

MINUTES OF MEETING  
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, January 16, 2018 at 6:00 p.m. at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068.

Present and constituting a quorum were:

Matt Biagetti	Chairperson
Maria Haney	Vice Chairman
Jeff Arp	Supervisor
Nancy McNulty	Supervisor
Jerry Ritchie	Supervisor

Also present were:

Jim Oliver	District Manager
Jason Walters	District Counsel (by phone)
Steve Andersen	Operations Manager
Amanda Ferguson	Amenity Center Manager
Josh Feagin	R&D Landscape

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being no audience comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the November 21, 2017 Meeting**

Mr. Oliver stated included in your agenda package is a copy of the minutes of the November 21, 2017 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with the Minutes of the November 21, 2017 Meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Audit Criteria and Authorization to Publish an RFP**

Mr. Oliver stated the audit committee met earlier this evening and they approved audit criteria. We are asking the board to approve that recommendation and direct staff to issue an RFP for audit service.

On MOTION by Mr. Biagetti seconded by Mr. Arp with all in favor the Audit Criteria & Authorization to Publish an RFP was approved.

**FIFTH ORDER OF BUSINESS**

**Update Regarding Series 2006 Bond Restructuring/Foreclosure Actions**

Mr. Walters stated at the last meeting, we were still hammering through a few last minute issues dealing with assignment of development rights and some mortgage issues. I just got the final version from trustee's counsel earlier today. We are at the confirmation point. I anticipate that the agreement will be finalized very shortly. We do have the foreclosure filed, as well. We are kind of moving on both of those fronts. The anticipated closing date is at the end of January.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Public Facilities Report**

Mr. Oliver stated each District is required to file a public facilities report every seven years. You have a copy of the public facilities report in your agenda package.

On MOTION by Mr. Biagetti seconded by Ms. Haney with all in favor the Public Facilities Report was accepted.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Contract with Clay County Sheriff's Office**

Mr. Oliver stated Clay County Sheriff's Office provides off duty deputies to patrol the premise and the development. Their rates went up effective January 1<sup>st</sup>, so we are required to enter into a new agreement. Their rates are now at \$34 an hour.

On MOTION by Mr. Biagetti seconded by Mr. Arp with all in favor the Contract with Clay County Sheriff's Office was ratified.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Mr. Ritchie stated I made this report on the payoff of the principal and interest on the bonds.

Mr. Oliver stated the CDD has two components to the assessments; one is the debt service assessment to pay back the bonds that were issued to build the infrastructure and the other is the operation and maintenance component. Like a home mortgage, you make a number of payments until you pay off the debt. As with a home mortgage, you can pay off that debt earlier. What Jerry has put together is showing you the number of remaining payments there are to be made or if you wanted to pay it down early then you can look at the last column on the far right. If you pay off that debt, you still have operation and maintenance to pay. If you pay off that debt and the District subsequently refinances the bonds then you don't share in that lower rate.

A resident asked when the CDD bond was established back in 2006 it was for a certain amount of homes, correct?

Mr. Oliver responded right.

A resident asked so now that they are talking about building these 150 additional homes, what happens with that CDD rate?

Mr. Oliver responded the number stays the same at 736 lots. Those 150 lots are already assessed the same as the other lots in the community.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. District Manager**

Mr. Oliver stated this is an election year. There will be two seats up for election. If anyone is interested in being on the board then you would qualify with the Clay County Supervisor of Elections in June of 2018. The election will be held in November. For more information, please visit [clayelections.com](http://clayelections.com).

**C. Engineer**

There being none, the next item followed.

**D. Operations Manager - Report**

Mr. Andersen stated at the last meeting we talked about flooring replacement in here. We have went back and found better options for the flooring. Home Depot actually carries a vinyl flooring called Lifeproof. It offers a five year commercial warranty. It is waterproof. It

is not just water resistant. We had Home Depot come out and it is \$2.78 a square foot for this. This is a floating floor. The problem we have here is we have glued down carpet. It is very difficult to remove. They are charging us to take all of the old carpet out and then they have to put the flooring down and quarter round down. I am going to get another couple of quotes. I think this is a really good product and it goes with this facility.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor for the Purchase and Installation of Lifeproof Vinyl Flooring in the Clubhouse with a not to exceed amount of \$6,000 & Mr. Biagetti to work with Staff on the Project was approved.

**E. Amenity Manager**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Audience Comments / Supervisor's Requests**

A resident stated there is a Ryland sign on the other side of the street and irritates me every time I walk by it. How do we get that sign removed?

Mr. Andersen responded we will take care of it.

A resident asked what about removing the sewer guards?

Mr. Andersen responded it is the responsibility of the County. I will send them a request.

A resident stated the water on the pond over there is nasty. The guy has been out with his boat and he tested the water but it is not clearing up.

Mr. Biagetti stated it is an unfortunate cycle with most ponds.

Mr. Andersen stated I will almost guarantee you that in the next year or two there will be a cycle that happens and it will transfer to other ponds and these will be fine. We stock grass carp in all of these ponds in the spring.

**ELEVENTH ORDER OF BUSINESS**

**Financial Statements**

**A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending November 30, 2017**

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement.

**B. Assessment Receipts Schedule**

Mr. Oliver stated included in your agenda package is a copy of the assessment receipts schedule.

**C. Approval of Check Register**

Mr. Oliver stated included in your agenda package is a copy of the check register. The late fees will be recouped from GMS.

On MOTION by Mr. Biagetti seconded by Ms. Haney with all in favor the Check Register was approved.

**TWELFTH ORDER OF BUSINESS**

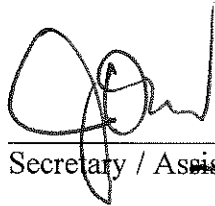
**Next Scheduled Meeting – March 20, 2018  
at 6:00 p.m. at the Pine Ridge Plantation  
Amenity Center**

Mr. Oliver stated the next scheduled meeting is March 20, 2018 at 6:00 p.m. at this location.

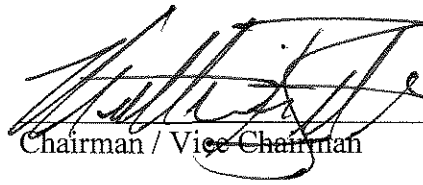
**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor the Meeting was adjourned.



Secretary / Assistant Secretary



Chairman / Vice Chairman