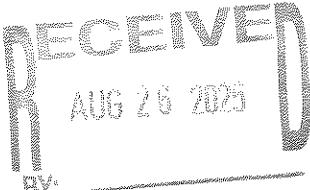
# INVOICE



Landscape Services

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

Customer #: 24319930  
Invoice #: 9473622  
Invoice Date: 9/1/2025  
Cust PO #:

Job Number	Description	Amount
346100568	Ridgewood Trails CDD Exterior Maintenance For September   Approved Ridgewood Trails CDD Landscape Maintenance 1.330.53800.46200 <i>Rob Alba</i> 3.26.2025	10,703.68
	 A rectangular stamp with the word "RECEIVED" at the top, "AUG 26 2025" in the center, and "BY:" at the bottom.	
	Total invoice amount Tax amount Balance due	10,703.68 0.00 10,703.68

Terms: Net 15 Days

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

*Please detach stub and remit with your payment*

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact [autopay@brightview.com](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 #: 9473622

Invoice Date: 9/1/2025

Amount Due:	\$10,703.68
-------------	-------------

*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 Pl Ste 114  
St Augustine FL 32092

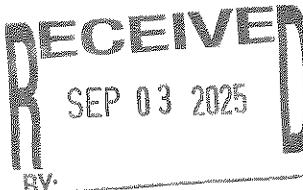
**Governmental Management Services, LLC**  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

# Invoice

Invoice #: 280  
Invoice Date: 9/1/25  
Due Date: 9/1/25  
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 - September 2025		4,276.67	4,276.67
Website Administration - September 2025		106.00	106.00
Information Technology -September 2025		159.00	159.00
Dissemination Agent Services - September 2025		93.67	93.67
Office Supplies		0.33	0.33
Postage		30.84	30.84
Copies		14.25	14.25
Telephone		44.65	44.65
<b>Total</b>		<b>\$4,725.41</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,725.41</b>

AZALEA RIDGE - Ridgewood Trails CDD - DEPOSIT RECONCILIATION SHEET

8.2025 / Room Rentals

Prepared by: Rob Alba





Tallahassee, FL 32308  
2498 Centerville Rd.

Invoice

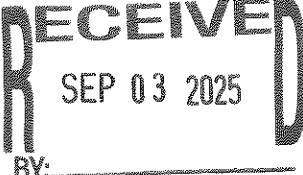
Invoice #: 429535  
Invoice Date: 09/01/2025  
Completed: 09/01/2025  
Terms: Due on Aging Date  
Bid#:

**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
Sales Tax			0.00
 Approved Ridgewood Trails CDD Security 1.320.57200.34510 Rob Alba 09.03.2025			
			

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](mailto:Support@hitechflorida.com)  
Office: 850-385-7649

Total	\$35.00
Payments	\$0.00
Balance Due	\$35.00

MAKE CHECK PAYABLE TO:



Post Office Box 162134  
Altamonte Springs, FL 32716  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ACCOUNT NUMBER	DATE	BALANCE
718416	9/1/2025	\$692.00

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

The Lake Doctors  
Post Office Box 162134  
Altamonte Springs, FL 32716

0000000006621300100000030379900000006920048

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

**RIDGEWOOD TRAILS CDD**

**3813 Great Falls Loop Middleburg, FL 32068**

**Invoice Due Date 9/11/2025**

**Invoice 303799B**

**PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
9/1/2025	Water Management - Monthly		\$692.00	\$0.00	\$692.00

Approved  
Ridgewood Trails CDD  
Lake Maintenance  
1.330.53800.46400  
Rob Alba  
09.03.2025

Please remit payment for this month's invoice.

**RECEIVED**  
SEP 03 2025  
BY:

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**

**Customer #:** 718416

**Corporate Address**

4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

**Portal Registration #:** 98B142AF

**Customer E-mail(s):** RIDGEWOODTRAILSMGR@RMSNF.COM

**Customer Portal Link:** [www.lakedoctors.com/contact-us/](http://www.lakedoctors.com/contact-us/)

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



9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

page 1 of 2

### Account Information

Invoice Number:	76530686
Invoice Date:	08/22/2025
Branch:	72
<b>Account Number:</b>	<b>6433093</b>
Due Date:	09/21/2025

### Account Activity

Description	Qty	Unit Amt	Extended Amt	Tax Amt	Total Amt
RIDGEWOOD TRAILS DE 1667 AZALEA RIDGE 32068 Service From: 09/01/2025 To: 09/30/2025 RECURRING SERVICES			142.95	0.00	142.95
<b>Approved</b>					
Ridgewood Trails CDD					
Security					
1.320.57200.34510					
<i>Rob Alba</i>					
08.25.2025					
<b>RECEIVED</b>					
AUG 25 2025					
BY:					
<b>Extended Total</b>	<b>Tax Total</b>	<b>Invoice Total</b>	<b>Prior Balance</b>	<b>Total Due</b>	
\$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*

MS9GW7JF



9456 Philips Highway, Suite 1  
Jacksonville, FL 32256

**VECTOR  
SECURITY.**

Address Service Requested

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

### Invoice

Customer Name: RIDGEWOOD TRAILS DEVELOPMENT D

Invoice Number:	76530686
Invoice Date:	08/22/2025
<b>Account Number:</b>	<b>6433093</b>
<b>Due Date:</b>	<b>09/21/2025</b>
<b>Amount Due:</b>	<b>\$142.95</b>

**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.



00000000720000000643309390076530686000000000142950

## How to Reach Customer Care

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



## KNOCK, KNOCK.

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

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

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

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

For more information:  
[vectorsecurity.com/sales-scam](http://vectorsecurity.com/sales-scam)

vec-147614

## Has your billing address or phone number changed?

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

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

Vector Security is a registered trademark of Vector Security, Inc. Licenses: AK 14-063, 904141; AL AESBL 817, 44814, A-0329, A-0805; AR CMPY.1495, 0179570423; AZ ROC218982, 18365-0; CAACO6152, 914676; DC 65003740, ECS903143; DE FAL-0196, FAL-0253, 85-47, CSRSL-0043, 1989004898; FL EF20000395, EF20001159; GA LVA206059; HI CT-27082; IA AS-0107, C118764; IL 127-001300; LA F317, F2142, F2144, 54974; MA 1492 C, SS-001909; MD 21PLU-SS2089; MI 3601300475; MS 23481-SC; NC 25467-SP-LV, 1592-CSA, 528676-CSA; ND 37153; NJ Burglar Alarm Business Lic. 34BA00023500, NJ Fire Alarm Business Lic. 34FA00021100, NJ Locksmith Business Lic. 34LS00070600, NJ FBL Business Lic. 34AL00000400, 13VH00292300, 606936, 854 So. White Horse Pike Suite 1, Hammonton, NJ 08037; NM 411855, 17-0133; NV 0066031, F437; NY 12000234360; OH 53-50-1081; OK AC559; OR 194571; PA 004997; RI 4794, 2903, 30394, AFC-9185; SC BAC.5590, FAC.3419; TN 444, 1341, 1551, 1552; TX B11645, ACR-1768, APS-2023744; UT 4759383-6501; VA DCJS #11-2048, 2705020459A; VT T1-2348; WA VECTOSI957PE; WV WV043469; WY LV-A-18634. In Alabama, complaints may be forwarded to the license board at the following address and telephone number: Alabama Electronic Security Board of Licensure, 7956 Vaughn Road, Suite 392, Montgomery, AL 36116, (334) 264-9388. In Arkansas, licensing is regulated by the Arkansas Board of Private Investigators and Private Security Agencies, #1 State Police Plaza Drive, Little Rock, AR 72209, (501) 618-8600. In California, alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA 95834. In New York, licensed by the N.Y.S. Department of State. In North Carolina, licensing is regulated by the North Carolina Alarm Systems Licensing Board, 4901 Glenwood Ave, Suite 200, Raleigh, NC 27612, (919) 788-5320. In Texas, licensing is regulated by the Texas Department of Public Safety, Private Security Bureau, P.O. Box 4087, Austin, TX 78773, (512) 424-7710. License information additionally available at [www.vectorsecurity.com](http://www.vectorsecurity.com).

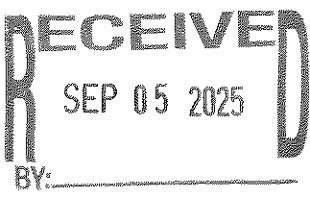
Riverside Management Services, Inc  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

# Invoice

Invoice #: 433  
Invoice Date: 8/31/2025  
Due Date: 8/31/2025  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Lifeguards - August 2025	210.82	20.67	4,357.65
 RECEIVED SEP 05 2025 BY: _____  Alison Massing 9-5-25			

<b>Total</b>	<b>\$4,357.65</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,357.65</b>

**RIDGEWOOD TRAILS CDD**

**LIFEGUARD INVOICE DETAIL**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
210.82	Lifeguarding Services for Ridgewood Trails	\$ 20.67	\$4,357.65

Covering August 2025 - September 1, 2025

LIFEGUARDS # 320-572-4510

**TOTAL DUE:** \$4,357.65

RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
LIFEGUARD BILLABLE HOURS AUGUST 2025

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/25	5.83	L.D.	Lifeguarding
8/1/25	5.77	S.M.	Lifeguarding
8/1/25	5.87	E.P.	Lifeguarding
8/2/25	5.3	L.D.	Lifeguarding
8/2/25	5.8	E.P.	Lifeguarding
8/3/25	5.83	L.D.	Lifeguarding
8/3/25	5.58	S.M.	Lifeguarding
8/3/25	5.77	E.P.	Lifeguarding
8/8/25	5.33	L.D.	Lifeguarding
8/8/25	5.3	E.P.	Lifeguarding
8/9/25	5.07	L.D.	Lifeguarding
8/9/25	2.9	S.M.	Lifeguarding
8/9/25	5.03	E.P.	Lifeguarding
8/10/25	5.83	L.D.	Lifeguarding
8/10/25	5.38	Z.M.	Lifeguarding
8/10/25	5.78	E.P.	Lifeguarding
8/16/25	5.82	L.D.	Lifeguarding
8/16/25	5.83	E.P.	Lifeguarding
8/17/25	5.8	L.D.	Lifeguarding
8/17/25	5.7	S.M.	Lifeguarding
8/17/25	5.75	E.P.	Lifeguarding
8/24/25	5.82	L.D.	Lifeguarding
8/24/25	5.8	S.M.	Lifeguarding
8/24/25	5.8	E.P.	Lifeguarding
8/30/25	5.83	L.D.	Lifeguarding
8/30/25	5.92	Z.M.	Lifeguarding
8/30/25	5.83	E.P.	Lifeguarding
8/31/25	5.85	L.D.	Lifeguarding
8/31/25	5.97	Z.M.	Lifeguarding
8/31/25	5.9	E.P.	Lifeguarding
9/1/25	10.67	L.D.	Lifeguarding
9/1/25	10.78	S.M.	Lifeguarding
9/1/25	10.73	Z.M.	Lifeguarding
9/1/25	10.65	E.P.	Lifeguarding
<b>TOTAL</b>	<b><u>210.82</u></b>		

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

# Invoice

Invoice #: 432  
Invoice Date: 9/1/2025  
Due Date: 9/1/2025  
Case:  
P.O. Number:

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

RECEIVED  
SEP 03 2025  
BY: \_\_\_\_\_

Description	Hours/Qty	Rate	Amount
1.320.57200.34200 - Janitorial Services - September 2025		990.92	990.92
1.320.57200.46500 - Pool Maintenance Services - September 2025		1,579.17	1,579.17
1.330.53800.34000 - Contract Administration - September 2025		2,148.75	2,148.75
1.320.57200.46200 - Facility Management - Ridgewood Trails September 2025		3,573.00	3,573.00
Pool Chemicals - Trichlor		122.43	122.43
Pool Chemicals - Phosphate Remover		6.11	6.11
Pool Chemicals - DE Powder		35.48	35.48

Alison Morris  
9-3-25

<b>Total</b>	<b>\$8,455.86</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$8,455.86</b>

## Service Slip/Invoice



PAYMENT ADDRESS:

Turner Pest Control LLC • P.O. Box 600323 • Jacksonville, Florida 32260-0323  
904-355-5300 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC  
PO Box 600323  
Jacksonville, FL 32260-0323  
904-355-5300

INVOICE:	621142608
DATE:	09/08/2025
ORDER:	621142608

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

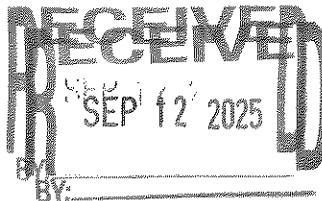
Work Date	Time	Target Pest	Technician	Time In
09/08/2025	10:11 AM			10:11 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	09/08/2025		10:57 AM

Service	Description	Price
CPCSMART	SMART Rodent Control Program	\$92.70
		<hr/>
	SUBTOTAL	\$92.70
	TAX	\$0.00
	AMT. PAID	\$0.00
	TOTAL	\$92.70
	<hr/>	

Approved  
Ridgewood Trails CDD  
Pest Control  
1.320.57200.43200  
*Rob Alba*  
9.12.2025

AMOUNT DUE \$92.70

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 permed above.

PLEASE PAY FROM THIS INVOICE



Ridgewood Trails Community Development District  
c/o Governmental Management Services  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Customer	Ridgewood Trails Community Development District
Acct #	291
Date	09/19/2025
Customer Service	Kristina Rudez
Page	1 of 1

Payment information	
Invoice Summary	\$ 24,046.00
Payment Amount	
Payment for:	Invoice#29628 100125143

Please detach and return with payment

X

Customer: Ridgewood Trails Community Development District

Invoice	Effective	Transaction	Description	Amount
29628	10/01/2025	Renew policy	Policy #100125143 10/01/2025-10/01/2026 Florida Insurance Alliance  Package - Renew policy Due Date: 9/19/2025	24,046.00

RECEIVED  
SEP 19 2025  
EGIS

Please Remit Payment To:  
Egis Insurance and Risk Advisors  
P.O. Box 748555

Total
\$ 24,046.00

FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349  
TO PAY VIA ACH: Accretive Global Insurance Services LLC  
Routing ACH: 121000358 Account: 1291776914

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939 accounting@egisadvisors.com	Date 09/19/2025
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Riverside Management Services, Inc  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

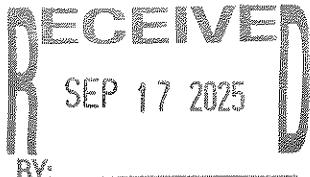
# Invoice

Invoice #: 434  
Invoice Date: 9/11/2025  
Due Date: 9/11/2025  
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, 2025 Maintenance Supplies	88.72	40.00 1,847.96	3,548.80 1,847.96
Approved			
\$1,340.00 Amenity General Maintenance 1.320.57200.46100			
\$1,959.88 Amenity Repairs & Replacement 1.320.57200.46000			
\$135.27 Janitorial Supplies 1.320.57200.52200			
\$412.85 Access Cards 1.320.57200.49100			
\$1,548.76 Field Repairs & Maintenance 1.330.53800.46000			
\$5,396.76 Ridgewood Trails CDD Rob Alba 9.17.25			



Total	\$5,396.76
Payments/Credits	\$0.00
Balance Due	\$5,396.76

Alison Morris  
9-17-25

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**MAINTENANCE BILLABLE HOURS**  
**FOR THE MONTH OF AUGUST 2025**

<b>Date</b>	<b>Hours</b>	<b>Employee</b>	<b>Description</b>
8/1/25	3	R.A.	Blew mulch off pool deck and removed debris, set up pool furniture and umbrellas, helped lifeguards with opening checklist
8/1/25	1.5	A.A.	Repaired broken dog pot, removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/1/25	1.5	C.W.	Assisted with repaired broken dog pot, removed debris around amenity center, checked and changed trash receptacles, emptied and restocked dog waste receptacles
8/3/25	3	R.A.	Installed no trespass access card required signs at gates and stay out of plunge area sign at bottom of slide, set up pool furniture and umbrellas, blew mulch off pool deck and removed debris, set up the amenity room for rental
8/4/25	2	R.A.	Set up amenity clubhouse for HOA committee meeting, blew mulch off pool deck and removed debris around facility, set up pool furniture and umbrellas, checked and changed trash receptacles
8/6/25	4	R.A.	Drove neighborhood verifying light pole lots and addresses, finished mapping light pole locations and creating on inventory, blew mulch off pool deck, removed debris around pool deck and amenity center, set up pool furniture and umbrellas
8/7/25	4	R.A.	Drove to warm springs playground to measure and mark area for three foot by twenty foot side walk install, removed debris on pool deck and around amenity center, blew mulch off pool deck, set up furniture and umbrellas
8/9/25	3	R.A.	Set up and put away equipment and furniture from event, blew leaves and debris off pool deck, straightened and organized pool deck furniture, removed debris from around amenity center, pool deck, parking lot and field, checked and changed trash receptacles, picked up supplies
8/10/25	2	R.A.	Blew mulch off pool deck and skimmed pool, removed debris around facility and pool deck, set up pool deck furniture and umbrellas
8/13/25	2	R.A.	Set up pool furniture and umbrellas, removed debris around amenity center, blew mulch off pool deck
8/14/25	5	R.A.	Started digging and roughing out area for sidewalk at warm springs way playground, got a quote for aluminum six foot double gate
8/15/25	5	R.A.	Finished rough digging sidewalk at warm springs way playground, graded sidewalk area and prepared for rock base, picked up concrete equipment
8/16/25	1	R.A.	Set up pool furniture and umbrellas, picked up supplies
8/17/25	2	R.A.	Finished laying rock base for sidewalk and tamping down, picked up supplies, opening checklist
8/18/25	5.5	R.A.	Measured and cut lumber for concrete forms, installed and staked forms down, mixed and poured concrete for first sidewalk section, picked up supplies, met with contractor for light bollard install
8/18/25	4	C.A.W.	Made forms, picked up concrete, set one slab, leveled everything out
8/19/25	3	R.A.	Straightened and organized pool deck furniture, blew mulch off pool deck, mixed and poured concrete for sidewalk and had to stop due to weather
8/19/25	3.18	C.A.W.	Poured and spread out concrete
8/20/25	5.5	R.A.	Measured and marked location for light bollards, confirmed scope of project work and timeline with T&M, finished mixing and pouring concrete for warm springs sidewalk, cleaned and picked up jobsite and tools, picked up supplies
8/20/25	5.27	C.A.W.	Moved concrete for sidewalk, fixed forms and leveled them, edged sidewalk with liners, brushed sidewalk, cleaned out mixer and tools from concrete, loaded trailer with concrete twice
8/24/25	2	R.A.	Removed debris from around amenity center, checked and changed trash receptacles, straightened and organized pool deck furniture, blew mulch off pool deck
8/25/25	3	R.A.	Removed concrete forms for playground sidewalk and back filled with dirt, straightened and organized pool deck furniture, blew mulch off pool deck
8/27/25	3	R.A.	Picked up rail aluminum double gate kit, stored double gates in storage shed, straightened and organized pool deck furniture, removed debris from around amenity center
8/28/25	8	R.A.	Installed double gates for access to maintenance area next to lifeguard shack, removed debris around amenity center, pool deck, parking lot, field and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles, picked up trailers for warm springs pond erosion project
8/28/25	5.27	B.W.	Assisted with trailer and tools for the warm springs pond erosion project
8/31/25	2	R.A.	Blew mulch off pool deck, removed a deceased bird from pool deck and pressure washed area, straightened and organized pool deck furniture, removed debris from around amenity center, pool deck and parking lot, picked up supplies
<b>TOTAL</b>	<b>88.72</b>		
<b>MILES</b>	<b>0</b>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 9/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
RT				
RIDGEWOOD TRAILS				
	7/25/25	18"x24" Aluminum Access Card Signs (2)	156.86	R.A.
	7/25/25	12"x18" Aluminum Clear Plunge Area Sign	53.14	R.A.
	7/25/25	12"x12" Clear Fitness Center Sign	82.78	R.A.
	7/31/25	Gym Wipes 4pk	116.89	R.A.
	8/9/25	WD40 White Lithium Grease	10.10	R.A.
	8/9/25	Assorted Cup Hooks 55pk	7.56	R.A.
	8/9/25	Airwick Scented Essential Oil 7pk	18.38	R.A.
	8/14/25	Easy Badges Access Card Fobs 100pk	412.85	R.A.
	8/16/25	Mountain Granite Gravel (15)	101.26	R.A.
	8/17/25	Mountain Granite Gravel (10)	67.51	R.A.
	8/18/25	2x4 96" Stud (2)	8.86	R.A.
	8/18/25	2x4 12 FT Stud (2)	18.91	R.A.
	8/18/25	60lb Concrete Mix (15)	80.56	R.A.
	8/20/25	60lb Concrete Mix (16)	85.93	R.A.
	8/20/25	60lb Concrete Mix (16)	85.93	R.A.
	8/20/25	3/4 in. x 10 ft. PVC Schedule 40-Conduit (90)	524.70	J.S.
	8/31/25	Fast Set Concrete (2)	15.78	R.A.
		<b>TOTAL</b>	<b>\$1,847.96</b>	

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	EXPENSED TO...	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
					600-53800-60000								
8/01/25	00039	7/25/25	07252025	202507	600-53800-60000	DEP	PLAYGROUND	INSTALL	J.C. HARWARD AND ASSOCIATES INC	*	14,975.50	14,975.50	000042
8/01/25	00039	7/25/25	07252025	202507	600-53800-60000	40%	PLAYGROUND	INSTALL	J.C. HARWARD AND ASSOCIATES INC	*	11,980.40	11,980.40	000043
8/01/25	00039	7/25/25	07252025	202507	600-53800-60000	10%	PLAYGROUND	INSTALL	J.C. HARWARD AND ASSOCIATES INC	*	2,995.10	2,995.10	000044
8/01/25	00040	7/21/25	07212025	202507	600-53800-60000	DEP	ELECTRIC	SRV BOLLARDS	J.C. HARWARD AND ASSOCIATES INC	*	6,987.50	6,987.50	000045
8/01/25	00040	7/21/25	07212025	202507	600-53800-60000	FNL	PMT	ELECT SRV BOLLARD	T&M ELECTRIC OF CLAY COUNTY LLC	*	6,987.50	6,987.50	000045
8/29/25	00041	8/18/25	306339	202508	600-53800-60000	BRONCO	PLAYGROUND	PROJECT	T&M ELECTRIC OF CLAY COUNTY LLC	*	2,425.00	2,425.00	000046
9/26/25	00035	7/17/25	07172025	202507	600-53800-60000	3 3.5FT	LED	BOLLARD FIX	PRACTICE SPORTS INC	*	792.59	792.59	000047
									1000BULBS.COM			792.59	000048
									TOTAL FOR BANK D		47,143.59		
									TOTAL FOR REGISTER		47,143.59		

RIDGE -- RIDGEWOOD -- BPEREGRINO

RECEIVED  
JUL 29 2025  
BY:

**AGREEMENT FOR INSTALLATION OF PLAYGROUND EQUIPMENT BETWEEN  
THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
AND J.C. HARWARD AND ASSOCIATES, INC.**

**THIS AGREEMENT** ("Agreement") is made and entered into this 25th day of July, 2025, by and between:

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Clay County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, FL 32092 ("District"); and

**J.C. HARWARD AND ASSOCIATES, INC.**, a Florida corporation, with a mailing address of 6617 River Point Drive, Fleming Island, FL 32003 ("Contractor", together with District "Parties").

**RECITALS**

**WHEREAS**, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District has a need to retain an independent contractor to install playground equipment improvements within common areas located within the District, as set forth in **Exhibit A**, including, without limitation, all materials and labor ("Work"); and

**WHEREAS**, Contractor submitted the proposal attached hereto as **Exhibit A** and represents that it is qualified to serve as a playground equipment installation contractor and has agreed to perform the Work for the District; and

**WHEREAS**, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

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

**SECTION 2. DUTIES.** District agrees to use Contractor to provide the Work in accordance with the terms of this Agreement. The duties, obligations, and responsibilities of the Contractor are described in **Exhibit A** hereto.

- A.** Contractor shall provide the Work as described in **Exhibit A**. The Work shall include any effort specifically required by this Agreement and **Exhibit A**, including but not limited to, the repair, construction, installation, and all materials

outlined therein. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.

- B.** Work shall commence within three (3) weeks of execution of this Agreement and be completed within thirty (30) calendar days of execution of this Agreement, unless extended in writing by the District in its sole discretion or terminated earlier in accordance with Section 13 herein.
- C.** This Agreement grants to Contractor, including any employees, agents, or subcontractors, the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- D.** Contractor shall perform all Work in a neat and workmanlike manner. In the event the District in its sole determination, finds that the work of Contractor is not satisfactory to District, District shall have the right to immediately terminate this Agreement and will only be responsible for payment of work satisfactorily completed and for materials actually incorporated into the Work.
- E.** Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. While providing the Work, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Work.
- F.** Contractor shall report directly to the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.
- G.** Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Agreement. At completion of the Work, the Contractor shall remove from the site waste materials, rubbish, tools, construction equipment, machinery and surplus materials. If the Contractor fails to clean up as provided herein, the District may do so and the cost thereof shall be charged to the Contractor.
- H.** The District shall be the sole and exclusive provider of all materials and labor for the installation of mulch, barriers, and fencing enclosures for the playground. The Parties shall coordinate the Work to prevent conflicts, including compliance with permit requirements, and ensure the necessary progression of the Work.

### SECTION 3. COMPENSATION, PAYMENT, AND RETAINAGE.

- A.** The District shall pay Contractor an amount not to exceed Twenty-Nine Thousand Nine Hundred Fifty-One Dollars (\$29,951.00) for the Work as identified in **Exhibit A** attached hereto. District shall pay Contractor 50% of the contract price after execution of this Agreement; 40% of the contract price upon completion of the installation of the playground equipment, shade structure, and swing; and 10% of the contract price upon receipt of the certificate of

completion by the Clay County Building Department. Such amounts include all materials and labor provided for in **Exhibit A**.

- B.** If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the parties and agreed to in writing.
- C.** The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

**SECTION 4. WARRANTY.** The Contractor warrants to the District that all materials furnished under this Agreement shall be new, and that all services and materials shall be of good quality, free from faults and defects, and will conform to the standards and practices for projects of similar design and complexity in an expeditious and economical manner consistent with the best interest of the District. In addition to any manufacturer warranties for materials purchased by Contractor for purposes of this Agreement or warranties stated in Exhibit A, all Work provided by the Contractor pursuant to this Agreement shall be warranted for two (2) years from the date of acceptance of the Work by the District. Contractor shall replace or repair warranted items to conform with Exhibit A. Neither final acceptance of the Work, nor final payment therefore, nor any provision of the Agreement shall relieve Contractor of responsibility for defective or deficient materials or Work. If any of the materials or Work are found to be defective, deficient or not in accordance with the Agreement, Contractor shall correct, remove and replace it promptly after receipt of a written notice from the District and correct and pay for any other damage resulting therefrom to District property or the property of landowner's within the District. Notwithstanding the above, Contractor shall not be responsible for repairing or replacing any Work that was misused, defaced, or intentionally damaged or destroyed by the District or its agents.

## **SECTION 5. INSURANCE.**

- A.** The Contractor shall maintain throughout the term of this Agreement the

following insurance:

- (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
- (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than one million dollars (\$1,000,000) combined single limit bodily injury and property damage liability, and covering at least the following hazards:
  - (i) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
- (3) Employer's Liability Coverage with limits of at least one million dollars (\$1,000,000) per accident or disease.
- (4) Automobile Liability Insurance for bodily injuries in limits of not less than one million dollars (\$1,000,000) combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement prior to performance of the Work. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

## SECTION 6. INDEMNIFICATION.

- A. Contractor agrees to indemnify and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more



than 50% at fault for any claims against the District and/or Contractor.

- B.** The District agrees to indemnify and hold harmless the Contractor and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the Contractor, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto, provided that the District is adjudged to be more than 50% at fault for any claims against the Contractor and/or the District.
- C.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

**SECTION 7. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

**SECTION 8. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

**SECTION 9. LIENS AND CLAIMS.** The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall

immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

**SECTION 10. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

**SECTION 11. CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District and Contractor shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District or Contractor in refraining from so doing; and further, that the failure of the District or Contractor at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**SECTION 12. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

**SECTION 13. TERMINATION.** The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement by providing five (5) days' written notice of termination to the Contractor, provided that Contractor has not cured any failure under this Agreement. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

**SECTION 14. PERMITS AND LICENSES.** All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

**SECTION 15. ASSIGNMENT.** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

**SECTION 16. INDEPENDENT CONTRACTOR STATUS.** In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

**SECTION 17. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

**SECTION 18. ENFORCEMENT OF AGREEMENT.** In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

**SECTION 19. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. None of the provisions of **Exhibit A** shall apply to this Agreement and **Exhibit A** shall not be incorporated herein, except that **Exhibit A** is applicable to the extent that it states the Work's scope of services for the labor and materials to be provided under this Agreement.

**SECTION 20. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties.

**SECTION 21. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

**SECTION 22. NOTICES.** All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

**A. If to District:**

Ridgewood Trails Community Development  
District  
475 West Town Place, Suite  
114 St. Augustine, FL 32092

Attn: District Manager

**With a copy to:**

Kutak Rock LLP  
107 West College Avenue  
Tallahassee, Florida 32301  
Attn: District Counsel

**B. If to the Contractor:**

J.C. Harward and Associates, Inc.  
6617 River Point Drive  
Fleming Island, Florida 32003  
Attn: John C. Harward, Jr.

**With a copy to:**

Tyler J. Oldenburg, Esq.  
Marks Gray, PA  
1200 Riverplace Blvd., Suite 800  
Jacksonville, Florida 32207

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

**SECTION 23. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

**SECTION 24. CONTROLLING LAW AND VENUE.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Clay County, Florida.

**SECTION 25. COMPLIANCE WITH PUBLIC RECORDS LAWS.** Contractor understands and agrees that all documents of any kind provided to the District in connection

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

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

**SECTION 26. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

**SECTION 27. ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

**SECTION 28. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.



**SECTION 29. SCRUTINIZED COMPANIES STATEMENT.** Contractor certifies that it is not in violation of Section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

**SECTION 30. COMPLIANCE WITH E-VERIFY.** The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.095, *Florida Statutes*.

- A. If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.
- B. In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.
- C. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

**SECTION 31. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES.** The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section

and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

[SIGNATURES ON FOLLOWING PAGE]

**IN WITNESS WHEREOF**, the parties hereto have signed this Agreement on the day and year first written above.

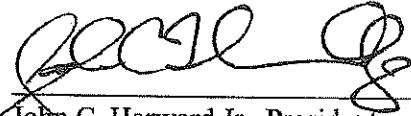
**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**

Signed by:

*Michael Wetherbee*

456242AB5350433  
Chairperson, Board of Supervisors

**J.C. HARWARD AND ASSOCIATES, INC.**



John C. Harward Jr., President

**Exhibit A: Scope of Work**

## Exhibit A Scope of Work

Sent by John Harward on Jun 30, 2025

Sent



6617 River Point Drive • Fleming Island, FL 32003 • Phone: (904) 838-9400

Jay Soriano  
Phone: 9045620249  
Cell: +19045620249

Job Address:  
3813 Great Falls Loop  
Middleburg, FL 32068

Print Date: 6-30-2025

### Proposal for Ridgewood Trails

Re: Ridgewood Trails - Fort Challenge Structure - Hexagon Shade Structure - Qty. 1 2-post swing

Good afternoon. Thank you again for this opportunity to work with you and your staff. Below is our scope of work for your review. Please let me know if you have any questions.

Submit owner-supplied documents for permitting. Owners will need to sign and notarize documents. Permit fee allowance is included at \$1200.

Site plan - Excluded

Survey - Excluded

Layout of structure provided by Owner

Site prep by Owner

Clear access to the site with work truck

Silt fence - Excluded

Portalet

Dumpster by Owner

Playground equipment, shade structure and 2-post swing by Owner

Labor to unpack and install equipment

Concrete for footers for structures per plans

Cleanup for equipment installation. It does not include cleaning up of the border, mulch, fence, table, or bench installers.

Plastic borders by Owner

Mulch by Owner

Aluminum Fence by Owner

Tables and benches by Owner

A handwritten signature in black ink, appearing to read "John Harward".

**Tentative Schedule**

- 3 weeks from date of signed contract and deposit to mobilize onsite.
- 1.5 weeks for unpacking and installing
- 2 days for plastic borders (by others)
- 3 days for mulch (by others)
- 1 week for aluminum fence installation (by others)
- 3 days for tables and benches (by others)

\*Close coordination with owner-supplied subcontractors is needed. Before we start onsite, please confirm that owner-supplied subs can meet the schedule above. Our general conditions have been set for the work to start and progress continuously once site work and playground installation have begun. We have assumed 30 days from start to finish. Any delay beyond this would require a change order for extended general conditions.

**Draw schedule**

- 50% deposit at time of signing contract
- 40% upon installation of playground equipment, shade structure and swing
- 10% upon certificate of completion by Clay County Building Department

Items	Description
<b>PERMIT ALLOWANCE</b>	
01-700 Permits	
Supervision	cost per week
<b>BuilderTrend Flat Rate</b>	
<b>INSTALLATION OF EQUIPMENT</b>	
06-300 Wood Framing	
Portolet	cost per month
<b>BuilderTrend Flat Rate</b>	
Labor to prepare permit	
01-710 Labor to Obtain Permits	
Clean up	
01-740 Final Cleaning	
<b>General Conditions</b>	
02-100 General	

Thank you again for this opportunity. We look forward to working with you and your staff.

Sincerely,

John C. Harward Jr.

Approval Deadline: Jul 9, 2025



RECEIVED  
JUL 29 2025  
BY:

**AGREEMENT FOR INSTALLATION OF PLAYGROUND EQUIPMENT BETWEEN  
THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
AND J.C. HARWARD AND ASSOCIATES, INC.**

**THIS AGREEMENT** ("Agreement") is made and entered into this 25th day of July, 2025, by and between:

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Clay County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, FL 32092 ("District"); and

**J.C. HARWARD AND ASSOCIATES, INC.**, a Florida corporation, with a mailing address of 6617 River Point Drive, Fleming Island, FL 32003 ("Contractor", together with District "Parties").

**RECITALS**

**WHEREAS**, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District has a need to retain an independent contractor to install playground equipment improvements within common areas located within the District, as set forth in **Exhibit A**, including, without limitation, all materials and labor ("Work"); and

**WHEREAS**, Contractor submitted the proposal attached hereto as **Exhibit A** and represents that it is qualified to serve as a playground equipment installation contractor and has agreed to perform the Work for the District; and

**WHEREAS**, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

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

**SECTION 2. DUTIES.** District agrees to use Contractor to provide the Work in accordance with the terms of this Agreement. The duties, obligations, and responsibilities of the Contractor are described in **Exhibit A** hereto.

- A.** Contractor shall provide the Work as described in **Exhibit A**. The Work shall include any effort specifically required by this Agreement and **Exhibit A**, including but not limited to, the repair, construction, installation, and all materials

outlined therein. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.

- B.** Work shall commence within three (3) weeks of execution of this Agreement and be completed within thirty (30) calendar days of execution of this Agreement, unless extended in writing by the District in its sole discretion or terminated earlier in accordance with Section 13 herein.
- C.** This Agreement grants to Contractor, including any employees, agents, or subcontractors, the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- D.** Contractor shall perform all Work in a neat and workmanlike manner. In the event the District in its sole determination, finds that the work of Contractor is not satisfactory to District, District shall have the right to immediately terminate this Agreement and will only be responsible for payment of work satisfactorily completed and for materials actually incorporated into the Work.
- E.** Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. While providing the Work, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Work.
- F.** Contractor shall report directly to the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.
- G.** Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Agreement. At completion of the Work, the Contractor shall remove from the site waste materials, rubbish, tools, construction equipment, machinery and surplus materials. If the Contractor fails to clean up as provided herein, the District may do so and the cost thereof shall be charged to the Contractor.
- H.** The District shall be the sole and exclusive provider of all materials and labor for the installation of mulch, barriers, and fencing enclosures for the playground. The Parties shall coordinate the Work to prevent conflicts, including compliance with permit requirements, and ensure the necessary progression of the Work.

### **SECTION 3. COMPENSATION, PAYMENT, AND RETAINAGE.**

- A.** The District shall pay Contractor an amount not to exceed Twenty-Nine Thousand Nine Hundred Fifty-One Dollars (\$29,951.00) for the Work as identified in **Exhibit A** attached hereto. District shall pay Contractor 50% of the contract price after execution of this Agreement; 40% of the contract price upon completion of the installation of the playground equipment, shade structure, and swing; and 10% of the contract price upon receipt of the certificate of

completion by the Clay County Building Department. Such amounts include all materials and labor provided for in **Exhibit A**.

- B.** If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the parties and agreed to in writing.
- C.** The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

**SECTION 4. WARRANTY.** The Contractor warrants to the District that all materials furnished under this Agreement shall be new, and that all services and materials shall be of good quality, free from faults and defects, and will conform to the standards and practices for projects of similar design and complexity in an expeditious and economical manner consistent with the best interest of the District. In addition to any manufacturer warranties for materials purchased by Contractor for purposes of this Agreement or warranties stated in Exhibit A, all Work provided by the Contractor pursuant to this Agreement shall be warranted for two (2) years from the date of acceptance of the Work by the District. Contractor shall replace or repair warranted items to conform with Exhibit A. Neither final acceptance of the Work, nor final payment therefore, nor any provision of the Agreement shall relieve Contractor of responsibility for defective or deficient materials or Work. If any of the materials or Work are found to be defective, deficient or not in accordance with the Agreement, Contractor shall correct, remove and replace it promptly after receipt of a written notice from the District and correct and pay for any other damage resulting therefrom to District property or the property of landowner's within the District. Notwithstanding the above, Contractor shall not be responsible for repairing or replacing any Work that was misused, defaced, or intentionally damaged or destroyed by the District or its agents.

## **SECTION 5. INSURANCE.**

- A.** The Contractor shall maintain throughout the term of this Agreement the

following insurance:

- (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
- (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than one million dollars (\$1,000,000) combined single limit bodily injury and property damage liability, and covering at least the following hazards:
  - (i) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
- (3) Employer's Liability Coverage with limits of at least one million dollars (\$1,000,000) per accident or disease.
- (4) Automobile Liability Insurance for bodily injuries in limits of not less than one million dollars (\$1,000,000) combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement prior to performance of the Work. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

## SECTION 6. INDEMNIFICATION.

- A. Contractor agrees to indemnify and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more



than 50% at fault for any claims against the District and/or Contractor.

- B.** The District agrees to indemnify and hold harmless the Contractor and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the Contractor, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto, provided that the District is adjudged to be more than 50% at fault for any claims against the Contractor and/or the District.
- C.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

**SECTION 7. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

**SECTION 8. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

**SECTION 9. LIENS AND CLAIMS.** The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall

immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

**SECTION 10. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

**SECTION 11. CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District and Contractor shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District or Contractor in refraining from so doing; and further, that the failure of the District or Contractor at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**SECTION 12. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

**SECTION 13. TERMINATION.** The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement by providing five (5) days' written notice of termination to the Contractor, provided that Contractor has not cured any failure under this Agreement. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

**SECTION 14. PERMITS AND LICENSES.** All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

**SECTION 15. ASSIGNMENT.** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

**SECTION 16. INDEPENDENT CONTRACTOR STATUS.** In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

**SECTION 17. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

**SECTION 18. ENFORCEMENT OF AGREEMENT.** In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

**SECTION 19. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. None of the provisions of **Exhibit A** shall apply to this Agreement and **Exhibit A** shall not be incorporated herein, except that **Exhibit A** is applicable to the extent that it states the Work's scope of services for the labor and materials to be provided under this Agreement.

**SECTION 20. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties.

**SECTION 21. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

**SECTION 22. NOTICES.** All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

**A. If to District:**

Ridgewood Trails Community Development  
District  
475 West Town Place, Suite  
114 St. Augustine, FL 32092

Attn: District Manager

**With a copy to:**

Kutak Rock LLP  
107 West College Avenue  
Tallahassee, Florida 32301  
Attn: District Counsel

**B. If to the Contractor:**

J.C. Harward and Associates, Inc.  
6617 River Point Drive  
Fleming Island, Florida 32003  
Attn: John C. Harward, Jr.

**With a copy to:**

Tyler J. Oldenburg, Esq.  
Marks Gray, PA  
1200 Riverplace Blvd., Suite 800  
Jacksonville, Florida 32207

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

**SECTION 23. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

**SECTION 24. CONTROLLING LAW AND VENUE.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Clay County, Florida.

**SECTION 25. COMPLIANCE WITH PUBLIC RECORDS LAWS.** Contractor understands and agrees that all documents of any kind provided to the District in connection

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

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

**SECTION 26. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

**SECTION 27. ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

**SECTION 28. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.



**SECTION 29. SCRUTINIZED COMPANIES STATEMENT.** Contractor certifies that it is not in violation of Section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

**SECTION 30. COMPLIANCE WITH E-VERIFY.** The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.095, *Florida Statutes*.

- A. If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.
- B. In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.
- C. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

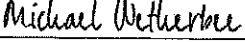
**SECTION 31. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES.** The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section

and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

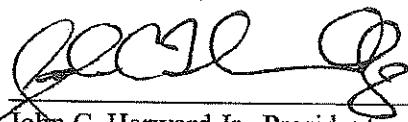
[SIGNATURES ON FOLLOWING PAGE]

**IN WITNESS WHEREOF**, the parties hereto have signed this Agreement on the day and year first written above.

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**

Signed by:  
  
Michael Wetherbee  
456242AB53B0433  
Chairperson, Board of Supervisors

**J.C. HARWARD AND ASSOCIATES, INC.**

  
John C. Harward Jr., President

**Exhibit A: Scope of Work**

## Exhibit A Scope of Work

Sent by John Harward on Jun 30, 2025

Sent



6617 River Point Drive • Fleming Island, FL 32003 • Phone: (904) 838-9400

Jay Soriano  
Phone: 9045620249  
Cell: +19045620249

Job Address:  
3813 Great Falls Loop  
Middleburg, FL 32068

Print Date: 6-30-2025

### Proposal for Ridgewood Trails

Re: Ridgewood Trails - Fort Challenge Structure - Hexagon Shade Structure - Qty. 1 2-post swing

Good afternoon. Thank you again for this opportunity to work with you and your staff. Below is our scope of work for your review. Please let me know if you have any questions.

Submit owner-supplied documents for permitting. Owners will need to sign and notarize documents. Permit fee allowance is included at \$1200.

Site plan - Excluded

Survey - Excluded

Layout of structure provided by Owner

Site prep by Owner

Clear access to the site with work truck

Silt fence - Excluded

Portalet

Dumpster by Owner

Playground equipment, shade structure and 2-post swing by Owner

Labor to unpack and install equipment

Concrete for footers for structures per plans

Cleanup for equipment installation. It does not include cleaning up of the border, mulch, fence, table, or bench installers.

Plastic borders by Owner

Mulch by Owner

Aluminum Fence by Owner

Tables and benches by Owner

A handwritten signature in black ink, appearing to read "John Harward".

**Tentative Schedule**

- 3 weeks from date of signed contract and deposit to mobilize onsite.
- 1.5 weeks for unpacking and installing
- 2 days for plastic borders (by others)
- 3 days for mulch (by others)
- 1 week for aluminum fence installation (by others)
- 3 days for tables and benches (by others)

\*Close coordination with owner-supplied subcontractors is needed. Before we start onsite, please confirm that owner-supplied subs can meet the schedule above. Our general conditions have been set for the work to start and progress continuously once site work and playground installation have begun. We have assumed 30 days from start to finish. Any delay beyond this would require a change order for extended general conditions.

**Draw schedule**

- 50% deposit at time of signing contract
- 40% upon installation of playground equipment, shade structure and swing
- 10% upon certificate of completion by Clay County Building Department

Items	Description
<b>PERMIT ALLOWANCE</b>	
01-700 Permits	
Supervision	cost per week
Buildertrend Flat Rate	
<b>INSTALLATION OF EQUIPMENT</b>	
06-300 Wood Framing	
Portolet	cost per month
Buildertrend Flat Rate	
Labor to prepare permit	
01-710 Labor to Obtain Permits	
Clean up	
01-740 Final Cleaning	
General Conditions	
02-100 General	

Thank you again for this opportunity. We look forward to working with you and your staff.

Sincerely,

John C. Harward Jr.

Approval Deadline: Jul 9, 2025



RECEIVED  
JUL 29 2025  
BY:

**AGREEMENT FOR INSTALLATION OF PLAYGROUND EQUIPMENT BETWEEN  
THE RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT  
AND J.C. HARWARD AND ASSOCIATES, INC.**

**THIS AGREEMENT** ("Agreement") is made and entered into this 25th day of July, 2025, by and between:

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Clay County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, FL 32092 ("District"); and

**J.C. HARWARD AND ASSOCIATES, INC.**, a Florida corporation, with a mailing address of 6617 River Point Drive, Fleming Island, FL 32003 ("Contractor", together with District "Parties").

**RECITALS**

**WHEREAS**, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

**WHEREAS**, the District has a need to retain an independent contractor to install playground equipment improvements within common areas located within the District, as set forth in **Exhibit A**, including, without limitation, all materials and labor ("Work"); and

**WHEREAS**, Contractor submitted the proposal attached hereto as **Exhibit A** and represents that it is qualified to serve as a playground equipment installation contractor and has agreed to perform the Work for the District; and

**WHEREAS**, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

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

**SECTION 2. DUTIES.** District agrees to use Contractor to provide the Work in accordance with the terms of this Agreement. The duties, obligations, and responsibilities of the Contractor are described in **Exhibit A** hereto.

- A.** Contractor shall provide the Work as described in **Exhibit A**. The Work shall include any effort specifically required by this Agreement and **Exhibit A**, including but not limited to, the repair, construction, installation, and all materials

outlined therein. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.

- B.** Work shall commence within three (3) weeks of execution of this Agreement and be completed within thirty (30) calendar days of execution of this Agreement, unless extended in writing by the District in its sole discretion or terminated earlier in accordance with Section 13 herein.
- C.** This Agreement grants to Contractor, including any employees, agents, or subcontractors, the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.
- D.** Contractor shall perform all Work in a neat and workmanlike manner. In the event the District in its sole determination, finds that the work of Contractor is not satisfactory to District, District shall have the right to immediately terminate this Agreement and will only be responsible for payment of work satisfactorily completed and for materials actually incorporated into the Work.
- E.** Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. While providing the Work, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Work.
- F.** Contractor shall report directly to the District Manager. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.
- G.** Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Agreement. At completion of the Work, the Contractor shall remove from the site waste materials, rubbish, tools, construction equipment, machinery and surplus materials. If the Contractor fails to clean up as provided herein, the District may do so and the cost thereof shall be charged to the Contractor.
- H.** The District shall be the sole and exclusive provider of all materials and labor for the installation of mulch, barriers, and fencing enclosures for the playground. The Parties shall coordinate the Work to prevent conflicts, including compliance with permit requirements, and ensure the necessary progression of the Work.

### SECTION 3. COMPENSATION, PAYMENT, AND RETAINAGE.

- A.** The District shall pay Contractor an amount not to exceed Twenty-Nine Thousand Nine Hundred Fifty-One Dollars (\$29,951.00) for the Work as identified in **Exhibit A** attached hereto. District shall pay Contractor 50% of the contract price after execution of this Agreement; 40% of the contract price upon completion of the installation of the playground equipment, shade structure, and swing; and 10% of the contract price upon receipt of the certificate of

completion by the Clay County Building Department. Such amounts include all materials and labor provided for in **Exhibit A**.

- B.** If the District should desire additional work or services, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the parties and agreed to in writing.
- C.** The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers be paid and require evidence, in the form of lien releases or partial waivers of lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

**SECTION 4. WARRANTY.** The Contractor warrants to the District that all materials furnished under this Agreement shall be new, and that all services and materials shall be of good quality, free from faults and defects, and will conform to the standards and practices for projects of similar design and complexity in an expeditious and economical manner consistent with the best interest of the District. In addition to any manufacturer warranties for materials purchased by Contractor for purposes of this Agreement or warranties stated in Exhibit A, all Work provided by the Contractor pursuant to this Agreement shall be warranted for two (2) years from the date of acceptance of the Work by the District. Contractor shall replace or repair warranted items to conform with Exhibit A. Neither final acceptance of the Work, nor final payment therefore, nor any provision of the Agreement shall relieve Contractor of responsibility for defective or deficient materials or Work. If any of the materials or Work are found to be defective, deficient or not in accordance with the Agreement, Contractor shall correct, remove and replace it promptly after receipt of a written notice from the District and correct and pay for any other damage resulting therefrom to District property or the property of landowner's within the District. Notwithstanding the above, Contractor shall not be responsible for repairing or replacing any Work that was misused, defaced, or intentionally damaged or destroyed by the District or its agents.

## **SECTION 5. INSURANCE.**

- A.** The Contractor shall maintain throughout the term of this Agreement the

following insurance:

- (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
- (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than one million dollars (\$1,000,000) combined single limit bodily injury and property damage liability, and covering at least the following hazards:
  - (i) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
- (3) Employer's Liability Coverage with limits of at least one million dollars (\$1,000,000) per accident or disease.
- (4) Automobile Liability Insurance for bodily injuries in limits of not less than one million dollars (\$1,000,000) combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement prior to performance of the Work. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

## SECTION 6. INDEMNIFICATION.

- A. Contractor agrees to indemnify and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more



than 50% at fault for any claims against the District and/or Contractor.

- B.** The District agrees to indemnify and hold harmless the Contractor and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the Contractor, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto, provided that the District is adjudged to be more than 50% at fault for any claims against the Contractor and/or the District.
- C.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

**SECTION 7. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

**SECTION 8. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

**SECTION 9. LIENS AND CLAIMS.** The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall

immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

**SECTION 10. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

**SECTION 11. CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District and Contractor shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District or Contractor in refraining from so doing; and further, that the failure of the District or Contractor at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**SECTION 12. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

**SECTION 13. TERMINATION.** The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement by providing five (5) days' written notice of termination to the Contractor, provided that Contractor has not cured any failure under this Agreement. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

**SECTION 14. PERMITS AND LICENSES.** All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

**SECTION 15. ASSIGNMENT.** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

**SECTION 16. INDEPENDENT CONTRACTOR STATUS.** In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

**SECTION 17. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

**SECTION 18. ENFORCEMENT OF AGREEMENT.** In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

**SECTION 19. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. None of the provisions of **Exhibit A** shall apply to this Agreement and **Exhibit A** shall not be incorporated herein, except that **Exhibit A** is applicable to the extent that it states the Work's scope of services for the labor and materials to be provided under this Agreement.

**SECTION 20. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties.

**SECTION 21. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

**SECTION 22. NOTICES.** All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

**A. If to District:**

Ridgewood Trails Community Development  
District  
475 West Town Place, Suite  
114 St. Augustine, FL 32092

Attn: District Manager

**With a copy to:**

Kutak Rock LLP  
107 West College Avenue  
Tallahassee, Florida 32301  
Attn: District Counsel

**B. If to the Contractor:**

J.C. Harward and Associates, Inc.  
6617 River Point Drive  
Fleming Island, Florida 32003  
Attn: John C. Harward, Jr.

**With a copy to:**

Tyler J. Oldenburg, Esq.  
Marks Gray, PA  
1200 Riverplace Blvd., Suite 800  
Jacksonville, Florida 32207

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

**SECTION 23. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

**SECTION 24. CONTROLLING LAW AND VENUE.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Clay County, Florida.

**SECTION 25. COMPLIANCE WITH PUBLIC RECORDS LAWS.** Contractor understands and agrees that all documents of any kind provided to the District in connection

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

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

**SECTION 26. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

**SECTION 27. ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

**SECTION 28. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.



**SECTION 29. SCRUTINIZED COMPANIES STATEMENT.** Contractor certifies that it is not in violation of Section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

**SECTION 30. COMPLIANCE WITH E-VERIFY.** The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.095, *Florida Statutes*.

- A. If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.
- B. In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.
- C. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

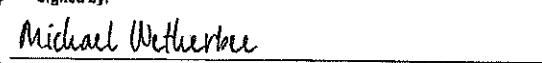
**SECTION 31. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES.** The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section

and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

[SIGNATURES ON FOLLOWING PAGE]

**IN WITNESS WHEREOF**, the parties hereto have signed this Agreement on the day and year first written above.

**RIDGEWOOD TRAILS COMMUNITY DEVELOPMENT DISTRICT**

Signed by:  
  
Michael Wetherbee  
456242AB53B0433  
Chairperson, Board of Supervisors

**J.C. HARWARD AND ASSOCIATES, INC.**

  
John C. Harward Jr., President

**Exhibit A: Scope of Work**

## Exhibit A Scope of Work

Sent by John Harward on Jun 30, 2025

Sent



6617 River Point Drive • Fleming Island, FL 32003 • Phone: (904) 838-9400

Jay Soriano  
Phone: 9045620249  
Cell: +19045620249

Job Address:  
3813 Great Falls Loop  
Middleburg, FL 32068

Print Date: 6-30-2025

### Proposal for Ridgewood Trails

Re: Ridgewood Trails - Fort Challenge Structure - Hexagon Shade Structure - Qty. 1 2-post swing

Good afternoon. Thank you again for this opportunity to work with you and your staff. Below is our scope of work for your review. Please let me know if you have any questions.

Submit owner-supplied documents for permitting. Owners will need to sign and notarize documents. Permit fee allowance is included at \$1200.

Site plan - Excluded

Survey - Excluded

Layout of structure provided by Owner

Site prep by Owner

Clear access to the site with work truck

Silt fence - Excluded

Portalet

Dumpster by Owner

Playground equipment, shade structure and 2-post swing by Owner

Labor to unpack and install equipment

Concrete for footers for structures per plans

Cleanup for equipment installation. It does not include cleaning up of the border, mulch, fence, table, or bench installers.

Plastic borders by Owner

Mulch by Owner

Aluminum Fence by Owner

Tables and benches by Owner

A handwritten signature in black ink, appearing to read "John Harward".

**Tentative Schedule**

- 3 weeks from date of signed contract and deposit to mobilize onsite.
- 1.5 weeks for unpacking and installing
- 2 days for plastic borders (by others)
- 3 days for mulch (by others)
- 1 week for aluminum fence installation (by others)
- 3 days for tables and benches (by others)

\*Close coordination with owner-supplied subcontractors is needed. Before we start onsite, please confirm that owner-supplied subs can meet the schedule above. Our general conditions have been set for the work to start and progress continuously once site work and playground installation have begun. We have assumed 30 days from start to finish. Any delay beyond this would require a change order for extended general conditions.

**Draw schedule**

- 50% deposit at time of signing contract
- 40% upon installation of playground equipment, shade structure and swing
- 10% upon certificate of completion by Clay County Building Department

Items	Description
<b>PERMIT ALLOWANCE</b>	
01-700 Permits	
Supervision	cost per week
<b>BuilderTrend Flat Rate</b>	
<b>INSTALLATION OF EQUIPMENT</b>	
06-300 Wood Framing	
Portolet	cost per month
<b>BuilderTrend Flat Rate</b>	
Labor to prepare permit	
01-710 Labor to Obtain Permits	
Clean up	
01-740 Final Cleaning	
<b>General Conditions</b>	
02-100 General	

Thank you again for this opportunity. We look forward to working with you and your staff.

Sincerely,

John C. Harward Jr.

Approval Deadline: Jul 9, 2025



# T&M ELECTRIC OF CLAY COUNTY, LLC.

200 College Dr.  
Orange Park, Florida 32065  
State License #EC0001152  
FEIN 59-2052695

Phone: (904) 272-0272

July 21, 2025

Fax: (904) 276-7689

**Proposal Submitted To:**

Jay Soriano

**Job Location:**

Azalea Ridge Middleburg, FL. 32068

Mr. Soriano,

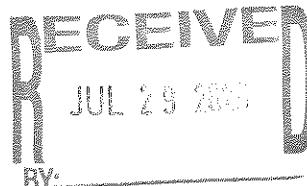
Thank you for allowing us to provide you with a quote for the electrical service work at Azalea Ridge. If you have any questions, please feel free to contact me and thank you again for entrusting T&M Electric with your electrical needs.

- Provide and install (1) excavation of approximately 440' of ditch.
- Provide and install (1)  $\frac{3}{4}$ " conduit to each of the (8) bollard location per request approximately 55' between each bollard.
- Provide and install (1) 120v 20-amp circuit with #10 THHN stranded copper conductors.
- Provide and install (1) 20-amp GFI breaker in existing sub.
- Provide and install (8) owner provide bollard lights, and concrete anchors.
- Provide and install (8) concrete bases for bollard lights, 18" diameter and 16" tall.

50% deposit \$6,987.50 due before start.  
50% final payment \$6,987.50 due upon completion

Total \$13,975.00

Price excludes repairs to hard scape land scape, irrigation sidewalk.



Sincerely,

Thank you,

Jason Bush

T & M Electric of Clay County, LLC.

200 College Drive

Orange Park, FL 32065

Phone (904) 272-0272

jason@tmelectricinc.com

# T&M ELECTRIC OF CLAY COUNTY, LLC.

200 College Dr.  
Orange Park, Florida 32065  
State License #EC0001152  
FEIN 59-2052695

Phone: (904) 272-0272

July 21, 2025

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50% final payment \$6,987.50 due upon completion

Total \$13,975.00

Price excludes repairs to hard scape land scape, irrigation sidewalk.

RECEIVED  
JUL 22 2025  
BY

Sincerely,

Thank you,

Jason Bush

T & M Electric of Clay County, LLC.

200 College Drive

Orange Park, FL 32065

Phone (904) 272-0272

jason@tmelectricinc.com

**INVOICE**

PRACTICE SPORTS, INC.  
14706 Giles Rd  
Omaha, NE 68138

ar@practicesports.com  
+1 (402) 592-2000  
www.practicesports.com



Jay Soriano-1

**Bill to**  
GMS Llc - Ridgewood Trails CDD  
Jay Soriano  
475 West Town Place  
St. Augustine, FL 32092  
United States

**Ship to**  
GMS Llc - Ridgewood Trails CDD  
Jay Soriano  
1667 Azalea Ridge Boulevard  
Middleburg, FL 32068  
United States

**Shipping info**

Ship via: Southeastern Freight  
Ship date: 08/18/2025  
Tracking no.: 431519587

**Invoice details**

Invoice no.: 306339  
Terms: Complete-Pymt Due  
Invoice date: 08/13/2025  
Due date: 09/18/2025

P.O. Number: JS008132025-2  
Sales Rep: Jake

#	Product or service	SKU	Description	Qty	Rate	Amount
1.	Playground Border Timbers - 8" or 12" - (40) 12" Timbers - Full Pallet	2BY242-12IN- PALLET	Playground Border Timbers - 8" or 12" - (40) 12" Timbers - Full Pallet	1	\$1,200.00	\$1,200.00
2.	Playground Border Timbers - 8" or 12" - (20) 12" Timbers - 1/2 Pallet	2BY242-12IN- HALFPALLET	Playground Border Timbers - 8" or 12" - (20) 12" Timbers - 1/2 Pallet	1	\$600.00	\$600.00
				Subtotal	\$1,800.00	
				Shipping	\$625.00	
				Total	\$2,425.00	

**View and pay**



PAID  
AUG 26 2025



# PURCHASE ORDER

**Double Branch CDD**

c/o Governmental Management Services

475 West Town Place, Suite 114  
St. Augustine FL 32092P.O. NO. JSO08132025-2  
DATE August 13, 2025  
ACCT #

Quote/order # PS306339

VENDOR Practice Sports, inc  
[www.practicesports.com](http://www.practicesports.com)  
14706 Giles Rd. Omaha, NE 68138SHIP TO Jay Soriano  
1667 Azalea Ridge Blvd  
Middleburg, FL 32092  
(904)274-3450

SHIPPING METHOD		SHIPPING TERMS		DELIVERY DATE	
QTY	ITEM #	DESCRIPTION	JOB	UNIT PRICE	LINE TOTAL
1.00		Playground Border Timbers - 8" or 12" - (40) 12" Timbers - Full Pallet x 1	Long Bay play ground	\$545	\$ 1,200.00
1.00		Playground Border Timbers - 8" or 12" - (20) 12" Timbers - Half Pallet x 1	Long Bay play ground	22.50	600.00
1.00		Freight			625.00
				SUBTOTAL	\$ 2,425.00
				SALES TAX	-
				TOTAL	\$ 2,425.00

Jay Soriano 8/13/25

Order placed by \_\_\_\_\_ Date \_\_\_\_\_

Authorized by \_\_\_\_\_ Date \_\_\_\_\_

# 1000Bulbs

Thank you for your order!

Your order number is 15060817

Please contact our customer service department if you have additional questions. We appreciate your business!

You will receive a Tracking Number by email when your package(s) ships.

Bill To:  
Ridgewood Trails CDD  
475 W. Town PI  
St. Augustine, FL 32092  
904-275-2450  
PO Number: COD  
Customer Email: jsoriano@gmsnf.com

Ship To:  
Ridgewood Trails CDD  
Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065  
904-275-2450

Order Date	07/17/2025	Customer #	1705529 <th>Terms</th> <td>Net30</td>	Terms	Net30
Salesperson	Breanne Coe	Phone	972-535-0924	Email	bcoe@1000bulbs.com
Part#	Description	Ordered	Unit Price	Ext Price	

PLT-12976	1795 Lumen Max - 24 Watt Max- Wattage and Color Selectable 3.5 ft. LED Bollard Fixture Watts 14-19-24 - Kelvin 3000-4000-5000 - Dome with Louver Reflector- 120-277 Volt- PLT-12976	3	\$231.75	\$695.25
-----------	--	---	----------	----------

Ship Via	Standard Shipping	Subtotal:	\$695.25
		Shipping:	\$97.34
		Tax:	\$0.00
		Total:	\$792.59

Approved  
Ridgewood Trails CDD  
Capital Reserve  
1.330.53800.60100  
Rob Alba  
9.23.2025

RECEIVED  
SEP 23 2025  
BY: