

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 Wednesday, December 8, 2010 at 3:05 p.m. at Ryland Homes, 1845 Town Center Boulevard, Suite 200, Fleming Island, Florida 32003.

Present and constituting a quorum were:

Levi Ritter	Chairman
Chris Middleton	Vice Chairman
Brad Paullin	Supervisor

Also present were:

Jim Oliver	District Manager
Jason Walters	District Counsel (by phone)
Peter Ma	District Engineer
Jeff Church	ASG

**FIRST ORDER OF BUSINESS**                      **Roll Call**  
Mr. Oliver called the meeting to order at 3:05 p.m.

**SECOND ORDER OF BUSINESS**                      **Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors**

Mr. Oliver stated we had a landowner's election last month and Bill Pyburn, Kevin Troup and Levi Ritter were elected to the three vacant seats. Bill and Kevin are not here today.

*Mr. Oliver administered an oath of office to Mr. Levi Ritter.*

**B. General Information for Supervisors**

Mr. Oliver stated Mr. Ritter has been serving on this board and other boards in the past, so he is aware of the responsibilities of a supervisor. We will give the information and oath to Bill and Kevin at a future meeting.

**C. Consideration of Resolution 2011-01, Canvassing and Certifying the Results of the Landowners Election**

Mr. Oliver stated included in your agenda package is Resolution 2011-01 canvassing and certifying the results of the landowner's election. This resolution shows the vote count.

Levi and Bill both received 552 votes and Kevin Troup received 551 votes and as a result Levi and Bill will serve four year terms and Kevin will serve a two year term.

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor Resolution 2011-01 Canvassing and Certifying the Results of the Landowners Election was approved.

**D. Consideration of Resolution 2010-02, Election of Officers**

Mr. Oliver stated included in your agenda package is Resolution 2011-02 election of officers. Right now we do not have a Chairman. Brad has been serving as Vice Chairman and the remainder of supervisors were serving as Assistant Secretaries. I have been serving as a Secretary. Who on the board would like to serve as Chairman and Vice Chairman?

Mr. Ritter stated I will serve as Chair.

Mr. Middleton stated I will serve as Vice Chairman.

Mr. Oliver stated then the remainder of the board will serve as Assistant Secretaries.

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor Resolution 2011-02 Election of Officers was approved.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the October 13, 2010 Meeting**

Mr. Oliver stated included in your agenda package is a copy of the minutes of the October 13, 2010 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor the Minutes of the October 13, 2010 Meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Acceptance of the Minutes of the November 10, 2010 Landowners Meeting**

Mr. Oliver stated included in your agenda package is a copy of the minutes of the November 10, 2010 landowners meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor the Minutes of the November 10, 2010 Landowners Meeting were accepted.

**FIFTH ORDER OF BUSINESS**

**Ratification of Berger, Toombs  
Engagement Letter to Perform FY10 Audit  
Services**

Mr. Oliver stated this was the auditor that you selected through the RFP process. They sent us the engagement letter. It is at a cost of \$3,600 and you budgeted \$6,000 for that. I went ahead and executed the letter, so we could get the audit started.

Mr. Ritter asked that is way less than last year, isn't it?

Mr. Oliver responded yes.

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor the Engagement Letter with Berger, Toombs to Perform the FY10 Audit Services was ratified.

**SIXTH ORDER OF BUSINESS**

**Ratification of Amendment to Agreement  
with ASG to Provide Pool Maintenance  
Services (3/2)**

Mr. Oliver stated the next item is ratification of amendment to the agreement with ASG to provide pool maintenance services on a 3/2 plan and that is three times a week during the summer months and two times a week during the off season months. Initially when the board approved the plan it was a 2/1 plan. I spoke with Chris and we determined that that wasn't ample coverage and there were problems with the maintenance of the pool, so we went ahead and had them start doing it three times a week during the busy season but they are back to two times a week now. This is within budget.

Mr. Ritter asked what is the increase in cost?

Mr. Middleton responded it is the same that we were paying the other guys.

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor the Amendment to the Agreement with ASG to Provide Pool Maintenance Services on a 3/2 Plan was ratified.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Actions Related Purchase,  
Installation of Monitoring of Security  
System**

This item was tabled.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Mr. Oliver stated at the last two meetings we tabled proposals from ASG to perform part-time amenity service management at a cost of \$30,000 a year. We have received a proposal from Raley Management Services also, which is at a cost of \$25,200 a year to combine the part-time amenity management services, as well as provide the operation services. In essence, it would perform the services that Chris currently handles, but also have part-time staffing at the amenity center. During the summer months it would be 24 hours a week and during the offseason it would 18 hours a week. We budgeted \$40,000 for the amenity management. Raley Management Services is the HOA management company out there right now.

Mr. Paullin asked what are we currently paying?

Mr. Oliver responded we are paying \$20,000 a year for the operations management. Right now you are not paying anything for amenity staffing because you don't have it staffed. You budgeted \$40,000, so you have funds available.

Mr. Ritter asked so rather than spend \$60,000 this would be all done for \$25,000?

Mr. Oliver responded correct.

Mr. Paullin stated as long as the work is done to satisfaction that is a great deal.

Mr. Oliver stated we can approve it subject to counsel putting it into a standard form agreement and it would have a typical termination clause.

Mr. Walters asked is Raley affiliated with either of the landowners?

Mr. Middleton responded he currently manages the homeowners association and his office co-located with Sandhill.

Mr. Paullin asked so Chris would not be handling any of the duties that he handles now?

Mr. Ritter responded no. Raley Management would handle all those duties now.

Mr. Paullin asked is there any loss of services from what we are getting now to what we will get?

Mr. Ritter responded I think you will actually get an increase because they are planning on staffing the amenity center.

Mr. Paullin asked how long of a contract are we proposing this to be?

Mr. Oliver responded we will do it through the end of this fiscal year.

Mr. Ritter asked because Charles is somewhat a related party, would you rather the non Alterra people vote on it or does it not matter?

Mr. Walters responded no. In a landowner elected seat is not a conflict but there is a disclosure issue that is why I just wanted to make sure if there was any relationship it was disclosed before the vote. I would advise you both to vote.

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor the Proposal from Raley Management Services to Perform Part-Time Amenity Management Services & Operation Services was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Manager**

There being none, the next item followed.

**C. Engineer**

There being none, the next item followed.

**D. Operations Manager**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Paullin stated the reeds out in the parkway area are high again and I have a lot of concerns about people not being able to see going out of the side roads. I know we cleared out 10 foot or so and that definitely did help but now you can't see traffic coming the other way. My thought is that we need to do something there permanently or we have a cutting schedule that says every three months we cut them.

Mr. Middleton stated I don't think we cut them. We just remove the first 10 or 15 feet.

Mr. Paullin stated they are in full bloom right now, so they are hanging out past the curb, so it actually doesn't even look appealing.

**ELEVENTH ORDER OF BUSINESS      Audience Comments**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS      Financials:**

**A. Balance Sheet as of October 30, 2010 and Statement of Revenues & Expenditures for the Period Ending October 30, 2010**

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

**B. Treasury Report**

Mr. Oliver stated included in your agenda package is a treasury report.

**C. Approval of Check Register**

Mr. Oliver stated included in your agenda package is a check register consisting of check numbers 451 through 476 totaling \$48,369.09.

On MOTION by Mr. Ritter seconded by Mr. Middleton with all in favor the Check Register was approved.

**THIRTEENTH ORDER OF BUSINESS      Next Scheduled Meeting – February 9, 2011 at 3:00 p.m.**

Mr. Oliver stated the next meeting is scheduled for February 9, 2011 at 3:00 p.m.

Mr. Ritter asked how are we looking in terms of operation and maintenance funds for this year that we are in right now?

Mr. Oliver responded yes. We just haven't gotten any distributions yet. We will get our end of November distribution in the next few days from the County Tax Collector.

Mr. Ritter asked do we any word if any money has come in?

Mr. Oliver responded I will have to check with Sheryl. I don't know.

Mr. Ritter asked due to the sale last year we have some excess proceeds in the O&M, right?

Mr. Oliver responded yes.

Mr. Ritter stated I am just wondering because the District has some of those credits left to sell, like we sold last year and I'm wondering if we keep those in our back pocket or whether we go out to market with them.

Mr. Oliver stated you are okay because of your past sale of credits.

Mr. Paullin asked did we determine if they expire?

Mr. Walters responded I thought they were tied to the development order.

Mr. Ritter stated if we can sell them I would sell them.

Mr. Blanton stated the CDD could sell them to home builders within the community and if the homebuilder is going to build a home they have to pay the County. Let's say it is \$5,000 for traffic impact fees. At the time you pull your building permit you have to write the County a check for \$5,000 as a builder. If we could offer those for sale as the CDD to the builders at \$4,000 when that moratorium expires then they could take advantage of the savings. I think it also increases the value for the CDDs return on those because if you sell them now and there is no traffic impact fee then you don't really get as much for them.

Mr. Middleton stated but who knows when they will lift the moratorium. If we have someone to buy them in bulk then we could sell them and if not then we know we have the option that we can sell them to the builders.

Mr. Ma stated I thought the moratorium was going to end this month.

Mr. Ritter stated I imagine they will extend it.

Mr. Paullin asked could there be any conflict with the board selling them to builders within the community?

Mr. Ritter responded as long as they are sold for a fair market rate.

Mr. Middleton stated you have to sell them at a discount; otherwise they will go buy it from the County for the full price.

Mr. Paullin asked so do they get advertised to the builders in the community that says we have these available?

Mr. Ritter asked do you remember how much we have left?

Mr. Walters responded I think it was around \$1M.

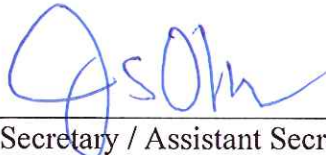
Mr. Paullin asked would they be sold when builders permit or could they be sold in a block.

Mr. Ritter stated if they are sold in block then I think we should give them a better discount.

Mr. Paullin stated I see a conflict with me sitting on this board and working for Ryland Homes. I would not want the competition to have that advantage.

**FOURTEENTH ORDER OF BUSINESS      Adjournment**

On MOTION by Mr. Middleton seconded by Mr. Paullin with all in favor the Meeting was adjourned.



Secretary / Assistant Secretary



Chairman / Vice Chairman